

# GENERAL SERVICES ADMINISTRATION (GSA) Federal Supply Service (FSS)

## 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: <https://www.GSAAdvantage.gov>.

### Mission Oriented Business Integrated Services (MOBIS)

<b>FSC Group 874</b>
<b>FSC Class 8742</b>
<b>Contract Number:</b> GS-10F-0003J
<b>Contract Period:</b> October 7, 1998 through September 30, 2012
<b>Contractor:</b> HP Enterprise Services, LLC 13600 EDS Drive Herndon, Virginia 20171-3225 Internet Address/Web Site: <a href="http://www.hp.com">www.hp.com</a>
<b>TIN:</b> 75-2548221
<b>CAGE Code:</b> 1U305
<b>Business Size:</b> Large

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov).

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance from EDS.

#### Technical/Ordering Assistance

Carol Monnin  
Program Manager  
Telephone: (703) 736-8596  
Fax: (703) 733-3608  
Email: [carol.monnin@hp.com](mailto:carol.monnin@hp.com)

#### Contract Assistance

Anneliese Infeld  
Contract Administrator  
Telephone: (301) 330-0426  
Email: [anneliese.infeld@hp.com](mailto:anneliese.infeld@hp.com)



**Federal Supply Schedule Contract for  
Mission Oriented Business Integrated Services (MOBIS)**

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**Supplement 1 HP Enterprise Services, LLC GSA MOBIS Contract Unit**

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## Customer Information

### 1. MOBIS Suite of Services Offered.

#### A. Special Item Numbers (SINs).

##### **SIN 874-1 Consultation Services**

HP Enterprise Services consultants are committed to helping federal agencies develop, launch and monitor the progress of comprehensive performance improvement initiatives.

Our consultants work in concert with federal agencies to build and implement strategic, enterprise-wide business plans as well as specific process and productivity improvement initiatives. Equally important, we help client agencies create performance measures and indicators to track the progress of their improvement efforts.

HP Enterprise Services consultants assist with key support activities such as organizational assessments, program audits and quality improvement programs. We also offer customized instruction to help leaders implement change, resolve issues and enrich employee productivity. Reporting and analysis are included in our consulting offering. HP ES documents proposed developmental, consultative or implementation efforts as required.

##### **SIN 874-3 Survey Services**

HP Enterprise Services provides expert consultation and assistance and supplies all deliverables required for surveying within the context of MOBIS.

Our consultants create customized surveys in order to provide the greatest business value to each organization. We incorporate the latest advances in survey design, development and analysis. And we produce detailed reports that provide client agencies with valuable tools such as graphic results summaries and analyses of non-response. Consequently, federal agencies receive trustworthy information and acquire penetrating insight into the skills, attitudes and behaviors of their personnel.

HP ES surveyors brief agency personnel on results, recommendations and follow-up actions as required.

#### B. MOBIS Unit Pricing.

HP Enterprise Service, LLC will provide the following unit prices for Special Item Number 874-1 at either an HP facility and/or at the Government location, as agreed to by HP and the ordering office.

Year 11 (10/01/07 – 9/30/08)	
Labor Category	Hourly Labor Rate
Managing Business Consultant	\$222.04
Senior Business Consultant	\$188.27
Business Consultant	\$147.62
Associate Business Consultant	\$101.10
Service Delivery Leader	\$195.12
Performance Specialist	\$188.27
Technology Specialist	\$142.96



Year 11 (10/01/07 – 9/30/08)	
Labor Category	Hourly Labor Rate
Technical Writer/Editor	\$84.49
Administrative Support	\$63.00

Year 12 (10/01/08 – 9/30/09)	
Labor Category	Hourly Labor Rate
Managing Business Consultant	\$228.70
Senior Business Consultant	\$193.92
Business Consultant	\$152.05
Associate Business Consultant	\$104.13
Service Delivery Leader	\$200.98
Performance Specialist	\$193.92
Technology Specialist	\$147.25
Technical Writer/Editor	\$87.03
Administrative Support	\$64.89

Year 13 (10/01/09 – 9/30/10)	
Labor Category	Hourly Labor Rate
Managing Business Consultant	\$235.56
Senior Business Consultant	\$199.74
Business Consultant	\$156.61
Associate Business Consultant	\$107.26
Service Delivery Leader	\$207.01
Performance Specialist	\$199.74
Technology Specialist	\$151.67
Technical Writer/Editor	\$89.64
Administrative Support	\$66.84



Year 14 (10/01/10 – 9/30/11)	
Labor Category	Hourly Labor Rate
Managing Business Consultant	\$242.63
Senior Business Consultant	\$205.73
Business Consultant	\$161.31
Associate Business Consultant	\$109.37
Service Delivery Leader	\$213.22
Performance Specialist	\$205.73
Technology Specialist	\$156.22
Technical Writer/Editor	\$91.42
Administrative Support	\$68.17

