

GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

Authorized Federal Supply Schedule Price List



Miami Business Services, LLC

Headquarters

3531 P St NW
Miami, OK 74354
Ph: 918.919.1174
Fax: 918.542.3697

Executive Offices

1950 Roland Clarke Place, Suite 210A
Reston, VA 20191
Ph: 571.323.5635
Fax: 571.323.2102

<http://mbs.mn-e.com/>

OWNED BY THE FEDERALLY RECOGNIZED MIAMI TRIBE OF OKLAHOMA

SMALL, DISADVANTAGED BUSINESS (SDB)

NATIVE AMERICAN OWNED

Schedule for - Professional Services Schedule (PSS)

Contract Number: GS-00F-183GA

Period Covered by Contract: May 4, 2017 thru May 3, 2022

Pricelist Current through Modification _____ dated _____

Contact for Contract Administration: Ellen Faris, Director, efaris@mn-e.com

<u>SIN</u>	<u>DESCRIPTION</u>
874-1/874-1RC	Integrated Consulting Services
874-504/874-504RC	Deployment Logistics
874-7/874-7RC	Integrated Business Program Support Services

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

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>.



ABOUT MBS

Miami Business Services (MBS) is a Tribally-owned Small Disadvantaged Business certified by the Small Business Administration and incorporated in 1987. MBS has its corporate headquarters in Miami, Oklahoma, and has additional offices onsite or in close proximity to its Federal customers on the Eastern seaboard. MBS provides commercial and government contracting for the delivery of financial; infrastructure support services; and IT services/solutions including: planning, analytical, and operational support for business processes; support of information technology software, systems/network integration and systems security; facility operations and repair; and design/build construction. MBS has provided services in both CONUS and OCONUS locations in business processes, logistics, construction and operations and maintenance. MBS maintains offices in the National Capitol Region, Delaware, New Jersey, North Carolina and Oklahoma. We welcome opportunities to collaborate with other businesses.

IT Services

- Microsoft Solutions
- Business Applications
- Software Development (Oracle/MS)
- Security
- Data Storage Solutions
- Data Recovery
- Managed Services
- On-Site Engineering Support
- Warranty and Repair Services

Construction Services

- Rapid Response
- Design/Build
- Renovation
- Demolition
- Vertical and Horizontal Construction
- Green Energy Solutions
- Environmental Services and Abatement

Third Party Logistics and Supply Chain Management

- Data research and analysis
- Market research and analysis
- Subject matter experts

Our Clients

- **US Air Force**
 - Defense Information Systems Agency
 - USAF Materiel Command, Enterprise Sourcing Group
- **US Department of Defense**
 - Expeditionary Business Operations office of the Deputy Chief Management Officer

Professional Services

- Strategic Sourcing & Analysis
- Business Process Transformation
- Financial and Project Management
- Forensic Accounting
- Data Management & Analysis
- Cost Validation Analysis
- Audit Readiness
- Economic Development

Facility Support Services

- Landscaping
- Custodial
- Facility Management and Maintenance
- Master Planning ADP

Learn more at our website – <http://mbs.mn-e.com/>



Customer Information

1. TABLE OF AWARDED SIN

SIN	Description
874-1/874-1RC	Integrated Consulting Services
874-504/874-504RC	Deployment Logistics
874-7/874-7RC	Integrated Business Program Support Services

1b. Identification of the lowest priced model and lowest unit price for that model for each special item number awarded in the contract

Not applicable. Services only.

1c. Description of Proposed Hourly Rates

Labor Category Title	Domestic or Overseas	GSA Net Rate
CONUS Program Manager	Worldwide	\$150.00
OCONUS Program Manager	Worldwide	\$165.00
Acquisition SME	Worldwide	\$147.00
Project Manager	Worldwide	\$124.64
Project Administrator	Worldwide	\$58.44
Subject Matter Expert Level III	Worldwide	\$185.07
Subject Matter Expert Level II	Worldwide	\$120.90
OCONUS Deputy Program Manager	Worldwide	\$147.90
Data Analyst	Worldwide	\$108.15
Software Engineer	Worldwide	\$169.59

The rates shown above include the Industrial Funding Fee (IFF) of 0.75%.

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

CONUS Program Manager

Functional Responsibility: Manages a large program or provides concurrent management of multiple small projects. Provides a high level of expertise to the customer and leadership and direction for the efforts of staff and subcontractors. Has overall responsibility for the project.

Educational Level: Bachelor's degree or higher

Minimum Years of Experience: Four (4) years of relevant experience

OCONUS Program Manager

Functional Responsibility: Manages a large program or provides concurrent management of multiple small projects. Provides a high level of expertise to the customer and leadership and direction for the efforts of staff and subcontractors. Has overall responsibility for the project.

Educational Level: Bachelor's degree or higher

Minimum Years of Experience: Four (4) years of relevant experience



Acquisition SME

Functional Responsibility: Provides expertise, guidance, consultation, facilitation, and/or training to the customer and/or project team based on specialized deep knowledge and experience.

Educational Level: Bachelor's degree or higher

Minimum Years of Experience: Minimum of four (4) years of specialized experience, demonstrated expertise in the subject area.

Project Manager

Functional Responsibility: Provides day-to-day project management for one or more projects, or may serve as team lead for a larger project. Coordinates and directs the activities of junior staff. Provides expertise to customers including identification of project issues, reviewing deliverables, and presentation of project activities and results.

Educational Level: Bachelor's degree or higher

Minimum Years of Experience: Two (2) years of relevant experience

Project Administrator

Functional Responsibility: Consolidates, tracks and reports on project schedules. Provides general project support for project tasks. Supports entry, maintenance, circulation and organization of documents and reports.

