



Information Management Resources, Inc.

A Certified Service-Disabled Veteran, Economically Disadvantaged Women-Owned Small Business

d/b/a IMRI

85 Argonaut Street, Suite 200

Aliso Viejo, CA 92656

(949) 215-8889

www.imri.com

General Services Administration
Authorized Federal Supply Schedule Price List

for

Professional Support Services

Schedule 00Corp

Contract Number: GS-10F-0323Y

Contract Period: May 31, 2017 – May 30, 2022

(Modification PO-0013)

Online 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 www.gsaadvantage.gov.

CONTRACT ADMINISTRATOR:

Primary

Misty Fowler, Director of Contracts

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AUTHORIZED NEGOTIATORS:

Primary

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DUNS: 80-750-5078

CAGE Code: 0W5J0

TIN/Federal ID#: 95-4037537

Schedule for Professional Support Services Schedule 00 CORP

<p>Information Management Resources, Inc. Contract Number: GS-10F-0323Y Contract Period: May 31, 2017 – May 30, 2022</p>			
Address:	85 Argonaut Street Suite 200 Aliso Viejo, CA 92656	Business Size:	Small Disadvantaged, Woman-Owned
Phone:	(949) 215-8889	DUNS:	80-750-5078
Fax:	(949) 215-8890		

- | | | |
|-----|---|--|
| 1a. | Table of Awarded Special Item Numbers: | 874-1 – Consulting Services
874-6 – Acquisition Management Support
874-1RC – Consulting Services
874-6RC – Acquisition Management Support
874-7
874-7RC |
| 1b. | Lowest Priced Model: | Not Applicable |
| 1c. | Labor Category Rates and Labor Category Descriptions: | See Pages 5 through 10 |
| 2. | Maximum Order: | \$1,000,000 |
| 3. | Minimum Order: | \$100.00 |
| 4. | Geographic Coverage: | Domestic Only |
| 5. | Point(s) of Production: | Aliso Viejo, California |
| 6. | Basic Discount: | Government net prices (discounts already deducted). See attached pricelist. |
| 7. | Quantity Discounts: | None Offered |
| 8. | Prompt Payment Terms: | Net 30 Days |
| 9a. | Notification that Government purchase cards are accepted at or below the micro-purchase threshold: | Yes |
| 9b. | Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: | Contact Contractor |
| 10. | Foreign Items: | None |

11a.	Time of Delivery:	Specified on Task Order
11b.	Expedited Delivery:	Contact Contractor
11c.	Overnight and 2-Day Delivery:	Contact Contractor
11d.	Urgent Requirements:	Contact Contractor
12.	F.O.B. Point(s):	Destination
13a.	Ordering Address(es):	IMRI 85 Argonaut Street, Suite 200 Aliso Viejo, CA 92656
13b.	Ordering Procedures:	For supplies and services, the ordering procedures, information Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
14.	Payment Address(es):	IMRI - Finance Department 85 Argonaut Street, Suite 200 Aliso Viejo, CA 92656
15.	Warranty Provision:	Contractor's standard commercial warranty
16.	Export Packing Charges (if applicable):	Not Applicable
17.	Terms and Conditions of Government Purchase Card Acceptance:	Contact Contractor
18.	Terms and Conditions of Rental, Maintenance, and Repair:	Not Applicable
19.	Terms and Conditions of Installation:	Not Applicable
20a.	Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and Any Discounts from List Prices:	Not Applicable
20b.	Terms and Conditions for Any Other Services:	Not Applicable
21.	List of Service and Distribution Points:	Not Applicable
22.	List of Participating Dealers:	Not Applicable
23.	Preventative Maintenance:	Not Applicable
24a.	Environment Attributes (e.g. recycled content, energy efficiency, and/or reduced pollutants):	Not Applicable
24b.	Section 508 Compliance Information:	Not Applicable
25.	DUNS:	80-750-5078
26.	SAM Database (formally CCR):	Registered

1a. Awarded Special Item Numbers

Acquisition Management Support: Contractors shall provide professional support services to agencies in conducting federal acquisition management activities.

