



**Multiple Award Schedule**

Professional Services

Business Administration Services

**Special Item Numbers:**

**SIN 541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services**

QED Consulting, LLC  
5285 Shawnee Road, Suite 106  
Alexandria, VA 22312  
(703) 354-1053  
<http://www.qedllc.com>

**Contract Number:** 47QRAA20D006S

**Period Covered by Contract:** May 27, 2020 through May 26, 2025

Small business

Service Disabled Veteran Owned Small business

Products and ordering information in this Authorized Federal Supply Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>)

1a. Awarded Special Item Numbers:

**SIN 541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services**

1b. 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**

1c. Labor categories, experience, functional responsibility and education: **See Labor Category Descriptions below.**

2. Maximum order: **\$1,000,000**

3. Minimum order: **\$100**

4. Geographic coverage: **50 States, DC, and Territories**

5. Point(s) of production: **Same as contractor's address**

6. Discount from list prices or statement of net price: **See Q.E.D. Consulting, LLC's pricing table below. All prices listed are net.**

7. Quantity discounts: **None**

8. Prompt payment terms: **Net 30**

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold. **Yes**

9b. Notification whether Government purchase cards are accepted above the micro-purchase threshold: **Yes**

10. Foreign items: **N/A**

11a. Time of delivery: **30 days ARO**

11b. Expedited Delivery: **To be negotiated with the ordering agency on each task order**

11c. Overnight and 2-day Delivery: **To be negotiated with the ordering agency on each task order**

12. F.O.B. point: **Destination**

13a. Ordering Address:

QED Consulting, LLC  
5285 Shawnee Road, Suite 106  
Alexandria, VA 22312

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) and a sample BPA can be found at the GSA/FSS Schedule homepage ([fsa.gsa.gov/schedules](http://fsa.gsa.gov/schedules)).

14. Payment address:

QED Consulting, LLC  
5285 Shawnee Road, Suite 106  
Alexandria, VA 22312

15. Warranty provision: **N/A**

16. Export packing charges: **N/A**

17. Terms and Conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): **N/A**

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**

20a. Terms and conditions for any other services: **N/A**

21. List of service and distribution points: **N/A**

22. List of participating dealers: **N/A**

23. Preventive maintenance: **N/A**

24a. Special attributes such as environmental attributes: **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. contractor's website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/). **N/A**

25. Data Universal Number System (DUNS) number: **004041997**

26. Q.E.D. Consulting, LLC is registered in System for Award Management (SAM) Database.

## **Labor Category Descriptions**

**Q.E.D. Consulting, LLC** offers the following Labor Category Descriptions to support the effort contemplated herein.

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### **Support Staff**

Performs simple clerical tasks, assist in data collection, data entry, document production, and distribution of materials. This labor category is only used for ask order services that go beyond typical overhead services that are done in the normal course of business. Federal agencies will not be charged for services that are considered to be company overhead.

Qualifications: GED/ High School diploma, no experience necessary.

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### **Senior Support Staff**

Performs clerical tasks, assist in data collection, document production, distribution of materials, simple analyses, distribution of materials and developing simple graphics. This labor category is only used for ask order services that go beyond typical overhead services that are done in the normal course of business. Federal agencies will not be charged for services that are considered to be company overhead.

Qualifications: GED/high school diploma and 1 year of experience.

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### **Junior Technical Support**

Performs simple research, develops graphics; expertise in key software or specialized software, simple analyses. This labor category is only used for ask order services that go beyond typical overhead services that are done in the normal course of business. Federal agencies will not be charged for services that are considered to be company overhead.

Qualifications: GED/high school diploma and 3 years of experience.

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### **Technical Support**

Develops complex documents, reports or graphics; expertise in key software packages, perform analyses, perform research on internet or library. This labor category is only used for ask order services that go beyond typical overhead services that are done in the normal course of business. Federal agencies will not be charged for services that are considered to be company overhead.

Qualifications: GED/high school diploma and 5 years of experience.

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### **Senior Technical Support**

Responsible for production of complex documents, reports, presentations or graphics; expertise on several key software packages; ability to teach key software packages; performs research and analyses independently as well as supervises others on these tasks. This labor category is only used for ask order services that go beyond typical overhead services that are done in the normal course of business. Federal agencies will not be charged for services that are considered to be company overhead.