Educational Level: Bachelor's degree or higher

Minimum Years of Experience: One (1) year of relevant experience

Subject Matter Expert Level III

Functional Responsibility: Provides strategies and recommendations to assist customers with complex business challenges and goals. Provides expertise, guidance, consultation, facilitation, and/or training to the customer and/or project team based on specialized deep knowledge and experience.

Educational Level: Bachelor's degree or higher

Minimum Years of Experience: Minimum of six (6) years of specialized experience, demonstrated expertise in the subject area.

Subject Matter Expert Level II

Functional Responsibility: Provides expertise, guidance, consultation, facilitation, and/or training to the customer and/or project team based on specialized deep knowledge and experience.

Educational Level: Bachelor's degree or higher

Minimum Years of Experience: Minimum of four (4) years of specialized experience, demonstrated expertise in the subject area.

OCONUS Deputy Program Manager

Functional Responsibility: Provides leadership, coordination and direction as needed in support of the Program Manager and the customer. May simultaneously provide a senior level of expertise and/or management in a specific project requirement.

Educational Level: Bachelor's degree or equivalent



Minimum Years of Experience: Two (2) years of relevant experience

Data Analyst

Functional Responsibility: Provides research and analysis; organizes data and reports; provides timely deliverables.

Educational Level: Bachelor's degree or equivalent

Minimum Years of Experience: Three (3) years of relevant experience

Software Engineer

Functional Responsibility: Demonstrates progressive experience in relevant work. Performs conceptual and development tasks on technology solutions. Provides analytical and problem solving skills.

Educational Level: Bachelor's degree or equivalent

Minimum Years of Experience: Minimum of five (5) years' experience in computer programming and/or information systems development or a relevant technical field.

MBS' Labor Category Substitutions Information

MBS will provide only people who meet or exceed the minimum qualifications within the labor category descriptions stated herein. MBS' labor categories provide for substituting experience for minimum education requirements and substituting educational degrees for years of experience. These substitutions are allowed for all MBS' labor categories unless specified in the description.

Allowable Substitutions

The Table below presents the allowable substitutions based on the education and experience of the labor categories in the Pricelist. Experience should be professional and job related, however it does not have to be specific to the project to be accomplished. However, if a degree is used in place of experience, the degree must be related to the project or task.

MIN EDU.	ALLOWABLE SUBSTITUTIONS	
Degree	Education and/or Experience	Related Certification
Associates	2 years' relevant experience	Trade/Vocational School or Technical Training or Military Training in relevant field
Bachelors	Associates + 2 years' relevant experience	Professional certifications such as Program Management, Lean Sigma, core programming languages, DAWIA.
Masters	Bachelors + 2 years' relevant experience, or Associates + 4 years' relevant experience	Masters certificate or a professional license

* Successful completion of higher education which has not yet resulted in a degree may be counted as one for one year's of experience for each year of college completed.



2. MAXIMUM ORDER

\$1,000,000

3. MINIMUM ORDER

\$100

4. GEOGRAPHIC SCOPE OF CONTRACT

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

The Geographic Scope of Contract will be domestic and overseas delivery.

The Geographic Scope of Contract will be overseas delivery only.

The Geographic Scope of Contract will be domestic delivery only.

5. POINT OF PRODUCTION

1950 Roland Clarke Place
Suite 210A
Reston, VA 20191

6. DISCOUNT FROM LIST

Prices are listed as GSA Net, Discount Deducted and IFF included.

7. VOLUME DISCOUNT

Dollar Value	Discount
\$250,000 - \$499,999	1%
\$500,000 - \$1,199,999	2%
\$1,200,000 +	3%

8. PROMPT PAYMENT TERMS

Net 30

9. PURCHASE CARDS ACCEPTANCE

Miami Business Services, LLC accepts Government purchase cards at or below the micro-purchase threshold.

9b. Purchase Card Acceptance above micro-purchase threshold

Miami Business Services, LLC accepts Government purchase cards above the micro-purchase threshold.

10. FOREIGN ITEMS

Not applicable

11. TIME OF DELIVERY

Miami Business Services, LLC will adhere to the delivery schedule stipulated in each delivery order and/or delivery order amendment.

11b. Expedited Delivery

Contact Contractor for Expedited Delivery Options.



11c. Overnight and 2-day delivery

Contact Contractor for Overnight and 2-day delivery options.

11d. Urgent Requirements

Agencies can contact the Contractor's Representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. F.O.B. TERMS

Destination

13. ORDERING ADDRESS

1950 Roland Clarke Place
Suite 210A
Reston, VA 20191

13b. Ordering Procedures

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in FAR 8.405-3.

14. PAYMENT ADDRESS

1950 Roland Clarke Place
Suite 210A
Reston, VA 20191

15. WARRANTY PROVISION

Not applicable.

16. EXPORT PACKING CHARGES

Not applicable.

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE (ANY THRESHOLD 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. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATES OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES

Not applicable.

21. LIST OF SERVICE AND DISTRIBUTION POINTS

1950 Roland Clarke Place
Suite 210A
Reston, VA 20191

22. LIST OF PARTICIPATING DEALERS

Not applicable.



23. PREVENTIVE MAINTENANCE

Not applicable.

24. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS

Not applicable.

24b. Section 508 Compliance

Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found. The EIT standards can be found at:

www.section508.gov.

25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER

609675467

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:

Miami Business Services, LLC is registered in the SAM.gov database.