

IBM Corporation
Federal Supply Service

Authorized Federal Acquisition 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 Title – Multiple Award Schedule

Federal Supply Group: Professional Services

Contract Number: GS-00F-005DA

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

Price List Current as of Modification PO-0022 effective October 1, 2020

Contract Period: October 1, 2020 – September 30, 2025

Contractor: International Business Machines Corporation
6710 Rockledge Drive
Bethesda, MD 20817 1834

Business Size: Large 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: (301) 803-3983

Extension:

FAX Number: (301) 803-2843

Web Site: <https://www.ibm.com/industries/federal/contracts/gsa>

E-mail: stauffer@us.ibm.com

Contract Administration: Sherry Stauffer

CUSTOMER INFORMATION:

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

SIN	SIN Description
531210	Real Estate Agent and Broker
522310	Mortgage and Nonmortgage Loan Brokers
541211	Auditing Services
541219	Other Accounting Services
541611	Administrative Management and General Management Consulting
611430	Professional and Management Development Training
611512	Flight Training
OLM	Order Level Material

IBM offers a variety of Instructor led training. As an example, IBM offers training for Agile Fundamentals. At completion, students will have an understanding of: core lean/agile values and principles, managing work in progress, continuous improvement and feedback, shifts in roles, team collaboration, adaptive planning techniques, and value-driven development along with the essential building blocks of popular agile frameworks including how DevOps powers agility. Students will also have gained the vocabulary to discuss the benefits of agile and how to avoid common pitfalls with fellow agile practitioners.

- 1b.** Prices shown below are final prices approved by GSA .
- 2. Maximum Order:** \$1,000,000.00
- 3. Minimum Order:** \$100.00
- 4. Geographic Coverage (delivery Area):** For all Special Items, the geographic scope of this Contract is Domestic and Overseas.
- 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).
7. **Quantity discounts:** None Offered
8. **Prompt payment terms:** Net 30 Information for Ordering Offices: Prompt Payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.
- 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 credit card over the micro-purchase threshold, but no greater than \$500,000 (subject to the individual user's credit card limit).

The Government credit card program provides that invoices for credit card orders are not necessary; therefore, IBM will present such invoices to the Government only upon request for an individual order.

10. **Foreign items (list items by country of origin):** None
- 11a. **Time of Delivery (Contractor insert number of days):** Perform work on a task order/delivery order shall begin at a time mutually agreed to by IBM and the agency.
- 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 IBM for urgent requests
- 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 IBM for urgent requests
- 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 IBM for urgent requests
12. **F.O.B Points(s):** Destination
- 13a. **Ordering Address(es):** Same as address above
6710 Rockledge Drive
Bethesda, MD 20817 1834
- 13b. **Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.**
14. **Payment address(es):**

Payment should be remitted to one of the following addresses:

ACH Payments:

IBM Corporation
C/O PNC Bank Lockbox IBM# 643584
500 First Avenue
Pittsburgh, PA 15219
Attn: Lockbox IBM# 643584 (877)762-0830
ABA: 043000096 ct#: 1017305745

Mail:

IBM Corporation
Lockbox 643584
P.O. Box 643584
Pittsburgh, PA 15264-3584

15. Warranty provision. Contractor's standard commercial warranty.

IBM warrants that it provides Services using commercially reasonable care and skill in accordance with the applicable Attachment or Transaction Document (mutually agreeable Statement of Work), including any completion criteria, and that Project Materials will comply with the Attachment or TD at the time of delivery. The warranty for a Service ends when the Service ends.

These warranties are the exclusive warranties from IBM and replace all other warranties, including the implied warranties or conditions of satisfactory quality, merchantability, non-infringement, and fitness for a particular purpose. IBM warranties will not apply if there has been misuse, modification, damage not caused by IBM, or failure to comply with instructions provided by IBM. Preview services and non-IBM Products are sold under the Agreement as-is, without warranties of any kind. Third parties may provide their own warranties to Client.

16. Export Packing Charges (if applicable): N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):

IBM will accept credit card over the micro-purchase threshold but no greater than \$500,000 (subject to the individual user's credit card limit).

