



U.S. General Services Administration

Federal Supply Service

Authorized Federal Supply 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 are available through GSA Advantage! a menu-driven database system. The INTERNET address GSA Advantage! is: GSAAvantage.gov

Contract Summary Document

Company Name: The LDM GROUP, LLC

137 National Plaza, Suite 300,

National Harbor, MD 20745

Duns Number : 01-3769638

Contract Number : 47QREA19D0015

GSA Schedule 738X-500 | SIN 595 21

HUMAN CAPITAL STRATEGY, POLICY, and OPERATIONAL PLANNING

**GENERAL SERVICES ADMINISTRATION
Federal Supply Service
Authorized Federal Supply 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 are available through GSA Advantage! a menu-driven database system. The INTERNET address GSA Advantage! is: GSAAAdvantage.gov.

General Purpose Commercial Information

Estimated Award Value: \$500,000
Base Period: \$125000
Option Period 1: \$125000
Option Period 2: \$125000
Option Period 3: \$125000



Solicitation Number: 2FYA-AR-060004-B

Contract Period:
 September 23, 2019 through September 22, 2024

Business Size: Small Business

Business Types:

Business Type	Description
A2	A2 - Women Owned Business
27	27 - Small Disadvantaged Business
LJ	LJ - Limited Liability Company
23	23 - Minority Owned Business
HQ	HQ - DoT Certified Disadvantage Business Enterprise
OY	OY - Black American Owned
2X	2X - For-Profit Organization

Sub-Contracting Plan Expiration : N/A

Items Awarded:

SIN	Description
-----	-------------

<p>595 21</p> <p>738X-500</p>	<p>595 21-AGENCY HUMAN CAPITAL STRATEGY, POLICY, and OPERATIONAL PLANNING</p> <p>Order-Level Materials (OLMs). Order-Level Materials (OLMs) are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Federal Supply Schedule (FSS) contract or FSS blanket purchase agreement (BPA). OLMs are not defined, priced, or awarded at the FSS contract level. They are unknown before a task or delivery order is placed against the FSS contract or FSS BPA. OLMs are only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN) and are subject to a Not To Exceed (NTE) ceiling price. OLMs include direct materials, subcontracts for supplies and incidental services for other direct costs, and indirect costs. OLMs are purchased under the authority of the FSS Program and are not "open market items." Threshold up to \$100,000</p>
-------------------------------	---

Labor and Price Catalog:

