

GENERAL SERVICES ADMINISTRATION

Federal Supply Service

Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through *GSA Advantage!*, a menu-driven database system.

The INTERNET address for *GSA Advantage!* is: <http://www.GSAAdvantage.gov>.

Schedule for - Management, Organizational and Business Improvement Services (MOBIS)

Federal Supply Group: 87

Class: 874

Contract Number: GS-10F-0382N

**For more information on ordering from Federal Supply Schedules
click on the FSS Schedules button at <http://www.fss.gsa.gov>**

Contract Period: 05-04-2008 through 05-04-2013

Pricelist Effective: June 3, 2008

Contractor: Z-Tech Corporation
1801 Research Blvd., Suite 102
Rockville, MD 20850

Business Size: Large

Telephone: 301.315.2800

FAX Number: 301.315.2803

Web Site: www.z-techcorp.com

E-mail: tcarney@z-techcorp.com

Contract Administration: Thomas Carney

Customer Information

- 1a. **Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:** 874-1, 874-3, 874-1RC, 874-3RC
- 1b. **Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.**
- 1c. **If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate Not applicable for this item.**
2. **Maximum Order:** \$1,000,000.00
3. **Minimum Order:** \$300.00
4. **Geographic Coverage (delivery Area):** FOB Domestic only
5. **Point(s) of production (city, county, and state or foreign country):** Same as company address
6. **Discount from list prices or statement of net price:** Government Net Prices (discounts already deducted). See prices attached
7. **Quantity discounts:** None Offered
8. **Prompt payment terms:** Net 30 days
- 9a. **Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes
- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Contact Contractor
10. **Foreign items (list items by country of origin):** None
- 11a. **Time of Delivery (Contractor insert number of days):** Specified on the Task Order
- 11b. **Expedited Delivery. The Contractor will insert the sentence Items available for expedited delivery are noted in this price list. under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery:** Contact Contractor
- 11c. **Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery:** Contact Contractor

- 11d. **Urgent Requirements. The Contractor will note in its price list the Urgent Requirements clause of its contract and advise agencies that they can also contact the Contractor s representative to effect a faster delivery: Contact Contractor**
12. **F.O.B Points(s): Destination**
- 13a. **Ordering Address(es): Same as contractor**
- 13b. **Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).**
14. **Payment address(es): Same as company address**
15. **Warranty provision: Contractor s Standard Commercial Warranty**
16. **Export Packing Charges (if applicable): N/A**
17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Contact Contractor**
18. **Terms and conditions of rental, maintenance, and repair (if applicable): N/A**
19. **Terms and conditions of installation (if applicable): N/A**
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A**
- 20a. **Terms and conditions for any other services (if applicable): N/A**
21. **List of service and distribution points (if applicable): N/A**
22. **List of participating dealers (if applicable): N/A**
23. **Preventive maintenance (if applicable): N/A**
- 24a. **Special attributes such as environmental attributes, (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A**
- 24b. **If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor s website or other location.) The EIT standards can be found at: www.Section508.gov/.**
25. **Data Universal Numbering System (DUNS) number: 78-829 1789**
26. **Notification regarding registration in Central Contractor Registration (CCR) database: Registered**

Labor Category Descriptions

SIN 874-1 Consulting Services & SIN 874-3 Survey Services

Program Manager

Serves as Z-Tech's single individual responsible for formulating and enforcing work standards, assigning contract staff & schedules, maintaining regular contact with Government's Project Officer and/or Contracting Officer's Representative (PO/COR). Supervises all project personnel and communicates policies, procedures, and goals of the firm to these employees. Is responsible for the overall project plan, project performance, and client satisfaction on multiple project tasks and has multiple task leaders as direct reports.

Project Leader

Serves as Z-Tech's technical and project lead on mid level to large-scale project tasks. Under the guidance of the Program Manager, will be responsible for the day-to-day project activities to include: contact with Project Officer/Contracting Officer's Technical Representative (PO/COTR), review and submission of invoices, implementation of work plans, staffing, employee morale, and contact with Z-Tech's administrative services organizations (Contracts, Finance, Human Resources, etc.)

