

2011

 **Spiral Solutions**
and Technologies, Inc.



MANAGEMENT, ORGANIZATIONAL AND BUSINESS IMPROVEMENT SERVICES

(MOBIS)

Federal Supply Group: 874

Contract Number
GS-10F-0328X



**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE**

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

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

**MANAGEMENT, ORGANIZATIONAL AND BUSINESS IMPROVEMENT SERVICES
(MOBIS)**

FSC Group: 874

Contract Number: GS-10F-0328X

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

Contract Period: 17 June 2011 through 16 June 2016

**Spiral Solutions and Technologies, Inc.
6825 Pine St.
Omaha, Nebraska 68106-2863**

**Headquarters: (402) 505-7941
Facsimile: (402) 505-7949
URL: www.ssandtech.com
Contract Admin: Karen K. Caverzagie**

Business Size: 8(a), Service-Disabled Veteran-Owned Small Business

Prices Shown Herein are Net (discount deducted)

Date: 23 November 2011

TABLE OF CONTENTS

	<u>Page</u>
Section I Customer Information	3
Section II Company Overview.....	5
Section III Description of Services	6
Section IV Labor Category Descriptions.....	8
Section V Labor Rates:	
Spiral Solutions and Technologies, Inc. On-Site Rates	10

SECTION I CUSTOMER INFORMATION

1a. Table of Awarded Special Item Numbers (SINs):

- 874-1** MOBIS Consulting Services
- 874-2** MOBIS Facilitation Services
- 874-3** MOBIS Survey Services
- 874-7** Program and Project Management Services

1b. Awarded Pricing: See Page 10.

1c. Labor Category Descriptions: See Page 8.

2. Maximum Order: \$1 Million

3. Minimum Order: \$100.00

4. Geographic Coverage (delivery area): Domestic delivery only.

5. Point(s) of Production (City, County, and State or Foreign Country):

Address of Places of Performance (Street, Address, City, County, State, Zip Code):
6825 Pine St, A-3 Suite 350, Omaha, Douglas County, NE 68106-2863
22060 221 st Street, Glenwood, Cass County, IA 51534-5389
1575 Vapor Trail, Colorado Springs, El Paso County, CO 80916-2722
5202 S. Freeway Park Drive, Riverdale, Weber County, UT 84405-4016
1103 E. Sherman Ave, Coeur d'Alene, Kootenai County, ID 83814-4154
5751 Briar Hill Rd, Bldg 16-F, Lexington, Fayette County, KY 40516-9721
424 18 th Ave, Rockford, Winnebago County, IL 61104-5129

6. Discount from List Prices or Statement of Net Price: To be negotiated at the task order level.

7. Quantity Discounts: To be negotiated at the task order level.

8. Prompt Payment Terms: Net 30 days.

9. Government Purchase Cards

- a. Government Purchase Cards are accepted at or below the micro-purchase threshold.
- b. Government Purchase Cards are accepted above the micro-purchase threshold.

10. Foreign Items: Not applicable.

11. Delivery

- a. **Time of Delivery:** To be negotiated at the task order level.
- b. **Expedited Delivery:** Items available for expedited delivery are noted in this price list.
- c. **Overnight and 2-day delivery:** Not applicable.
- d. **Urgent Requirements:** See contract clause I-FSS-14-B. Agencies can contact the contact for contract administration to obtain faster delivery.

12. **FOB Points:** Destination.
- 13 **a. Ordering Address:**

Karen K. Caverzagie, Director, Contracts **E-mail:** Karen.Caverzagie@ssandtech.com
Spiral Solutions and Technologies, Inc. **Telephone:** (402) 880-3659
6825 Pine St. **FAX:** (402) 505-7941
Omaha, NE 68106-2863 **Web Site:** www.ssandtech.com
- 13 **b. Ordering Procedures:**

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS schedule homepage (fss.gsa.gov/schedules).
14. **Payment address:**

Spiral Solutions and Technologies, Inc.
6825 Pine St.
Omaha, NE 68106-2863
Attn: Controller – Pam Protzman
(402) 505-7941 Fax: (402) 505-7949
15. **Warranty Provision:** Not applicable.
16. **Export Packing Charges:** Not applicable.
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:** Not applicable.
19. **Terms and Conditions of Installation:** Not applicable.
20. **a. Terms and Conditions of Repair Parts:** Not applicable.
- 20 **b. Terms and Conditions for any Other Services:** Not applicable.
21. **List of Service and Distribution Points:** Not applicable.
22. **List of Participating Dealers:** Not applicable.
23. **Preventive Maintenance:** Not applicable.
- 24 **a. Special Attributes such as Environmental Attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants):** Not applicable.
- b. Section 508 Compliance:** Not applicable.
25. **Data Universal Number (DUNS) Number:** 160612672
26. **Notification Regarding Registration in Central Contractor Registration (CCR) Database:** Registered and registration valid to 11/01/2012.

