



Newport Partners L.L.C.

**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 **GSAAdvantage!**, a menu-driven database system. The INTERNET address **GSAAdvantage!** is: <http://www.GSAAdvantage.gov>.

***Professional Services Schedule  
FSC Group: 00CORP***

***Contract Number: GS-00F-007CA  
Contract Period: December 19, 2019 through December 18, 2024  
Pricelist current as of Modification #PA-0009 effective 09/05/2019***

**For more information on ordering from Federal Supply Schedules  
click on the FSS Schedules button at <http://fss.gsa.gov>**

**CONTRACTOR INFORMATION:**

Newport Partners LLC  
3760 Tanglewood Lane  
Davidsonville, MD 21035  
Phone: (301) 889-0017  
Toll Free: (866) 302-0017  
Fax: (301) 889-0019  
[www.NewportPartnersLLC.com](http://www.NewportPartnersLLC.com)

**POINT OF CONTACT:**

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**BUSINESS INFORMATION:**

*Business Size: Small Business*



## CUSTOMER INFORMATION

1a. Table of Awarded Special Item Number(s):

**SIN 874-1: Integrated Consulting Services**  
**SIN 874-1RC: Integrated Consulting Services (Disaster Recovery)**  
**SIN 874-6: Acquisition Management Services**  
**SIN 874-6RC: Acquisition Management Services (Disaster Recovery)**  
**SIN 871-1: Strategic Planning for Technology Programs/Activities**  
**SIN 871-1RC: Strategic Planning for Technology Programs/Activities (Disaster Recovery)**  
**SIN 871-2: Concept Development and Requirements Analysis**  
**SIN 871-2RC: Concept Development and Requirements Analysis (Disaster Recovery)**  
**SIN 871-3: System Design, Engineering and Integration**  
**SIN 871-3RC: System Design, Engineering and Integration (Disaster Recovery)**  
**SIN 871-4: Test and Evaluation**  
**SIN 871-4RC: Test and Evaluation (Disaster Recovery)**  
**SIN 00CORP-500: Order Level Materials**  
**SIN 00CORP-500RC: Order Level Materials (Disaster Recovery)**

1b. Identification of the lowest priced model number and unit price for each special item number:

**Please refer to Rate Schedule on page A-3.**

1c. Description of all corresponding commercial job titles, experience, functional responsibility and education for employees or subcontractors under proposed hourly rates:

**Please refer to Labor Categories on page A-5.**

2. Maximum Order: **\$1,000,000.00**

3. Minimum Order: **\$100.00**

4. Geographic Coverage (delivery Area): **Domestic only**

5. Point(s) of production (city, county, and state or foreign country): **Same as company address**

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

**Government net prices (discounts already deducted). See Rate Schedule on page A-3.**

7. Quantity discounts: **Not Offered**

8. Prompt payment terms: **Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.**

9a. Government purchase cards acceptance at or below the micro-purchase threshold: **Yes**

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: **Yes**

10. Foreign items (list items by country of origin): **None**
- 11a. Time of Delivery (Contractor insert number *of* days): **As specified on the 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):  
**Attn: GSA Orders**  
**Newport Partners, LLC**  
**3760 Tanglewood Lane**  
**Davidsonville, MD 21035**  
**Fax: (301) 889-0019**
- 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 address(es):  
**Newport Partners, LLC**  
**3760 Tanglewood Lane**  
**Davidsonville, MD 21035**
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 (any thresholds above the micro-purchase level): **Contact Contractor**
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**

24. Special attributes such as environmental attributes, (e.g., recycled content, energy efficiency, and/or reduced pollutants): **None**
- 24b. Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).
25. Data Universal Numbering System (DUNS) number: **12-390-7482**
26. Registration in System for Award Management (SAM) database: **Registered**

## RATE SCHEDULE ~ HOURLY RATES

*We are providing specific labor categories and their associated rates for the following SINS:*

- SIN 874-1: Integrated Consulting Services**
- SIN 874-1RC: Integrated Consulting Services (Disaster Recovery)**
- SIN 874-6: Acquisition Management Services**
- SIN 874-6RC: Acquisition Management Services (Disaster Recovery)**
- SIN 871-1: Strategic Planning for Technology Programs/Activities**
- SIN 871-1RC: Strategic Planning for Technology Programs/Activities (Disaster Recovery)**
- SIN 871-2: Concept Development and Requirements Analysis**
- SIN 871-2RC: Concept Development and Requirements Analysis (Disaster Recovery)**
- SIN 871-3: System Design, Engineering and Integration**
- SIN 871-3RC: System Design, Engineering and Integration (Disaster Recovery)**
- SIN 871-4: Test and Evaluation**
- SIN 871-4RC: Test and Evaluation (Disaster Recovery)**
- SIN 00CORP-500: Order Level Materials**
- SIN 00CORP-500RC: Order Level Materials (Disaster Recovery)**