Qualifications: GED/high school diploma and 10 years of experience.

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### **Analyst I**

Performs research or analysis independently using simple statistics and statistical packages; produces tables and reports of findings. Competent in several key software packages, able to conceptualize analysis and solutions to simple problems.

Qualifications: BA/BS degree and 5 years of experience.

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**Analyst II**

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Develops reports and documents of research and analyses using statistical analysis of data and /or policy analysis of policy proposals. Competent in several key software packages. Able to conceptualize problems and solutions. Can work directly with clients to provide support and products.

Qualifications: BA/BS degree and 7 years of experience.

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**Analyst III**

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Develops complex technical reports or documents using sophisticated statistical and/or policy analyses. Conceptualizes research and analysis designs for complex problems. Works directly with clients to identify and provide research or analytic findings. Can supervise other analysts, technical support, and support staff in performance of research or analysis and development of reports or documents. Can manage research or analysis projects.

Qualifications: BA/BS degree and 10 years of experience.

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**Management Analyst I**

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Works with clients to identify problems, develops research or analysis plans, performs analysis, and produces complex reports, documents, or presentations. Contacts internal or external client customers or stakeholders for information, works with groups, teams, or task forces. Competent in key software, sophisticated knowledge in one or more content areas. Able to contribute to solutions of complex problems. Able to manage small teams of analysts, technical support staff, or support staff to perform tasks.

Qualifications: BA/BS degree and 12 years of experience.

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**Management Analyst II**

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Works with clients to identify problems, analyses, and products. Leads and directs production of reports, documents and presentations. Competent in key software. Can conceptualize complex problems and solutions. Sophisticated understanding in two or more content areas. Able to supervise teams of management analysts, analysts, technical support staff, and support staff. Able to manage small projects.

Qualifications: BA/BS degree and 15 years of experience.

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**Management Analyst III**

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Works with clients to identify problems, analyses, and products. Manages significant projects with large team management analysts, analysts, technical support staff, and support staff. Expert in key software or specialized software. Can conceptualize complex problems and solutions. Sophisticated understanding of multiple content areas.

Qualifications: BA/BS degree and 18 years of experience.

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**Consultant I**

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Works directly with clients on significant problems. Can manage significant projects with large team management analysts, analysts, technical support staff, and support staff to develop major products. Can work with client management teams in a variety of roles (lead, facilitator, subject matter expert, or analyst) and produce high level products. Can provide expert advice to clients. Can conceptualize complex problems and solutions across organizational lines involving political, operational, economic or technical issues. Experience leading and managing in different content areas and organizational settings.

Qualifications: BA/BS degree and 20 years of experience.

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**Consultant II**

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Works directly with senior level clients on significant organizational problems. Can manage significant projects with large team management analysts, analysts, technical support staff, and support staff to develop major products. Can develop client management teams using a variety of roles (lead, facilitator, subject matter expert, or analyst) and produce high level products. Can provide expert advice to senior level clients. Can conceptualize complex problems and solutions across organizational lines involving interacting political, operational, economic or technical issues. Experience leading and managing in several content areas and organizational settings. Qualifications: BA/BS degree and 25 years of experience.

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**Consultant III**

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Works directly with senior level clients on significant organizational problems. Can manage complex programs with multiple teams of management analysts, analysts, technical support staff, and support staff to develop major program outcomes. Can develop senior client management teams using a variety of methods and playing required roles (lead, facilitator, subject matter expert, or analyst) to conceptualize and implement major programs. Can provide expert advice and coaching to senior level clients. Can develop strategies for major organizational programs integrating political, operational, economic and technical approaches. Experience leading and managing a variety of projects and programs in varied organizational settings. Qualifications: BA/BS degree and 27 years of experience.

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**Principal Consultant I**

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Works directly with senior executive or Presidential Appointee level clients on significant problems of national importance. Manages large programs and resources across multiple projects. Can lead teams of senior executives to develop strategic initiatives for major organizational change. Can provide executive level coaching and development. Has wide variety of experience leading and/or consulting on national level programs and initiatives. Qualifications: BA/BS degree and 30 years of experience.

