



**General Services Administration  
Federal Supply Service**

**Authorized Federal Supply Schedule Pricelist**

***MineLight Solutions LLC***

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Business Size: Small Business

**Contract Number: GS-10F-0199V**

Contract Period: May 28, 2009 to May 27, 2019

**Professional Services Schedule (PSS)**

SINs: 874-1, 874-1 RC – Integrated Consulting Services  
SIN C595-21, C595-21RC – Agency Human Capital Strategy, Policy  
and Operational Planning

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is:  
[www.GSAAdvantage.gov](http://www.GSAAdvantage.gov).

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [www.fss.gsa.gov](http://www.fss.gsa.gov).

## Section 1: Customer Information

1. a) **Awarded Special Item Numbers (SINs)**  
SIN 874-1, 874-1 RC: Integrated Consulting Services  
SIN C595-21, C595-21 RC: Agency Human Capital Strategy, Policy, and Operational Planning
- b) **Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract:**  
N/A
- c) **For hourly rates, a description of corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform those services:** See Section 4: Labor Category Descriptions
2. **Maximum Order:** \$1,000,000.00
3. **Minimum Order:** \$100.00
4. **Geographic Coverage (Delivery Area):** Domestic Only
5. **Points of Production:** Same as Company Address
6. **Discounts from List Prices or Statement of Net Price:** Government net prices (discounts already deducted).
7. **Quantity Discounts:** None offered
8. **Prompt Payment Terms:** Net 30 days
9. a) **Notification that Government purchase cards are accepted at or below the micro-purchase threshold:** Yes
- b) **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Will accept over \$3,000
10. **Foreign Items:** None
11. a) **Time of Delivery:** Specified on the Task Order
- b) **Expedited Delivery:** Contact Contractor
- c) **Overnight and 2-Day Delivery:** Contact Contractor
- d) **Urgent Requirements:** Contact Contractor
12. **F.O.B. Point:** Destination

13. a) **Ordering Address:** Same as company address  
b) **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 ([www.fss.gsa.gov/schedules](http://www.fss.gsa.gov/schedules))
14. **Payment Address:** Same as company address
15. **Warranty Provision:** Contractor's standard commercial warranty
16. **Export Packing Charges:** N/A
17. **Terms and Conditions of Government Purchase Card Acceptance:**  
Contact Contractor
18. **Terms and Conditions of Rental, Maintenance, and Repair:** N/A
19. **Terms and Conditions of Installation:** N/A
20. **Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and Any Discounts from List Prices:** N/A
21. **List of Service and Distribution Points:** N/A
22. **List of Participating Dealers:** N/A
23. **Preventive Maintenance:** N/A
24. a) **Special Attributes such as Environmental Attributes:** N/A  
b) **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/](http://www.Section508.gov/).**
25. **DUNS Number:** 83-0393638
26. **CCR Registration:** Registered. MineLight Solutions' CAGE Code is 5FBD0

*The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Professional Services Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the Contractor adds SCA labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.*

## **Section 2: Services**

### **SIN 874-1 Integrated Consulting Services**

MineLight Solutions has a proud legacy of assisting our clients in overcoming their most pressing management challenges. We have a proven track record of providing best value for our clients while optimizing their management practices.

Within the public sector, we support agencies and bureaus that are challenged with:

- » Developing new strategic approaches to accommodate significant change initiatives within their organization
- » Understanding and quantifying the value of legacy programs or functions that may be inconsistent with a changing set of priorities
- » Designing and implementing leading-edge management practices to optimize the use of limited resources

Our services include:

#### Strategy Development and Planning

- » Organizational strategy development
- » Development of vision, mission, and objective statements
- » Strategic planning
- » Business case development and analysis
- » Design and development of marketing and communication plans
- » Human capital strategy development

#### Program Management

- » Critical project recovery
- » Audit and analysis of existing programs
- » Cross-functional program management

#### Accelerated Management Operations Evaluations

- » Rapid diagnostics (<6 weeks) to identify areas of opportunity, develop improvement recommendations, and create an actionable implementation roadmap
- » Maturity assessments of existing management capabilities
- » Human resource diagnostics to identify staffing or organizational design inefficiencies

