



**GENERAL SERVICES ADMINISTRATION
MULTIPLE AWARD SCHEDULE
Federal Supply Group: MAS
FSC Code: R799, R499**

**Federal Supply Service
Authorized Federal Supply Schedule Pricelist
Modification Number: PS-A812
Effective Date: February 17, 2020**



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CONTRACT NUMBER: GS-02F-0112V

CONTRACT PERIOD: FROM MAY 04, 2019 TO MAY 3, 2024

For more information on ordering from Federal Supply Schedules, go to the GSA Schedules home page at: <http://www.gsa.gov/schedules>.

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!, a menu-driven database system. The Internet address for GSA Advantage! is: <http://www.GSAAdvantage.gov>.

CUSTOMER INFORMATION

1a. Awarded Special Item Number(s):

541612HC, 541612HC (RC) - Agency Human Capital Strategy, Policy and Operations
 OLM, OLM(RC) – Order Level Materials

Workforce Planning

Labor Category	Rate - Year 11	Rate - Year 12	Rate - Year 13	Rate - Year 14	Rate - Year 15
	5/4/2019 5/3/2020	5/4/2020 5/3/2021	5/4/2021 5/3/2022	5/4/2022 5/3/2023	5/4/2023 5/3/2024
Program Manager	\$ 224.83	\$ 231.57	\$ 238.52	\$ 245.68	\$ 253.05
Project Manager	\$ 181.25	\$ 186.69	\$ 192.29	\$ 198.06	\$ 204.00
Senior Human Capital Strategist	\$ 223.54	\$ 230.25	\$ 237.16	\$ 244.27	\$ 251.60
Consultant	\$ 144.98	\$ 149.33	\$ 153.81	\$ 158.42	\$ 163.17
Senior HR Specialist	\$ 107.13	\$ 110.34	\$ 113.65	\$ 117.06	\$ 120.57
HR Specialist	\$ 98.66	\$ 101.62	\$ 104.67	\$ 107.81	\$ 111.04
Junior HR Specialist	\$ 87.82	\$ 90.45	\$ 93.16	\$ 95.95	\$ 98.83

Personnel Actions

Labor Category	Rate - Year 11	Rate - Year 12	Rate - Year 13	Rate - Year 14	Rate - Year 15
	5/4/2019 5/3/2020	5/4/2020 5/3/2021	5/4/2021 5/3/2022	5/4/2022 5/3/2023	5/4/2023 5/3/2024
Project Manager	\$ 181.25	\$ 186.69	\$ 192.29	\$ 198.06	\$ 204.00
Senior HR Specialist	\$ 107.13	\$ 110.34	\$ 113.65	\$ 117.06	\$ 120.57
HR Specialist	\$ 98.66	\$ 101.62	\$ 104.67	\$ 107.81	\$ 111.04
Consultant	\$ 144.98	\$ 149.33	\$ 153.81	\$ 158.42	\$ 163.17
Junior HR Specialist	\$ 87.82	\$ 90.45	\$ 93.16	\$ 95.95	\$ 98.83

Organizational Design and Position Classification

Labor Category	Rate - Year 11	Rate - Year 12	Rate - Year 13	Rate - Year 14	Rate - Year 15
	5/4/2019 5/3/2020	5/4/2020 5/3/2021	5/4/2021 5/3/2022	5/4/2022 5/3/2023	5/4/2023 5/3/2024
Project Manager	\$ 181.25	\$ 186.69	\$ 192.29	\$ 198.06	\$ 204.00
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Senior HR Specialist	\$ 107.13	\$ 110.34	\$ 113.65	\$ 117.06	\$ 120.57
HR Specialist	\$ 98.66	\$ 101.62	\$ 104.67	\$ 107.81	\$ 111.04
Junior HR Specialist	\$ 87.82	\$ 90.45	\$ 93.16	\$ 95.95	\$ 98.83