Labor Category	12/19/2019	12/19/2020	12/19/2021	12/19/2022	12/19/2023
	12/18/2020	12/18/2021	12/18/2022	12/18/2023	12/18/2024
Principal Executive	\$271.23	\$276.65	\$282.19	\$287.83	\$293.59
Principal Consultant	\$235.21	\$239.92	\$244.72	\$249.61	\$254.60
Senior Consultant	\$211.71	\$215.94	\$220.26	\$224.67	\$229.16
Consultant	\$172.38	\$175.83	\$179.34	\$182.93	\$186.59
Junior Consultant	\$148.96	\$151.94	\$154.98	\$158.08	\$161.24
Administrative Assistant	\$62.74	\$64.00	\$65.28	\$66.59	\$67.92
Senior Engineer II	\$187.06	\$190.81	\$194.62	\$198.51	\$202.48
Senior Engineer I	\$165.13	\$168.43	\$171.80	\$175.23	\$178.74
Engineer	\$134.47	\$137.16	\$139.90	\$142.70	\$145.55
Junior Engineer	\$116.19	\$118.52	\$120.89	\$123.31	\$125.77

**Service Contract Act**

The labor categories that fall under the requirements of the Service Contract Act (SCA) (i.e. non-exempt labor categories) are identified in the matrix below. The price for these labor categories meet or exceed the requirements in the SCA Wage Determination identified below. The matrix and narrative are incorporated into this contract and are included in our electronic pricelist on GSA Advantage.

<b>SCLS Eligible Labor Category</b>	<b>SCLS Equivalent Code Title</b>	<b>Wage Determination No.</b>
Administrative Assistant	01020 Administrative Assistant	2015-4265

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (\*\*) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).

## **LABOR CATEGORY DESCRIPTIONS**

### **Labor Category: Principal Executive**

*Duties.* Company principal responsible for overall operation of company. Responsible for creating and revising procedures, processes, techniques, models, and/or systems related to management and contractual issues. Reviews and analyzes work breakdown structures, charts, tables, graphs, and diagrams to assist staff in analyzing problems. Provides oversight on all contracts and staffing. Provides guidance and assistance in coordinating output and ensuring the technical adequacy of the end product. Responsible for all company financial matters and client interaction.

*Minimum/General Experience.* This position requires a minimum of 20 years experience, of which at least three years must be in a senior management capacity with specialized experience. Specialized experience includes: extensive knowledge of key members of the housing industry, history of successful client development and interaction, proven ability to provide sound government financial and contract oversight.

*Minimum Education.* Master's Degree in Business, Architecture, Engineering or Planning.

### **Labor Category: Principal Consultant**

*Duties.* Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues which would require a report and recommends solutions. Develops work breakdown structures, prepares charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to staff. Defines and directs technical specifications and tasks to be performed by team members, defines target dates of tasks and subtasks. Provides guidance and assistance in coordinating output and ensuring the technical adequacy of the end product.

*Minimum/General Experience.* This position requires a minimum of 15 years experience of which at least eight must be specialized. Specialized experience includes: development of complex project schedules, oversight of multiple staff and complex projects requiring different skill sets.

*Minimum Education.* A Master's Degree or other advanced degree in engineering, business or social science.

### **Labor Category: Senior Consultant**

*Duties.* Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provides daily supervision and direction to support staff.

Possesses requisite knowledge and expertise so recognized that the Government is able to qualify the individual as an expert in the field for an actual task order. Demonstrates exceptional oral and written communications skills.

*Minimum/General Experience.* This position requires a minimum of twelve years experience as an expert in a functional field, of which at least six years must be specialized. Must possess superior functional knowledge of task order specific requirements and have experience in developing functional requirements for complex integrated systems.

*Minimum Education.* A Bachelor's Degree in Economics, Psychology, International Relations, Computer Science, Information Systems, Engineering, Business, or other related scientific, technical, or functional discipline.

1. With a Master's Degree (in the fields described in B above): ten years of general experience of which at least four years must be specialized experience is required.

**Labor Category: Consultant**

*Duties.* Analyze user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task.

*Minimum/General Experience.* This position requires a minimum of six years experience, of which at least three years must be specialized. Specialized experience includes: developing functional requirements for complex integrated systems. Must demonstrate the ability to work independently or under only general direction.

*Minimum Education.* A Bachelor's Degree in Economics, Psychology, International Relations, Information Systems, Engineering, Business, or other related scientific, technical, or discipline.

1. With a Master's Degree (in the fields described in B above): four years of general experience of which at least two years must be specialized experience is required.
2. With ten years of general experience of which at least six years must be specialized experience, a degree is not required.