1b. Not Available

1c. Labor Category Rates and Labor Category Descriptions

IMRI Labor Category Rates

LABOR CATEGORY	YEAR 6 05/31/17- 05/30/18	YEAR 7 05/31/18- 05/30/19	YEAR 8 05/31/19- 05/30/20	YEAR 9 05/31/20- 05/30/21	YEAR 10 05/31/21- 05/30/22
<i>Administrative/Business Systems Specialist</i>	\$66.03	\$67.69	\$69.37	\$71.11	\$72.89
<i>Business Analyst, Entry Level</i>	\$79.70	\$81.69	\$83.73	\$85.83	\$87.97
<i>Business Analyst</i>	\$97.57	\$100.01	\$102.51	\$105.07	\$107.70
<i>Business Analyst, Senior</i>	\$111.63	\$114.42	\$117.28	\$120.21	\$123.21
<i>Business Analyst, Lead</i>	\$121.88	\$124.93	\$128.05	\$131.26	\$134.54
<i>Consultant</i>	\$169.28	\$173.52	\$177.86	\$182.30	\$186.86
<i>Consultant, Senior</i>	\$223.43	\$229.02	\$234.74	\$240.61	\$246.63
<i>Functional/Subject Matter Expert, Senior</i>	\$297.81	\$305.26	\$312.89	\$320.71	\$328.73
<i>Project Manager</i>	\$116.61	\$119.53	\$122.51	\$125.58	\$128.72
<i>Project Manager, Intermediate</i>	\$149.28	\$153.01	\$156.83	\$160.76	\$164.77
<i>Project Manager, Senior</i>	\$170.07	\$174.33	\$178.68	\$183.15	\$187.73
<i>Program Manager</i>	\$185.27	\$189.90	\$194.65	\$199.52	\$204.51
<i>Program Manager, Senior</i>	\$206.67	\$211.84	\$217.14	\$222.57	\$228.13

IMRI Labor Category Descriptions

ADMINISTRATIVE BUSINESS SPECIALIST	
Education: BA/BS degree or its equivalent	Experience: Minimum of 4 years experience in similar field or a related area.
<p>Functional Responsibility: Performs a variety of administrative functions. This includes, but is not limited to, administrative-type support to management-level personnel, project administration, program management support, event planning and administration. Composes memos, transcribes notes, and researches and creates presentations. Generates reports, handles multiple projects, and prepares and monitors invoices and expenses reports. May perform other duties as assigned.</p>	

BUSINESS ANALYST, ENTRY LEVEL	
Education: BA/BS degree or its equivalent	Experience: Minimum of 3 years experience in similar field or a related area.
<p>Functional Responsibility: Under direct supervision, applies methodologies, principles and practices to customer requirements. Under direct supervision, assess products and procedures for compliance with Government standards, business principles and multi-tiered system application standards. Reviews, analyzes, and evaluates business methodologies and principles to address client's needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection, interviewing data modeling and project testing.</p>	
BUSINESS ANALYST	
Education: BA/BS degree or its equivalent	Experience: Minimum of 5 years experience in similar field or a related area.
<p>Functional Responsibility: Under general supervision, applies knowledge of and experience with program management, acquisition, or business fields to support the analysis of moderately complex business systems, systems technology, support systems, program management, management or other related programs. Competent to work in of some phases of systems analysis and considers the business implications of the application of technology to the current business environment. Reviews, analyzes, and evaluates business methodologies and principles to address client's needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection interviewing data modeling, project testing and creation of performance measurement to support project objectives.</p>	
BUSINESS ANALYST, SENIOR	
Education: BA/BS degree or its equivalent	Experience: Minimum of 8 years experience in similar field or a related area.
<p>Functional Responsibilities: Under general direction, formulates and defines systems scope and objectives based on both user needs and good understanding of applicable business systems and industry requirements. Applies knowledge of and experience with program management, acquisition, or business fields to support the analysis of complex business systems, systems technology, support systems, program management, financial management or other related program areas. Includes analysis of business and user needs, documentation of requirements, and translation into proper requirements specifications and acquisitions documentation. Competent to work in most phases of system analysis while considering the business implications of the application of technology to the current and future business environment. Leads the application of analytic techniques and helps define project objectives and strategic direction. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior Analysts or other staff as necessary on activities related to the application of analytical techniques and methodologies.</p>	