Recruitment

Labor Category	Rate - Year	Rate - Year	Rate - Year	Rate - Year	Rate - Year
	11	12	13	14	15
	5/4/2019 5/3/2020	5/4/2020 5/3/2021	5/4/2021 5/3/2022	5/4/2022 5/3/2023	5/4/2023 5/3/2024
Program Manager	\$ 224.83	\$ 231.57	\$ 238.52	\$ 245.68	\$ 253.05
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Consultant	\$ 144.98	\$ 149.33	\$ 153.81	\$ 158.42	\$ 163.17
Senior HR Specialist	\$ 107.13	\$ 110.34	\$ 113.65	\$ 117.06	\$ 120.57
HR Specialist	\$ 98.66	\$ 101.62	\$ 104.67	\$ 107.81	\$ 111.04
Junior HR Specialist	\$ 87.82	\$ 90.45	\$ 93.16	\$ 95.95	\$ 98.83
Senior Recruiter	\$ 137.54	\$ 141.67	\$ 145.92	\$ 150.30	\$ 154.81
Recruiter	\$ 105.73	\$ 108.90	\$ 112.17	\$ 115.54	\$ 119.01
Junior Recruiter	\$ 63.44	\$ 65.34	\$ 67.30	\$ 69.32	\$ 71.40
Event Manager	\$ 100.28	\$ 103.29	\$ 106.39	\$ 109.58	\$ 112.87

LABOR CATEGORY DESCRIPTIONS

Program Manager:

Duties: Performs a variety of senior level management in support of multiple projects with a particular business line such as Management Consulting, Human Capital Solutions, and HR Operations. Functional duties primarily are to plan, direct, organize, control, and coordinate technical efforts, contractor manpower and project team activities. Includes areas of administration, program control, and technical supervision. Makes recommendations to the government Project Director for the resolution of divergent viewpoints and inputs to critical decisions resulting from unseen situations which may develop during the life of the delivery order. Establishes processes and procedures to facilitate the program management and task accomplishment. Defines the standards for quality and timeliness and assessing results in terms of schedule, cost, and risk involved. Develops programs based upon a comprehensive analysis of the requirements. Ensures that all personnel assigned to a task meet government qualification standards and receive necessary training. Reviews subcontractor deliverables and invoices and approves for payment. Approves invoices being submit to the government.

Experience: At least eight years of related work experience.

Education: A BA/BS in a related discipline is required. An MBA or similar graduate degree is preferred.

Project Manager:

Duties: Responsible for the planning and execution of all activities related to a contract delivery order in functional areas such as human resources management and operations, outreach, events management, or HR Systems. Responsible for developing and executing a detailed project plan for each assigned project, task or delivery order. Ensures that all personnel assigned to a task meet government qualification standards and receive necessary training. Reviews subcontractor deliverables and invoices and approves for payment. Approves invoices being submit to the government. Reviews all deliverables prior to their submission for acceptance.

Experience: At least six years of related work experience.

Education: A BA/BS in a related discipline is required. An MBA or similar graduate degree is preferred. PMP certification is highly desirable.

Senior Human Capital Strategist:

Duties: Provides senior-level analytical and program support. Contributes to engagement work plan and serves as a senior level analytical correspondent within engagement team. Contributes to work plan development, reaching engagement milestones, and often leading specific project tasks. Applies business modeling, process modeling, and business design techniques. Conducts analysis of appropriate consulting tools to satisfy

Experience: Has a minimum of five years of consulting and/or directly relevant industry experience and/or educational training in related fields. Experience includes: support program management and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables within human capital areas including talent management programs, human capital strategy, recruiting support, HR analytics, and other human capital disciplines.

Education: A BS/BA in related field.

Consultant:

Duties: Conducts in depth and complex studies and analyses to support agency level activities such as workforce planning, performance management and organizational design and analysis. May participate in Presidential or Secretarial special initiatives often provide subject matter expertise, identification of best practices or development of new and creative strategies or solutions to meet the requirements of the assigned tasks. Participates in the design and implementation of strategies and interventions to improve both individual and organizational performance. May function as an organizational Change Agent. Develops recommendations and conducts option and cost analyses to support recommendations.

Experience: At least four years of management consulting experience with an emphasis on Federal human capital management.

Education: At least an BS/BA degree in a related discipline.

Senior Human Resource Specialist:

Duties: Performs HR duties in one or more areas such as classification, staffing, recruiting, benefits administration, employee relations or labor relations. May specialize in one or more disciplines. May function as a team leader in one or more of the aforementioned functional areas. Possesses expert level knowledge of the rules and regulations and addresses the technical requirements associated with complex problems in the area to which assigned. May be an expert in retirement counseling and processing.

