Snavely King Majoros & Associates, Inc.

GSA Contract GS10F0447X

Mission Oriented Business Integrated Services (MOBIS) - Schedule 874

MOBIS contractors possess the necessary expertise to facilitate how the federal government responds to a continuous stream of new mandates and evolutionary influence such as the President's Management Agenda, Government Performance and Results Act; Federal Acquisition Streamlining Act, OMB Circular A-76, Federal Activities Inventory Reform Act, government reinvention initiatives such as benchmarking, and streamlining.

Through the MOBIS Schedule, GSA can help you improve performance and accomplish mission goals by using *specialized consulting* and *training* services, *facilitation, surveys*, *competitive sourcing* and *project management*.

View government-wide [Performance Management/Continuous Process Improvement (PM/CPI) Blanket Purchase Agreements (BPAs)](http://www.gsa.gov/portal/content/172831) services.

The variety of offerings includes:

|  |  |
| --- | --- |
| **SIN Number** | **SIN Name** |
| [874 1](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+1) | Integrated Consulting Services |
| [874 4](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+4) | Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration Learning Management, Internships |
| [874 5](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+5) | Ancillary Supplies and/or Services |
| [874 6](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+6)1 | Acquisition Management Support |
| [874 7](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+7) | Integrated Business Program Support Services |
| [874 8](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+8) | DAU and FAI Certified DAWIA and FAC Acquisition Workforce Training for GS-1102 and non-1102 Personnel |
| [874 9](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?scheduleNumber=874&specialItemNumber=874+9&executeQuery=YES&filter=NO) | Off-the-Shelf Training Devices and Training Materials: Print, Electronic, Audio-Visual, Multi-Media, and Simulation Training Devices |
| [874 99](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+99)2 | New Services |

874-1 Integrated Consulting Services - Contractors shall provide expert advice and assistance in support of an agency’s mission-oriented business functions. Services covered by this SIN include:   
  
•Management or strategy consulting, including research, evaluations, studies, analyses, scenarios/simulations, reports, business policy and regulation development assistance, strategy formulation, and expert witness services   
•Facilitation and related decision support services   
•Survey services, using a variety of methodologies, including survey planning, design, and development; survey administration; data validation and analysis; reporting, and stakeholder briefings   
•Advisory and assistance services in accordance with FAR 37.203   
  
NOTE: Consulting services where the preponderance of work is specifically covered under other GSA Schedules are not permitted under this SIN; please refer to the Scope of Work in Part I of the MOBIS solicitation for further information.

874-2, 3 Effective January 4, 2013, GSA merged MOBIS SINs 874-2 (Facilitation Services) and 874-3 (Survey Services) into SIN 874-1 (Consulting Services) and renamed the SIN to read “Integrated Consulting Services.” SIN 874-1 is now defined as follows:

Under this re-defined SIN, agencies may order *any* of the services included in the SIN description. Expanding the scope of this SIN enabled GSA customers to acquire complementary services under just one SIN which reduced some of the time and effort in soliciting and evaluating quotes that were previously covered under multiple SINs. It also reduced the administrative burden on our vendors.

[874-4](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+4) Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration Learning Management, Internships - Proposed courses shall be commercially-available off-the-shelf training and/or educational courses that are delivered via an Instructor-led (i.e. traditional classroom setting or conference/seminar) and/or web-based (i.e. Internet/Intranet, software packages and computer applications) system. Courses shall have a defined course title, length of time (i.e. hours, days, semesters, etc.), description of material to be taught (i.e. syllabi, table of contents, etc.), and whether materials are included in the price. (i.e. books, pamphlets, software, etc.). Support materials not included may be offered under SIN 874-5. C874-9.   
  
Proposed professional services shall be in support of planning, creating, and/or executing testing and test administration, learning management, internship, or development of new courses or subject matter delivered via an instructor-led (i.e. traditional classroom setting or conference/seminar) and/or web-based (i.e. Internet/Intranet, software packages and computer applications) system. Proposed customization services are the result of planning, creating, and/or executing a proprietary format and may be priced as a flat rate or as Labor/hours using professional labor categories (i.e. Subject Matter Experts (SMEs), Program Managers, Project Managers, Research Assistant, Technical Specialist, etc.), subject matter(s), Systems requirements and methodology(ies) to be used should be stated. Acquisition training will be accomplished under SIN 874-8. Functional industry-specific training covered under other schedules will not be accomplished under this SIN.   
  
A customized course(s) shall include labor categories (i.e. Subject Matter Experts (SMEs), Program Managers, Project Managers, Research Assistant, Technical Specialist, etc.), subject matter(s), and methodology(ies) to be used.

Acquisition Management Support - Contractors shall provide professional support services to agencies in conducting federal acquisition management activities. Services covered by this SIN are: acquisition planning assistance, including market research and recommending procurement strategy: acquisition document development, including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, solicitations, price negotiation memoranda, etc.: expert assistance in supporting proposal evaluations, including price/cost analysis or technical proposal analysis: contract administration support services, including assistance with reviewing contractor performance, developing contract modifications, and investigating reports of contract discrepancies: contract close-out assistance; Competitive Sourcing support, including OMB Circular A-76 studies, strategic sourcing studies, privatization studies, public-private partnerships, and Federal Activities Inventory Reform (FAIR) Act studies. Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited under MOBIS. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award. For more information, see www.gsa.gov/mobis.

