



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 is available through **GSA Advantage! TM**, a menu-driven database system. The INTERNET address for **GSA Advantage! TM** is: <http://www.gsaadvantage.gov>.

Multiple Award Schedule (MAS)

FSC Group 99, Standard Industry Group

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

Contract Number: GS-02F-0130W

Contract Period: March 4, 2010 – March 03, 2025

Contractor: Deloitte Consulting LLP
1919 North Lynn Street
Arlington, VA 22209-1742
<http://www.deloitte.com>

Contract number GS-02F-0130W is listed here for reference purposes only and is replaced by Contract number 47QRAA18D001P. Contract number GS-02F-0130W is only to be used for BPAs and orders awarded prior to, or pending an award decision as of follow on contract award/Surviving MAS mod dated 04/11/23. All new BPAs and orders MUST be awarded against the Deloitte Consulting's MAS contract 47QRAA18D001P.

Contract Administration Point of Contact:

Nancy Dunn
GSA Senior Contracts Manager
1919 North Lynn Street
Arlington, VA 22209-1742
Phone: (703) 251-1143
Fax: (703) 842-6748
[Email: usdeloittegsacontracts@deloitte.com](mailto:usdeloittegsacontracts@deloitte.com)

Business Size: Large

Price list current through PA-0048 dated 8/16/22 & Refresh 0017

Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>)

Customer Information

1a. Awarded Special Item Number(s):

New SIN	SIN Title	Legacy SIN
56131 56131(RC)	Talent Acquisition	595-2 595-2 (RC)
541612HC 541612HC(RC)	Agency Human Capital Strategy, Policy and Operations	595-21 595-21(RC)
611430TD 611430TD(RC)	Talent Development	595-3 595-3(RC)
541612EPM 541612EPM(RC)	Employee Performance Management	595-4 595-4(RC)
541214HR 541214HR(RC)	Compensation and Benefits	595-5 595-5(RC)
524292 524292(RC)	Separation and Retirement	595-6 595-6(RC)
541611W 541611W(RC)	Workforce Analytics and Employee Records	595-9 595-9(RC)
OLM OLM(RC)	Order Level Materials (OLM)	OLM OLM(RC)

1b. Lowest Unit Price: See Price List

1c. Labor Category Descriptions: See Labor Descriptions

2. Maximum Order:

\$1,000,000 – 56131, 56131(RC), 541612HC, 541612HC(RC), 611430TD, 611430TD(RC), 541612EPM, 541612EPM(RC), 541214HR, 541214HR(RC), 524292, 524292(RC), 541611W, 541611W(RC)

\$250,000 – OLM, OLM(RC)

3. Minimum Order: \$100

4. Geographic Coverage: Worldwide

5. Points of Production: As required per task order

6. Discount from list Price Statement of Net Price: Prices are net discounted

7. Quantity Discounts: NA

8. Prompt Payment Terms: Net 30Days ARO Government Credit

9. Foreign Items: None

10a. Time of Delivery: 30 Days ARO

10b. Expedited Delivery: Negotiated per order (*Items available for expedited delivery are noted in this price list*)

10c. Overnight and 2-day delivery: Not Applicable

10d. Urgent Requirements: Negotiated per order

Deloitte Consulting shall reply to any inquiry for accelerated delivery within 3 working days after receipt of inquiry. Any telephone inquiries or replies will be confirmed by Deloitte Consulting in writing.

11. FOB Point(s): Destination

12a. Ordering Address:

Nancy Dunn

GSA Senior Contracts Manager

1919 North Lynn Street

Arlington, VA 22209-1742

Phone: 703-251-1143

Mobile: 240-401-7069

Email: usdeloittegsacontracts@deloitte.com

12b. Ordering Procedures:

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), are found in Federal Acquisition Regulations (FAR) 8.405.3

13. Payment Address:

Deloitte Consulting LLP

Bank of America

Account # 385015866174

Swift# BOFAUS3N

US ACH: 011900571

US WIRE: 026009593

Check Remittance Address

PO Box 844717

Dallas, TX 75284-4717

For courier and Overnight Delivery

Deloitte Consulting LLP

LBX #844717

1950 N. Stemmons Freeway, Suite 5010

Dallas, TX 75207

Email remittance detail to: Deloittepayments@deloitte.com

Taxpayer ID#: 06-1454513

14. Warranty Provisions: Standard Commercial Warranty

15. Export Packing Charges: Not Applicable

- 16. **Terms and Conditions of Rental, Maintenance, Repair:** Not Applicable
- 17. **Terms and Conditions of Installation:** Not Applicable
- 18a. **Terms and Conditions of Repair Parts:** Not Applicable
- 18b. **Terms and Conditions for any other services:** Not Applicable
- 19. **List of Service and Distribution Points:** Not Applicable
- 20. **List of Participating Dealers:** Not Applicable
- 21. **Preventive Maintenance:** Not Applicable
- 22a. **Special Attributes Such As Environmental Attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants):** Not Applicable
- 22b. **If applicable, Section 508 compliance Information available on Information and Communications Technology (ICT) supplies and services will be addressed on a task order basis. The EIT standards can be found at www.Section508.gov.**
- 23. **Unique Entity Identifier (UEI) Number:** CKV2L9GZKJK3
- 24. **Notification regarding registration in System for Award Management (SAM) database:** Registered

Contract Overview & Eligible Users of GSA Schedules

Contract Overview

The GSA has awarded Deloitte Consulting LLP a GSA Federal Supply Schedule contract for Human Capital Management and Administrative Support Services, Contract No. **GS-02F-0130W**. The current contract period is **3/04/2020 – 3/03/2025**. GSA may exercise a total of one additional 5-year option period for a total possible period of performance of 20 years. The contract allows for the placement of Firm Fixed Price, Time and Materials and Labor Hour task orders using the labor categories and ceiling rates defined in the Deloitte contract and this catalog pricelist.

Authorized Negotiator, Contracts & Ordering Point of Contact

Nancy Dunn

GSA Senior Contracts Manager

Deloitte Consulting Services LLP 1919 North

Lynn Street Arlington, VA 22209-1742

Phone: 703-251-1143

[Email: usdeloittegsacontracts@deloitte.com](mailto:usdeloittegsacontracts@deloitte.com)

Eligible Users of GSA Schedules

This contract is available for use by all federal government agencies, as a source for Human Resources Business Services, for worldwide use. Executive agencies, other Federal agencies, mixed –ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

Firm Overview

Deloitte Consulting LLP (“Deloitte Consulting”) is one of the world’s leading business consulting firms, providing services to transform strategy, processes, information technology, and people. With recognized industry knowledge and experience, Deloitte Consulting helps clients create, defend and/or reinvent their business and economic models by guiding them through the complexity of the digital economy.

Deloitte Consulting is a part of Deloitte Touche Tohmatsu, one of the world’s leading professional services firms, delivering world-class assurance and advisory, tax, and consulting services. Serving nearly one-fifth of the world’s largest companies as well as large national enterprises, public institutions, and successful fast-growing companies, our internationally experienced professionals deliver seamless, consistent services wherever our clients operate. Our mission is to help our clients and our people excel.

A very different approach. For very different results.

Deloitte Consulting has built a reputation as a client-oriented consulting firm with deep technical knowledge. Our most basic client service instincts are to team with our clients to create a shared commitment to success.

Our proactive, collegial approach to client relationships facilitates a continual understanding of our clients’ expectations. We believe that establishing such a relationship is essential to the successful and timely completion of project activities, promotion of client understanding and ownership of projects, and facilitation of a smooth transition into implementation and development efforts. By combining the objectivity, knowledge, experience, and creativity of both our clients and our consultants, we achieve better, more sustainable results.

Working with clients to create a shared sense of ownership for an engagement’s outcome helps to increase realized benefits. We encourage client representatives to serve on project teams as full-time, equal members and to personally take part in defining why the organization needs to change, what needs to change, and how to best achieve the change.

It is the combination of our collaborative relationships with clients and our programmatic and technical experience that give our clients a true advantage because:

- Clients are an integral part of our consulting projects—helping to ensure the effective transfer of knowledge and realization of the recommendations.
- We work with management and project sponsors to help them plan the implementation of their decisions.
- We focus on both the cultural and technical aspects of projects, recognizing that managing change is critical to successful implementation.

In the U.S., Deloitte Consulting draws on the expertise of more than 35,000 client service professionals and we are a leader in providing human capital/human resources services to the federal government. Deloitte Consulting supports all facets of the federal human resources life cycle, including workforce planning, recruitment and internal placement, position classification, training and functional reviews.

Deloitte Consulting has made a significant investment in building our federal human resources management capacity and expertise. Central to our focus is the Deloitte Federal Human Capital Solutions Center (Solutions Center), a key component of Deloitte’s overall strategy to provide innovative solutions to the federal government.