BUSINESS ANALYST, LEAD	
Education: BA/BS degree or its equivalent	Experience: Minimum of 10 years experience in similar field or a related area.
<p>Functional Responsibilities: Senior expert with extensive knowledge and experience providing service in the areas of acquisition and operational planning, and technical and financial management. Applies knowledge of and experience with program management acquisition, or business fields to support the analysis of complex business systems, systems technology, support systems, program management, financial management or other related program areas. Includes analysis of business and user needs, documentation of requirements, and transition into proper requirements specifications and acquisition documentation. Competent to work at the highest level in most phases of systems analysis while considering the business implications the application of technology to the current and future business environment. Leads the application of analytic techniques and helps define project objectives and strategic direction. Is responsible for providing leadership and vision to clients and project teams. Demonstrated managerial and supervisory skills.</p>	
CONSULTANT	
Education: BA/BS degree or its equivalent	Experience: Minimum of 8 years experience in similar field or a related area.
<p>Functional Responsibility: Senior expert that possesses demonstrated knowledge, extensive experience in the development of solutions, recommendations, or outcomes across complex tasks in multiple organizations. Has knowledge of applicable strategic planning, acquisitions management, LEAN six sigma, business process re-engineering, technical areas and/or associated systems and standards. Uses a wide application of principles, theories, concepts, and methodologies to assess specific functional areas and develop innovative solutions. Works with end user groups to evaluate and solve technical or business problems. Evaluates existing systems and/or user needs to analyze, design, recommend, and implement system changes. Recommends and facilitates quality improvements efforts. Directs the activities of more junior Consultants or other staff as necessary.</p>	
CONSULTANT, SENIOR	
Education: Master's degree or its equivalent	Experience: Minimum of 12 years experience in similar field or a related area.
<p>Functional Responsibility: Senior expert that possesses demonstrated knowledge, extensive experience in the development of solutions, recommendations, or outcomes across complex tasks in multiple organizations. Has knowledge of applicable strategic planning, acquisitions management LEAN six sigma, business process reengineering, technical areas and/or associated systems and standards. Uses a wide application of principles, theories, concepts, and methodologies to assess specific functional areas and develop innovative solutions. Applies knowledge to gather facts, research and analyze the data, and develop conclusions and recommendations. Works with end user groups to evaluate and solve technical or business problems. Evaluates existing systems and/or user needs to analyze, design recommend, and implement system changes. Recommends and facilitates quality improvement efforts. Directs the activities of more junior Consultants or other staff as necessary. Provides expert advice, assistance, or guidance in support of programs and projects. Experience in decision making and managing multiple programs/projects simultaneously.</p>	