The Government credit card program provides that invoices for credit card orders are not necessary; therefore, IBM will present such invoices to the Government only upon request for an individual order

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 list and any discounts from list prices: N/A

20a. Terms and Conditions for Services

IBM Terms of Service

USE OF SCHEDULE BY OTHER GOVERNMENT ACTIVITIES

IBM may honor orders under this Contract from authorized Federal Government prime contractors who furnish to IBM written evidence attached to each order that they are authorized by the Government to procure from Schedule Contracts. Federal Government Prime Contractors authorized to order under this Schedule contract must comply with the provisions of the Federal Acquisition Regulations contained in Part 51-Use of Government Sources by Contractors. Government contractors should refer to FAR 51.101, Policy, and FAR 51.103, Ordering from Government Supply Sources.

TRAVEL EXPENSE REIMBURSEMENT

Costs for transportation and per diem (lodging, meals and incidental expenses) are directly reimbursable by the ordering agency, in accordance with the Federal Travel Regulations (FAR 31.205-46). Not-to-Exceed (NTE) amounts will be negotiated with the agency prior to the acceptance of each delivery order. Travel time is billable at the same hourly rates as set forth in the Services price list. G&A will be added to travel charges, in accordance with IBM cost accounting disclosure statement.

Mileage for travel shall be reimbursed in accordance with the federal travel regulations or the joint travel regulations, as applicable.

ORDERING

A written or credit card order shall be the only basis for ordering under this contract. All written orders shall be time stamped upon receipt by IBM and the time-stamped date shall be considered to be the date of receipt unless the order shall have been sent by Certified Mail/Return Receipt Requested in which event the date of receipt shall be the date indicated on the certified mail receipt. IBM will accept telephonic orders of \$100,000 or less (subject to the individual user's credit card limit) with payment made by Government commercial credit cards for acquisition of services available under this Schedule.

EFFECTIVE DATE OF ORDERS

Any order issued during the effective period of this contract may specify a period of performance that extends beyond the expiration date of this contract. IBM shall complete all schedule orders within the time specified in the order, or as mutually agreed between IBM and the ordering agency. Those task orders that have a period of performance beyond this contract will continue to be governed by all the terms and conditions in the contract and any other special ordering procedures pursuant to FAR Part 8.4.

SERVICE SUPPLIER

This Price List contains services which are supplied by IBM or subcontracted non-IBM personnel.

The fixed hourly rates for each labor category apply to labor performed by—

- (1) IBM;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

IBM professional service rates, as specified in the pricelist below shall apply to (1), (2), and (3) above.

WARRANTY

IBM warrants that it provides Services using commercially reasonable care and skill in accordance with the applicable Attachment or Transaction Document (mutually agreeable Statement of Work), including any completion criteria, and that Project Materials will comply with the Attachment or TD at the time of delivery. The warranty for a Service ends when the Service ends.

These warranties are the exclusive warranties from IBM and replace all other warranties, including the implied warranties or conditions of satisfactory quality, merchantability, non-infringement, and fitness for a particular purpose. IBM warranties will not apply if there has been misuse, modification, damage not caused by IBM, or failure to comply with instructions provided by IBM. Preview services and non-IBM Products are sold under the Agreement as-is, without warranties of any kind. Third parties may provide their own warranties to Client.

TERMS, CONDITIONS, AND PRICES

The terms, conditions, and prices of this published Schedule pricelist shall prevail in lieu of any other terms, conditions, and prices which may be set forth in any order placed under this contract except as may be otherwise agreed to by both IBM and the user agency.

MATERIALS OWNERSHIP AND LICENSE

IBM will specify materials to be delivered to the Government. They will be identified as being "Type I Materials," "Type II Materials," or otherwise as mutually agreed upon. If not specified, Materials will be considered Type II Materials.

Type I Materials are those, created during the Service performance period, in which the Government has all right, title and interest (including ownership of copyright). IBM will retain one copy of the Materials. IBM is granted 1) an irrevocable, nonexclusive, worldwide, paid-up license to use, execute, reproduce, display, perform, distribute (internally and externally) copies of, and prepare derivative works based on Type I Materials and 2) the right to authorize others to do any of the former. With respect to data or materials of a proprietary nature, IBM will safeguard the data or materials in accordance with the terms of a mutually agreeable Confidential Disclosure Agreement.

