

CMW and Associates Corporation

Management, Organizational and Business Improvement Services (MOBIS)

Contract No.: GS-10F-0199U
Period Covered: April 11, 2008 – April 10, 2013
General Services Administration
Federal Supply Service
SPECIAL ITEM NUMBER:
874 1: Consulting Services

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CMW and Associates Corporation

CMW and Associates is a woman-owned, 8(a), Small Disadvantaged Business (SDB) with solid experience in MOBIS-oriented services such as business process improvement, activity management enhancement, organizational streamlining, and overall improvement of administrative management processes within Government agencies.

Specifically, CMW offers services under

SINs 874 1: Consulting Services

Disaster Recovery SIN 847-1RC



Section 833 of the John Warner National Defense Authorization Act for fiscal year 2007 (Public Law 109-364) amended 40 U.S.C. 502 to authorize the Administrator of General Services to provide for the use of Federal Supply Schedules by state and local governments for the purchase of products and services to be used in advance of a major disaster declared by the president, as well as in the aftermath of an emergency event (such as major disasters, terrorism, or nuclear, biological, chemical, or radiological attacks) to facilitate recovery.

State and local government entities are responsible for ensuring that the products or services purchased are to be used to facilitate recovery.

SIN 874-1RC includes Recovery Purchasing:

GSA Contract Information

1. **Geographic Scope of Contract:** The Geographic Scope of Contract is domestic delivery.
Delivery times will be determined at the time of Task Order award.

2. **Contractor's Ordering and Payment Address:**

CMW and Associates Corporation
122 West Pine Street
Springfield, IL 62704

Contractors are required to accept credit cards for payments equal to or less than the micro purchase threshold for oral or written delivery orders. ***Credit cards will be acceptable for payment above the micro-purchase threshold.*** In addition, bank account information for wire transfer payments will be shown on the invoice. The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance: 1-800-618-8706.



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3. **Liability for Injury or Damage:** The Contractor will not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

Statistical Data for Government Ordering Office Completion of Standard Form 279:

Block 9: G. Order/Modification under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: **008279122**

Block 30: Type of Contractor – Small Disadvantaged Business

Block 31: Woman-Owned Small Business – Yes

Block 36: Contractor's Taxpayer Identification Number (TIN): **36 4045354**

4. **FOB:** Destination

5. Discounts:

- a. **Prompt Payment:** Net 30 Days
- b. **Quantity Discounts:** 0
- c. **Dollar Volume:** None
- d. **Government Educational Institutions:** None
- e. **Use of Government Credit Card:** None
- f. **Other:** None

6. **Trade Agreements Act of 1979, as amended:** All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

7. **Minimum Order Quantity:** \$300

8. **Maximum Order Limitation:** \$1,000,000

Labor Category Descriptions

Substitute for Education Requirement Policy

CMW recognizes varying levels of education and experience in their position descriptions. CmTech maintains that many times experience is as or more important than formal preparation. Therefore, it is policy to substitute two years of related experience or industry recognized certification for one or more years of higher education.

Each of the following labor category descriptions is applicable to the following SINs:

874 1: Consulting Services

Title: Senior Consultant

Position Duties/Responsibilities: Provides expert advice on highly complex business matters. Conducts studies to address significant, complex operational issues. Participates in data collection and analysis tasks that contribute to the development of business cases to support management decision-making. May also

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conduct cost benefit analyses. Provides direction to professional staff or teams working on multiple tasks in area of discipline or related areas.

Minimum Education: BS Degree or Bachelor of Arts (BA) Degree or three additional year's experience

Minimum Experience/Training: Ten (10) years of relevant experience

Title: Project Manager

Position Duties/Responsibilities: Interfaces with customer. Brings knowledge and expertise to projects. Manages a team of professionals in providing a wide range of services and managing assigned projects within scope and budget. Is responsible for all aspects of project performance (i.e. technical, contractual, administrative, financial, etc.). Provides leadership to the project team, ensures conformance to performance requirements, and assists in the overall direction to all project level activities and personnel. Supervises project leaders, consultants and analysts. Mentors consultants and analysts. Brings business consulting knowledge and expertise to projects. Ensures conformance to performance requirements, and assists in the overall direction of all project level activities and personnel.