The professionals assigned to our Solutions Center conduct research on and develop alternative approaches to addressing some of the federal government's most pressing human resources management and transformation challenges. By utilizing effective practices from both the commercial and federal sectors, innovative ideas and model programs have been developed to help federal agencies in their efforts to make human resources management more efficient and effective. We have listened to our federal clients, and have focused much of our research and development activities on human resources management ideas and programs that are (a) practical – whether they are technical, operational or policy-oriented; (b) agency-focused – addressing the needs and concerns of various stakeholders; (c) innovative – utilizing effective practices from both commercial and federal-sector organizations; and, (d) results-driven – positively impacting the federal human resources management community and its stakeholders.

Staffing and Recruitment, Including Subcontractors

Deloitte Consulting consistently deploys the right people to the right place at the right time, and has provided and will continue to provide the federal government clients unmatched human capital resources, including former federal agency human resource leaders, and hundreds of personnel whose qualifications include doctoral and masters degrees and relevant human resources certifications. Additionally, we have a well-defined process for staffing projects with global resources and a management infrastructure capable of ramping up large, complex multi-disciplinary, multi-location projects. In support of this process, we use our Deloitte Profile Search database. This database contains information on the 120,000 global practitioners across all of our entities and allows searches by practice area, industry, geography, availability, skill set, certifications, and other criteria. Our structured staffing process and well-developed support tools enable us to staff and maintain continuity on our projects.

Deloitte believes that collaborating with a small business makes good business sense for everyone. Deloitte's *Federal Small Business Program Office* (SBPO) has over 150 small businesses that have gone through the vetting process and are available for immediate deployment to support the various Deloitte industries and services. With each federal business opportunity, Deloitte utilizes the resources of this SBPO for complementary small business partnering.

Marketing Services to Federal Clients

Deloitte Consulting has a dedicated Marketing and Business Development organization that will be focused on maximizing our use of the GSA HCMASS Schedule. This team will create a Deloitte Consulting HCMASS brochure/pricelist for use by client professionals when talking to potential federal clients. They will also hold educational sessions with our various client teams to educate them on the Schedule and how it can be used. Additionally, they will conduct general marketing activities, such as postings on our website, mailers to authorized Schedule users, etc, highlighting the HCMASS Schedule award to Deloitte Consulting.

SIN Offerings

AGENCY HUMAN CAPITAL STRATEGY, POLICY, AND OPERATIONAL PLANNING SIN 541612HC, 541612HC(RC) [Legacy 595-21, 595-21(RC)]

Professional services include but are not limited to development of effective human capital management strategies and enhanced policy. This Function contains the following Sub-Functions: A.1.1 Workforce Planning; A.1.2 Human Capital Strategy; A.1.3 Organizational Design and Position Classification; A.1.4 Diversity and Inclusion; A.1.5 Employee Engagement and Communications; A.1.6 Organizational Development (OPM\Federal Human Capital Business Reference Model)

TALENT ACQUISITION

SIN 56131, 56131(RC) [Legacy 595-2, 595-2(RC)]

The Talent Acquisition function is the establishment of internal programs and procedures for attracting, recruiting, assessing, and selecting highly qualified, productive employees with appropriate skills and competencies, from all sectors of society, all in accordance with merit system principles. Services include developing a staffing strategy and plan; establishing an applicant evaluation approach; announcing the vacancy, sourcing and evaluating candidates against the competency requirements for the position; initiating pre employment activities; and hiring employees.

TALENT DEVELOPMENT

SIN 611430TD, 61140TD(RC) [Legacy 595-3, 595-3(RC)]

Professional services include the implementation and maintenance of comprehensive employee skills development, training and personal attributes via engagement programs to meet current and future talent demands of the agency and to develop and retain quality, high performing, and diverse talent. Services include conducting employee development needs assessments; designing employee development programs; administering and delivering employee development programs (Learning Management) and evaluating the overall effectiveness of the agency's employee development approach. The function includes the following sub-functions: A.3.1 Talent Development Planning and Strategy; A.3.2 Workforce Development and Training; and A.3.3 Learning Management. A.3.1 Talent Development Planning and Strategy services include providing advice, guidance and assistance to supervisors and employees as well as HR/personnel staff in managing self-improvement training resources, providing assistance in identifying training needs and requirements, coordinating the availability of various training programs, developmental career programs, executive leadership programs, and tuition assistance programs. A.3.2 . Workforce Development and Training services include professional training and individual development services such as HR Specific Training for HR professionals, Leadership and management training, internships and apprenticeship programs. Training devices include but are not limited to audio visual presentation systems and educational media delivered web-based or via traditional print and storage media, CD ROM, Disc, and Thumb Drive. Training services include traditional coursework in all academic disciplines, web-based or classroom; conducting leadership training workshops and seminars not provided via traditional management training curricula available elsewhere, and conducting Speakers Bureau services and Leadership assessment surveys. A.3.3 Learning Management services include, but are not limited to: providing comprehensive professional support to the administration of traditional and automated Learning Management Systems (LMS), gathering and assessing of data (data analytics), reporting, testing and conducting test administration, Educational Program Research & Development, and general HR Consulting Services.

EMPLOYEE PERFORMANCE MANAGEMENT

SIN 541612EPM, 541612EPM(RC) [Legacy 595-4, 595-4(RC)]

Is the creation, implementation, and maintenance of comprehensive employee performance management practices, programs, and activities that support customer agency mission objectives. This function includes the following sub-functions: A.4.1 Employee Performance Management; and A.4.2 Recognition Management.

COMPENSATION & BENEFITS

SIN 541214HR, 541214HR(RC) [Legacy 595-5, 595-5(RC)]

This function provides for General Human Resources basic financial services including but not limited to Payroll, Benefits Management, Workers Compensation, Unemployment Insurance Claims; and Executive Services. This function includes the following sub-functions: A.5.1 Compensation Management; A.5.2 Work Schedule and Leave Administration; A.5.3 Benefits Management; and A.5.4 Work-Life Wellness/Employee Assistance Programs and Social Services.

SEPARATION & RETIREMENT

SIN 524292, 524292(RC) [Legacy 595-6, 595-6(RC)]

This function includes conducting efficient and accurate Human Capital processing actions in support of employee separation or retirement work includes but is not limited to: conducting efficient and accurate HC processing actions in support of employee separation or retirement, handling the appropriate notifications and determining the terms of the separation. Ensuring knowledge transfer occurs between the separating employee and remaining employees. Separating employees are offered transition counseling and support. This sub-function includes: A.6.1 Separation Counseling; A.6.2 Retirement Planning and Processing; and A.6.3 Retirement Management.

WORKFORCE ANALYTICS AND EMPLOYEE RECORDS

SIN 541611W, 541611W(RC) [Legacy 595-9, 595-9(RC)]

This function requires the implementation of systematic, flexible, and inclusive process to review workforce and performance data, metrics, and results, to anticipate and plan for future strategic and operational requirements and to make holistically informed Human Capital Management decisions. The function includes the following sub-functions: A.9.1 Employee Inquiry Processing; A.9.2 Employee Research; A.9.3 Workforce and Performance Analytics; A.9.4 Workforce and Performance Reporting; A.9.5 Records Management; and A.9.6 Records Disclosure.

ORDER LEVEL MATERIALS (OLM) SIN OLM, OLM(RC) [Legacy OLM, OLMRC]

OLMs are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Schedule contract or BPA. OLM pricing is not established at the Schedule contract or BPA level, but at the order level. Since OLMs are identified and acquired at the order level, the ordering contracting officer (OCO) is responsible for making a fair and reasonable price determination for all OLMs.

OLMs are procured under a special ordering procedure that simplifies the process for acquiring supplies and services necessary to support individual task or delivery orders placed against a Schedule contract or BPA. Using this new procedure, ancillary supplies and services not known at the time of the Schedule award may be included and priced at the order level.

OLM SIN-Level Requirements/Ordering Instructions:

OLMs are:

- Purchased under the authority of the FSS Program
- Unknown until an order is placed
- Defined and priced at the ordering activity level in accordance with GSAR clause 552.238-115 Special Ordering Procedures for the Acquisition of Order-Level Materials. (Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs)
- Only authorized for use in direct support of another awarded SIN.
- Only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN)
- Subject to a Not To Exceed (NTE) ceiling price

OLMs are not:

- "Open Market Items."
- Items awarded under ancillary supplies/services or other direct cost (ODC) SINs (these items are defined, priced, and awarded at the FSS contract level)

OLM Pricing:

- Prices for items provided under the Order-Level Materials SIN must be inclusive of the Industrial Funding Fee (IFF).
- The value of OLMs in a task or delivery order, or the cumulative value of OLMs in orders against an FSS BPA awarded under an FSS contract, cannot exceed 33.33%.