#### Financial Management and Analysis

- » Development and implementation of metrics to manage financial performance
- » Cost / benefit analysis and financial planning support
- » Optimization of financial management practices
- » Human resources operational and financial planning

### Section 3: Government Awarded Prices (Net Prices)

MineLight Solutions accepts Labor Hour (LH) and Firm Fixed Price (FFP)

Prices apply to SINs: 874-1, 874-1 RC, C595-21, C595-21 RC

All pricing includes IFF of 0.75%

Labor Category Name	Government Hourly Rate			
	5/28/15-5/27/16	5/28/16-5/27/17	5/28/17-5/27/18	5/28/18-5/27/19
Senior Director	\$396.86	\$404.00	\$411.28	\$418.68
Senior Principal Consultant	\$226.78	\$230.86	\$235.02	\$239.25
Principal Consultant	\$201.84	\$205.47	\$209.17	\$212.93
Senior Manager	\$188.46	\$191.85	\$195.31	\$198.82
Business Analyst	\$155.44	\$158.24	\$161.09	\$163.99

## Section 4: Labor Category Descriptions

### Senior Director

**Minimum/General Experience:** Minimum 15 years of experience in management consulting as a senior executive (Vice President or above). Has experience in leading senior management teams and setting strategic direction for organization(s) or agencies.

**Functional Responsibility:** Executive responsibility for client engagements. Works with the most senior members of an agency or organization to develop overall program strategy while insuring proper organizational alignment is structured to achieve the agreed upon value proposition.

**Minimum Education:** Master's Degree

### Senior Principal Consultant

**Minimum/General Experience:** Minimum of 15 years of experience in management consulting including a minimum of 5 years spent at a manager level or above within the industry. Has demonstrated experience in both architecting and delivering value propositions that are consistent with the strategic direction of an organization or agency.

**Functional Responsibility:** Responsible for designing and promoting value propositions which meet or exceed the strategic intent as defined by client executive team and senior director. Interacts with client senior personnel on an as needed basis to modify and/or enhance project approach to insure the highest level of performance.

**Minimum Education:** Master's Degree

### Principal Consultant

**Minimum/General Experience:** Minimum of 12 years of experience in providing management consulting services. Ultimate responsibility for all client deliverables and authorized to sign the firm's name to reports. Responsible for managing the client and acts as the main liaison with senior client personnel. Has responsibility for development, management, operation, cost, scheduling, and technical performance of the client program activities.

**Functional Responsibility:** Leads multiple client programs/projects and develops recommendations. Proficiently applies consulting methodologies to collect and analyze data. Leads the development of programs and the implementation of solutions to meet client's business needs. Applies extensive knowledge of client's industry to meet the objectives of the engagement. Coordinates planning the engagement, establishing the engagement requirements, managing the costs of the engagement, and delivering the results to the client.

**Minimum Education:** Bachelor's Degree

## Senior Manager

**Minimum/General Experience:** Minimum of 7 years of experience in providing management consulting services. Possession of an advanced degree may be substituted for one year of experience. Possession of a professional certification (e.g., CPA, CMA, PMP, Six Sigma Green/Black Belt, or CGFM), may also be substituted for one year of experience.

**Functional Responsibility:** Directs multiple work streams and oversees the work of program personnel including, but not limited to, Project Manager(s), Team Lead(s), and Team Member(s). Directs the completion of projects and applies experience in process analysis and redesign, performance measurement and management, strategy, risk management, organization design or a related functional business field. Interfaces with the client on program-related issues and directs communication across the program and with key stakeholders

**Minimum Education:** Bachelor's Degree

## Business Analyst

**Minimum/General Experience:** Minimum of 5 years of experience in systems consulting, operations consulting, program management, or in a related field. Possession of an advanced degree may be substituted for one year of experience. Possession of a professional certification (e.g., PMP, CISSP, CISA or CISM) may also be substituted for one year of experience.

**Functional Responsibility:** Under guidance from the Program and/or Project Manager, plans, executes, and controls team activities. Applies systems and operations consulting skills to advise on client and engagement issues. Leads Team Members, makes assignments and manages quality. Leads individual work streams and acts as liaison between Team Members and Project Management. Prepares and presents team and deliverable status reports in project meetings with the Project Manager and/or client personnel.

**Minimum Education:** Bachelor's Degree