[874-5](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+5) Ancillary Supplies and/or Services - Ancillary supplies and/or services are for orders and blanket purchase agreements that complete work or a project that is solely associated with the supplies and/or services purchased under this schedule. This SIN excludes purchases that are exclusively for supplies and/or services already available under another schedule.

Special Instructions: The work performed under this SIN shall be associated with existing SIN(s) that are part of this schedule. Ancillary supplies and/or services shall not be the primary purpose of the work ordered, but be an integral part of the total solution offered. Ancillary supplies and/or services may only be ordered in conjunction with or in support of supplies or services purchased under another SIN(s) of the same schedule. Offerors may be required to provide additional information to support that their proposed Ancillary supplies and/or services are commercially offered in support of one or more SINs under this schedule.

[874-6](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+6) Acquisition Management Support - Contractors shall provide professional support services to agencies in conducting federal acquisition management activities. Services covered by this SIN are: acquisition planning assistance, including market research and recommending procurement strategy: acquisition document development, including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, solicitations, price negotiation memoranda, etc.: expert assistance in supporting proposal evaluations, including price/cost analysis or technical proposal analysis: contract administration support services, including assistance with reviewing contractor performance, developing contract modifications, and investigating reports of contract discrepancies: contract close-out assistance; Competitive Sourcing support, including OMB Circular A-76 studies, strategic sourcing studies, privatization studies, public-private partnerships, and Federal Activities Inventory Reform (FAIR) Act studies. Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited under MOBIS. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award. For more information, see www.gsa.gov/mobis.

[874-7](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+7) Integrated Business Program Support Services - (previously Program and Project Management Services) was re-defined to broaden the scope of available services. Many organizations require not only program and project management services, but also business support services to carry out program/project implementation, such as administrative support services. With the new SIN scope, customers can acquire services to not only manage a business program or project, but to provide operational support services relating to that program/project. The primary caveat with this change is that the preponderance of work needs to be business related, and not covered under other Schedules.

Integrated Business Program Support Services- Contractors shall provide services to assist agencies in managing their mission-oriented business projects or programs and achieving mission performance goals. Services covered by this SIN include:   
  
•All phases of program or project management, from planning to closeout   
•Operational/administrative business support services in order to carry out program objectives   
  
NOTE 1: Program support services where the preponderance of work is specifically covered under other GSA Schedules are not permitted under this SIN; please refer to the Scope of Work in Part I of the MOBIS solicitation for further information.   
  
NOTE 2: Administrative support services are authorized under this SIN; however, they must be provided in conjunction with other professional business services covered under this Schedule and must be performed under the supervision of the contractor’s Project or Program Manager. Personal services as defined in FAR are prohibited under MOBIS.

[874-8](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+8) DAU and FAI Certified DAWIA and FAC Acquisition Workforce Training for GS-1102 and non-1102 Personnel - Training for Acquisition Workforce (GS-1102 and non-GS-1102): In accordance with the Office of Federal Procurement Policy s (OFPP) Policy Letter 05-01, training courses shall be certified by the Defense Acquisition University (DAU) and comply with the Federal Acquisition Institute s (FAI) policy, and based on the Defense Acquisition Workforce Improvement Act s (DAWIA) and the Federal Acquisition Certification (FAC) requirements for certification at the junior, intermediate, and senior levels to reflect the need to meet increasingly more rigorous standards for education, training, and experience. This shall apply to all Contracting Officers (CO) regardless of general schedule series with authority to obligate funds above the micro purchase threshold; all positions in the general schedule purchasing series (GS-1105); program and project managers (FAC-PM), as identified by the agency s Chief Acquisition Officer (CAO), or equivalent; all Contracting Officer’s Representatives (CORs) and Contracting Officer s Technical Representatives (COTRs), or equivalent (FAC-COTR); all Emergency Response and Recovery Contracting Personnel; and significant acquisition-related positions identified by the CAO, or equivalent, using the guidance provided in OFPP Policy Letter 05-01

[874-9](http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=874&flag=&filter=&specialItemNumber=874+9) Off-the-Shelf Training Devices and Training Materials: Print, Electronic, Audio-Visual, Multi-Media, and Simulation Training Devices - Off-the-Shelf Training Devices: Proposed training devices shall be commercially-available off-the-shelf training devices available as stand alone or ancillary to other services being offered on this schedule. They can include software programs, teaching machines and devices, simulators such as driving simulators, flight simulators, etc., prepared printed instructional material, medical models and simulators, prepared audio and visual instruction material and multimedia program kits.   
  
Customizable Training Devices: Proposed customized training devices and simulators shall be in addition to the or the result of planning, designing, and/or producing customized training products that include but are not limited to print, audio/visual, audio, digital formats and emerging technologies. Proposed training devices shall directly train students in a specific subject matter(s) or assist in the training of a specific subject matte