

MOBIS

Management, Organizational and Business Improvement Services

Authorized Federal Supply Schedule
Pricelist and Catalog

**General Services Administration
Contract Number: GS-10F-0101R
November 19, 2009 - November 18, 2014
SIN 874-1 Consulting Services
SIN 874-7 Program Integration &
Project Management Services**

Contractor:
CentralPoint
2331 Mill Road, Suite 100
Alexandria, VA 22314
703.224.8915

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Point of **Contact Information**



● Point of **Contact Information**

TEZ MILLS

2331 Mill Road, Suite 100

Alexandria, VA 22314

Phone: (703) 224-8915

Fax: (703) 224-8801

Email: tmills@i-centralpoint.com

Web address: www.i-centralpoint.com

Contractor Information



Contractor Information

1. SPECIAL ITEM NUMBERS:

SIN 874-1 Consulting Services

SIN 874-7 Program Integration & Project Management Services

2. MINIMUM ORDER: \$300

3. MAXIMUM ORDER: \$1,000,000

4. PROMPT PAYMENT DISCOUNT: Net 30 days

5. GEOGRAPHIC COVERAGE:

FOB Destination, "Domestic Delivery", the exact delivery time to be specified on individual delivery/task orders.

6. POINTS OF PRODUCTION: Same as company address.

7. PRICES ARE NET OF DISCOUNTS.

8. QUANTITY DISCOUNTS: None offered.

9. PROMPT PAYMENT TERMS: Net 30 days.

10. NOTIFICATION THAT GOVERNMENT PURCHASE CARDS ARE ACCEPTED BELOW THE MICRO-PURCHASE THRESHOLD: Yes.

11. NOTIFICATION THAT GOVERNMENT COMMERCIAL CREDIT CARDS ARE ACCEPTED ABOVE THE MICRO-PURCHASE THRESHOLD: Accept over \$2,500.

12. FOREIGN ITEMS: None.

13. TIME OF DELIVERY: Specified on Task Order.

14. EXPEDITED DELIVERY: Contact Contractor.

15. OVERNIGHT AND 2-DAY DELIVERY: Contact Contractor.

Contractor Information

16. URGENT REQUIREMENTS: Contact CentralPoint at 703.224.8915

17. ORDERING ADDRESS:

Tez Mills
2331 Mill Road, Suite 100
Alexandria, VA 22314
Phone: (703) 224-8915
Fax: (703) 224-8801
Email: tmills@i-centralpoint.com

18. 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).

19. PAYMENT ADDRESSES: Same as company address.

20. WARRANTY PROVISION: Contractor's standard commercial warranty.

21. EXPORT PACKING CHARGES (IF APPLICABLE): N/A.

22. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE (ANY THRESHOLDS ABOVE THE MICROPURCHASE LEVEL): Contact Contractor.

23. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE): N/A.

24. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): N/A.

25. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF APPLICABLE): N/A.

25A. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): N/A.

26. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): N/A.

27. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): N/A.

Contractor Information

28A. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES, (E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS):

28B. 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 EST STANDARDS CAN BE FOUND AT:

www.Section508.gov/.

29. DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER: 03-8387952

30. NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE:

Registered.

Why CentralPoint?



Why CentralPoint?

CentralPoint is a management consulting company committed to providing services and solutions that enable our clients to maximize their performance through leading-edge, cost-effective solutions. Our core competencies focus on:

- Management Consulting
- Acquisition Support
- Program Management and Support

Our management consulting services include providing feasibility and requirements analysis and studies of as-is and to-be processes and scenarios for our clients. In addition, we work with clients to realign their systems to new processes and implement new systems. We provide experienced functional and subject matter experts in a wide array of capabilities, including business management, human resources, and supply-chain.

CentralPoint has extensive experience in providing acquisition support in the government arena. We provide best practices support in sourcing, preparing necessary documents, obligation tracking, and funds management support. We provide all levels of personnel to assist in managing the acquisition process, and we have experience with working with the government acquisition process. We have extensive system alignment experience in this area.