Type II Materials are those, created during the Service performance period or otherwise (such as those that preexist the Service), in which IBM or third parties have all right, title and interest (including ownership of copyright). IBM will deliver one copy of the specified Materials to the Government. IBM grants the Government an irrevocable, nonexclusive, worldwide, paid-up license to use, execute, reproduce, display, perform, and distribute, within the Government agency, copies of Type II Materials.

Both IBM and Government agree to reproduce the copyright notice and any other legend of ownership on any copies made under the license granted under this item.

ACCEPTANCE

A. Contracts or Transaction Document (Statement of Work) with a Completion Criteria, Acceptance is when IBM meets the Completion Criteria.

B. For hourly service, upon completion of the service hours

PATENT INDEMNITY

Far clause 52.212-4(h) applies, however in addition, if a third party claims that a Product or Material IBM provides to the Government infringes that party's patent or copyright, IBM will indemnify the Government, its officers, agents, and employees against liability, at IBM's expense and pay all costs, damages, and attorneys fees that a court finally awards or that are included in a settlement approved by IBM, provided that the Government:

A. Promptly notifies IBM in writing of the claim; and

B. Gives IBM such opportunity as is offered by applicable laws, rules or regulations to participate in the defense thereof. The Government shall make every effort to permit IBM to fully participate in the defense and/or in any settlement of such claim. However, IBM understands that such participation will be under the control of the Department of Justice.

Remedies

If such a claim is made or appears likely to be made, the Government agrees to permit IBM to enable the Government to continue to use the Machine, Program, or Material (collectively called "Product"), or to modify it, or replace it with one that is at least functionally equivalent. If IBM determines that none of these alternatives is reasonably available, the Government agrees to return the Product to IBM on IBM's written request. IBM will then give the Government a credit equal to:

1. For a Machine, the Government's net book value, provided the Government has followed generally-accepted accounting principles.
2. For a Program, the amount paid by the Government or 12 months' charges (whichever is less). If the Product is an IBM SaaS or subject to Fixed Term charges, up to twelve months' charges.
3. For Materials, the amount the Government paid IBM for the creation of the Materials.

This is subject to the Government's right to require continued use of the Products pursuant to the provisions of 28USC1498. In the event of such continued use, the Government shall notify IBM in

writing of its election to continue use and agrees to undertake at the Government's expense the defense of any action against the Government and IBM shall have no further indemnification obligation; it being understood that IBM may participate at its expense in the defense of any such action if such claim is against IBM.

Claims for Which IBM is Not Responsible:

IBM has no obligation regarding any claim based on any of the following:

- A. The Government's modification of a Product, or a Program's use in other than its Specified Operating Environment;
- B. Anything the Government provides which is incorporated into a Product or IBM's compliance with any designs, specifications, or instructions provided by the Government or by a third party on behalf of the Government;
- C. The combination, operation, or use of a Product with other Products not provided by IBM as a system, or the combination, operation or use of a Product with any product, data, apparatus, or business method that IBM did not provide, or the distribution, operation or use of a Product for the benefit of a third party;
- D. Infringement by a non-IBM Product.
- E. Product's use other than in accordance with its applicable licenses and restrictions or use of a non-current version or release of a Product, when a claim could have been avoided or the risk of a claim reduced by using the current version or release;
- F. the distribution, operation, or use of the Product outside Government's Enterprise or for the benefit of any third party; or
- G. Separately Licensed Code, if any, as identified in the LI for the Product.

The LI for the Product or other documents may permit the Government to copy, modify, or redistribute all or portions of the Product without paying additional licensing fees to IBM. The indemnification obligation under this Patent and Copyright provision only applies to copies of the Product provided to the Government by IBM and additional copies expressly authorized in a PoE. IBM has no obligation for claims relating to copies of the Product neither provided by IBM nor specifically authorized by a POE, even if permitted by the LI for the Product or other documents.

These Patent and Copyright terms do not obligate in any manner any third-party supplier of code (including Separately Licensed Code) included with or part of the Product.

The foregoing states the entire obligation of IBM with respect to infringement of patents or

LIABILITY

- a. IBM's entire liability for all claims related to this Agreement will not exceed the amount of any actual direct damages incurred by Client up to the amounts paid (if recurring charges, up to 12 months' charges apply) for the product or service that is the subject of the claim, regardless of the basis of the claim. IBM will not be liable for special, incidental, exemplary, indirect, or economic

consequential damages, or lost profits, business, value, revenue, goodwill, or anticipated savings. These limitations apply collectively to IBM, its affiliates, contractors, and suppliers.