SECTION II COMPANY OVERVIEW

Spiral Solutions and Technologies, Inc was established in 2004 and provides analytical and advisory support, program support services, programmatic support services and management professional engineering services, organizational and business improvement services to various customer organizations worldwide.

Spiral Solutions' core capabilities are in the following functional areas:

- Program/Acquisition Management
- Analytical and Advisory Support
- Information Technology
- Systems Analysis
- Systems Engineering
- Systems Integration
- Software Development
- Test and Evaluation
- Foreign Military Sales
- Operational Evaluation Support
- Training and Exercise Support
- Logistics
- Prototyping and Integration

Spiral Solutions and Technologies, Inc. Headquarters is in Omaha, Nebraska with major field offices located in Colorado Springs, Colorado; Coeur d'Alene, Idaho; Rockford, Illinois; Lexington, Kentucky; and Ogden, Utah. Spiral employs a staff of over 115 professional, technical and administrative employees.

The company headquarters is located near Offutt Air Force Base -- home of United States Strategic Command, 55 Wing, and other Department of Defense organizations.

Visit Spiral Solutions and Technologies, Inc. on the web at: www.ssandtech.com.

SECTION III DESCRIPTION OF SERVICES

874-1 MOBIS Consulting Services

Contractors shall provide expert advice, assistance, guidance or counseling in support of agencies' mission-oriented business functions, as follows:

- Management or strategy consulting;
- Program planning, audits and evaluations;
- Studies, analyses, scenarios, and reports relating to mission-oriented business programs or initiatives, such as defense studies, tabletop exercises or scenario simulations; educational studies, regulatory studies, economic studies, and preparedness studies;
- Executive/management coaching services; customized training as part of a consulting engagement;
- Policy and regulatory development and review;
- Expert witness services in support of litigation, claims, or other formal cases, and advisory and assistance services in accordance with FAR 37.203(b).

Financial audits are covered under GSA Schedule 520, Financial and Business Services, and are not allowed under this SIN. The term "consulting" as defined herein does not include staff augmentation.

874-2 MOBIS Facilitation Services

Contractors shall provide facilitation and related decision support services for agencies engaged in collaboration efforts, working groups, or integrated product, process, or self-directed teams. Services covered are:

- Defining, refining, and resolving disputes, disagreements, and divergent views, excluding EEO disputes;
- Leading large and small group briefings and discussions; recording discussion content and enabling focused decision-making;
- Stakeholder debriefings; preparing and providing draft and final reports relating to the facilitated issues.

Conference planning and management services are excluded from this SIN. These services are specifically covered under Schedule 541, Advertising and Integrated Marketing Services.

EEO disputes are covered under Schedule 738X, Human Resources & Equal Employment Opportunity and are excluded.

874-3 MOBIS Survey Services

Contractors shall provide surveying relating to mission-oriented business issues. Contractors shall assist with or perform all phases of the survey process, as follows:

- Survey planning, design, and development;
- Determining proper survey data collection methodology; pretest/pilot surveying;
- Assessing reliability and validity of data;
- Administering surveys using various types of data collection methods;
- Survey database administration; analyses of quantitative and qualitative survey data;
- Production of reports related to the survey; and briefings of results, to include discussion of recommendations and potential follow-up actions.

Any surveys relating condition or status of equipment or property, or to Architect and Engineering services as defined in FAR 36.601-4 are prohibited under MOBIS.

874-7 Program and Project Management Services

Contractors shall provide services to assist agencies in planning, initiating, managing, executing, and closing out mission-oriented business programs and projects. Services included are:

- Project leadership and communications with stakeholders; project planning and scheduling;
- Earned value management support; project management, including performance monitoring and measurement;
- Reporting and documentation associated with project/program objectives;
- Stakeholder briefings, participation in required meetings, and related project support services;
- Program integration services; and project close-out services.

