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delivering results that endure



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 for GSA Advantage!® is: <http://www.gsaadvantage.gov>.

Human Resources and EEO Services

Federal Supply Schedule 738X

Contract Number: GS-15F-0087K

Contract Period: 18 September 2010 through 17 September 2015

With One 5-Year Option Period

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

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McLean, VA 22102-3838

RFP_services@bah.com

<http://hrservices.bah.com>

888/224-7041

703/902-3200

Email

Web Address

Phone

Fax

Business Size: Large

Price List current through MOD PO-0005, dated 12/17/10

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Customer Information

- 1a. Awarded Special Item Numbers (SIN):**
595-21 Human Resource Services (Excluding EEO Services)
Workforce Planning
Workforce Training
- 1b.** Please see **Appendix A for Labor Rates.**
- 1c. Labor Category Descriptions:** Not Applicable.
- 2. Maximum Order:** The maximum threshold value per order is \$1,000,000
- 3. Minimum Order:** The minimum dollar value per delivery order is \$100.00
- 4. Geographic Coverage Area:** Worldwide.
- 5. Points of Production:** McLean, Virginia, and other Booz Allen offices in the United States.
- 6. Discount from List Prices:** All prices listed are net prices.
- 7. Quantity Discounts:** None.
- 8. Prompt Payment Terms:** No special discount is offered for prompt payment. Payment terms are net 30 days.
- 9a. Acceptance of Government Credit Cards:** Government credit cards will be accepted for orders at or below the micro-purchase threshold.
- 9b. Acceptance of Government Credit Cards:** Government credit cards will be accepted for orders above the micro-purchase threshold.
- 10. Foreign Items:** Not applicable.
- 11a. Time of Delivery:** Specified in each task order.
- 11b. Expedited Delivery:** None.
- 11c. Overnight and 2-Day Delivery:** None.
- 11d. Urgent Requirements:** Not Available.
- 12. F.O.B. Points:** Destination.
- 13a. Order Address:**
Booz Allen Hamilton Inc.
8283 Greensboro Drive
McLean, VA 22102-3838
Attention: Contracts*
Facsimile: (703) 902-3200
RFP_services@bah.com

*Please mail to the attention of the Contracts Administrator identified in Booz Allen's Task Order Proposal.

13b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA Schedule homepage (www.gsa.gov/schedules).

14. Payment Addresses:

Payment via Wire Transfer

Financial Institution:
Wachovia Bank
9-Digit ABA routing number: see invoice
Telegraphic abbreviation: PNB
Account number: see invoice

Payment via Check/U.S. Mail

Booz Allen Hamilton Inc.
Wachovia Bank
P.O. Box 8500 (S-2725)
Philadelphia, PA 19178-2725

ACH Payments:

Booz Allen Hamilton Inc.
Wachovia Bank
9-Digit ABA routing number: see invoice
Account number: see invoice

International Funds:

Booz Allen Hamilton Inc.
CHIPS Participant number: 0509
SWIFT TID: PNBPU33

15. Warranty Provisions: Not applicable.

16. Export Packing Charges: Not applicable.

17. Terms and Conditions of Government Purchase Card Acceptances (Above the Micro-Purchase Threshold): None.

18. Terms and Conditions of Rental, Maintenance, and Repair (If Applicable): Not applicable.

19. Terms and Conditions of Installation (If Applicable): Not applicable.

20. Terms and Conditions of Repair Parts Indicating Dates of Parts Price List and Any Discounts from List Prices (If Applicable): Not applicable.

20a. Terms and Conditions of Any Other Services (If Applicable): Not applicable.

21. List of Service and Distribution Points (If Applicable): Not applicable.

22. List of Participating Dealers (If Applicable): Not applicable.

23. Preventive Maintenance (if applicable): Not applicable.

24a. Special Attributes: Not applicable.

24b. Section 508: If applicable, Section 508 compliance information on Electronic and Information Technology (EIT) supplies and services will be addressed on a task order basis. The EIT standards can be found at www.Section508.gov.

25. Data Universal Numbering System (DUNS) Number: 00-692-8857

26. Central Contractor Registration (CCR) Database: Booz Allen is registered in the Central Contractor Registration (CCR) Database.

The Booz Allen Advantage

Why choose Booz Allen for human resources and equal employment opportunity services? Booz Allen brings unparalleled resources to its clients.

Quality—Booz Allen is globally recognized as a quality provider of consulting services. We have won numerous awards across the Government for our innovative solutions. A majority of our clients engage us for follow-on work, offering further testament to our strong reputation and the value we provide to our customers.

Experience—With its breadth and depth of experience, Booz Allen offers a rich consulting skill base and management commitment to apply its world-recognized capability to innovatively reach program objectives. Our insights and understanding of requirements regularly translate into cost savings and performance efficiencies measurable in terms of reduced learning curves, quality of service, and effective use of leading-edge information technologies. Booz Allen is a premier provider of quality services to our customers. We have served civilian, military, and intelligence agencies, state and local governments, and commercial concerns in projects covering a wide range of services. These services are described in more detail in the following sections.