SIN(s) PROPOSED	SERVICE PROPOSED (e.g. Job Title/Task)	MINIMUM EDUCATION/ CERTIFICATION LEVEL	PRICE OFFERED TO GSA (excluding IFF) 9/2019-8/2020	PRICE OFFERED TO GSA (including IFF) 9/2019-8/2020	PRICE OFFERED TO GSA (excluding IFF) 9/2020-8/2021	PRICE OFFERED TO GSA (including IFF) 9/2020-8/2021	PRICE OFFERED TO GSA (excluding IFF) 9/2021-8/2022	PRICE OFFERED TO GSA (including IFF) 9/2021-8/2022	PRICE OFFERED TO GSA (excluding IFF) 9/2021-8/2022	PRICE OFFERED TO GSA (including IFF) 9/2022-8/2023	PRICE OFFERED TO GSA (excluding IFF) 9/2022-8/2023	PRICE OFFERED TO GSA (including IFF) 9/2023-8/2024	PRICE OFFERED TO GSA (excluding IFF) 9/2023-8/2024
595-21	Administrative Assistant, Level 1	High School	\$52.90	\$53.30	\$54.48	\$54.89	\$56.12	\$56.54	\$57.80	\$58.24	\$59.53	\$59.98	
595-21	Administrative Assistant, Level 3	High School	\$57.27	\$57.70	\$58.98	\$59.43	\$60.75	\$61.21	\$62.58	\$63.05	\$64.45	\$64.94	
595-21	Administrative Assistant, Level 5	High School	\$65.00	\$65.49	\$66.95	\$67.45	\$68.96	\$69.48	\$71.03	\$71.56	\$73.16	\$73.71	
595-21	Contract Administrator, Level 1	Bachelor	\$91.93	\$92.63	\$94.69	\$95.40	\$97.53	\$98.27	\$100.46	\$101.22	\$103.47	\$104.25	
595-21	Contract Administrator, Level 3	Bachelor	\$96.57	\$97.30	\$99.46	\$100.22	\$102.45	\$103.22	\$105.52	\$106.32	\$108.69	\$109.51	
595-21	Contract Administrator, Level 5	Bachelor	\$103.09	\$103.87	\$106.19	\$106.99	\$109.37	\$110.20	\$112.65	\$113.50	\$116.03	\$116.91	
595-21	HR Assistant (Clerk)	High School	\$36.60	\$36.88	\$37.70	\$37.99	\$38.83	\$39.13	\$40.00	\$40.30	\$41.20	\$41.51	
595-21	HR Assistant, Level 1	High School	\$39.64	\$39.94	\$40.83	\$41.14	\$42.06	\$42.38	\$43.32	\$43.65	\$44.62	\$44.96	
595-21	HR Assistant, Level 2	High School	\$43.00	\$43.32	\$44.29	\$44.62	\$45.62	\$45.96	\$46.98	\$47.34	\$48.39	\$48.76	
595-21	HR Consultant	Bachelor	\$42.47	\$42.80	\$43.75	\$44.08	\$45.06	\$45.40	\$46.41	\$46.76	\$47.81	\$48.17	
595-21	HR Specialist (Generalist)	Bachelor	\$51.53	\$51.92	\$53.07	\$53.47	\$54.67	\$55.08	\$56.31	\$56.73	\$58.00	\$58.43	
595-21	HR Specialist, Level 1	Bachelor	\$61.85	\$62.32	\$63.71	\$64.19	\$65.62	\$66.12	\$67.59	\$68.10	\$69.62	\$70.14	
595-21	HR Specialist, Level 2	Bachelor	\$78.93	\$79.52	\$81.29	\$81.91	\$83.73	\$84.37	\$86.24	\$86.90	\$88.83	\$89.50	
595-21	Human Capital Expert, Level 1	Bachelor	\$128.02	\$128.99	\$131.86	\$132.86	\$135.82	\$136.84	\$139.89	\$140.95	\$144.09	\$145.18	
595-21	Human Capital Expert, Level 2	Bachelor	\$136.25	\$137.28	\$140.34	\$141.40	\$144.55	\$145.64	\$148.88	\$150.01	\$153.35	\$154.51	
595-21	Personnel Clerk (Liaison)	Associates	\$38.30	\$38.59	\$39.45	\$39.75	\$40.64	\$40.94	\$41.86	\$42.17	\$43.11	\$43.44	
595-21	Program Manager, Level 1	Bachelor	\$115.68	\$116.56	\$119.15	\$120.05	\$122.73	\$123.65	\$126.41	\$127.36	\$130.20	\$131.18	
595-21	Program Manager, Level 2	Bachelor	\$124.52	\$125.46	\$128.25	\$129.22	\$132.10	\$133.10	\$136.06	\$137.09	\$140.14	\$141.20	
595-21	Program Manager, Level 3	Bachelor	\$179.45	\$180.80	\$184.83	\$186.23	\$190.37	\$191.81	\$196.08	\$197.57	\$201.97	\$203.49	
595-21	Project Manager, SME	Bachelor	\$136.25	\$137.28	\$140.34	\$141.40	\$144.55	\$145.64	\$148.88	\$150.01	\$153.35	\$154.51	
595-21	Sr. HR Specialist, Level 1	Bachelor	\$102.10	\$102.87	\$105.16	\$105.95	\$108.31	\$109.13	\$111.56	\$112.41	\$114.91	\$115.78	
595-21	Sr. HR Specialist, Level 2	Bachelor	\$112.45	\$113.30	\$115.83	\$116.70	\$119.30	\$120.20	\$122.88	\$123.81	\$126.57	\$127.52	
595-21	Subject Matter Expert, Level 1	Bachelor	\$179.45	\$180.80	\$184.83	\$186.23	\$190.37	\$191.81	\$196.08	\$197.57	\$201.97	\$203.49	
595-21	Subject Matter Expert, Level 2	Bachelor	\$191.71	\$193.16	\$197.46	\$198.95	\$203.39	\$204.92	\$209.49	\$211.07	\$215.77	\$217.40	

Escalation Rates: 3.0% p/a

IFF Statement: 552.238-74 - Industrial Funding Fee and Sales Reporting - refer to contract for current version applicable to offer / award

Minimum Order Quantities: None

Minimum Order Limit: \$100

Maximum Order Limit: \$500,000.00

Geographic Coverage :

SIN	Scope
595 21	V - 48 States, DC

Prompt payment Discounts:

- Discount1 : 00.000 % if Payment is made within 00 days
- Discount2 : 00.000 % if Payment is made within 00 days
- Net 30 days.

Volume Discounts:

- 1.0% to 1.5% discount based on Orders from single customer for Orders at or exceeding \$250K to \$500K p/a.
- 2.0% discount based on Orders from single customer at or exceeding \$1.0M p/a.

MFC (Most Favorable Customer) :

- All Commercial Customers

Approved Exceptions: N/A

Terms and Conditions:

- Clause N/A
- Title N/A

Terms and Conditions Notes: N/A

1. ORGANIZATIONAL CONFLICTS OF INTEREST

-
- a. Definitions.
 - b. “Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.
 - c. “Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.
 - d. An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.
 - e. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries, and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

2. INVOICES

- a. The Contractor, upon completion of the work ordered, shall submit invoices for Human Resources and Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

3. PAYMENTS

- a. For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and Materials/Labor-Hour Proposal Requirements— Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:
- b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general, and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

- i. The offeror;
- ii. Subcontractors; and/or
- iii. Divisions, subsidiaries, or affiliates of the offeror under a common control.

4. RESUMES

- a. Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

5. INCIDENTAL SUPPORT COSTS

- a. Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

6. APPROVAL OF SUBCONTRACTS

- a. The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.