Our Program management support and integration provides support for the management and technician level. We apply quality procedures in assuring the objectives and performance levels of our clients are met. In addition, we provide project management support to assure program and project objectives are reached as scheduled and within budget.

CentralPoint has extensive experience in working with government organizations in providing budget tracking and analysis, obligations tracking and analysis, and re-engineering services to enhance our clients performance and delivery. Our team has provided program management support to the government overseeing program financials, schedules, documentation, and training. Our team provides full life-cycle support to our clients from feasibility studies and requirements definition through implementation, and post project/close-out support.

Beyond Core Competencies



● Beyond Core Competencies:

CentralPoint's unique points of difference

CentralPoint is different from other companies that provide management services for the Federal Government. And we're different in ways that matter to you.

CentralPoint is structured to achieve effective results. Our size and management style make us nimble, allowing our experienced team to perform at record speed, backed by superb troubleshooting. And we are passionate about quality assurance. Our performance record stands as proof.

Seeing the **Big Picture**



● Seeing the **Big Picture**

We understand your enterprise architecture requirements, and we apply the right methodologies, enforce stringent quality assurance measures, and implement workflows that match your business processes. We do all we can to help lower your risk and increase your opportunities – and that matters to program management offices, contract officers, and agency executives.

CentralPoint's big-picture approach helps get the job done:

- With Secret and Top Secret clearances, CentralPoint has experience in mission-critical projects.
- We can cover your needs at every phase with start-to-finish project oversight and expert staff.
- Our analysts help you identify and specify project elements you may have missed, minimizing project risks.
- Our team has experience in building out systems using best-in-class technologies that can be adopted by any user.
- We can build entirely new systems, or preserve information from legacy sources.
- We help streamline agency modernization and data access using our expertise and performance in document archiving and retrieval, data migration and data entry.

CentralPoint and **MOBIS**



● CentralPoint and **MOBIS**

SIN 874-1 CONSULTING SERVICES

Services may include providing expert advice, assistance, guidance or counseling in support of agencies' mission oriented business functions. This may include studies, analyses and reports documenting any proposed developmental, consultative or implementation efforts. Examples of consultation include but are not limited to: strategic, business and action planning; high performance work; process and productivity improvement; systems alignment; leadership systems; organizational assessments; cycle time; performance measures and indicators; program audits, evaluations, and customized training.

SIN 874-7 PROGRAM INTEGRATION AND PROJECT MANAGEMENT

Services include management or integration of programs and projects to include, but not limited to: program management, program oversight, project management and program integration of a limited duration. A variety of functions may be utilized to support program integration or project management tasks.

Labor Rates



Labor Rates

MOBIS SIN	SKILL CATEGORY	PRICE OFFERED TO THE GOVT. LABOR RATES (LOADED) ON SITE/OFF SITE W/IFF	
874-1 874-7	SENIOR MANAGER	\$159.32	\$138.54
874-1 874-7	PROJECT MANAGER	\$127.46	\$110.83
874-1 874-7	PRINCIPAL CONSULTANT	\$159.32	\$138.54
874-1 874-7	SENIOR CONSULTANT	\$127.46	\$110.83
874-1 874-7	CONSULTANT	\$95.58	\$83.11
874-1 874-7	CONTRACT SPECIALIST	\$86.23	\$74.98
874-1 874-7	BUSINESS SYSTEMS ANALYST III	\$73.66	\$62.61
874-1 874-7	BUSINESS SYSTEMS ANALYST II	\$61.02	\$53.06
874-1 874-7	BUSINESS SYSTEMS ANALYST I	\$59.63	\$51.85
874-1 874-7	TRAINING DEVELOPER	\$52.89	\$45.99
874-1 874-7	DATABASE ADMINISTRATOR I	\$70.99	\$60.34
874-1 874-7	DATABASE ADMINISTRATOR II	\$110.49	\$93.91

