

GENERAL SERVICES ADMINISTRATION

Federal Acquisition 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!**TM, a menu-driven database system. The INTERNET address for **GSA Advantage!**TM is: <http://www.GSAAdvantage.gov>.

Schedule for – Temporary Administrative and Professional Staffing Services (TAPS)

Federal Supply Group: 736

Contract Number: GS-02F-008GA

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

Contract Period: 11/14/2016 and ends 11/13/2021

Contractor: CTR MANAGEMENT GROUP LLC
12888 FAIR BRIAR LN
FAIRFAX, VA 22033-3856

Business Size: Small, Disadvantaged, 8(a) Business

In accordance with 13 C.F.R. 121.404, the Contractor is ineligible to participate in any RFQ that is set aside for small business where the subject contract's awarded size status for the preponderance NAICS designated in the RFQ is "other than small".

Telephone: 703-638-1351

FAX Number: (703) 634-2337

Web Site: www.ctrmg.com

E-mail: cmarfori@ctrmg.com

Contract Administration: Carlo Marfori

CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

SIN	SIN Description
736 2	AUTOMATIC DATA PROCESSING OCCUPATIONS
736 5	TECHNICAL AND PROFESSIONAL OCCUPATIONS

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: \$100,000

3. Minimum Order: \$100.00

4. Geographic Coverage (delivery Area): Domestic only (48 States, DC)

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 Attachment.

7. Quantity discounts:

GSA prices shall be further discounted for all orders that exceed the Simplified Acquisition Threshold as follows:

Tier	Threshold Amount	Additional Discount
1	For orders totaling \$75,000 or more in one year from one customer	1%
2	For orders totaling \$100,000 or more in one year from one customer	2%

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: will accept over \$3,500

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.:** NONE
- 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. 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. contactor’s website or other location.) The EIT standards can be found at: www.Section508.gov/.**

25. Data Universal Numbering System (DUNS) number: 831054098

26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered

27. Final Pricing:

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

Pricing

SIN	Labor Category	11/14/2016-11/13/2017	11/14/2017-11/13/2018	11/14/2018-11/13/2019	11/14/2019-11/13/2020	11/14/2020-11/13/2021
736 5	Management Consultant	\$ 123.63	\$ 126.10	\$ 128.62	\$ 131.19	\$ 133.82
736 5	Financial Analyst	\$ 92.68	\$ 94.54	\$ 96.43	\$ 98.36	\$ 100.32
736 2	Information Technology Analyst	\$ 95.16	\$ 97.06	\$ 99.01	\$ 100.99	\$ 103.01
736 2	Management System Specialist	\$ 82.37	\$ 84.02	\$ 85.70	\$ 87.42	\$ 89.16
736 5	Program Specialist	\$ 41.83	\$ 42.67	\$ 43.52	\$ 44.39	\$ 45.28
736 5	Contract Specialist I	\$ 55.54	\$ 56.65	\$ 57.78	\$ 58.94	\$ 60.12
736 2	Network Engineer	\$ 76.47	\$ 78.00	\$ 79.56	\$ 81.15	\$ 82.77
736 5	FOIA Specialist	\$ 48.13	\$ 49.10	\$ 50.08	\$ 51.08	\$ 52.10

[CTR Management Group LLC](#) understands the requirement to pay the minimum wages and fringe benefits as specified in the applicable Wage Determinations and all such requirements will be complied with.

CTR MG offers only the personnel who meet or exceed the minimum qualification requirements stated in the Commercial Labor Category Descriptions provided herein. DA allows experience to substitute for minimum education requirements and education to substitute for minimum years of experience. DA criteria for substitution are as follows:

Undergraduate: An associate degree will equal 2 years of experience. A relevant bachelor's degree will equal 4 years of experience. A relevant Master's Degree will equal 6 years of experience. A Doctorate will equal 8 years of experience.

Experience: For every year of full time specific field experience, the person shall be credited with one-half

Year of degree qualifications toward the values stated in the labor category descriptions.