NOTE: When used in conjunction with a Cooperative Purchasing eligible SIN, this SIN is Cooperative Purchasing Eligible.

GROUP 1 HR TECHNOLOGY

Deloitte Consulting LLP Labor Category Descriptions

Experience Substitutions		
H.S. Diploma +4 years additional experience	Equals	Bachelors
Bachelors Degree + 2 years additional experience	Equals	Masters Degree
Masters Degree + 4 years or Bachelors Degree + 6 years additional experience	Equals	PH.D

Education Substitutions
A Ph.D may be substituted for 4 years of required experience with a Masters Degree or 6 years with a Bachelors Degree.
A Masters Degree may be substituted for 2 years of required experience with a Bachelors Degree.
A Bachelors Degree may be substituted for 4 years of required experience with a H.S Diploma.

HRT Partner/Principal/Director III, (PPD III):

General Experience A Partner III requires a minimum of 12 years of consulting and/or directly relevant industry experience. Experience includes: executive level management and direction on client engagements, working experience in project definition and business and systems analysis, creation of competitive strategies, and integration of global business solutions. A Partner III works with the Project Director and other senior client staff to monitor quality and risk and identify potential issues and overall project problem areas and designs a strategy for addressing them. A Partner III is proficient in reviewing strategic plans and business strategies and design, organizational and infrastructure designs, and project deliverables to maintain a standard of consistency and quality throughout a project’s life cycle.

Functional Responsibility A Partner III provides strong executive level management and direction. A Partner III has served in this position for several years and possesses a broad understanding of the client’s industry. A Partner III not only brings a thorough understanding of the client’s industry, but also has an extensive tool set of skills to solve the client’s problems. A Partner III knows the client’s industry, and helps the client visualize where they need to be in their particular industry. This position serves in an advisory capacity, providing members of the project team and the client organization a level of quality review to help guide the project to remain on schedule and within budget. A Partner III provides management and technical review, industry insight, issue resolution, and employs proven problem solving techniques, directs critical decision making. This position is also responsible for ensuring quality assurance through the use of Deloitte’s Quality Assurance and Risk Assessment Program deployed on all large engagements.

Minimum Education: Bachelor’s or equivalent

HRT Partner/Principal/Director II, (PPD II):

General Experience A Partner II requires a minimum of 11 years of consulting and/or directly relevant industry experience. Experience includes: executive level management and direction on client engagements, working experience in project definition and business and systems analysis, creation of competitive strategies, and integration of global business solutions. A Partner II works with the Project Director and other senior client staff to monitor quality and risk and identify potential issues and overall project problem areas and designs a strategy for addressing them. A Partner II is proficient in reviewing strategic plans and business strategies and design, organizational and infrastructure designs, and project deliverables to maintain a standard of consistency and quality throughout a project's life cycle.

Functional Responsibility A Partner II provides strong executive level management and direction. A Partner II has served in this position for several years and possesses a broad understanding of the client's industry. A Partner II not only brings a thorough understanding of the client's industry, but also has an extensive tool set of skills to solve the client's problems. A Partner II knows the client's industry, and helps the client visualize where they need to be in their particular industry. This position serves in an advisory capacity, providing members of the project team and the client organization a level of quality review to help guide the project to remain on schedule and within budget. A Partner II provides management and technical review, industry insight, issue resolution, and employs proven problem solving techniques, directs critical decision making. This position is also responsible for ensuring quality assurance through the use of Deloitte's Quality Assurance and Risk Assessment Program deployed on all large engagements.

Minimum Education: Bachelor's or equivalent

HRT Partner/Principal/Director I, (PPD I):

General Experience A Partner I requires a minimum of 10 years of consulting and/or directly relevant industry experience. Experience includes: executive level management and direction on client engagements, working experience in project definition and business and systems analysis, creation of competitive strategies, and integration of global business solutions. A Partner I works with the Project Director and other senior client staff to monitor quality and risk and identify potential issues and overall project problem areas and designs a strategy for addressing them. A Partner I is proficient in reviewing strategic plans and business strategies and design, organizational and infrastructure designs, and project deliverables to maintain a standard of consistency and quality throughout a project's life cycle.

Functional Responsibility A Partner I provides strong executive level management and direction. A Partner I has served in this position for several years and possesses a broad understanding of the client's industry. A Partner I not only brings a thorough understanding of the client's industry, but also has an extensive tool set of skills to solve the client's problems. A Partner I knows the client's industry, and helps the client visualize where they need to be in their particular industry. This position serves in an advisory capacity, providing members of the project team and the client organization a level of quality review to help guide the project to remain on schedule and within budget. A Partner I provides management and technical review, industry insight, issue resolution, and employs proven problem solving techniques, directs critical decision making. This position is also responsible for ensuring quality assurance through the use of Deloitte's Quality Assurance and Risk Assessment Program deployed on all large engagements.

Minimum Education: Bachelor's or equivalent

HRT Senior Manager III:

General Experience A Senior Manager III requires a minimum of 10 years of consulting and/or directly relevant industry experience includes: engagement experience in project scope and approach, focus on project delivery and business and technical integration, ability to drive business strategy and planning changes at the executive levels, oversight of key business and process enablers, and management of project resources. A Senior Manager III maintains responsibility for managing the project team and daily operations of project development and fostering client comfort and feasibility with the project objectives and goals. Other experience includes communication with client and project managers and management of multiple projects across various industry lines.

Functional Responsibility A Senior Manager III provides strong senior-level management and has served in this position for several years. A Senior Manager III has responsibility for overall project activities and is the primary point of contact with client executives. This position assumes responsibility for project delivery and oversight of key business enablers on projects and identification of needs for new tools. A Senior Manager III assumes regular interaction and communications with the Government Contracting Officer (CO) and delegated government representatives. Maintains responsibility for managing business solutions, delegating appropriate resources, and fostering quality assurance principles across projects and deliverables and using problem solving techniques to resolve issues. A Senior Manager III is also involved in process and productivity improvement, as well as, systems alignment. Organizational assessments, and program audits, and evaluations are also performed by this position.

Minimum Education: Bachelor's or equivalent

HRT Senior Manager II:

General Experience A Senior Manager II requires a minimum of 9 years of consulting and/or directly relevant industry experience. Experience includes: engagement experience in project scope and approach, focus on project delivery and business and technical integration, ability to drive business strategy and planning changes at the executive levels, oversight of key business and process enablers, and management of project resources. A Senior Manager II maintains responsibility for managing the project team and daily operations of project development and fostering client comfort and feasibility with the project objectives and goals. Other experience includes communication with client and project managers and management of multiple projects across various industry lines.

Functional Responsibility A Senior Manager II provides strong senior-level management and has served in this position for several years. A Senior Manager II has responsibility for overall project activities and is the primary point of contact with client executives. This position assumes responsibility for project delivery and oversight of key business enablers on projects and identification of needs for new tools. A Senior Manager II assumes regular interaction and communications with the Government Contracting Officer (CO) and delegated government representatives. Maintains responsibility for managing business solutions, delegating appropriate resources, and fostering quality assurance principles across projects and deliverables and using problem solving techniques to resolve issues. A Senior Manager II is also involved in process and productivity improvement, as well as, systems alignment. Organizational assessments, and program audits, and evaluations are also performed by this position.

Minimum Education: Bachelor's or equivalent

HRT Senior Manager I:

General Experience A Senior Manager I requires a minimum of 8 years of consulting and/or directly relevant industry experience. Experience includes: engagement experience in project scope and approach, focus on project delivery and business and technical integration, ability to drive business strategy and planning changes at the executive levels, oversight of key business and process enablers, and management of project resources. A Senior Manager I maintains responsibility for managing the project team and daily operations of project development and fostering client comfort and feasibility with the project objectives and goals. Other experience includes communication with client and project managers and management of multiple projects across various industry lines.

Functional Responsibility A Senior Manager I provides strong senior-level management and has served in this position for several years. A Senior Manager I has responsibility for overall project activities and is the primary point of contact with client executives. This position assumes responsibility for project delivery and oversight of key business enablers on projects and identification of needs for new tools. A Senior Manager I assumes regular interaction and communications with the Government Contracting Officer (CO) and delegated government representatives. Maintains responsibility for managing business solutions, delegating appropriate resources, and fostering quality assurance principles across projects and deliverables and using problem solving techniques to resolve issues. A Senior Manager I is also involved in process and productivity improvement, as well as, systems alignment. Organizational assessments, and program audits, and evaluations are also performed by this position.

Minimum Education: Bachelor's or equivalent

HRT Manager III:

General Experience A Manager III is an experienced Manager that has a minimum of seven years of consulting and/or directly relevant industry experience. Experience includes: senior-level management and direction on client engagements, extensive experience in all aspects of leading a project, understanding business needs, experience in formulating project definition, isolating success factors, and aligning firm objectives with client needs. A Manager III maintains the day-to-day interaction with the client, fostering successful program management through performance reviews, assessment and analysis, design and development of solutions, monitoring budget allotments, issues resolution, and implementation. Other experience includes management of local resources, administration of project work plans and processes, and core capabilities in information systems design and technical solutions.