All services must be provided and performed under the supervision/management of the Contractor's Project Manager or Program Manager. Orders for services under this SIN without an accompanying Program/Project Manager labor category are prohibited.

The primary purpose and preponderance of work for any project awarded under this SIN must be for professional business services. Services covered by other GSA Schedules shall only be included in the project scope if they are directly related to the successful accomplishment of the project and are incidental to the overall effort. It is the responsibility of the Contracting Officer placing the order to make this determination.

SECTION IV LABOR CATEGORY DESCRIPTIONS

Labor Category Group	Labor Descriptions	Specific Labor Category	Degree Required	Experience
Analyst / Consultant	Provides strategic, business and action planning; performance measurement analyses; process and productivity improvement analyses; and business processes and acquisition planning/analysis advisory and assistance consultation and facilitative services. Leads and/or facilitates group discussions to enable focused decision-making culminating in debriefs to the stakeholders. Acts as an authoritative advisory resource for providing qualitative and/or quantitative analysis to mission-oriented business issues. May conduct independent technical studies surveys to substantiate recommendations and suggestions. Assists in the reporting, planning, initiating, managing, and execution of programs/projects objectives.	Sr. Analyst II	PhD, Masters or BS/A	18-20
		Sr. Analyst I	PhD, Masters or BS	12-18
		Principal Analyst II	PhD, Masters or BS	8-15
		Principal Analyst I	Masters, BS, or AA	4-10
		Basic Analyst	BS, AA or HS	2-4
Program Manager	Performs program management to provide expert advice, assistance, and guidance, in support of management organizational and business improvement efforts that are recognized as authoritative. Supports strategic, business and action planning, performance measurement analyses, process and productivity improvement analyses, and business processes and acquisition planning/analysis using qualitative and quantitative methods. Assists with design, development, and assessment of program surveys. Provides executive/management consultation and facilitation services in developing, directing, coordinating and controlling technical/ administrative activities for multiple programs or one large program.	Sr. Program Manager II	PhD, Masters or BS	18-20
		Sr. Program Manager I	Masters or BS	15-18
		Program Manager III	Masters or BS	11-14
		Executive Program Mgr	PhD, Masters or BS	15+
Project Manager	Performs advisory, consulting, and facilitation on the resolution of schedule, performance or budgetary issues as a recognized authority for broad program areas. Oversees strategic, business and action planning, performance measurement analyses, process and productivity improvement analyses, and business processes and acquisition planning/analyses. Performs manpower planning and staffing for assigned group and support division manpower planning. Develops, directs, coordinates and controls technical and administrative activities for one or more process, acquisition, or training programs. Organizes project and task workloads within schedule guidelines and budget. Solves complex technical problems, develops business and/or marketing plans, and supervises project leaders executing their programs. Performs advisory and consulting work for the company as a recognized authority for broad program areas.	Sr. Project Manager III	Masters or BS	16 – 18+
		Sr. Project Manager II	Masters or BS	14 - 18
		Project Manager II	BS	12 - 16
		Project Manager I	BS	10 - 14
Subject Matter Expert	Provides advisory and assistance consultation and facilitative services to study and analyze defense policy, preparedness studies and tabletop exercises using highly educated and experienced analysts, scientists, and engineers with the ability to resolve complex issues. Involved in the research phase or the technical application of the project. Briefs study results to stakeholders. Assesses strategic, business and action planning, systems alignment, performance qualitative and quantitative measurement analyses, process and productivity improvement analyses, and business processes and acquisition planning/analyses issues with government program managers. Expert in one or more proposal areas with in-depth knowledge of the applicable subject being documented.	Subject Matter Expert II	PhD, Masters or BS	5 - 11
		Subject Matter Expert I	PhD, Masters or BS	6 - 10