- b. The following amounts are not subject to the above cap: i) third party payments referred to in the paragraph below; and ii) damages that cannot be limited under applicable law.

CONTENT AND DATA PROTECTION

- a. Content consists of information or data Client may provide, make available or grant access to, in connection with IBM providing Services. Providing Content will not affect Client's ownership or license rights in such Content. IBM, its affiliates, and contractors of either may access and use the Content solely for the purpose of providing and managing the applicable Services. IBM will treat all Content as confidential by not disclosing Content except to IBM employees and contractors, and only to the extent necessary to deliver the Services.
- b. Client is responsible for obtaining all necessary rights and permissions to enable, and grants such rights and permissions to, IBM, its affiliates, and contractors of either to use, provide, store and otherwise process Content in connection with the Services. This includes Client providing required information, making necessary disclosures and obtaining consent, if required, before providing individuals' information, including personal or other regulated data in such Content. Client is responsible for adequate back-up of Content. If any Content could be subject to governmental regulation or may require security measures beyond those specified by IBM for Services, Client will not input, provide, or allow access to such Content unless specifically permitted in the terms of the relevant TD or unless IBM has otherwise first agreed in writing to implement additional security and other measures.
- c. IBM will return or remove Content from IBM computing resources upon the expiration or cancellation of the Services, or earlier upon Client's request. IBM may charge for certain activities performed at Client's request (such as delivering Content in a specific format). IBM does not archive Content, however some Content may remain in backup files until expiration of such files as governed by IBM's backup retention practices.

CONSULTING SERVICES PROJECT TERMINATION

Any violation of the terms concerning a Services Statement of Work shall be handled in accordance with the Contract's Disputes Act and the rights provided to the vendor under the Act.

The Government agrees to pay IBM for all Services provided and any Products and Materials delivered through the project's termination and any additional costs IBM reasonably incurs because of early termination, such as costs relating to subcontracts, if any, in accordance with the terms of the contract.

EUROPEAN UNION GENERAL DATA PROTECTION REGULATION (GDPR)

The European Union passed the General Data Protection Regulation (EU/2016/679) (GDPR), effective 25 May 2018. The GDPR is designed to ensure a consistent level of protection of the rights and freedoms of natural persons with regard to the processing of their data and to establish one set of data protection rules for Personal Data. IBM is committed to GDPR readiness.

Regarding GDPR, you represent as follows:

- a. Either you do not require IBM to process Personal Data within the meaning of GDPR (e.g., because no processing of Personal Data occurs in the European Union (EU); no monitoring of Personal behavior takes place in EU; or your activities are otherwise exempt from GDPR); and you will communicate to IBM in writing, without undue delay, any anticipated change affecting this representation, or
- b. You agree to IBM's Data Processing Addendum at <http://ibm.com/dpa> (DPA) and applicable DPA Exhibit, which apply and supplement the contract. Please contact your IBM representative for the applicable Data Processing Exhibit.

GENERAL

- a. Each party is responsible for determining the assignment of its and its affiliates personnel and their respective contractors, and for their direction, control, and compensation.
- b. IBM maintains a robust set of business conduct and related guidelines covering conflicts of interest, market abuse, anti-bribery and corruption, and fraud. IBM and its personnel comply with such policies and require contractors to have similar policies.
- c. IBM, its affiliates, and contractors of either may, wherever they do business, store and otherwise process business contact information (BCI) of Client, its personnel, and authorized users, for example, name, business telephone, address, email, and user ID for business dealings with them. Where notice to or consent by the individuals is required for such processing, Client will notify and obtain such consent. The IBM Privacy Statement at <https://www.ibm.com/privacy/> provides additional details with respect to BCI and Account Data described below.
- d. All notices under the Agreement must be in writing and sent to the business address specified for the Agreement, unless a party designates in writing a different address. The parties consent to the use of electronic means and facsimile transmissions for communications as a signed writing. Any reproduction of the Agreement made by reliable means is considered an original. The Agreement supersedes any course of dealing, discussions or representations between the parties.
- e. Upon request by the Agency, IBM offers General Liability and Auto Liability Insurance in accordance with GSAR 552.228-5.