Functional Responsibility A Manager III provides strong management and direction, and is focused on high performance work. A Manager III has served in this position for several years and has extensive consulting experience and industry focus. A Manager III assumes responsibility for managing engagement issues and outlining project work plans and deliverables. Reviews engagement scope for consistency with overall firm and client objectives. Actively manages project resources, budget activities, quality control practices, and project deliverables. Maintains a constant flow of communication with the client and project team and provides technical direction and experience. Assumes responsibility for proper implementation of business solutions and overall project performance. A Manager III also conducts analyses of client problems and develops creative solutions and recommendations. This position also may perform organizational assessments, program audits, and evaluations, system alignment, and process and productivity improvement.

Minimum Education: Bachelor's or equivalent

HRT Manager II:

General Experience A Manager II is an experienced Manager that has a minimum of six years of consulting and/or directly relevant industry experience. Experience includes: senior-level management and direction on client engagements, extensive experience in all aspects of leading a project, understanding business needs, experience in formulating project definition, isolating success factors, and aligning firm objectives with client needs. A Manager II maintains the day-to-day interaction with the client, fostering successful program management through performance reviews, assessment and analysis, design and development of solutions, monitoring budget allotments, issues resolution, and implementation. Other experience includes management of local resources, administration of project work plans and processes, and core capabilities in information systems design and technical solutions.

Functional Responsibility A Manager II provides strong management and direction, and is focused on high performance work. A Manager II has served in this position for several years and has extensive consulting experience and industry focus. A Manager II assumes responsibility for managing engagement issues and outlining project work plans and deliverables. Reviews engagement scope for consistency with overall firm and client objectives. Actively manages project resources, budget activities, quality control practices, and project deliverables. Maintains a constant flow of communication with the client and project team and provides technical direction and experience. Assumes responsibility for proper implementation of business solutions and overall project performance. A Manager II also conducts analyses of client problems and develops creative solutions and recommendations. This position also may perform organizational assessments, program audits, and evaluations, system alignment, and process and productivity improvement.

Minimum Education: Bachelor's or equivalent

HRT Manager I:

General Experience A Manager I is an experienced Manager that has a minimum of five years of consulting and/or directly relevant industry experience. Experience includes: senior-level management and direction on client engagements, extensive experience in all aspects of leading a project, understanding business needs, experience in formulating project definition, isolating success factors, and aligning firm objectives with client needs. A Manager I maintains the day-to-day interaction with the client, fostering successful program management through performance reviews, assessment and analysis, design and development of solutions, monitoring budget allotments, issues resolution, and implementation. Other experience includes management of local resources, administration of project work plans and processes, and core capabilities in information systems design and technical solutions.

Functional Responsibility A Manager I provides strong management and direction, and is focused on high performance work. A Manager I has served in this position for several years and has extensive consulting experience and industry focus. A Manager I assumes responsibility for managing engagement issues and outlining project work plans and deliverables. Reviews engagement scope for consistency with overall firm and client objectives. Actively manages project resources, budget activities, quality control practices, and project deliverables. Maintains a constant flow of communication with the client and project team and provides technical direction and experience. Assumes responsibility for proper implementation of business solutions and overall project performance. A Manager I also conducts analyses of client problems and develops creative solutions and recommendations. This position also may perform organizational assessments, program audits, and evaluations, system alignment, and process and productivity improvement.

Minimum Education: Bachelor's or equivalent

HRT Senior Consultant III

General Experience A Senior Consultant III is an experienced senior consultant that has a minimum of four years of consulting and/or directly relevant industry experience and/or educational training in related fields.

Experience includes: support program management and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables. A Senior Consultant III is proficient in the use of firm tools and enablers to better support the overall objectives and goals of the program objectives. A Senior Consultant III demonstrates these skills by performing status reports, verifying work plan completeness, and communicating with team members. Other experience includes development of leadership/management skills, performing benchmark analyses, building organizational design models, and defining business and technical needs.

Functional Responsibility A Senior Consultant III provides senior-level analytical and program support, and is focused on providing high performance work. A Senior Consultant III contributes to engagement work plan development and often leads assigned engagement tasks to completion within scope and budget. Serves as a senior-level analytical correspondent within engagement team. Assumes responsibility for contributing to work plan development, reaching engagement milestones, and often leading specific project tasks. Applies business modeling, process modeling, and business design techniques. Conducts analysis of appropriate consulting tools to satisfy program requirements, and creates project deliverables. Formulates diagnoses through financial or statistical modeling, assesses appropriate alternatives, and offers conclusions to Project Manager. This position performs analyses and makes diagnoses, as well as defines symptoms and problems, and develops conclusions. A Senior Consultant III also participates in organizational assessments, and leads performance measures and indicators analysis.

Minimum Education: Bachelor's or equivalent

HRT Senior Consultant II

General Experience A Senior Consultant II is an experienced senior consultant that has a minimum of three years of consulting and/or directly relevant industry experience and/or educational training in related fields.

Experience includes: support program management and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables. A Senior Consultant II is proficient in the use of firm tools and enablers to better support the overall objectives and goals of the program objectives. A Senior Consultant II demonstrates these skills by performing status reports, verifying work plan completeness, and communicating with team members. Other experience includes development of leadership/management skills, performing benchmark analyses, building organizational design models, and defining business and technical needs.

Functional Responsibility A Senior Consultant II provides senior-level analytical and program support, and is focused on providing high performance work. A Senior Consultant II contributes to engagement work plan development and often leads assigned engagement tasks to completion within scope and budget. Serves as a senior-level analytical correspondent within engagement team. Assumes responsibility for contributing to work plan development, reaching engagement milestones, and often leading specific project tasks. Applies business modeling, process modeling, and business design techniques. Conducts analysis of appropriate consulting tools to satisfy program requirements, and creates project deliverables. Formulates diagnoses through financial or statistical modeling, assesses appropriate alternatives, and offers conclusions to Project Manager. This position performs analyses and makes diagnoses, as well as defines symptoms and problems, and develops conclusions. A Senior Consultant II also participates in organizational assessments, and leads performance measures and indicators analysis.

Minimum Education: Bachelor's or equivalent

HRT Senior Consultant I

General Experience A Senior Consultant I is an experienced senior consultant that has a minimum of two years of consulting and/or directly relevant industry experience and/or educational training in related fields. Experience includes: support program management and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables. A Senior Consultant I is proficient in the use of firm tools and enablers to better support the overall objectives and goals of the program objectives. A Senior Consultant I demonstrates these skills by performing status reports, verifying work plan completeness, and communicating with team members. Other experience includes development of leadership/management skills, performing benchmark analyses, building organizational design models, and defining business and technical needs.

Functional Responsibility A Senior Consultant I provides senior-level analytical and program support, and is focused on providing high performance work. A Senior Consultant I contributes to engagement work plan development and often leads assigned engagement tasks to completion within scope and budget. Serves as a senior-level analytical correspondent within engagement team. Assumes responsibility for contributing to work plan development, reaching engagement milestones, and often leading specific project tasks. Applies business modeling, process modeling, and business design techniques. Conducts analysis of appropriate consulting tools to satisfy program requirements, and creates project deliverables. Formulates diagnoses through financial or statistical modeling, assesses appropriate alternatives, and offers conclusions to Project Manager. This position performs analyses and makes diagnoses, as well as defines symptoms and problems, and develops conclusions. A Senior Consultant I also participates in organizational assessments, and leads performance measures and indicators analysis.

Minimum Education: Bachelor's or equivalent HRT Consultant III:

General Experience A Consultant III requires a minimum of two years in the consulting field or other related work experience. Experience includes: proficiency in analysis and defining business needs, applying methodologies, support of program management, exposure to client issues, and development of project deliverables. A Consultant III provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions. Other experience includes process improvement diagnoses, process modeling and documentation, benchmarking activities, and exposure to change management principles.

Functional Responsibility A Consultant III provides analytical and program support, and is focused on high performance work. In Consulting Services, this position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. Serves as a key analytical resource on engagement team. Assumes responsibility for conducting relevant research, distilling data, and creating reports. Actively engages consulting tools and methodologies to meet project objectives and complete program management activities. Maintains responsibility for quality assurance practices and fostering completion and accuracy of system documentation. A Consultant III may also participate in organizational assessments, and performance measures and indicators.

Minimum Education: Bachelor's or equivalent

HRT Consultant II:

General Experience A Consultant II requires a minimum of one year in the consulting field or other related work experience. Experience includes: proficiency in analysis and defining business needs, applying methodologies, support of program management, exposure to client issues, and development of project deliverables. A Consultant II provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions. Other experience includes process improvement diagnoses, process modeling and documentation, benchmarking activities, and exposure to change management principles.