Minimum Education: BS Degree or Bachelor of Arts (BA) degree or three additional year's experience

Minimum Experience/Training: Four (4) years of progressive experience (or equivalent combination of education and experience) in managing large complex projects, contracts, funds, and resources.

Title: Assistant Project Manager

Position Duties/Responsibilities: Interfaces with project manager. Manages a team of professionals in providing a wide range of services and managing assigned projects within scope and budget. Is responsible for all aspects of project performance (i.e. technical, contractual, administrative, financial, etc.). Provides leadership to the project team, ensures conformance to performance requirements, and assists in the overall direction to all project level activities and personnel. Supervises project leaders, consultants and analysts. Mentors consultants and analysts. Brings business consulting knowledge and expertise to projects. Ensures conformance to performance requirements, and assists in the overall direction of all project level activities and personnel.

Minimum Education: BS Degree or Bachelor of Arts (BA) Degree or two additional year's experience

Minimum Experience/Training: Two (2) years of progressive experience (or equivalent combination of education and experience) in managing large complex projects, contracts, funds, and resources.

Title: Consultant

Position Duties/Responsibilities: Provides project leadership in support of strategic, business, and action planning, performance measurement analysis, process and productivity improvement analyses, and business process and action planning and analyses. Provides analysis support to Department of Defense and commercial programs and projects including program management, program integration, program oversight, and project management. Solves difficult and unique types of management, financial, operations, mission, or analytical problems. Develops specialized tools, models, or applications for process, acquisition, or training project execution. Leads development of MOBIS products or specialty products. Makes technical or business judgments and provides advice on the resolution of technical, schedule, performance, or budgetary issues.

Minimum Education: BS Degree or Bachelor of Arts (BA) Degree or three additional year's experience

Minimum Experience/Training: Five (5) years of relevant experience

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Title: Analyst II

Position Duties/Responsibilities: Conducts complex analyzes independently or as part of a team of analysts to support completion of management studies, workforce analyses, cost-benefit analyses, earned value management reports and/or similar activities. Responsible for the development of work plans and methodologies to facilitate the collection and analyses of data. Performs program management functions to provide expert advice, assistance, and guidance in support of management organizational and business improvement efforts. Performs strategic, business, and action planning efforts. Performs performance measurement analysis, process and productivity improvement analysis, and business process and acquisition planning and analysis. Provides program management support including project control, project planning, and cost analysis.

Minimum Education: Requires a bachelor's degree or equivalent plus four years experience. One additional year of relevant experience can be substituted for each year of education shortfall.

Minimum Experience/Training: Four (4) years of relevant experience

Title: Analyst I

Position Duties/Responsibilities: Performs analytical tasks either independently or as part of a team of analysts conducting management studies, workforce analyses, cost-benefit analyses, earned value management reports and/or similar activities. Prepares a variety of reports, assessments, or evaluations. Performs program management functions to provide expert advice, assistance, and guidance in support of management organizational and business improvement efforts. Performs strategic, business, and action planning efforts. Performs performance measurement analysis, process and productivity improvement analysis, and business process and acquisition planning and analysis. Provides program management support including project control, project planning, and cost analysis.

Minimum Education: Requires a bachelor's degree or equivalent plus two years experience. One additional year of relevant experience can be substituted for each year of education shortfall.

Minimum Experience/Training: Two (2) years of relevant experience

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Price List

The effective date of the pricing contained therein was January 1, 2008.

MOBIS SIN	Skill Category	Price Offered to the Government	
		Labor Rates (Loaded) On Site/Off Site	
874-1	Senior Consultant	\$157.50	\$ 157.50
874-1	Project Manager	\$ 60.11	\$ 60.11
874-1	Assistant Project Manager	\$ 45.27	\$ 45.27
874-1	Consultant	\$ 55.80	\$ 55.80
874-1	Analyst II	\$ 40.82	\$ 40.82
874-1	Analyst I	\$ 21.52	\$ 21.52

 Hourly Rates and Labor Categories listed above are also valid for Disaster Recovery SIN 874-1RC.

Rates include .75% IFF

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