Experience: At least six years of related work experience that includes at least two years of Federal HR experience and demonstrated expertise as a specialist in one or more of the following areas: classification, staffing, recruiting, benefits administration, employee relations or labor relations.

Education: A BA/BS degree is required. Four additional years of work experience may substitute for the degree requirement.

Human Resource Specialist:

Duties: Performs HR duties in one or more areas such as classification, staffing, recruiting, benefits administration, employee relations or labor relations. May specialize in one or more disciplines. Works independent of supervision on routine assignments. Develops and implements new employee orientation programs and may design and administer exit interviews.

Experience: At least three years of related work experience that includes at a minimum of 12 months of Federal HR experience and demonstrated expertise as a specialist in one or more of the following areas: as classification, staffing, recruiting, benefits administration, employee relations or labor relations.

Education: A BA/BS degree is required. Four additional years of related work experience may substitute for the degree requirement.

Junior Human Resource Specialist:

Duties: Performs basic HR duties in one or more areas such as classification, staffing, recruiting, benefits administration, employee relations or labor relations. Works under the supervision of a more seasoned HR

generalist or specialist. May conduct employee orientation or conduct exit interviews. May serve as a team leader for OPF audits, personnel action processing teams or special initiatives.

Experience: This is an entry level position. Strong interpersonal skills and a demonstrated customer service orientation are required. Two years of related work experience is required. Some Federal HR experience is desired

Education: A BA/BS degree is required. Four additional years of related work experience may substitute for the degree requirement.

Senior Recruiter:

Duties: Works with senior leadership to develop annual recruiting plans to ensure timely identification of current and future hiring needs. Designs and implements annual recruiting strategies using creative recruitment techniques to identify well qualified candidates. Develops action plans that include writing and placing of advertisements in professional journals, national newspapers and on professional web sites; posting positions on USAJOBS; and, planning, coordinating and conducting outreach activities at Association Meetings/Conferences and Job Fairs. Maximizes the use of Federal hiring flexibilities and recruiting incentives. May lead a team of recruiters charged with proactively identifying candidates: conducting qualifications assessments and prescreening interviews; setting up selection interviews; supporting staffing activities including reference checks, offer letters, and employee on boarding and new employee orientation

Experience: At least five years of recruiting experience including at least three years of experience recruiting for candidates in specifically identified occupations. Prior federal recruiting experience is desired.

Education: At least a BS/BA in a related discipline.

Recruiter:

Duties: Designs and implements annual recruiting strategies using creative recruitment techniques to identify well qualified candidates. Develops action plans that include writing and placing of advertisements in professional journals, national newspapers and on professional web sites; posting positions on USAJOBS; mining association data bases; and, planning, coordinating and conducting outreach activities at Association Meetings/Conferences and Job Fairs. Maximizes the use of Federal hiring flexibilities and recruiting incentives. Assists in proactively identifying candidates: conducting qualifications assessments and prescreening interviews; setting up selection interviews; supporting staffing activities including reference checks, offer letters, and employee on-boarding and new employee orientation

Experience: At least three years of recruiting experience including at least one year of experience recruiting for candidates in specifically identified occupations. Prior Federal recruiting experience is desirable.

Education: At least a BS/BA in a related discipline.

Junior Recruiter:

Duties: Participates in proactively identifying and reaching out to potential applicants. Provide telephone support to applicants seeking job related information and assistance applying for Federal positions using Quickhire or applications processes. Provides logistics support for outreach activities at Association Meetings/Conferences and Job Fairs. Develops and maintains applicant tracking databases. Provides candidates with ongoing application status reports. Assists in proactively identifying candidates: conducting qualifications assessments and prescreening interviews; setting up selection interviews; supporting staffing activities including reference checks, offer letters, and employee on-boarding and new employee orientation.

Experience: This is an entry level position requiring at least one year of work experience involving the application of strong organizational and interpersonal skills as well as a demonstrated customer service orientation is required.

Education: A BS/BA in a related discipline is required.