Functional Responsibility A Consultant II provides analytical and program support, and is focused on high performance work. In Consulting Services, this position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. Serves as a key analytical resource on engagement team. Assumes responsibility for conducting relevant research, distilling data, and creating reports. Actively engages consulting tools and methodologies to meet project objectives and complete program management activities. Maintains responsibility for quality assurance practices and fostering completion and accuracy of system documentation. A Consultant II may also participate in organizational assessments, and performance measures and indicators.

Minimum Education: Bachelor's or equivalent

HRT Consultant I:

General Experience A Consultant I requires some experience in the consulting field or other related work experience. Experience includes: proficiency in analysis and defining business needs, applying methodologies, support of program management, exposure to client issues, and development of project deliverables. A Consultant I provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions. Other experience includes process improvement diagnoses, process modeling and documentation, benchmarking activities, and exposure to change management principles.

Functional Responsibility A Consultant I provides analytical and program support, and is focused on high performance work. In Consulting Services, this position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. Serves as a key analytical resource on engagement team. Assumes responsibility for conducting relevant research, distilling data, and creating reports. Actively engages consulting tools and methodologies to meet project objectives and complete program management activities. Maintains responsibility for quality assurance practices and fostering completion and accuracy of system documentation. A Consultant I may also participate in organizational assessments, and performance measures and indicators.

Minimum Education: Bachelor's or equivalent

HRT Business Analyst III:

General Experience A Business Analyst III requires a minimum of one year experience in the analytical field or other related work experience. A Business Analyst III provides strong analytical support while serving to help identify the scope and objectives of project engagements, as well as, provide analytical support and research within the firm on a day-to-day basis. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. This position conducts research, and collects and distills data. A Business Analyst III is also expected to be proficient in Deloitte Consulting's approved consulting tools.

Functional Responsibility A Business Analyst III provides analytical support while serving to help identify the scope and objectives of project engagements, as well as, remain focused on performance measures and indicators. A Business Analyst III also conducts analytical support and research within the Consulting Services arena.

Assumes responsibility for analyzing and documenting data, conducting extensive research, and integrating business solutions. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for client. Maintains accountability for process deliverables and business presentations to client. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements.

Minimum Education: Bachelor's or equivalent

HRT Business Analyst II:

General Experience A Business Analyst II requires some experience in the analytical field or other related work experience. A Business Analyst II provides strong analytical support while serving to help identify the scope and objectives of project engagements, as well as, provide analytical support and research within the firm on a day-to-day basis. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. This position conducts research, and collects and distills data. A Business Analyst II is also expected to be proficient in Deloitte Consulting's approved consulting tools.

Functional Responsibility A Business Analyst II provides analytical support while serving to help identify the scope and objectives of project engagements, as well as, remain focused on performance measures and indicators. A Business Analyst II also conducts analytical support and research within the Consulting Services arena.

Assumes responsibility for analyzing and documenting data, conducting extensive research, and integrating business solutions. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for client. Maintains accountability for process deliverables and business presentations to client. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements.

Minimum Education: Bachelor's or equivalent

HRT Business Analyst I:

General Experience A Business Analyst I at a minimum has a high school diploma or related discipline. A Business Analyst I provides strong analytical support while serving to help identify the scope and objectives of project engagements, as well as, provide analytical support and research within the firm on a day-to-day basis. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. This position conducts research, and collects and distills data. A Business Analyst I is also expected to be proficient in Deloitte Consulting's approved consulting tools.

Functional Responsibility A Business Analyst I provides analytical support while serving to help identify the scope and objectives of project engagements, as well as, remain focused on performance measures and indicators. A Business Analyst I also conducts analytical support and research within the Consulting Services arena. Assumes responsibility for analyzing and documenting data, conducting extensive research, and integrating business solutions. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for client. Maintains accountability for process deliverables and business presentations to client. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements.

Minimum Education: High School Diploma

HRT Senior Solution Specialist:

General Experience HRT Senior Solution Specialist requires a minimum of five years in the consulting field or other work related experience. Experience typically includes supporting program management and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables. Other experience includes development of leadership/management skills, performing benchmark analyses, building organizational design models, and defining business and technical needs. USDC professionals collaborate with our clients to enhance and optimize solutions to drive real business value and results.

Ability to work independently under general guidance; ability to lead project deliverables through to completion; experience working in teams and in a team environment that is process-oriented and deadline-driven; professional oral and written communication skills; problem solving and troubleshooting skills with the ability to exercise mature judgment.

*Place of performance: Deloitte US Delivery Center

Functional Responsibility Primary responsibilities are to lead and support tasks, including deliverable development, organizational modeling and design, and data analytics and visualization. Creates and/or pursues project deliverables. May guide and coach junior staff in deliverable development. Able to perform tasks independently. This role performs analysis and diagnoses client issues while demonstrating an understanding of the client environment and overall project scope. This role is for a specific client human capital engagement and employment is tied to ongoing Federal Client demand.

Minimum Education: Bachelor's or equivalent

HRT Solution Specialist:

General Experience HRT Solution Specialist requires a minimum of three years in the consulting field or other work related experience. Experience typically includes supporting program management and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables. Other experience includes development of leadership/management skills, performing benchmark analyses, building organizational design models, and defining business and technical needs. USDC professionals collaborate with our clients to enhance and optimize solutions to drive real business value and results.

Able to work independently under general guidance; experience working in teams and in a team environment that is process-oriented and deadline-driven; and professional oral and written communication skills.

*Place of performance: Deloitte US Delivery Center

Functional Responsibility Primary responsibilities are to lead and support tasks and portions of the project scope on engagements related, but not limited to: organizational modeling and design, and data analytics and visualization. Executes a portion of the project scope under the guidance of the Project Delivery Manager or other designated mid-to-senior-level staff. Contributes to deliverables where work is reviewed by team members for quality and accuracy. Demonstrates an understanding of the client environment and overall project scope. Able to perform tasks independently subject to general guidance to execute a portion of the project scope. The role is for a specific client human capital engagement and employment is tied to ongoing Federal client demand.

Minimum Education: Bachelor's or equivalent



Option Period II, Contract Years 11 through 15
March 4, 2020 – March 3, 2025
Group 1 HR Technology labor categories and rates

New SIN	SIN Title		Legacy SIN		
56131, 56131(RC)	Talent Acquisition		595-2, 595-2 (RC)		
541612HC, 541612HC(RC)	Agency Human Capital Strategy, Policy and Operations		595-21, 595-21(RC)		
611430TD, 611430TD(RC)	Talent Development		595-3, 595-3(RC)		
541612EPM, 541612EPM(RC)	Employee Performance Management		595-4, 595-4(RC)		
541214HR, 541214HR(RC)	Compensation and Benefits		595-5, 595-5(RC)		
524292, 52492(RC)	Separation and Retirement		595-6, 595-6(RC)		
541611W, 541611W(RC)	Workforce Analytics and Employee Records		595-9, 595-9(RC)		
GSA Category	Option II				
	Year 11	Year 12	Year 13	Year 14	Year 15
	3/4/2020 to 3/3/2021	3/4/2021 to 3/3/2022	3/4/2022 to 3/3/2023	3/4/2023 to 3/3/2024	3/4/2024 to 3/3/2025
HRT Principal/Managing Director III	\$315.12	\$327.72	\$340.83	\$354.47	\$368.65
HRT Principal/Managing Director II	\$304.80	\$317.00	\$329.68	\$342.86	\$356.58
HRT Principal/Managing Director I	\$296.40	\$308.26	\$320.59	\$333.41	\$346.75
HRT Senior Manager III	\$275.60	\$286.62	\$298.09	\$310.01	\$322.41
HRT Senior Manager II	\$270.09	\$280.89	\$292.13	\$303.81	\$315.96
HRT Senior Manager I	\$261.82	\$272.29	\$283.18	\$294.51	\$306.29
HRT Manager III	\$260.00	\$270.40	\$281.22	\$292.46	\$304.16
HRT Manager II	\$251.48	\$261.54	\$272.00	\$282.88	\$294.20
HRT Manager I	\$241.01	\$250.65	\$260.68	\$271.10	\$281.95
HRT Senior Consultant III	\$227.76	\$236.87	\$246.35	\$256.20	\$266.45
HRT Senior Consultant II	\$200.88	\$208.91	\$217.27	\$225.96	\$235.00
HRT Senior Consultant I	\$160.70	\$167.13	\$173.81	\$180.77	\$188.00
HRT Consultant III	\$154.03	\$160.20	\$166.60	\$173.27	\$180.20
HRT Consultant II	\$146.70	\$152.57	\$158.67	\$165.02	\$171.62
HRT Consultant I	\$128.37	\$133.50	\$138.84	\$144.40	\$150.17
HRT Business Analyst III	\$125.75	\$130.78	\$136.01	\$141.45	\$147.11
HRT Business Analyst II	\$117.36	\$122.06	\$126.94	\$132.02	\$137.30
HRT Business Analyst I	\$107.30	\$111.59	\$116.05	\$120.69	\$125.52
HRT Sr. Solution Specialist	\$158.08	\$164.40	\$170.98	\$177.82	\$184.93
HRT Solution Specialist	\$128.96	\$134.12	\$139.48	\$145.06	\$150.86