Labor Category Group	Labor Descriptions	Specific Labor Category	Degree Required	Experience
Engineer	Applies intensive and diversified knowledge of engineering principals and practices in broad areas of assignments and related fields. Provides consultation and facilitation advisory and assistance services focused on decision-making by using qualitative and quantitative techniques. Plans, surveys, and conducts testing on an assigned project to prove or modify theoretical propositions on the basis of comments in the literature field, established research findings, and the experience of other staff members in the technological area. Provides program and/or project management by defining task development schedules. Conducts milestone product reviews for engineer/ scientist staff. May estimate personnel needs and schedules and assign work to meet completion date and budget. Participates in programs and may prepare reports or results. Discusses interim findings and progress at monthly technical review meetings. Continues with project in original concept or modifies direction based on commentary and decision of technical review committee.	Sr. Engineer/Scientist IV	PhD, Masters or BS	8 -18+
		Sr. Engineer/Scientist II	PhD, Masters or BS	4 - 15
		Engineer/Scientist IV	Masters, BS	8 - 12
		Engineer/Scientist III	Masters, BS	5 - 10
		Engineer/Scientist II	BS	4 - 10
Administration Specialist	Performs a broad range of administrative duties for an executive. Responsible for providing administrative and clerical support to relieve department managers or staff of administrative details. Uses consulting and facilitation concepts to solve a variety of problems. Analyzes and interprets data, information and situations, and makes recommendations when data does not conform to established standards, policies or laws. Assists in the administration of an assigned program, the supervision of an operational unit within an agency, and in the preparation of final reports and recommendations for the improvement of the agency or its programs. Consults with program heads and administrative officials regarding policies, interpretations of data trends, and program needs. Researches and compiles data, as directed. Prepares statistical tables, charts and reports, work-flow charts, staffing patterns, and organizational charts. Assists in the planning/implementation of new/revised programs, procedures, practices, and organizations.	Administrative Specialist V	BS, AA or HS	2 - 6
Contract Administration	Provides expert consultation, advice, and assistance to agencies in planning, initiating or closing out mission-oriented business contracts. Performs tasks by negotiating, administering, extending, terminating, and/or renegotiating contracts. Directs and coordinates activities of workers engaged in formulating bid proposals. Evaluates or monitors contract to determine necessity for modifications or extensions of contracts. Approves or rejects requests for deviations from contract specifications and delivery schedules. Arbitrates claims or complaints occurring in performance of contracts. May serve as liaison officer to ensure fulfillment of obligations by contractors.	Contract Administrator II	Masters, BA/BS	4-20
		Contract Administrator I	Masters, BA/BS	5-10
		Contracts Specialist II	BA/BS, AA or HS	1-7
		Contracts Specialist I	BA/BS, AA or HS	0-4
Logistician	Provides, develops, and implements technical project management tools/services, including the provision/analysis of technical data such as plans, schedules, and compliance matrices. Performs system life-cycle cost analysis. Develops component studies by using expert consultation and facilitation skills to explain proposed solutions to customers, management, or other interested parties through written proposals and oral presentations. Surveys, studies, analyzes, and develops logistics preparedness of the customers' needs, and takes actions to meet those needs by reviewing logistics performance with stakeholders against targets, benchmarks and service agreements. Directs availability and allocation of materials, supplies, and finished products by providing guidance, and ensuring the availability of resources. Manages the logistical aspects of product life cycles, including coordination or provisioning of samples, and the minimization of obsolescence. Plans, organizes, and executes logistics support activities such as maintenance planning, repair analysis, and test equipment recommendations.	Principal Logistician	Masters, BS, AA or HS	8-15