GSA and/or the ordering activities may have access to any employee resume (by request) before, during, or after assignment of any GSA order. If for some extenuating reason a person assigned to an order must be replaced or substituted, the ordering activity will be notified in advance, in writing, and the substituted personnel will meet or exceed the required qualifications for the departing employee's labor category.

Labor Category	Functional Responsibility	Min Education	Min years of Experience
Contract Specialist I	Carries out pre-determined and recurring contract administration duties. May serve in a management role. Functions may include acquisition planning, proposal solicitation preparation, SOW development, market research/analysis, selection and administration of terms and conditions, cost/price analysis, negotiation, preparation of contract modifications, evaluation of performance, contract termination, and contract closeout. Extensive knowledge and exposure to different contract types. Extensive knowledge of FAR and/or DFAR.	Bachelor's Degree	2
FOIA Specialist	The FOIA Specialist has extensive knowledge and understanding of FOIA/PA and processing; Review of records pursuant to the FOIA/PA; Application of the FOIA/PA; Application of FOIA/PA exemptions to withhold information; Redaction experience; Generating response letters; Ability to Handle Complex, Difficult, and Time Sensitive Assignments.	Bachelor's Degree	2

Management Consultant	<p>The Management Consultant has experience in facilitation, training, data collection, data analysis, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices. The Management Consultant supervises other consultant specialists— and applies an organization-wide set of disciplines for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across, a major sector of the enterprise. The Senior Consultant supervises other consultant specialists in performing data collection from multiple sources to include the web, client databases, and other resources. He or she utilizes analytical tools and methodology to perform data analysis in support of the development of analytical products. He or she performs enterprise strategic systems planning, enterprise information planning and business area analysis— and performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools. He or she develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems and applies reverse engineering and re-engineering disciplines to develop migration and strategic planning documents. Can be expected to serve as a program and or project manager and can supervise employees.</p>	Bachelor's Degree	4
Financial Analyst	<p>Experience in performing business and/or financial management tasks for commercial or government organizations. Strong written and oral communication skills. Work individually and on teams to support the completion of project specific tasks within estimated time frames and budget constraints and interface with the client on a day-to-day basis. Assist in formulating solutions, preparing reports, studies and documentation while supporting presentations and client meetings.</p>	Bachelor's Degree	4
Management System Specialist	<p>The Management System Specialist provides management and technical support to one or multiple projects and programs. Regularly exercises high level of analytical and organizational skills in solving complex and unusual technical, administrative and managerial problems. Evaluates complex data and prepares reports of results.</p>	Bachelor's Degree	4
Program Specialist	<p>Serves as a coordinator supporting the planning and management of single or multiple projects and supports senior program managers in tracking performance including cost, schedule, deliverables and contractual compliance. Ensures management goals and standards are successfully implemented.</p>	Associates Degree	2

<p>Information Technology Analyst</p>	<p>Installs, configures and maintains organization's operating systems. Analyzes and resolves problems associated with server hardware and applications software. Detects, diagnoses, and reports related problems on both server and desktop systems. Performs a wide variety of tasks in software/hardware maintenance and operational support of server systems. Analyzes general information assurance-related technical problems and provides basic engineering and technical support in solving these problems. Designs, develops, engineers, and implements solutions that meet network security requirements. Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle. Is expected to serve in a management role and can manage personnel.</p>	<p>Bachelors</p>	<p>5</p>
<p>Network Engineer</p>	<p>Responsible for the implementation, maintenance, and integration of WAN, LAN, and server architecture. Responsible for implementation and administration of network security hardware and software, enforcing the network security policy and complying with requirements of external security audits and recommendations. Performs analysis of network security needs and contributes to design, integration, and installation of hardware and software. Analyzes, troubleshoots and corrects network problems remotely and on-site. Maintains and administers perimeter security systems such as firewalls and intrusion detection systems.</p>	<p>Bachelors</p>	<p>4</p>