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**Principal Consultant II**

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Works directly with senior executive or Presidential Appointee level clients on significant problems of national importance. Has the ability to manage large programs and resources across multiple projects. Can lead teams of senior executives to develop strategic initiatives for major organizational change. Can provide executive level coaching and development. Has wide variety of experience leading and/or consulting on national level programs and initiatives. Typically involved in an engagement because he or she has specific technical knowledge and unique expertise in a content area required for analysis and development of solutions to the problem under consideration by the client. Qualifications: BA/BS degree and 32 years of experience.

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**Principal Consultant III**

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Works directly with senior executive or Presidential Appointee level clients to provide a particular technical knowledge or unique area of expertise relevant to the solution of significant problems of national importance. Is engaged to bring specific expertise to problems requiring that expertise. Can advise teams of senior executives on strategies for solving organizational performance problems or implementing initiatives for major organizational change. Can provide executive level coaching and development. Has wide variety of experience leading and/or consulting on national level programs and initiatives. Has specific and unique expertise or technical knowledge in a needed content area. Qualifications: BA/BS degree and 35 years of experience.

## SUBSTITUTION METHODOLOGY

a) For all labor categories:

Minimum Education per Labor Category Description	Equivalency
Master's Degree	Bachelor's Degree + <i>additional</i> 2 years of experience <b>OR</b> Associate's Degree + <i>additional</i> 4 years of experience <b>OR</b> High School Diploma + <i>additional</i> 6 years of experience
Bachelor's Degree	Associate's Degree + <i>additional</i> 2 years of experience <b>OR</b> High School Diploma + <i>additional</i> 4 years of experience
Associate's Degree	High School Diploma + <i>additional</i> 2 years of experience

b) For all labor categories that require a High School Diploma as the minimum education:

- an Associate's Degree is equivalent to 2 years of experience
- a Bachelor's Degree is equivalent to 4 years of experience
- a Master's Degree is equivalent to 6 years of experience
- a PhD is equivalent to 8 years of experience

c) For all labor categories that require an Associate's Degree as the minimum education:

- a Bachelor's Degree is equivalent to 2 years of experience
- a Master's Degree is equivalent to 4 years of experience
- a PhD is equivalent to 6 years of experience

d) For all labor categories that require a Bachelor's Degree as the minimum education:

- a Master's Degree is equivalent to 2 years of experience
- a PhD is equivalent to 4 years of experience

e) For all labor categories that require a Master's Degree as the minimum education:

- a PhD is equivalent to 2 years of experience

**Q.E.D. Consulting, LLC's pricing table**

SIN	Awarded Labor Category	Base Option Period				
		5/27/2020 to 05/26/2021	5/27/2021 to 05/26/2022	5/27/2022 to 05/26/2023	5/27/2023 to 05/26/2024	5/27/2024 to 05/26/2025
541611	Support Staff**	\$45.39	\$46.39	\$47.41	\$48.45	\$49.52
541611	Senior Support Staff**	\$54.47	\$55.67	\$56.90	\$58.15	\$59.43
541611	Junior Technical Support**	\$63.56	\$64.96	\$66.39	\$67.85	\$69.35
541611	Technical Support**	\$72.61	\$74.21	\$75.84	\$77.51	\$79.21
541611	Senior Technical Support**	\$81.66	\$83.45	\$85.29	\$87.16	\$89.08
541611	Analyst I	\$90.80	\$92.80	\$94.84	\$96.93	\$99.06
541611	Analyst II	\$99.87	\$102.07	\$104.32	\$106.61	\$108.96
541611	Analyst III	\$108.97	\$111.36	\$113.81	\$116.32	\$118.88
541611	Management Analyst I	\$118.00	\$120.60	\$123.25	\$125.96	\$128.73
541611	Management Analyst II	\$127.06	\$129.86	\$132.72	\$135.64	\$138.62
541611	Management Analyst III	\$136.14	\$139.14	\$142.20	\$145.33	\$148.52
541611	Consultant I	\$145.24	\$148.44	\$151.70	\$155.04	\$158.45
541611	Consultant II	\$154.31	\$157.70	\$161.17	\$164.72	\$168.34
541611	Consultant III	\$167.02	\$170.69	\$174.45	\$178.28	\$182.21
541611	Principal Consultant I	\$190.64	\$194.83	\$199.12	\$203.50	\$207.97
541611	Principal Consultant II	\$226.97	\$231.96	\$237.06	\$242.28	\$247.61
541611	Principal Consultant III	\$272.34	\$278.33	\$284.46	\$290.72	\$297.11