Event Manager:

Duties: Works with a Senior Project Manager to design develop and implement conferences and meetings at the local, national and regional levels. May lead small to medium sized events independent of direct supervision. Responsible for all program planning logistics which includes site selection, contracting for space, logistical support, audio visual support, negotiations with the contracting site and oversight and management of the delivery of services. Ensure the operational integrity of the event planning process; and ensure that all administrative requirements are met. Ensures that all funds expended in support of convergences and meetings are deployed within

the boundaries established by the customer and meet Government Joint Travel Regulation (JTR) policy. Tracks project progress on an ongoing basis and provides assistance in developing after action reports.

Experience: A minimum of five years of conference management and/or related hospitality industry experience.

Education: A BS/BA in related field. Two additional years of relevant work experience and certification as a Certified Meeting Planner may substitute for the degree requirement.

2. Maximum order for each SIN: **\$1,000,000 for SIN 541612HC. Customers are encouraged through the solicitation to inquire about additional concessions when an order for services exceeds \$1,000,000 for SIN 541612HC.**
3. Minimum order: **\$100.00**
4. Geographic coverage (delivery area): **A+'s desired Scope of Contract - 552.238-78 Worldwide.**
5. Point(s) of production (city, county, and state or foreign country): **Arlington VA USA**
6. Discount from list prices or statement of net price: **Stated prices are net and basic discounts are included.**
7. Quantity Discounts for SIN 541612HC:
Orders received from \$100,000 to \$499,999 will receive an additional ½ % discounts; orders for service between \$500,000 and \$999,999 will receive a 1% discount. Orders between \$1.M to \$1.5 M will receive an additional 1.5% discount. Orders placed over \$1.5M will receive an additional 2.5% discount. Government travel and per diem is not included in A+ Government Solution's rates.
8. Prompt payment terms: **Net 30 days. No discount for early payments. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.**
9. Purchase Cards
 - a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: **Yes**
 - b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold. **Yes**
10. Foreign Items: **Not applicable**
11. Delivery:
 - a. Time of delivery: **Will adhere to delivery schedule specified in agencies' purchase orders.**
 - b. Expedited delivery: **Contact to discuss.**
 - c. Overnight and 2-day delivery: **Contact to discuss.**
 - d. Urgent requirements: **Contact to discuss.**
12. F.O.B. point(s): **Destination.**
13. Addresses:
 - a. Ordering address(es): **2121 15th Street North, Ste. 300 Arlington VA 22201**
 - b. 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: **2121 15th Street North, Ste. 300 Arlington VA 22201**
15. Warranty provision: **Not applicable**
16. Export packing charges: **Commercial Warranty**

17. Terms and Conditions of Government Commercial Credit Cards: **Government Cards accepted, no discounts apply.**
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: **Not applicable**
 - a. Terms and conditions for any other services: **Not applicable**
21. List of service and distribution points: **2121 15th Street North, Ste. 300 Arlington VA 22201**
22. List of participating dealers: **Not applicable**
23. Preventative maintenance: **Not applicable**
24. 508 Compliance
 - a. Special attributes such as environmental attributes: **Not applicable**
 - b. 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/.
Not applicable
25. Data Universal Number System (DUNS) number: **78-866-3214**
26. Notification regarding registration in Central Contractor Registration (CCR) database: **Active in SAM. Cage Code 4LVM3**

About A+

Experienced Driven Solutions

The A+ management team brings solid experience in planning and executing IT, health programs, and Human Capital consulting projects for both the public and private sectors. Government agencies turn to A+'s subject matter experts to solve pressing business challenges, often on a fast-turnaround basis.

A+ Advantage

A+ was founded in order to offer solid technical expertise combined with proven management and leadership capabilities. A+'s solutions focus on today's business imperatives—agility, interoperability, mobility, security, and cost savings. We understand the complexities of government operations and are committed to providing our clients with easy access to industry best practices. We combine our years of experience and industry leadership with a client-centric focus on your unique business issues, respect for your mission, and an overarching commitment to your success.

Company Profile

With more than 150 employees, A+ brings unparalleled work experience, a broad spectrum of expertise, agility, and the capacity to lead both small and large projects.

- Incorporated in 2006
- Minority Owned Business
- SAM/ORCA Registered
- Government Purchase Card
- Top Secret Facility Clearance
- DCAA Approved Accounting System
- DUNS 78-866-3214
- CAGE 4LVM3
- ISO 9001:2008 registration
- PMI Certified Project Management Professionals (PMPs)
- CMMI Level 2 appraised