**Labor Category: Junior Consultant**

*Duties.* Supports financial management and administrative activities, such as budgeting, manpower and resource planning, and financial reporting. Develops work breakdown structures, prepares charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to staff. Defines and directs technical specifications and tasks to be performed by team members, defines target dates of tasks and subtasks. Provides guidance and assistance in coordinating output and ensuring the technical adequacy of the end product.

*Minimum/General Experience.* This position requires a minimum of three years experience, of which a least one year must be specialized. Specialized experience includes: preparation and analysis of financial statements, development of complex project schedules and similar activities. General experience includes increasing responsibilities in general accounting or management activities. Must demonstrate the ability to work independently or under only general direction.

*Minimum Education.* A Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, Accounting, or other related scientific or technical discipline. Minimum of 3 years of professional work experience that provides the required knowledge and skill set.



### **Labor Category: Administrative Assistant**

*Duties.* Directly supports programs by maintaining personnel and other files; prepares correspondence, schedules and coordinates travel. Assists in the preparation of presentation graphics and supports the development of contract deliverables and reports by developing and updating graphic presentations to improve the quality and enhance the usability of these documents. Performs high level secretarial work under the general supervision of manager. Types and proofreads correspondence, reports, and documentation. Maintains filing system for department. Answers telephones, responds to routine questions/requests, greets visitors, schedules meetings, mail distribution, and makes travel arrangements.

*Minimum/General Experience.* Requires a high school diploma and a minimum of three years experience in office administration and developing graphic/artistic presentations for publications and documents (preferably technical documentation). At minimum, one year of specialized experience using commercial automated word processing, graphics systems, and desktop publishing systems. Demonstrated ability to work independently or under only general direction.

*Minimum Education.* Requires a High School Diploma and three years experience. With an Associate's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline: one year general experience is required.

### **Labor Category: Senior Engineer II**

*Duties.* Performs advanced and innovative design, layout, testing and evaluation of construction systems. Conducts unique engineering studies, complex product development activities, and sophisticated engineering analysis using innovative engineering theory and principals. Requires extensive experience and expertise in the construction field. Usually will be a registered Professional Engineer. Will be responsible for program plan and budget and will work directly with major clients.

*Minimum/General Experience.* This position requires a minimum of fifteen years experience, of which at least six years must be specialized. Must possess superior functional knowledge of task order specific requirements and have experience in developing functional requirements for complex integrated building systems.

*Minimum Education.* A Bachelor's Degree in Engineering, Physics, or other related scientific or technical discipline. An EIT certification may substitute for one year of experience, a Master's Degree may substitute for two years of experience, and a professional engineering license may also substitute for two years of experience.

### **Labor Category: Senior Engineer I**

*Duties.* Performs advanced and innovative design, layout, testing and evaluation of building systems. Conducts unique engineering studies, complex product development activities, and sophisticated engineering analysis using innovated or unproven engineering theory and principals. Will review work of others for engineering correctness. Will manage large complex projects supervising other team members. Will be responsible for project plan and budget and will work directly with clients.

*Minimum/General Experience.* This position requires a minimum of ten years experience as an expert in a functional field, of which at least six years must be specialized. Must possess superior functional knowledge of task order specific requirements and have experience in developing functional requirements for complex integrated building systems.

*Minimum Education.* A Bachelor's Degree in Engineering, Physics, or other related scientific or technical discipline. An EIT certification may substitute for one year of experience, a Master's Degree may substitute for two years of experience, and a professional engineering license may also substitute for two years of experience.

**Labor Category: Engineer**

*Duties.* Performs advanced and innovative design, layout, testing and evaluation of housing systems. Conducts unique engineering studies, complex product development activities, and sophisticated engineering analysis using standard engineering theory and principals. Work will be supervised by a senior level engineer. May be assigned responsibility for a specific project task or may manage a simple project.

*Minimum/General Experience.* This position requires a minimum of four years of engineering-related experience. Specialized experience includes: developing functional requirements for complex integrated building systems. Must demonstrate the ability to work independently or under general direction.

*Minimum Education.* A Bachelor's Degree in Engineering, Physics or other related scientific or technical discipline. An EIT certification may substitute for one year of experience, a Master's Degree may substitute for two years of experience, and a professional engineering license may also substitute for two years of experience.

**Labor Category: Junior Engineer**

*Duties.* Performs standard design, layout, testing and evaluation of construction systems. Conducts repetitive engineering studies, product development activities, and routine engineering analysis using standard engineering theory and principals. Work will be supervised by others with more experience. Provides guidance and assistance in coordinating output and ensuring the technical adequacy of the end product.

*Minimum/General Experience.* This position requires a minimum of three years of specialized experience in engineering-related duties. Must demonstrate the ability to work independently or under only general direction.

*Minimum Education.* A Bachelor's degree in engineering or related scientific or technical discipline.