Labor Rates

MOBIS SIN	SKILL CATEGORY	PRICE OFFERED TO THE GOVT. LABOR RATES (LOADED) ON SITE/OFF SITE W/IFF	
874-1 874-7	DATABASE ADMINISTRATOR III	\$117.56	\$99.92
874-1 874-7	FINANCIAL ANALYST I	\$56.13	\$47.71
874-1 874-7	FINANCIAL ANALYST II	\$77.15	\$65.58
874-1 874-7	FINANCIAL ANALYST III	\$90.48	\$76.91
874-1 874-7	TECHNICAL WRITER/EDITOR	\$53.00	\$46.09
874-1 874-7	WORD PROCESSOR	\$36.57	\$31.80

Labor Category Descriptions



Labor Category Descriptions

3.1 LABOR CATEGORY DESCRIPTIONS

3.1.1 POSITION NAME: SENIOR MANAGER

Description: Provides corporate responsibility and management of industry or client-focused projects. Provides the strategic vision, design, and implementation of customer solutions and projects. Defines and drives project schedules, responsible for team(s) meeting deadlines, and defines and delivers on project expectations. Performs as corporate customer manager.

Education and Experience Requirement: Bachelor's degree with emphasis in business or human resource management. Eight years' relevant experience, with at least three leading or managing multiple projects. Must possess good oral and written communication skills and the ability to conduct briefings and presentations. Excellent customer management skills.

3.1.2 POSITION NAME: PROJECT MANAGER

Description: Responsible for managing a project of moderate risk and complexity and/or part of a larger program. Ensures required resources such as manpower, production, equipment, and facilities are available. May have supervisory responsibility for hiring and firing, as well as salary and performance management. Plans and monitors project under direction of a Program Manager or Director.

Education and Experience Requirement: Bachelor's degree with emphasis in business or human resource management. Eight years' relevant experience, with at least three in a lead or project management role. Must possess good oral and written communication skills and the ability to conduct briefings and presentations. Two years of experience may be substituted for one year of education.

3.1.3 PRINCIPAL CONSULTANT

Description: Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Responsible for effective transitioning of existing project teams, and the facilitation of project teams in the accomplishment of project activities and objectives. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. Acts as key coordinator between multiple project teams to ensure enterprise-wide integration of reengineering efforts. Provides daily supervision and direction to business process reengineering personnel.

● Labor Category Descriptions

Education and Experience Requirements: A Masters degree in business, education, management sciences, psychology, human resources development/management, or other related discipline. This position requires a minimum of ten years experience, of which at least seven years must be specialized. Specialized experience may include facilitation, training, methodology development and evaluation, process reengineering across all phases, identification of best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices and supervision of business process reengineering personnel. With a PhD in the fields described above, eight years experience is required, of which at least six years must be specialized as described above. A Masters degree is not required if the candidate possessed a Bachelors degree and twelve years experience, of which at least nine years must be specialized as described above.

3.1.4 SENIOR CONSULTANT

Description: Applies process improvement and reengineering methodologies and principles to conduct process modernization projects, Duties include activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. May be under the supervision of the Principal Consultant, or may work independently.

Education and Experience Requirements: A Bachelors degree in business, education, management sciences, psychology, human resources development/management, or other related discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience may include facilitation, training, methodology development and evaluation, process reengineering across all phases, identification of best practices, change management, business management techniques, organizational, development, activity and data modeling, or information system development methods and practices and supervision of business process reengineering personnel. With a Masters degree in the fields described above, eight years experience is required, of which at least six years must be specialized as described above. With a PhD in the fields described above, six years experience of which at least five years must be specialized as described above are required. With thirteen years experience of which at least eleven years is specialized as described above, a degree is not required.