Subject Matter Expert

Provides subject matter expertise, executive guidance, and technical direction and implementation planning, in support of client business initiatives such as financial data, compliance issues, regulatory affairs, review and improvement of agency planning and budgetary processes, grant management processes, application modeling, and strategic and tactical enterprise support. Possesses experience in business process facilitation, reengineering, training, methodology development, best practice modeling, and organizational development through information systems.

Consultant

Recognized expertise in MOBIS area tasked. Will provide expert, independent services and research on an as-required basis. Coordinates with Program Manager and Subject Matter Expert to ensure proper definition of the issues and assists in developing and monitoring business/project plan, to ensure success, through coordinated contacts with the client.

Software Specialist

Provides experience in analysis, coding, testing, and debugging of highly specialized business application software, database software, statistical database applications, communications

software, and security software.

Biostatistician

Provides expert capabilities in evaluating scientific survey data and, through meticulous development of scientific, mathematic, and algorithmic modeling. Individual will also determine the need for additional exploratory data gathering and/or analysis or develop with the Principle Investigator and Program Manager meaningful technical reports on the experimental protocols used and the relative findings of the investigations.

Content Specialist

Works closely with the Graphics staff, Web Developers, Web Content Specialist, and Program Manager to ensure that any Web enabled survey results are depicted in a clear, concise, and meaningful manner. Also works closely with the Technical Writer and Editor to ensure that Web text are in concert with information being provided in survey publications.

Web Content Specialist

Prepares text materials in a web-enabled structure and format to facilitate meaningful replication of data, text, or graphics into a web page.

Web Developer

Experienced in the design and development, testing, deployment, and maintenance of web or web applications constructed in a business application or survey application mode. Experienced in developing 508 compliant web applications for relational database and/or data retrieval systems.

Graphics Support

Works in conjunction with Subject Matter Experts, Data Analysts, Research Analysts, and Web Developers to develop visualizations (web enabled or non web enabled) and graphical displays to more closely focus attention on the findings and implications of the business solution or survey results.

Media Specialist

Utilizes Windows based discussion software to facilitate meetings, discussions, and seminars to assist clients in wide-dissemination of management, organizational, and business studies. Will also use PCs, notebooks, and projection systems to further media support of client seminars and training sessions for management and organizational profiles and strategy sessions.

Editor

Edits materials for reports, manuals, briefings, and related scientific, technical, and functional

publications. Works closely with Technical Writers and Publications Managers to enhance production capabilities, quality and technical assurance, and presentation ready materials to the client.

Technical Writer

Works closely with Subject Matter Experts, Data Analysts, Research Analysts, to compose and finalize technical dissertations and scientific support documents developed in concert with the requirements of client directed business reengineering task or scientific survey.

Database Developer

Provides highly specialized technical expertise in the use and applications of DBMS software products and tools. Evaluates the client requirements and survey specifications and suggests data file designs, indexing, and organization, that will facilitate and support validation of findings.

Logistics Support

Works closely with Program Manager, Task Leader, Conference Managers, and Subject Matter Experts to provide assistance with action planning, briefings, scheduling, and implementations of recommendations emanating from core group discussions and survey data.

Exhibit/Conference Planner

Responsible to provide oversight and planning of pre-meeting, on-site, and post-meeting/conference activities. May be responsible, if delegation received from Program Manager, to negotiate hotel leases, vendor leases, and associated arrangements for exhibits, conferences, seminars, or symposiums. Responsibilities may also include making arrangements for guest speakers, industry leaders, or consultants participation in round-table discussions or expert panels.

Publications Specialist

Researches, organizes, writes, edits, proofreads, and produces a wide variety of complex subject matter, and technical publications. Coordinates release of publications with client and other outside sources; where applicable. Ensures that technical, graphical, and statistical data contained in document are applicable and accurate. Operates computer hardware and desk-top publishing applications to produce all documentation. Determines the style, type, font, technique, and creative medium best suited to produce the desired effect and in accordance with the client s requirements.

Administrative Support

Assists Program Manager and Task Leader by producing financial, administrative, and management reports for resource planning, meetings, and client briefings. Knowledgeable in Microsoft Office products such as Scheduler, Word, and Excel.