Year 15 (10/01/11 – 9/30/12)	
Labor Category	Hourly Labor Rate
Managing Business Consultant	\$249.90
Senior Business Consultant	\$211.90
Business Consultant	\$166.15
Associate Business Consultant	\$109.37
Service Delivery Leader	\$219.61
Performance Specialist	\$211.90
Technology Specialist	\$160.91
Technical Writer/Editor	\$91.42
Administrative Support	\$68.17

For specific HP Enterprise Services, LLC unit price descriptions (labor category), please see Supplement No. 1

**2. Maximum Order.** \$1,000,000 (maximum order threshold)

**3. Minimum Order.** \$300

**4. Geographic Coverage (delivery area).**

The geographic scope of the contract is the 48 contiguous states and the District of Columbia, plus the States of Alaska, Hawaii, and the Commonwealth of Puerto Rico, and all U.S. territories.

**5. Point(s) of Production (city, county, and state or foreign country).**

Primarily based in Herndon (city), Fairfax (county), Virginia (state). However, the Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.



## 6. Discount from list prices or statement of net price.

Prices shown are NET Prices; Basic Discounts have been deducted.

- a. **Prompt Payment:** Not offered.
- b. **Dollar Volume:** None
- c. **Government Educational Institutions:** No special or unique discounts are offered to Government Educational Institutions.
- d. **Credit Card:** None
- e. **Other:** None

## 7. Quantity Discounts.

Negotiated on a task-by-task order basis based on size and complexity of the scope of work.

## 8. Prompt Payment terms.

Net 30 days.

## 9. Government Purchase Cards.

HP Enterprise Services will accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written task/delivery orders.

Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, the bank account information for wire transfer payments will be shown on the invoice.

## 10. Foreign items (list items by country of origin).

Not Applicable.

## 11. Delivery.

**A. Time of Delivery.** HP Enterprise Services will deliver to destination all service related deliverables within the number of calendar days after receipt of order (ARO), unless otherwise stated on the individual task order, as set forth below:

Special Item Numbers	Delivery Time (Days ARO)
874-1	30 Days or as Stated on Order
874-3	30 Days or as Stated on Order

### B. Expedited Delivery

Not applicable

### C. Overnight and 2-day delivery.

Not applicable



## D. Urgent requirements.

Not applicable

## 12. F.O.B. point(s).

FOB Destination

## 13a. Ordering address.

HP Enterprise Services, LLC  
13600 EDS Drive  
Mailstop: A4S-[A22B21](#)  
Herndon, Virginia 20171-3225  
Internet Address/Web Site: [www.hp.com](http://www.hp.com)  
Phone. (703) 736-8596  
Fax. (703) 733-3608

## 13b. 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 addresses

### ACH Payment:

To insure proper payment application, the HP Enterprise Services, LLC invoice number(s) must be included in the description field or in the invoice field as specified by some ACH software applications.

### Wire Payment:

To insure proper payment application, reference to HP Enterprise Services, LLC invoice number(s) in the Originator to Beneficiary (OBII) field separated by a space.

(Example: A1234567 B8901234 C5678901)

### Acceptable EFT Format:

ACH CTX in EDI 820 Format  
ACH CCD+  
FED Wire Transfer  
NOTE: ACH CCD format is not acceptable except by special permission.

## 15. Warranty provision.

HP Enterprise Services' standard commercial warranty applies. This commercial warranty states that HP Enterprise Services will provide services in a professional and workmanlike manner.

## 16. Export Packing Changes.

Not applicable.



**17. Terms and Conditions of Government Purchase Card Acceptance (any thresholds above the micropurchase level).**

If HP Enterprise Services declines to accept a purchase card order for any reason, HP ES shall return the order by mail or other means of delivery within 5 workdays from receipt.

**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 date of Parts Price List and any Discounts from List Prices (if applicable).**

Not applicable.

**20a. Terms and Conditions for 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 such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).**

Not applicable.

**24b. The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).**

**25. Data Universal Number System (DUNS) Number.**

07-781-7617  
HP Enterprise Services. LLC  
U.S. Public Sector  
Herndon, VA



**26. Notification regarding Registration in Central Contractor Registration (CCR) Database.**

HP Enterprise Services, LLC has registered with the Central Contractor Registration (CCR) database.

**27. Uncompensated Overtime. (Indicate if used).**

No.



# Supplement 1 HP Enterprise Services, LLC

## GSA MOBIS Contract GS-10F-0003J

### Unit Category Descriptions

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#### Managing Business Consultant

Plans, directs and coordinates all phases of consulting engagements and leads complex engagements. Develops engagement strategies and guidelines and ensures all obligations are met. Coordinates the scope and manages the quality of engagements. Develops government client relationships at managerial levels. Proficiently applies HP Enterprise Services business solution methodologies and remains current on emerging consulting theory and technology trends.