- Billing rates include 0.75% IFF

GROUP 2 HR CONSULTING

Deloitte Consulting LLP Labor Category Descriptions

Experience Substitutions		
H.S. Diploma +4 years additional experience	Equals	Bachelors
Bachelors Degree + 2 years additional experience	Equals	Masters Degree
Masters Degree + 4 years or Bachelors Degree + 6 years additional experience	Equals	PH.D

Education Substitutions
A Ph.D may be substituted for 4 years of required experience with a Masters Degree or 6 years with a Bachelors Degree.
A Masters Degree may be substituted for 2 years of required experience with a Bachelors Degree.
A Bachelors Degree may be substituted for 4 years of required experience with a H.S Diploma.

HRC Partner/Principal/Director III, (PPD III):

General Experience A Partner III requires a minimum of 12 years of consulting and/or directly relevant industry experience. Experience includes: executive level management and direction on client engagements, working experience in project definition and business and systems analysis, creation of competitive strategies, and integration of global business solutions. A Partner III works with the Project Director and other senior client staff to monitor quality and risk and identify potential issues and overall project problem areas and designs a strategy for addressing them. A Partner III is proficient in reviewing strategic plans and business strategies and design, organizational and infrastructure designs, and project deliverables to maintain a standard of consistency and quality throughout a project’s life cycle.

Functional Responsibility A Partner III provides strong executive level management and direction. A Partner III has served in this position for several years and possesses a broad understanding of the client’s industry. A Partner III not only brings a thorough understanding of the client’s industry, but also has an extensive tool set of skills to solve the client’s problems. A Partner III knows the client’s industry, and helps the client visualize where they need to be in their particular industry. This position serves in an advisory capacity, providing members of the project team and the client organization a level of quality review to help guide the project to remain on schedule and within budget. A Partner III provides management and technical review, industry insight, issue resolution, and employs proven problem solving techniques, directs critical decision making. This position is also responsible for ensuring quality assurance through the use of Deloitte’s Quality Assurance and Risk Assessment Program deployed on all large engagements.

Minimum Education: Bachelor’s or equivalent

HRC Partner/Principal/Director II, (PPD II):

General Experience A Partner II requires a minimum of 11 years of consulting and/or directly relevant industry experience. Experience includes: executive level management and direction on client engagements, working experience in project definition and business and systems analysis, creation of competitive strategies, and integration of global business solutions. A Partner II works with the Project Director and other senior client staff to monitor quality and risk and identify potential issues and overall project problem areas and designs a strategy for addressing them. A Partner II is proficient in reviewing strategic plans and business strategies and design, organizational and infrastructure designs, and project deliverables to maintain a standard of consistency and quality throughout a project's life cycle.

Functional Responsibility A Partner II provides strong executive level management and direction. A Partner II has served in this position for several years and possesses a broad understanding of the client's industry. A Partner II not only brings a thorough understanding of the client's industry, but also has an extensive tool set of skills to solve the client's problems. A Partner II knows the client's industry, and helps the client visualize where they need to be in their particular industry. This position serves in an advisory capacity, providing members of the project team and the client organization a level of quality review to help guide the project to remain on schedule and within budget. A Partner II provides management and technical review, industry insight, issue resolution, and employs proven problem solving techniques, directs critical decision making. This position is also responsible for ensuring quality assurance through the use of Deloitte's Quality Assurance and Risk Assessment Program deployed on all large engagements.

Minimum Education: Bachelor's or equivalent

HRC Partner/Principal/Director I, (PPD I):

General Experience A Partner I requires a minimum of 10 years of consulting and/or directly relevant industry experience. Experience includes: executive level management and direction on client engagements, working experience in project definition and business and systems analysis, creation of competitive strategies, and integration of global business solutions. A Partner I works with the Project Director and other senior client staff to monitor quality and risk and identify potential issues and overall project problem areas and designs a strategy for addressing them. A Partner I is proficient in reviewing strategic plans and business strategies and design, organizational and infrastructure designs, and project deliverables to maintain a standard of consistency and quality throughout a project's life cycle.

Functional Responsibility A Partner I provides strong executive level management and direction. A Partner I has served in this position for several years and possesses a broad understanding of the client's industry. A Partner I not only brings a thorough understanding of the client's industry, but also has an extensive tool set of skills to solve the client's problems. A Partner I knows the client's industry, and helps the client visualize where they need to be in their particular industry. This position serves in an advisory capacity, providing members of the project team and the client organization a level of quality review to help guide the project to remain on schedule and within budget. A Partner I provides management and technical review, industry insight, issue resolution, and employs proven problem solving techniques, directs critical decision making. This position is also responsible for ensuring quality assurance through the use of Deloitte's Quality Assurance and Risk Assessment Program deployed on all large engagements.

Minimum Education: Bachelor's or equivalent HRC

Senior Manager III:

General Experience A Senior Manager III requires a minimum of 10 years of consulting and/or directly relevant industry experience includes: engagement experience in project scope and approach, focus on project delivery and business and technical integration, ability to drive business strategy and planning changes at the executive levels, oversight of key business and process enablers, and management of project resources. A Senior Manager III maintains responsibility for managing the project team and daily operations of project development and fostering client comfort and feasibility with the project objectives and goals. Other experience includes communication with client and project managers and management of multiple projects across various industry lines.

Functional Responsibility A Senior Manager III provides strong senior-level management and has served in this position for several years. A Senior Manager III has responsibility for overall project activities and is the primary point of contact with client executives. This position assumes responsibility for project delivery and oversight of key business enablers on projects and identification of needs for new tools. A Senior Manager III assumes regular interaction and communications with the Government Contracting Officer (CO) and delegated government representatives. Maintains responsibility for managing business solutions, delegating appropriate resources, and fostering quality assurance principles across projects and deliverables and using problem solving techniques to resolve issues. A Senior Manager III is also involved in process and productivity improvement, as well as, systems alignment. Organizational assessments, and program audits, and evaluations are also performed by this position.

Minimum Education: Bachelor's or equivalent

HRC Senior Manager II:

General Experience A Senior Manager II requires a minimum of 9 years of consulting and/or directly relevant industry experience. Experience includes: engagement experience in project scope and approach, focus on project delivery and business and technical integration, ability to drive business strategy and planning changes at the executive levels, oversight of key business and process enablers, and management of project resources. A Senior Manager II maintains responsibility for managing the project team and daily operations of project development and fostering client comfort and feasibility with the project objectives and goals. Other experience includes communication with client and project managers and management of multiple projects across various industry lines.

Functional Responsibility A Senior Manager II provides strong senior-level management and has served in this position for several years. A Senior Manager II has responsibility for overall project activities and is the primary point of contact with client executives. This position assumes responsibility for project delivery and oversight of key business enablers on projects and identification of needs for new tools. A Senior Manager II assumes regular interaction and communications with the Government Contracting Officer (CO) and delegated government representatives. Maintains responsibility for managing business solutions, delegating appropriate resources, and fostering quality assurance principles across projects and deliverables and using problem solving techniques to resolve issues. A Senior Manager II is also involved in process and productivity improvement, as well as, systems alignment. Organizational assessments, and program audits, and evaluations are also performed by this position.

Minimum Education: Bachelor's or equivalent

HRC Senior Manager I:

General Experience A Senior Manager I requires a minimum of 8 years of consulting and/or directly relevant industry experience. Experience includes: engagement experience in project scope and approach, focus on project delivery and business and technical integration, ability to drive business strategy and planning changes at the executive levels, oversight of key business and process enablers, and management of project resources. A Senior Manager I maintains responsibility for managing the project team and daily operations of project development and fostering client comfort and feasibility with the project objectives and goals. Other experience includes communication with client and project managers and management of multiple projects across various industry lines.

Functional Responsibility A Senior Manager I provides strong senior-level management and has served in this position for several years. A Senior Manager I has responsibility for overall project activities and is the primary point of contact with client executives. This position assumes responsibility for project delivery and oversight of key business enablers on projects and identification of needs for new tools. A Senior Manager I assumes regular interaction and communications with the Government Contracting Officer (CO) and delegated government representatives. Maintains responsibility for managing business solutions, delegating appropriate resources, and fostering quality assurance principles across projects and deliverables and using problem solving techniques to resolve issues. A Senior Manager I is also involved in process and productivity improvement, as well as, systems alignment. Organizational assessments, and program audits, and evaluations are also performed by this position.