Research Analyst

Gathers, organizes, and quantifies information on specific technical, business, or scientific issues or operating procedures. Analyzes data, develops information, and assesses available solutions and methodologies consistent with client s requirements. Develops and implements operational tests, assessments, and functional documentation.

Technical Assistance Coordinator

Works closely with Program Manager, Subject Matter Experts, Research Analysts, and clients to provide meaningful outreach assistance to field personnel, user groups, and work groups regarding scientific matters and/or change management. May use other Subject Matter Experts, Trainers, and Consultants to assist in performing these services.

Labor Category Skill, Experience, & Educational Matrix

Note: 1 year of experience is equivalent to 1 year of education.

<u>Labor Category</u>	<u>Experience</u>	<u>Education</u>
Program Manager 3	12+ years in Mgmt.	4 yr. Degree
Program Manager 2	10+ years in Mgmt.	4 yr. Degree
Program Manager 1	6-8 years in Mgmt.	4 yr. Degree
Project Leader 3	8+ years in Task Mgmt.	4 yr. Degree
Project Leader 1	4-6 years in Task Mgmt.	4 yr. Degree
Subject Matter Expert 5	15+ yrs., 8 yrs. Specialized	4 yr. Degree
Subject Matter Expert 4	12+ yrs., 6 yrs. Specialized	4 yr. Degree
Subject Matter Expert 3	10+ yrs., 5 yrs. Specialized	4 yr. Degree
Subject Matter Expert 2	8+ yrs., 4 yrs. Specialized	4 yr. Degree
Subject Matter Expert 1	6+ yrs., 3 yrs. Specialized	4 yr. Degree
Consultant 3	15-20 yrs., 10 yrs.	4 yr. Degree
Software Specialist 6	12+ yrs., 8 yrs. Specialized	4 yr. Degree
Software Specialist 5	10+ yrs., 6 yrs. Specialized	4 yr. Degree
Software Specialist 4	8+ yrs., 5 yrs. Specialized	4 yr. Degree
Software Specialist 3	4+ yrs., 2 yrs. Specialized	4 yr. Degree
Software Specialist 2	2+ yrs., 1 yr. Specialized	4 yr. Degree
Principle Scient. Invest. 4	12+ yrs., 8 yrs. Specialized	Masters
Principle Scient. Invest. 1	6 yrs., 3 yrs. Specialized	Masters
Assoc. Scient. Investigator/Analyst	2-4 yrs., 2 yrs. Specialized	4 yr. Degree
Asst. Scient. Investigator/Analyst	1-2 yrs., 1 yr. Specialized	4yr. Degree
Biostatistician 3	10+ yrs., 6 yrs. Specialized	Masters
Biostatistician 1	5+ yrs., 3 yrs. Specialized	Masters
Content Specialist 3	6 yrs., 2 yrs. Specialized	4 yr. Degree
Content Specialist 2	4 yrs., 1 yr. Specialized	4 yr. Degree
Content Specialist 1	2 yrs., 1 yr. Specialized	4 yr. Degree
Web Content Specialist 3	9+ yrs., 6 years specialized	4 yr. Degree
Web Developer 3	9+ yrs., 6 yrs. Specialized	4 yr. Degree
Web Developer 2	6+ yrs., 4 yrs. Specialized	4 yr. Degree
Web Developer 1	2+ yrs., 1 yr. Specialized	2 yr. Degree