● Labor Category Descriptions

3.1.5 CONSULTANT

Description: Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Duties include activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. May be under the supervision of either the Principal Consultant or Senior Consultant, or may work independently.

Education and Experience Requirements: Bachelors degree in business, education, management sciences, psychology, human resources development/management, or other related scientific or technical discipline. This position requires a minimum of eight years experience, of which at least six years must be specialized. Specialized experience may include facilitation, training, methodology development and evaluation, process reengineering across all phases, identification of best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices and supervision of business process reengineering personnel. With a Masters degree in the fields described above, five years experience is required, of which at least two years must be specialized as described above. With nine years experience of which at least five years is specialized as described above, a degree is not required.

3.1.6 CONTRACT SPECIALIST

Description: Provides program control support for strategic, tactical, and operational, level planning and management studies to determine the Federal Government's MEO and for comparison of in-house bids to proposed ISSA prices. Prepares, analyzes, and updates project schedules and cost spreadsheets related to studies, assessments, administrative appeals, and development of in-house Government cost estimates and PWS's for technical, logistics, or engineering projects. Provides program control support to source selection efforts and private -public partnerships.

Education and Experience Requirements: A Bachelors degree in computer science, information systems, engineering, business, education, management sciences, psychology, human resources development/management, or other related scientific or technical discipline. This position requires a minimum of six years experience, of which at least four years must be specialized. Specialized experience may include facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational

● Labor Category Descriptions

development, activity and data modeling, or information system development methods and practices and supervision of business process reengineering personnel. With a Masters degree in the fields described above, three years experience is required, of which at least two years must be specialized as described above. With eight years experience of which at least four is specialized as described above, a degree is not required.

3.1.7 BUSINESS SYSTEMS ANALYST III

Description: Analyzes user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provide daily supervision and direction to support staff.

Education and Experience Requirements: A Bachelors degree in management information systems, business, or other related scientific, technical, or functional discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes superior functional knowledge of task order specific requirements, or developing functional requirements for complex integrated systems. Must demonstrate the ability to work independently or under only general direction. With a Masters degree in the fields described above, eight years experience is required, of which at least six years must be specialized as described above. With thirteen years experience of which at least eleven years is specialized as described above, degree is not required.

3.1.8 BUSINESS SYSTEMS ANALYST II

Description: Analyzes user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task.

Education and Experience Requirements: A Bachelors degree in information systems, business, or other related functional discipline. This position requires a minimum of six years experience, of which at least three years must be specialized. Specialized experience includes developing functional requirements for complex integrated systems. Must demonstrate the ability to work independently or under only general direction. With a Masters degree in the fields described above, four years experience is required, of which at least two years must be specialized as described above. With five years experience of which at least eight years is specialized as described above, a degree is not required.

Labor Category Descriptions

3.1.9 BUSINESS SYSTEMS ANALYST I

Description: Analyzes user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships, Identifies resources required for each task.

Education and Experience Requirements: An Associate of Arts degree in information systems, business, or other related functional discipline. This position requires a minimum of two years experience, of which at least one year must be specialized. Specialized experience includes developing functional requirements for complex integrated systems. Must demonstrate the ability to work under general direction, With two years experience of which at least five years is specialized as described above, a degree is not required.

3.1.10 DATABASE ADMINISTRATOR I

Description: Provides database design, re-engineering, implementation, and maintenance of databases that aid management in capturing accounting, human resource, and trend analysis and decision support systems. Works with management to present data to appropriate audiences. May provide portal development services.

Education and Experience Requirements: Bachelor's degree in information systems or business. One year of experience.

3.1.11 DATABASE ADMINISTRATOR II

Description: Provides database design, engineering, implementation, and maintenance of databases that aid management in capturing accounting, human resource, and trend analysis and decision support systems for performance management or process improvement. Works with management to present data to appropriate audiences. May provide portal development services.

Education and Experience Requirements: Bachelor's degree in management information systems or business. Two to four years' relevant experience.