Minimum Education - Minimum/General Experience: Bachelor's degree, graduate-level degree in Business / Management or MIS preferred. Ten years of specialized experience may include: training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods.

#### Senior Business Consultant

Proficiently applies consulting methodologies to collect and analyze data. Leads development of programs and the implementation of solutions to meet business needs. Applies extensive knowledge of business improvement theories and practices to meet the objectives of the engagement. Coordinates planning the engagement, establishing requirements, and delivering results to clients.

Minimum Education - Minimum/General Experience: Bachelor's degree, graduate-level degree in Business / Management or MIS preferred. Eight years of specialized experience may include: training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods.

#### Business Consultant

Applies knowledge of business operations, business improvement theories and practices, and HP Enterprise Services business solution methodologies to collect and analyze data. Develops programs and implements solutions to meet client business needs. Documents research findings and works with members of the engagement team to develop recommendations.

Minimum Education - Minimum/General Experience: Bachelor's degree from an accredited college or university or applicable training certificates from accredited institutions. Five years of specialized experience may include: training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods.



## Associate Business Consultant

Through self-directed activities, may influence the strategic direction of the customer. Applies knowledge of customer organization to recommend and coordinate the development, enhancement, and maintenance of complex business solutions using information technology based on customer needs. May lead or direct business, financial or operations analyses using standard procedures in support of account objectives. May act as a liaison between customers and other support groups to recognize and solve business problems, identify business processes, systems, and product requirements. May lead or direct the documentation of customer specifications and interacts with other support groups to apply understanding of customer's business. Provides comprehensive expertise on aspects of the business cycle including forecasts, budgets, operating statistics, analyzing financial results, feasibility studies, implementations, QA, and new business development. May lead or advise in the research, identification, and development of solutions to customer problems. Lead or advise training activities for peers and customers. May prepare reports on findings and makes recommendations to management.

Minimum Education - Minimum/General Experience: Bachelor's degree from an accredited college or university. Three years experience of specialized experience may include: training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods.

## Service Delivery Leader

Plans, directs and coordinates business projects including consultation, facilitation and survey engagements. Determines client requirements and translates these requirements into operational plans. Provides guidance to project team and management in directing project activities and formulating contingency plans such as schedule revisions, manpower adjustments, fund allocations, and work requirements. Provides guidance in strategic systems planning to project team and/or client's work team.

Minimum Education - Minimum/General Experience: Bachelor's degree, graduate-level degree in Business / Management or MIS preferred. Eight years of specialized experience may include: training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods.

## Performance Specialist

Provides strategic training and human performance leadership for organizational teams and management. Directs assessment and planning of strategic improvement efforts to ensure alignment of requirements with client goals. Participates with clients in business and strategic planning to ensure that management, organization, and business improvement products and services reflect client requirements.

Minimum Education - Minimum/General Experience: Bachelor's degree, graduate-level degree in Business / Management or MIS preferred. Eight years of specialized experience may include: training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods.

## Technology Specialist

Applies knowledge of business operations and industry technology trends to assess and recommend appropriate technologies to support management, organizational and business improvement projects.



Analyzes, designs, produces, tests and implements technical solutions. Designs and maintains databases to store and analyze statistical data.

Minimum Education - Minimum/General Experience: Bachelor's degree from an accredited college or university. Five years experience of increasing complexity.

### Technical Writer/Editor

Follows document style conventions that are based on industry and client guidelines to deliver effective documentation. Chooses existing document style standards, and establishes new/unique conventions appropriate to current projects as required. Writes and edits, following the rules of grammar, appropriate syntax, and style. Maintains and revises documentation.

Minimum Education - Minimum/General Experience: Bachelor's degree from an accredited college or university. Three years experience of increasing complexity.

### Administrative Support

Provides administrative and clerical support to the consulting team. Applies and understanding of policies and procedures to complete assignments. Evaluates, orders and organizes materials, supplies and forms. Makes travel arrangements, coordinates meeting plans, and schedules appointments. Uses automated office equipment to enter data and to type correspondence and business reports.

Minimum Education - Minimum/General Experience: High school graduate or GED. Experienced in administrative support. Administrative tasking may include word processing, typing or filing. Four years of experience.

### Education/Experience Substitution Table

DEGREE	DEGREE AND EXPERIENCE SUBSTITUTION	RELATED EXPERIENCE SUBSTITUTION
Associate's	2 Years	2 Years
Bachelor's	Associate's + 2 Years	4 Years
Master's	Bachelor's + 2 Years	6 Years
Doctorate	Master's + 2 Years	8 Years