<u>Labor Category</u>	<u>Experience</u>	<u>Education</u>
Graphics Support 6	10 yrs., 6 yrs. Specialized	4 yr. Degree
Graphics Support 3	5 yrs., 3 yrs. Specialized	2 yr. Degree
Media Specialist 1	5 yrs., 2 yrs. Specialized	2 yr. Degree
Editor 5	8 yrs., 5 yrs. Specialized	4 yr. Degree
Editor 4	6 yrs., 4 yrs. Specialized	4 yr. Degree
Technical Writer 5	8 yrs., 5 yrs. Specialized	4 yr. Degree
Technical Writer 4	6 yrs., 4 yrs. Specialized	4 yr. Degree
Database Developer 4	10-12 yrs., 5 yrs. Specialized	4 yr. Degree
Database Developer 3	6-8 yrs., 3 yrs. Specialized	4 yr. Degree
Database Developer 2	2-4 yrs., 2 yrs. Specialized	4 yr. Degree
Database Developer 1	1 yr., 1 yr. Specialized	2 yr. Degree
Logistics Support 3	8-10 years experience	4 yr. Degree
Logistics Support 2	4 years experience	2 yr. Degree
Logistics Support 1	2 years experience	HS diploma
Exhibit/Conf. Planner 5	8 years experience	4 yr. Deg./CMP
Conference Planner 3	5 years experience	2 yr. Deg./CMP
Conference Planner 2	2 years experience	HS diploma
Publications Support 3	8 years experience	4 yr. Degree
Publication Support 2	4 years experience	4 yr. Degree
Publications Support 1	2 years experience	4 yr. Degree
Administrative Support 3	6 years experience	2 yr. Degree
Administrative Support 1	2 years experience	HS diploma
Research Analyst 7	15 yrs., 8 yrs. Specialized	4 yr. Degree
Research Analyst 6	12 yrs., 6 yrs. Specialized	4 yr. Degree
Research Analyst 5	10 yrs., 5 yrs. Specialized	4 yr. Degree
Research Analyst 4	7 yrs., 4 yrs. Specialized	4 yr. Degree
Research Analyst 3	5 yrs., 3 yrs. Specialized	4 yr. Degree
Research Analyst 1	2 yrs., 2 yrs. Specialized	4 yr. Degree
Technical Assistance Coordinator	10 years experience	4 yr. Degree
Technical Assistance Coordinator 3	7 years experience	4 yr. Degree
Technical Assistance Coordinator 2	5 years experience	4 yr. Degree
Technical Assistance Coordinator 1	3 years experience	4 yr. Degree

**Management, Organizational, Business Improvement Services
Solicitation Number TFTP-MC-000874-2**

**Z-Tech Corporation
1801 Research Blvd., Suite 102
Rockville, MD 20850**

SIN Number 874-1 (Off-Site)	
Labor Category Name	Hourly Rate
Subject Matter Expert 5	\$ 172.15
Subject Matter Expert 4	\$ 157.80
Subject Matter Expert 3	\$ 138.67
Subject Matter Expert 2	\$ 119.54
Subject Matter Expert 1	\$ 109.98
Software Specialist 6	\$ 100.42
Software Specialist 5	\$ 99.46
Software Specialist 4	\$ 83.20
Software Specialist 3	\$ 82.24
Software Specialist 2	\$ 64.08
Software Specialist 1	\$ 63.12

SIN Number 874-1 (On-Site)	
Labor Category Name	Hourly Rate
Subject Matter Expert 5	\$ 129.71
Subject Matter Expert 4	\$ 118.91
Subject Matter Expert 3	\$ 104.49
Subject Matter Expert 2	\$ 90.08
Subject Matter Expert 1	\$ 82.87
Software Specialist 6	\$ 75.67
Software Specialist 5	\$ 74.94
Software Specialist 4	\$ 62.70
Software Specialist 3	\$ 61.97
Software Specialist 2	\$ 48.28
Software Specialist 1	\$ 47.56

SIN Number 874-1/874-3 (On-Site)	
Labor Category Name	Hourly Rate
Program Manager 3	\$ 99.11
Program Manager 2	\$ 93.68
Program Manager 1	\$ 74.22
Project Leader 3	\$ 68.46
Project Leader 1	\$ 59.09