3.1.12 DATABASE ADMINISTRATOR III

Description: Provides highly complex database design, re-engineering, implementation, and maintenance of databases that aid management in capturing accounting, human resource, and trend analysis and decision support systems for performance management

● Labor Category Descriptions

or process improvement. Provides assistance in complex integration and process improvement. Provides management of team. Works with management to resolve highly complex solutions. May provide portal development design services.

Education and Experience Requirements: Bachelor's degree in management information systems or business. Five to seven years' relevant experience.

3.1.13 TRAINING DEVELOPER

Description: Conducts the research necessary to develop and revise training courses and prepare appropriate training catalogs. Develops all instructor materials (course outline, background material, and training aids). Develops all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, seminars, and/or computer-based/computer-aided training. Provide daily supervision and direction to staff.

Education and Experience Requirements: A Bachelor of Arts or Bachelor of Science degree in any field. This position requires a minimum of seven years experience, of which at least five years must be specialized. Specialized experience includes experience in developing and providing technical and end-user training on computer hardware and application software. Demonstrated ability to communicate orally and in writing. Must demonstrate the ability to work independently or under only general direction. With a Masters degree in the fields described above, six years experience is required, of which at least three years must be specialized as described above. With ten years experience of which at least eight years is specialized as described above, a degree is not required.

3.1.14 TECHNICAL WRITER/EDITOR

Description: Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents. Must demonstrate an ability to work independently or under only general direction.

Education and Experience Requirements: A Bachelors degree in English, literature, or other related discipline. This position requires a minimum of three years experience, of which at least one year must be specialized. Specialized experience includes demonstrated experience in editing documents, including technical documents. With a Masters

● Labor Category Descriptions

degree in the fields described above, two years experience is required of which at least one year must be specialized as described above. With seven years experience of which at least five years is specialized as described above, a degree is not required.

3.1.15 FINANCIAL ANALYST I

Description: Conducts assigned financial studies, financial process analysis, and reviews of operating budgets for cost experience against budgeted funds. Assist client management by preparing recommendations to counter overruns and adjust expenses. Evaluates controls on labor, overhead, and general and administrative expenditures. Identifies trends and prepares special reports to project financial performance.

Education and Experience Requirements: Bachelor's degree in finance, accounting, or business administration. Six months to two years of relevant experience is required.

3.1.16 FINANCIAL ANALYST II

Description: Provides financial studies and process analysis and reviews of operating budgets for cost experience against budgeted funds and prepares recommendations to management to counter overruns and adjust expenses. Evaluates controls on labor, overhead, and general and administrative expenditures. Identifies trends and prepares special reports and processes to monitor and project financial performance. May provide specialized financial guidance to management.

Education and Experience Requirements: Bachelor's degree in finance, accounting, or business administration. Two to four years' relevant experience, preferably in a government and/or commercial contracting environment.

3.1.17 FINANCIAL ANALYST III

Description: Conducts complex financial studies, process analysis, and reviews of operating budgets for cost experience against budgeted funds and prepares management recommendations to counter overruns and adjust expenses. Evaluates controls on labor, overhead, and general and administrative expenditures. Identifies trends and prepares special reports and processes to project and monitor financial performance. May provide specialized financial guidance to management.

● Labor Category Descriptions

Education and Experience Requirements: Bachelor's Degree in finance, accounting, or business administration is required. Five to seven years of relevant experience, preferably in a government and/or commercial contracting environment.

3.1.18 WORD PROCESSOR

Description: Performs data entry via on-line data terminal, key-to-tape, key-to-disk, or similar device. Verifies data entered, where applicable. Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents.

Education and Experience Requirements: Requires a high school diploma and one year experience in data entry and verification. Typically required to work under close supervision and direction. An Associate of Arts degree in computer science or related study will be considered equivalent to one-half year of general experience. Formal specialized training may be substituted on the basis of one month of training for one month of experience, not to exceed three months.