COMPLETE AGREEMENT

IBM's Multiple Award Schedule, its Published Terms, and any RFP, Proposal and Statement of Work issued against the Contract constitute the complete Agreement of the parties and supersede all prior communications, agreement or understandings on this subject.

Any terms of this Agreement which by their nature extend beyond the Agreement termination remain in effect until fulfilled.

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. contactor's website or other location.) The EIT standards can be found at:**
www.Section508.gov/. N/A
25. **Data Universal Numbering System (DUNS) number:** 835130485
26. **Notification regarding registration in SAM database -** Registered

IBM Pricelist Effective Oct 1, 2020 for a 5-year Period Ending Sept 30, 2025

SIN	Labor Category	Minimum Education	Minimum Years on Experience	Contractor and Customer Facility	GSA Price Effective 10/1/2020	GSA Price Effective 10/1/2021	GSA Price Effective 10/1/2022	GSA Price Effective 10/1/2023	GSA Price Effective 10/1/2024
531210, 522310,541211,541219, 541611,611430,611512	Director	Bachelors	10	Both	\$288.68	\$294.45	\$300.34	\$306.34	\$312.47
531210, 522310,541211,541219, 541611,611430,611512	Consultant I	Bachelors	1	Both	\$103.52	\$105.59	\$107.70	\$109.85	\$112.05
531210, 522310,541211,541219, 541611,611430,611512	Consultant II	Bachelors	2	Both	\$122.88	\$125.34	\$127.85	\$130.40	\$133.01
531210, 522310,541211,541219, 541611,611430,611512	Consultant III	Bachelors	4	Both	\$141.08	\$143.90	\$146.78	\$149.71	\$152.71
531210, 522310,541211,541219, 541611,611430,611512	Senior Management Consultant I	Bachelors	5	Both	\$148.65	\$151.63	\$154.66	\$157.75	\$160.91
531210, 522310,541211,541219, 541611,611430,611512	Senior Management Consultant III	Bachelors	7	Both	\$191.12	\$194.95	\$198.84	\$202.82	\$206.88
531210, 522310,541211,541219, 541611,611430,611512	Manager (Project Manager)	Bachelors	7	Both	\$209.46	\$213.65	\$217.92	\$222.28	\$226.73
531210, 522310,541211,541219, 541611,611430,611512	Senior Manager (SR Project Manager)	Bachelors	10	Both	\$251.59	\$256.62	\$261.75	\$266.99	\$272.33
531210, 522310,541211,541219, 541611,611430,611512	Functional Specialist/SME I	Bachelors	5	Both	\$190.58	\$194.39	\$198.28	\$202.24	\$206.29
531210, 522310,541211,541219, 541611,611430,611512	Functional Specialist/SME II	Bachelors	15	Both	\$242.83	\$247.69	\$252.64	\$257.69	\$262.85
531210, 522310,541211,541219, 541611,611430,611512	Program Support (Project Manager Jr)	Bachelors	5	Both	\$185.63	\$189.34	\$193.13	\$196.99	\$200.93

Labor Category Descriptions

Title: Director

Has overall Leadership and responsibility for the client and all work performed under all (or most) contracts with the client. Has experience in leading and providing technical direction to consulting engagements. Provides Leadership and overall direction for concurrent multiple small projects within a single large organization or serves as the project manager of a single large program containing multiple task elements. Coordinates personnel, services and products. Applies industry knowledge, training, change management, technical, functional and project management expertise. works with senior executives. Provides primary client visibility for key solutions to issues.

Resource has a Bachelors Degree and a minimum of 10 years experience

Title: Consultant I

Assists project team members with data gathering and research, organizes data and project documents and assists project manager in the development of deliverables and supports development of process flow diagrams, project reports, training materials, instructional design, multimedia and other deliverables.

Resource has a Bachelors Degree and a minimum of 1 year experience

Title: Consultant II

Gathers data for more senior team members, conducts Internet and document research, manages team databases and knowledge repositories, takes notes during meetings and interviews, drafts process flow diagrams, contributes to project reports, training materials and other deliverables and performs instructional design and multi-media responsibilities and performs training and knowledge sharing.