SIN Number 874-1/874-3 (On-Site)	
Labor Category Name	Hourly Rate
Consultant 3	\$ 188.79
Principle Scient. Investigator 4	\$ 122.50
Principle Scient. Investigator 1	\$ 90.08
Assoc. Scient. Investigator/Analyst	\$ 75.67
Asst. Scient. Investigator/Analyst	\$ 60.33
Biostatistician 3	\$ 86.30
Biostatistician 1	\$ 58.56
Content Specialist 3	\$ 75.67
Content Specialist 2	\$ 61.25
Content Specialist 1	\$ 48.90
Web Content Specialist 3	\$ 75.67
Web Developer 3	\$ 64.86
Web Developer 2	\$ 51.70
Web Developer 1	\$ 46.84
Graphics Support 6	\$ 60.32
Graphics Support 3	\$ 45.80
Media Specialist	\$ 53.33
Editor 5	\$ 60.33
Editor 4	\$ 52.82
Technical Writer 5	\$ 60.33
Technical Writer 4	\$ 52.82
Database Developer 4	\$ 79.27
Database Developer 3	\$ 68.46
Databse Developer 2	\$ 59.09
Database Developer 1	\$ 50.44
Logistics Support 3	\$ 79.27
Logistics Support 2	\$ 61.25
Logistics Support 1	\$ 43.24
Exhibit/Conference Planner 5	\$ 58.59
Conference Planner 3	\$ 50.76
Conference Planner 1	\$ 37.33
Publication Specialist 3	\$ 53.33
Publication Specialist 2	\$ 52.82
Publication Specialist 1	\$ 25.84
Administrative Support 3	\$ 25.22
Administrative Support 1	\$ 18.02
Research Analyst 7	\$ 118.91
Research Analyst 6	\$ 111.69

SIN Number 874-1/874-3 (On-Site)	
Labor Category Name	Hourly Rate
Research Analyst 5	\$ 97.28
Research Analyst 4	\$ 82.87
Research Analyst 3	\$ 75.67
Research Analyst 1	\$ 67.25
Technical Assistance Coordinator 4	\$ 78.55
Technical Assistance Coordinator 3	\$ 50.44
Technical Assistance Coordinator 2	\$ 44.68
Technical Assistance Coordinator 1	\$ 41.80

SIN Number 874-1/874-3 (Off-Site)	
Labor Category Name	Hourly Rate
Program Manager 3	\$ 128.88
Program Manager 2	\$ 124.33
Program Manager 1	\$ 98.51
Project Leader 3	\$ 90.85
Project Leader 1	\$ 78.42
Consultant 3	\$ 188.79
Principle Scient. Investigator 4	\$ 162.58
Principle Scient. Investigator 1	\$ 119.54
Assoc. Scient. Investigator/Analyst	\$ 100.42
Asst. Scient. Investigator/Analyst	\$ 80.24
Biostatistician 3	\$ 114.54
Biostatistician 1	\$ 77.72
Content Specialist 3	\$ 100.42
Content Specialist 2	\$ 81.29
Content Specialist 1	\$ 65.03
Web Content Specialist 3	\$ 100.42
Web Developer 3	\$ 86.07
Web Developer 2	\$ 67.23
Web Developer 1	\$ 62.16
Graphics Support 6	\$ 78.44
Graphics Support 3	\$ 55.06
Media Specialist	\$ 70.77
Editor 5	\$ 78.47
Editor 4	\$ 70.10
Technical Writer 5	\$ 78.47
Technical Writer 4	\$ 70.10
Database Developer 4	\$ 105.20

SIN Number 874-1/874-3 (Off-Site)	
Labor Category Name	Hourly Rate
Database Developer 3	\$ 90.85
Databse Developer 2	\$ 78.42
Database Developer 1	\$ 66.94
Logistics Support 3	\$ 105.20
Logistics Support 2	\$ 81.29
Logistics Support 1	\$ 57.38
Exhibit/Conference Planner 5	\$ 76.20
Conference Planner 3	\$ 67.37
Conference Planner 1	\$ 49.55
Publication Specialist 3	\$ 70.77
Publication Specialist 2	\$ 70.10
Publication Specialist 1	\$ 33.61
Administrative Support 3	\$ 33.47
Administrative Support 1	\$ 23.91
Research Analyst 7	\$ 157.80
Research Analyst 6	\$ 148.24
Research Analyst 5	\$ 129.10
Research Analyst 4	\$ 109.98
Research Analyst 3	\$ 100.42
Research Analyst 1	\$ 89.25
Technical Assistance Coordinator 4	\$ 104.24
Technical Assistance Coordinator 3	\$ 66.94
Technical Assistance Coordinator 2	\$ 59.29
Technical Assistance Coordinator 1	\$ 55.46