Minimum Education: Bachelor's or equivalent

HRC Manager III:

General Experience A Manager III is an experienced Manager that has a minimum of seven years of consulting and/or directly relevant industry experience. Experience includes: senior-level management and direction on client engagements, extensive experience in all aspects of leading a project, understanding business needs, experience in formulating project definition, isolating success factors, and aligning firm objectives with client needs. A Manager III maintains the day-to-day interaction with the client, fostering successful program management through performance reviews, assessment and analysis, design and development of solutions, monitoring budget allotments, issues resolution, and implementation. Other experience includes management of local resources, administration of project work plans and processes, and core capabilities in information systems design and technical solutions.

Functional Responsibility A Manager III provides strong management and direction, and is focused on high performance work. A Manager III has served in this position for several years and has extensive consulting experience and industry focus. A Manager III assumes responsibility for managing engagement issues and outlining project work plans and deliverables. Reviews engagement scope for consistency with overall firm and client objectives. Actively manages project resources, budget activities, quality control practices, and project deliverables. Maintains a constant flow of communication with the client and project team and provides technical direction and experience. Assumes responsibility for proper implementation of business solutions and overall project performance. A Manager III also conducts analyses of client problems and develops creative solutions and recommendations. This position also may perform organizational assessments, program audits, and evaluations, system alignment, and process and productivity improvement.

Minimum Education: Bachelor's or equivalent

HRC Manager II:

General Experience A Manager II is an experienced Manager that has a minimum of six years of consulting and/or directly relevant industry experience. Experience includes: senior-level management and direction on client engagements, extensive experience in all aspects of leading a project, understanding business needs, experience in formulating project definition, isolating success factors, and aligning firm objectives with client needs. A Manager II maintains the day-to-day interaction with the client, fostering successful program management through performance reviews, assessment and analysis, design and development of solutions, monitoring budget allotments, issues resolution, and implementation. Other experience includes management of local resources, administration of project work plans and processes, and core capabilities in information systems design and technical solutions.

Functional Responsibility A Manager II provides strong management and direction, and is focused on high performance work. A Manager II has served in this position for several years and has extensive consulting experience and industry focus. A Manager II assumes responsibility for managing engagement issues and outlining project work plans and deliverables. Reviews engagement scope for consistency with overall firm and client objectives. Actively manages project resources, budget activities, quality control practices, and project deliverables. Maintains a constant flow of communication with the client and project team and provides technical direction and experience. Assumes responsibility for proper implementation of business solutions and overall project performance. A Manager II also conducts analyses of client problems and develops creative solutions and recommendations. This position also may perform organizational assessments, program audits, and evaluations, system alignment, and process and productivity improvement.

Minimum Education: Bachelor's or equivalent HRC Manager I:

General Experience A Manager I is an experienced Manager that has a minimum of five years of consulting and/or directly relevant industry experience. Experience includes: senior-level management and direction on client engagements, extensive experience in all aspects of leading a project, understanding business needs, experience in formulating project definition, isolating success factors, and aligning firm objectives with client needs. A Manager I maintains the day-to-day interaction with the client, fostering successful program management through performance reviews, assessment and analysis, design and development of solutions, monitoring budget allotments, issues resolution, and implementation. Other experience includes management of local resources, administration of project work plans and processes, and core capabilities in information systems design and technical solutions.

Functional Responsibility A Manager I provides strong management and direction, and is focused on high performance work. A Manager I has served in this position for several years and has extensive consulting experience and industry focus. A Manager I assumes responsibility for managing engagement issues and outlining project work plans and deliverables. Reviews engagement scope for consistency with overall firm and client objectives. Actively manages project resources, budget activities, quality control practices, and project deliverables. Maintains a constant flow of communication with the client and project team and provides technical direction and experience. Assumes responsibility for proper implementation of business solutions and overall project performance. A Manager I also conducts analyses of client problems and develops creative solutions and recommendations. This position also may perform organizational assessments, program audits, and evaluations, system alignment, and process and productivity improvement.

Minimum Education: Bachelor's or equivalent

HRC Senior Consultant III

General Experience A Senior Consultant III is an experienced senior consultant that has a minimum of four years of consulting and/or directly relevant industry experience and/or educational training in related fields. Experience includes: support program management and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables. A Senior Consultant III is proficient in the use of firm tools and enablers to better support the overall objectives and goals of the program objectives. A Senior Consultant III demonstrates these skills by performing status reports, verifying work plan completeness, and communicating with team members. Other experience includes development of leadership/management skills, performing benchmark analyses, building organizational design models, and defining business and technical needs.

Functional Responsibility A Senior Consultant III provides senior-level analytical and program support, and is focused on providing high performance work. A Senior Consultant III contributes to engagement work plan development and often leads assigned engagement tasks to completion within scope and budget. Serves as a senior-level analytical correspondent within engagement team. Assumes responsibility for contributing to work plan development, reaching engagement milestones, and often leading specific project tasks. Applies business modeling, process modeling, and business design techniques. Conducts analysis of appropriate consulting tools to satisfy program requirements, and creates project deliverables. Formulates diagnoses through financial or statistical modeling, assesses appropriate alternatives, and offers conclusions to Project Manager. This position performs analyses and makes diagnoses, as well as defines symptoms and problems, and develops conclusions. A Senior Consultant III also participates in organizational assessments, and leads performance measures and indicators analysis.

Minimum Education: Bachelor's or equivalent

HRC Senior Consultant II

General Experience A Senior Consultant II is an experienced senior consultant that has a minimum of three years of consulting and/or directly relevant industry experience and/or educational training in related fields. Experience includes: support program management and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables. A Senior Consultant II is proficient in the use of firm tools and enablers to better support the overall objectives and goals of the program objectives. A Senior Consultant II demonstrates these skills by performing status reports, verifying work plan completeness, and communicating with team members. Other experience includes development of leadership/management skills, performing benchmark analyses, building organizational design models, and defining business and technical needs.

Functional Responsibility A Senior Consultant II provides senior-level analytical and program support, and is focused on providing high performance work. A Senior Consultant II contributes to engagement work plan development and often leads assigned engagement tasks to completion within scope and budget. Serves as a senior-level analytical correspondent within engagement team. Assumes responsibility for contributing to work plan development, reaching engagement milestones, and often leading specific project tasks. Applies business modeling, process modeling, and business design techniques. Conducts analysis of appropriate consulting tools to satisfy program requirements, and creates project deliverables.

Formulates diagnoses through financial or statistical modeling, assesses appropriate alternatives, and offers conclusions to Project Manager. This position performs analyses and makes diagnoses, as well as defines symptoms and problems, and develops conclusions. A Senior Consultant II also participates in organizational assessments, and leads performance measures and indicators analysis.

Minimum Education: Bachelor's or equivalent

HRC Senior Consultant I

General Experience A Senior Consultant I is an experienced senior consultant that has a minimum of two years of consulting and/or directly relevant industry experience and/or educational training in related fields. Experience includes: support program management and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables. A Senior Consultant I is proficient in the use of firm tools and enablers to better support the overall objectives and goals of the program objectives. A Senior Consultant I demonstrates these skills by performing status reports, verifying work plan completeness, and communicating with team members. Other experience includes development of leadership/management skills, performing benchmark analyses, building organizational design models, and defining business and technical needs.

Functional Responsibility A Senior Consultant I provides senior-level analytical and program support, and is focused on providing high performance work. A Senior Consultant I contributes to engagement work plan development and often leads assigned engagement tasks to completion within scope and budget. Serves as a senior-level analytical correspondent within engagement team. Assumes responsibility for contributing to work plan development, reaching engagement milestones, and often leading specific project tasks. Applies business modeling, process modeling, and business design techniques. Conducts analysis of appropriate consulting tools to satisfy program requirements, and creates project deliverables. Formulates diagnoses through financial or statistical modeling, assesses appropriate alternatives, and offers conclusions to Project Manager. This position performs analyses and makes diagnoses, as well as defines symptoms and problems, and develops conclusions. A Senior Consultant I also participates in organizational assessments, and leads performance measures and indicators analysis.

Minimum Education: Bachelor's or equivalent HRC Consultant III:

General Experience A Consultant III requires a minimum of two years in the consulting field or other related work experience. Experience includes: proficiency in analysis and defining business needs, applying methodologies, support of program management, exposure to client issues, and development of project deliverables. A Consultant III provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions. Other experience includes process improvement diagnoses, process modeling and documentation, benchmarking activities, and exposure to change management principles.