Well-Defined Management Practices—Booz Allen has spent years refining our management practices with the goal of developing a quality product that meets or exceeds client expectations, delivered on time and in budget. Our efforts have not gone without reward: a majority of our business is follow-on tasks for existing clients, proving that Booz Allen delivers what we promise and achieves superior customer satisfaction, the same satisfaction that our clients have come to expect. Our management approach is to provide a single point of responsibility, the task manager, with the charter of delivering the final product. That is not to say that the manager works alone, but rather that the task manager has the full complement of Booz Allen resources available to assemble the right team to deliver the right results. Attention is paid to quality at Booz Allen, with defined standards and processes used throughout the firm.

Booz Allen Human Resources and Equal Employment Opportunities Service Offerings

Workforce Planning

Government organizations are striving to address a variety of business and workforce factors as they make strategic decisions about the future. Some of these factors may include: pressure to improve the quality of service and simultaneously cut costs, addressing e-government initiatives and GPRA requirements. These factors drive an organization's need to implement a strategy that addresses these issues and provides the organization with the information and tools it needs to plan and prepare for the future. Workforce planning provides an organization with a roadmap to address specific workload/workforce related issues. Booz Allen's customers typically ask several questions when seeking workforce planning and strategic HR planning services:

- How can we simultaneously satisfy our current mission, and proactively plan and prepare for the future?
- How can strategies, processes, technology and management systems be integrated to respond to changing requirements?
- What new knowledge, skills and abilities do people need to perform in a changing environment and how do we capture that information?

To answer these questions Booz Allen recommends that organizations take a comprehensive and integrated approach to identify the human resources required to actualize their future vision. Workforce Planning is a systematic way for organizations to determine their future workforce requirements and to identify and implement strategies to transition their current workforce into a desired future workforce. Booz Allen's experience and best practice Workforce Planning approaches are *strategic*—all workforce planning activities align with, support, and reinforce the organization's overarching and business strategy; *comprehensive*—all people management activities are integrated into a single workforce planning process; and *tailored* to the organization—proactive for inclusion in the resource planning, programming and budgeting process. Booz Allen's approach to workforce planning is designed with each of these characteristics in mind.

Workforce Training

Training must be designed with care if it is to improve performance. Organizations must examine their needs closely and choose their methods and media wisely to ensure that their training programs meet the goal of helping employees do their jobs more effectively. Booz Allen's training services provide a vital link between your organization's performance and the people involved in the human resources process. We help clients get the data they need to make informed workforce training decisions. Our proven analytical techniques yield valid, reliable data for focusing all facets of training—approach, content, and media—to the right audience. Typical analyses include:

- *Job/Task Analysis*—To identify all of the factors required for successful performance of a job.
- *Training Needs/Analysis*—To help our clients identify problems or skill gaps that require training.
- *Audience Analysis*—To create profiles of intended learners.
- *Media Analysis*—To enable decision-makers to select the appropriate media.
- *Cost/Benefit Analysis*—To aid in evaluating various media to determine the most cost-effective approach for accomplishing training goals.

Supplied with data for decision-making, our clients are able to:

- Understand the skills required to do the job
- Target training to meet the needs of specific groups of employees
- Compare the skills of their staff against current and future requirements
- Determine the appropriate scope and content of training
- Evaluate which media options would be most effective for training staff
- Develop strategic training plans.

Booz Allen uses the Instructional Systems Design methodology, combined with the latest advances in information technology, to help clients find and implement optimal training solutions for their organizations.

Terms and Conditions

The terms and conditions of Booz Allen Hamilton's Human Resources and EEO Services contract are current through Refresh 14 to Solicitation Number 2FYA-AR-060004-B. An electronic version of the Training Aids & Devices solicitation may be found at FedBizOpps by following this link:

<https://www.fbo.gov/index?s=opportunity&mode=form&id=74199230c48fe5ade449bd7114f6b151&tab=documents&tabmode=list>

Appendix A Labor Rates

HR & EEO Services Labor Categories	09/18/10 09/17/11	09/18/11 09/17/12	09/18/12 09/17/13	09/18/13 09/17/14	09/18/14 09/17/15
1. Officer	\$ 211.80	\$ 218.15	\$ 224.69	\$ 231.43	\$ 238.37
2. Principal	\$ 263.59	\$ 271.50	\$ 279.65	\$ 288.04	\$ 296.68
3. Senior Associate	\$ 216.53	\$ 223.03	\$ 229.72	\$ 236.61	\$ 243.71
4. Associate	\$ 165.92	\$ 170.90	\$ 176.03	\$ 181.31	\$ 186.75
5. Senior Consultant	\$ 116.49	\$ 119.98	\$ 123.58	\$ 127.29	\$ 131.11
6. Consultant	\$ 78.83	\$ 82.41	\$ 84.88	\$ 87.43	\$ 90.05
7. Researcher/Analyst	\$ 69.43	\$ 72.59	\$ 74.77	\$ 77.01	\$ 79.32
8. Support Staff	\$ 57.05	\$ 59.64	\$ 61.43	\$ 63.27	\$ 65.17