Resource has a Bachelors Degree and a minimum of 2 years' experience

Title: Consultant III

Leads data-gathering and analysis, conducts research, develops databases and spreadsheets, creates process flow diagrams, drafts project reports, training materials and other deliverables, performs instructional design and multimedia responsibilities and performs training and knowledge sharing.

Resource has a Bachelors Degree and a minimum of 4 years' experience

Title: Senior Management Consultant I

Performs data collection role on client projects, supervises senior staff consultants and leads small projects or task teams

Resource has a Bachelors Degree and a minimum of 5 years' experience

Title: Senior Management Consultant III

Provides specialized experience or expertise in multiple fields, including process analysis, redesign. Advises on project methodology and coordinates analysis results with other key personnel. Applies expertise and experience to develop approaches for solutions to client issues.

Resource has a Bachelors Degree and a minimum of 7 years' experience

Title: Manager (Project Manager)

Provides day to day project management for smaller projects or is the team lead for a work stream within a larger project. Coordinates and directs the activities of junior consultants and provides direct consulting support and expertise to clients including identification of project issues, reviewing elements of deliverables developed by others, and the presentation of project findings and results to lower levels of client management.

Resource has a Bachelors Degree and a minimum of 7 years' experience

Title: Senior Manager (Senior Project Manager)

Provides day to day management direction and leadership for projects comprised of several work streams. Coordinates and directs the activities of other consultants and provides direct consulting support (including but not limited to Functional, technical, Training/Facilitation, and Change Management responsibilities) and expertise to clients, including the resolution of project issues, quality control of deliverables, and the presentation of project findings and results to the client management.

Resource has a Bachelors Degree and a minimum of 10 years' experience

Title: Functional Specialist / SME I

Provides expertise, guidance, consultation, facilitation, training, thought leadership and education to the client and/or project team based on a specialized expertise in such fields as technology, science, public policy and administration and management.

Resource has a Bachelors degree and a minimum of 5 years' experience

Title: Functional Specialist / SME II

Expertise in multiple fields. Provides guidance, consultation, facilitation, training, change management, thought leadership and education primarily to the client and client leadership, specialized deep expertise in such fields as public policy, organization change management, business process re-engineering, administration and management.

Resource has a Bachelors degree and a minimum of 15 years' experience

Title: Program Support (Project Manager Jr.)

Provides specialized expertise in financial and process analysis, coordinates support on multiple projects with Senior Project Managers. Support to the project team and client in the conduct of various activities related to project risk management, contract administration, project planning, and performance measurement.

Resource has a Bachelors degree and a minimum of 5 years' experience

DEGREE SUBSTITUTION

The Skill Descriptions above describe the functional responsibilities, education and experience requirements for each labor category. This serves as a guide to the experience and educational background of personnel typically found in each labor category.

However, the experience of a resource is often a valid substitute for education. In addition, certifications and professional licenses achieved by a resource are a validation of the professional skill levels and experience within that resources' area of expertise.

With this noted, the following chart indicates where experience or 'other equivalences' may be substituted for the degree attained by a resource. Where there is experience equivalence, this equivalence is in addition to the minimum experience indicated in the Skill Description.

Substitution Table

Degree	Education /Experience Equivalence to Degree	OR Other Equivalence to Degree
Bachelors	Associate degree +2 years relevant experience	Professional certifications such as but not limited to, Project Management, Lean Sigma, or ITIL, with one year of successfully completed coursework and actual experience utilizing the certification

		principles for certification equating to one year of college.
Masters	Bachelors +2 years relevant experience, or Associate + 4 years relevant experience	Bachelor degree plus Masters certificate or professional license or certification, with one year of successfully completed coursework and actual experience utilizing the certification principles equating to one year of graduate-level degree.
Doctorate	Masters + 2 years relevant experience, or Bachelors + 4 years relevant experience	
* Successful completion of higher education which has not yet resulted in a degree may be counted as 1 years of experience for each year of college completed.		

The Service Contract Labor Standards (SCLS) is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories/services have been identified as being subject to SCLS 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 SCLS eligible labor categories. If and/or when the contractor adds SCLS labor categories/employees to the contract through the modifications process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.