SECTION V LABOR RATES

Spiral Solutions and Technologies, Inc. On Site Rates

Spiral Solutions and Technologies, Inc.								PRICE OFFERED TO GSA (including 0.75% IFF)				
Labor Category Grouping	SIN(s)				SERVICE PROPOSED	MINIMUM EDUCATION / CERTIFICATION LEVEL	YEARS EXPERIENCE	17 Jun 2011 - 16 Jun 2016				
	874-1	874-2	874-3	874-7				Year 1 17 Jun 11 - 16 Jun 12	Year 2 17 Jun 12 - 16 Jun 13	Year 3 17 Jun 13 - 16 Jun 14	Year 4 17 Jun 14 - 16 Jun 15	Year 5 17 Jun 15 - 16 Jun 16
Analyst/ Consultant	X	X	X	X	Sr. Analyst II	Ph.D., Masters, or BS/A	18-20	\$ 109.91	\$ 112.77	\$ 115.70	\$ 118.71	\$ 121.80
	X	X	X	X	Sr. Analyst I	Ph.D., Masters, or BS	12-18	\$ 80.06	\$ 82.14	\$ 84.28	\$ 86.47	\$ 88.72
	X	X	X	X	Principal Analyst II	Ph.D., Masters, or BS	8-15	\$ 76.28	\$ 78.26	\$ 80.29	\$ 82.38	\$ 84.52
	X	X	X	X	Principal Analyst I	Masters, BS, or AA	4-10	\$ 75.24	\$ 77.20	\$ 79.21	\$ 81.27	\$ 83.38
	X	X	X	X	Basic Analyst	BS, AA, or HS	2-4	\$ 68.39	\$ 70.17	\$ 71.99	\$ 73.86	\$ 75.78
Program Manager	X			X	Sr. Program Manager II	Ph.D., Masters, or BS	18-20	\$ 101.03	\$ 103.66	\$ 106.36	\$ 109.13	\$ 111.97
	X	X	X	X	Sr. Program Manager I	Masters or BS	15-18	\$ 81.93	\$ 84.06	\$ 86.25	\$ 88.49	\$ 90.79
	X	X	X	X	Program Manager III	Masters or BS	11-14	\$ 82.04	\$ 84.17	\$ 86.36	\$ 88.61	\$ 90.91
	X	X	X	X	Executive Program Manager	Ph.D., Masters, or BS	15+	\$ 285.68	\$ 293.11	\$ 300.73	\$ 308.55	\$ 316.57
Project Manager	X			X	Sr. Project Manager III	Masters or BS	16-18+	\$ 265.37	\$ 272.27	\$ 279.35	\$ 286.61	\$ 294.06
	X	X		X	Sr. Project Manager II	Masters or BS	14-18	\$ 180.64	\$ 185.34	\$ 190.16	\$ 195.10	\$ 200.17
	X	X	X	X	Project Manager II	BS	12-16	\$ 70.49	\$ 72.32	\$ 74.20	\$ 76.13	\$ 78.11
	X	X	X	X	Project Manager I	BS	10-14	\$ 57.11	\$ 58.59	\$ 60.11	\$ 61.67	\$ 63.27
Subject Matter Expert	X	X	X	X	Subject Matter Expert II	Ph.D., Masters, or BS	5-11	\$ 78.15	\$ 80.18	\$ 82.26	\$ 84.40	\$ 86.59
	X	X	X	X	Subject Matter Expert I	Ph.D., Masters, or BS	6-10	\$ 69.25	\$ 71.05	\$ 72.90	\$ 74.80	\$ 76.74
Engineer	X	X	X	X	Sr. Engineer/Scientist IV	Ph.D., Masters, or BS	8-18+	\$ 235.00	\$ 241.11	\$ 247.38	\$ 253.81	\$ 260.41
	X	X	X	X	Sr. Engineer/Scientist II	Ph.D., Masters, or BS	4-15	\$ 74.94	\$ 76.89	\$ 78.89	\$ 80.94	\$ 83.04
	X	X	X	X	Engineer/Scientist IV	Masters or BS	8-12	\$ 82.25	\$ 84.39	\$ 86.58	\$ 88.83	\$ 91.14
	X	X	X	X	Engineer/Scientist III	Masters or BS	5-10	\$ 74.44	\$ 76.38	\$ 78.37	\$ 80.41	\$ 82.50
	X	X	X	X	Engineer/Scientist II	BS	4-10	\$ 59.89	\$ 61.45	\$ 63.05	\$ 64.69	\$ 66.37
Administration	X	X	X	X	Administrative Specialist V	BS, AA, or HS	2-6	\$ 38.92	\$ 39.93	\$ 40.97	\$ 42.04	\$ 43.13
Contract Administration	X			X	Contract Administrator II	Masters, BS/A	4-20	\$ 89.66	\$ 91.99	\$ 94.38	\$ 96.83	\$ 99.35
	X			X	Contract Administrator I	Masters, BS/A	5-10	\$ 80.08	\$ 82.16	\$ 84.30	\$ 86.49	\$ 88.74
	X	X	X	X	Contracts Specialist II	BS/A, AA, or HS	1-7	\$ 71.90	\$ 73.77	\$ 75.69	\$ 77.66	\$ 79.68
	X	X	X	X	Contracts Specialist I	BS/A, AA, or HS	0-4	\$ 57.93	\$ 59.44	\$ 60.99	\$ 62.58	\$ 64.21
Logistician	X		X	X	Principal Logistician	Masters, BS, AA, or HS	8-15	\$ 80.00	\$ 82.08	\$ 84.21	\$ 86.40	\$ 88.65