FUNCTIONAL/SUBJECT MATTER EXPERT, SENIOR	
Education: Master’s degree or its equivalent	Experience: Minimum of 12 years experience. Demonstrated industry or academic expertise in a relevant discipline or associated operational experience in a relevant field.
<p>Functional Responsibility: Senior expert with extensive, enterprise-wide knowledge and experience in one or more designated functional and/or domain areas. Provides expert advice, insight, assistance or guidance in support of strategic directions, programs and projects. Applies expert knowledge to gather facts, research and analyze the data, and develop conclusions and recommendations. Provides high-level functional systems analysis, design, integration, documentation, acquisitions and effective implementation. Is responsible for providing high level vision to program/project manager or senior client leadership to influence objectives of complex efforts. The Senior Subject-Matter Expert is primarily utilized on projects for their specific expertise, in support of the creation of comprehensive methods and procedures that impact current and/or future structure and behavior of an organization’s processes, systems, personnel and sub-units, so that they align with the organization’s core goals and strategic direction. Ensures compliance with standards throughout the project.</p>	
PROJECT MANAGER	
Education: BA/BS degree or its equivalent	Experience: Minimum of 4 years experience in similar field or a related area.
<p>Functional Responsibilities: Oversees all aspects of projects. Sets deadlines, assigns responsibilities, and manages projects, contracts, funds and resources. Directs, coordinates, and exercises supervisory authority for planning, organizing, controlling, integrating and completing projects. Develops and establishes procedures and guidelines for daily operation of assigned projects. Executes and implements program directives and develops systems and controls to carry out project tasks. Directs and monitors work results for meeting customer requirements, specifications and quality assurance standards. Builds and maintains working relationships with team members, vendors, and other departments involved in the projects. Prepares reports for upper management regarding status of projects. Familiar with a variety of the field’s concepts, practices, and procedures. Leads and directs the work of others. A wide degree of creativity and latitude is expected.</p>	
PROJECT MANAGER, INTERMEDIATE	
Education: Master’s degree or its equivalent	Experience: Minimum of 6 years experience in similar field or a related area.
<p>Functional Responsibilities: Takes projects from original concept through final implementation Directs, coordinates, and exercise supervisory authority for planning, organizing, controlling, integrating and completing projects. Develops and establishes procedures and guidelines for daily operation of assigned projects. Executes and implements program directives and develops systems and controls to carry out project tasks. Directs and monitors work results for meeting customer requirements, reporting specifications and quality assurance standards. Sets deadlines, assigns responsibilities, and manages projects, contracts, funds and resources. Interfaces with all areas affected by the project. Conducts projects meetings and is responsible for project tracking, reporting and analysis. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.</p>	

PROJECT MANAGER, SENIOR	
Education: Master's degree or its equivalent	Experience: Minimum of 10 years experience in similar field or a related area.
<p>Functional Responsibility: Takes projects from original concept through final implementation. Directs, coordinates, and exercise supervisory authority for planning, organizing, controlling, integrating and completing projects. Develops and establishes procedures and guidelines for daily operation of assigned projects. Executes and implements program directives and develops systems and controls to carry out project tasks. Directs and monitors work results for meeting customer requirements, reporting, specifications and quality assurance standards. Sets deadlines, assigns responsibilities, and manages projects, contracts, funds and resources. Interfaces with all areas affected by the project. Conducts projects meetings and is responsible for project tracking, reporting and analysis. Provides technical and analytical guidance to project team. Evaluates performance of assigned task areas in terms of quality, cost control and project schedules. Recommends and takes action to direct the analysis and solution of the problems.</p>	
PROGRAM MANAGER	
Education: BA/BS degree or its equivalent	Experience: Minimum of 10 years experience in similar field or a related area.
<p>Functional Responsibility: Directs, coordinates, and exercises supervisory authority for planning, organizing, controlling, integrating and completing programs. Provides oversight and executive level management to overall contract operations often involving multiple projects/task and groups of personnel at multiple locations. Develops and establishes procedures and guidelines for daily operation of assigned program. Executes and implements program directives and develops systems and controls to carry out program tasks. Is responsible for managing multiple contract operations, ensure quality standards and work performance on all task orders and projects, plans organizes and oversees work efforts, assigns resources, manages personnel, provides risk management, ensures quality management, monitors overall project and contract performance.</p>	
PROGRAM MANAGER, SENIOR	
Education: Master's degree or its equivalent	Experience: Minimum of 14 years experience in similar field or a related area.
<p>Functional Responsibility: Senior leader with experience in management or major complex programs. Directs, coordinates, and exercises supervisory authority for planning, organizing, controlling, integrating and completing complex programs. Provides oversight and executive level management to overall contract operations often involving multiple project/tasks and groups of personnel at multiple locations. Establishes and implements program directives, systems and controls to carry out program tasks. Is responsible for managing multiple contract operations, ensure quality standards and work performance on all assigned program task orders and projects.</p>	

EXPERIENCE AND DEGREE SUBSTITUTION

GED or vocational degree = high school diploma

Two years of higher-level education = one (1) year general experience

BS/BA = six (6) years general experience

MS/MA = ten (10) years general experience, or BS/BA + four (4) years experience

Ph.D. = fourteen (14) years general experience, or BS/BA + six (6) years general experience, or MS/MA and three (#) years general experience