Functional Responsibility A Consultant III provides analytical and program support, and is focused on high performance work. In Consulting Services, this position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. Serves as a key analytical resource on engagement team. Assumes responsibility for conducting relevant research, distilling data, and creating reports. Actively engages consulting tools and methodologies to meet project objectives and complete program management activities. Maintains responsibility for quality assurance practices and fostering completion and accuracy of system documentation. A Consultant III may also participate in organizational assessments, and performance measures and indicators.

Minimum Education: Bachelor's or equivalent HRC

Consultant II:

General Experience A Consultant II requires a minimum of one year in the consulting field or other related work experience. Experience includes: proficiency in analysis and defining business needs, applying methodologies, support of program management, exposure to client issues, and development of project deliverables. A Consultant II provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions. Other experience includes process improvement diagnoses, process modeling and documentation, benchmarking activities, and exposure to change management principles.

Functional Responsibility A Consultant II provides analytical and program support, and is focused on high performance work. In Consulting Services, this position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. Serves as a key analytical resource on engagement team. Assumes responsibility for conducting relevant research, distilling data, and creating reports. Actively engages consulting tools and methodologies to meet project objectives and complete program management activities. Maintains responsibility for quality assurance practices and fostering completion and accuracy of system documentation. A Consultant II may also participate in organizational assessments, and performance measures and indicators.

Minimum Education: Bachelor's or equivalent HRC

Consultant I:

General Experience A Consultant I requires some experience in the consulting field or other related work experience. Experience includes: proficiency in analysis and defining business needs, applying methodologies, support of program management, exposure to client issues, and development of project deliverables. A Consultant I provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions. Other experience includes process improvement diagnoses, process modeling and documentation, benchmarking activities, and exposure to change management principles.

Functional Responsibility A Consultant I provides analytical and program support, and is focused on high performance work. In Consulting Services, this position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. Serves as a key analytical resource on engagement team. Assumes responsibility for conducting relevant research, distilling data, and creating reports. Actively engages consulting tools and methodologies to meet project objectives and complete program management activities. Maintains responsibility for quality assurance practices and fostering completion and accuracy of system documentation. A Consultant I may also participate in organizational assessments, and performance measures and indicators.

Minimum Education: Bachelor's or equivalent

HRC Business Analyst III:

General Experience A Business Analyst III requires a minimum of one year experience in the analytical field or other related work experience. A Business Analyst III provides strong analytical support while serving to help identify the scope and objectives of project engagements, as well as, provide analytical support and research within the firm on a day-to-day basis. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. This position conducts research, and collects and distills data. A Business Analyst III is also expected to be proficient in Deloitte Consulting's approved consulting tools.

Functional Responsibility A Business Analyst III provides analytical support while serving to help identify the scope and objectives of project engagements, as well as, remain focused on performance measures and indicators. A Business Analyst III also conducts analytical support and research within the Consulting Services arena.

Assumes responsibility for analyzing and documenting data, conducting extensive research, and integrating business solutions. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for client. Maintains accountability for process deliverables and business presentations to client. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements.

Minimum Education: Bachelor's or equivalent

HRC Business Analyst II:

General Experience A Business Analyst II requires some experience in the analytical field or other related work experience. A Business Analyst II provides strong analytical support while serving to help identify the scope and objectives of project engagements, as well as, provide analytical support and research within the firm on a day- to-day basis. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. This position conducts research, and collects and distills data. A Business Analyst II is also expected to be proficient in Deloitte Consulting's approved consulting tools.

Functional Responsibility A Business Analyst II provides analytical support while serving to help identify the scope and objectives of project engagements, as well as, remain focused on performance measures and indicators. A Business Analyst II also conducts analytical support and research within the Consulting Services arena.

Assumes responsibility for analyzing and documenting data, conducting extensive research, and integrating business solutions. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for client. Maintains accountability for process deliverables and business presentations to client. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements.

Minimum Education: Bachelor's or equivalent

HRC Business Analyst I:

General Experience A Business Analyst I at a minimum has a high school diploma or related discipline. A Business Analyst I provides strong analytical support while serving to help identify the scope and objectives of project engagements, as well as, provide analytical support and research within the firm on

a day-to-day basis. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. This position conducts research, and collects and distills data. A Business Analyst I is also expected to be proficient in Deloitte Consulting's approved consulting tools.

Functional Responsibility A Business Analyst I provides analytical support while serving to help identify the scope and objectives of project engagements, as well as, remain focused on performance measures and indicators. A Business Analyst I also conducts analytical support and research within the Consulting Services arena. Assumes responsibility for analyzing and documenting data, conducting extensive research, and integrating business solutions. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for client. Maintains accountability for process deliverables and business presentations to client. This position completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements.

Minimum Education: High School Diploma

Option Period II, Contract Years 11 through 15
March 4, 2020 – March 3, 2025
Group 2 HR Consulting labor categories and rates

New SIN	SIN Title		Legacy SIN		
56131, 56131(RC)	Talent Acquisition		595-2, 595-2 (RC)		
541612HC, 541612HC(RC)	Agency Human Capital Strategy, Policy and Operations		595-21, 595-21(RC)		
611430TD, 611430TD(RC)	Talent Development		595-3, 595-3(RC)		
541612EPM, 541612EPM(RC)	Employee Performance Management		595-4, 595-4(RC)		
541214HR, 541214HR(RC)	Compensation and Benefits		595-5, 595-5(RC)		
524292, 52492(RC)	Separation and Retirement		595-6, 595-6(RC)		
541611W, 541611W(RC)	Workforce Analytics and Employee Records		595-9, 595-9(RC)		
GSA Category	Option II				
	Year 11	Year 12	Year 13	Year 14	Year 15
	3/4/2020 to 3/3/2021	3/4/2021 to 3/3/2022	3/4/2022 to 3/3/2023	3/4/2023 to 3/3/2024	3/4/2024 to 3/3/2025
HRC Principal/Managing Director III	\$369.20	\$383.97	\$399.33	\$415.30	\$431.91
HRC Principal/Managing Director II	\$357.12	\$371.40	\$386.26	\$401.71	\$417.77
HRC Principal/Managing Director I	\$345.95	\$359.78	\$374.17	\$389.14	\$404.71
HRC Senior Manager III	\$301.60	\$313.66	\$326.21	\$339.26	\$352.83
HRC Senior Manager II	\$289.54	\$301.12	\$313.16	\$325.69	\$338.72
HRC Senior Manager I	\$277.47	\$288.57	\$300.11	\$312.12	\$324.60
HRC Manager III	\$262.39	\$272.89	\$283.80	\$295.16	\$306.96
HRC Manager II	\$250.33	\$260.34	\$270.75	\$281.58	\$292.85
HRC Manager I	\$238.26	\$247.79	\$257.71	\$268.01	\$278.74
HRC Senior Consultant III	\$225.68	\$234.71	\$244.10	\$253.86	\$264.01
HRC Senior Consultant II	\$193.27	\$201.00	\$209.04	\$217.41	\$226.10
HRC Senior Consultant I	\$161.44	\$167.90	\$174.61	\$181.60	\$188.86
HRC Consultant III	\$155.92	\$162.15	\$168.64	\$175.39	\$182.40
HRC Consultant II	\$140.84	\$146.47	\$152.33	\$158.42	\$164.76
HRC Consultant I	\$127.42	\$132.52	\$137.82	\$143.33	\$149.06
HRC Business Analyst III	\$123.07	\$128.00	\$133.12	\$138.44	\$143.98
HRC Business Analyst II	\$113.17	\$117.70	\$122.41	\$127.30	\$132.40
HRC Business Analyst I	\$101.85	\$105.92	\$110.16	\$114.56	\$119.15

- Billing rates include 0.75% IFF

G-FSS-920 Ordering Procedures for Services (Requiring a Statement of Work) (May 2000)

GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

(a) When ordering services, ordering offices shall—

(1) Prepare a Request (Request for Quote or other communication tool):

- (i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
- (ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the prices in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other direct charges related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.
- (iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.
- (iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses.

- (2) Transmit the Request to Contractors:
 - (i) Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate).
 - (ii) The request should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.
- (3) Evaluate Responses and Select the Contractor to Receive the Order: After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

For orders requiring travel or other expenses, these are considered *open market items* (items not priced in this schedule) and FAR part 31 will apply.

Blanket Purchase Agreement

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (e.g. estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

Ordering from BPAs:

Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

Duration of BPAs. BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA's period of performance.

Review of BPAs:

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained. The ordering activity shall document the results of its review.

USA Commitment to Promote Small Business Participation Procurement Programs

Preamble

Deloitte Consulting LLP provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor- protégé programs, joint ventures, teaming arrangements, and subcontracting.

Commitment

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrates our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business who will supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., that will seek to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact: Teanna Jones; Phone: (571) 858-1727; [email: teajones@deloitte.com](mailto:teajones@deloitte.com)

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