

GENERAL SERVICES ADMINISTRATION
Federal Supply Service
Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address GSA Advantage! is: GSAAdvantage.gov.

Multiple Award Schedule MAS

- Special Item No. 56131 - Talent Acquisition**
- Special Item No. 611430TD - Talent Development**
- Special Item No. 541612EPM - Employee Performance Management**
- Special Item No. 541214HR - Compensation & Benefits**
- Special Item No. 524292 - Separation & Retirement**
- Special Item No. 541612ER - Employee Relations**
- Special Item No. 541612LR - Labor Relations**
- Special Item No. 541611W - Workforce Analytics and Employee Records**
- Special Item No. 54161 - Agency Human Capital Evaluation**
- Special Item No. 541611 – Management, Financial, Acquisition, Grants Management, and Business Program/Project Management Services**
- Special Item No. 541612HC – Agency Human Capital Strategy, Policy and Operations**
- Special Item No. 62455 - Social Services, Professional Counseling and Veterans' Readjustment and Behavioral Health Services**

Contract Number: GS-02F-0072V

Contract Period: 2/18/2019 thru 2/17/2024

Price list current as of Modification #PS-A826 effective 11/29/2020

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

ICF Incorporated, L.L.C.
9300 Lee Highway
Fairfax, VA 22031
703-934-3000
icfgsacontracts@icf.com
www.icf.com/contracts/gsa
Business Size: Large Business



Customer Information:

1a. Awarded special item numbers:

Old SIN	NEW SIN	SIN Title
SIN 595-2	56131	Talent Acquisition
SIN 595-3	611430TD	Talent Development
SIN 595-4	541612EPM	Employee Performance Management
SIN 595-5	541214HR	Compensation and Benefits
SIN 595-6	524292	Separation and Retirement
SIN 595-7	541612ER	Employee Relations
SIN 595-8	541612LR	Labor Relations
SIN 595-9	541611W	Workforce Analytics and Employee Records
SIN 595-10	54161	Agency Human Capital Evaluation
SIN 595-11	541611	Management, Financial, Acquisition, Grants Management, and Business Program/Project Management Services
SIN 595-21	541612HC	Agency Human Capital Strategy, Policy and Operations
SIN 595-28	624SS	Social Services, Professional Counseling and Veterans' Readjustment and Behavioral Health Services
SIN 738X 500	OLM	Order Level Materials

1b. Pricelist: **Included.**2. Maximum order. **\$1,000,000.** For orders in excess of \$1,000,000, which may be placed, please contact ICF Incorporated, L.L.C. for additional information.3. Minimum order. **\$100.**4. Geographic coverage: **Domestic Delivery.**

5. Point(s) of production (city, county, and State or foreign country).

6. Prices Shown in Catalogue: **Net prices.**7. Quantity discounts: **None.**8. Prompt payment terms: **0%, net 30 days.**9a. Government Commercial Credit Card: **Yes, below the \$2,500 dollar micropurchase threshold.**9b. Government Commercial Credit Card: **Yes, above the \$2,500 dollar micropurchase threshold.**10. Foreign items: **None.**11a. Time of delivery: **Specified in task order.**11b. Expedited Delivery: **None.**

11c. Overnight and 2-day delivery: **None.**

11d. Urgent Requirements: **Contact ICF Incorporated to expedite urgent requirements.**

12. F.O.B. point(s). **Destination.**

13a. Ordering address:

ICF Incorporated, L.L.C.
9300 Lee Highway
Fairfax, VA 22031
Ilene Gerber, Contracts Manager
1-703-934-3632
1-703-218-2547 FAX
icfgsacontracts@icf.com

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address:

Check/U.S. Mail
ICF Consulting Group, Inc.
P.O. Box 775367
Chicago, IL 60677-5367

Wire Transfer
ICF Incorporated, L.L.C.
Account No: 80-2637-4453
Citizens Bank
ABA No: 031207607

15. Warranty provision: **Contractor's standard commercial warranty.**

16-24. Terms and Conditions: **Not applicable.**

25. Data Universal Number System (DUNS) number. **07-2648579.**

Cage Code Number: **5M571.**

26. Notification regarding registration in System for Award Management (SAM):
ICF is registered in SAM (System for Award Management).

SIN Descriptions:

SIN 56131 – Talent Acquisition - 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.

SIN 611430TD - Talent Development - 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

SIN 541612EPM - Employee Performance Management - 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.

SIN 541214HR - Compensation & Benefits - 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.

SIN 524292 - Separation & Retirement - 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.

SIN 541612ER - Employee Relations - This function is the design, development and implementation of programs to ensure mission effectiveness through employee accountability. Programs should strive to maintain an effective employer-employee relationship that balances the agency's needs against its employees' rights. The function includes the following sub-functions: A.7.1 Employee Misconduct Remediation; A.7.2 Employee Performance Remediation; A.7.3 Administrative Grievances and Third-Party Proceedings; A.7.4 Reasonable Accommodation Programming; and A.7.5 Employee Suitability.

SIN 541612LR - Labor Relations - This function involves the managing of the relationship between the agency and its management associations, unions and bargaining units. This includes negotiating and administering labor contracts and collective bargaining agreements; managing negotiated grievances;

and participating in negotiated third party proceedings. Includes adjudication of issues related to Disaster Relief. This function includes the following sub-functions: A.8.1 Labor Relations Management; A.8.2 Negotiated Grievances and Third-Party Proceedings; and A.8.3 Collective Bargaining.

SIN 541611W - Workforce Analytics and Employee Records - 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.

SIN 54161 - Agency Human Capital Evaluation - This function assesses results achieved across all Human Capital Management systems and activities in support of mission goals to identify and implement improvements.

SIN 541611 – Management, Financial, Acquisition, Grants Management, and Business Program/Project Management Services - Provide operating advice and assistance on administrative and management issues. Examples include: strategic and organizational planning, business process improvement, acquisition and grants management support, facilitation, surveys, assessment and improvement of financial management systems, financial reporting and analysis, due diligence in validating an agency's portfolio of assets and related support services, strategic financial planning, financial policy formulation and development, special cost studies, actuarial services, economic and regulatory analysis, benchmarking and program metrics, and business program and project management.

Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award.

Personal services as defined in FAR 37.104 are prohibited.

SIN 541612HC – Agency Human Capital Strategy, Policy and Operations - 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)

SIN 624SS - Social Services, Professional Counseling and Veterans' Readjustment and Behavioral Health Services - Contractor provides comprehensive employee assistance and related social and behavioral health counseling and readjustment services including, but not limited to, traditional EAP, vocational and psychosocial rehabilitation, physical/occupational/educational therapy and outpatient recovery; personal and family support, wellness coaching, psychotherapy, including homeless counseling and placement services, emergency response and social advocacy services, educational and public

health program administration, service registries (employment, daycare, etc); legal, benefit/compensation consultation in the areas of individual and family personal and financial enhancement. Provides Telemental Health counseling services which augments treatment and improves patient access using Telehealth channels. Provides licensed and credentialed personnel who provide case management behavioral health support leading to improved patient centered outcomes in the evaluation, assessment, treatment and rehabilitation of identified patient population individuals (i.e. multi-tour war theater veterans; disaster victims; incarcerated individuals delivered either in-the-home, in community based facilities or in correctional facilities), telephonically, via remote video and/or via telehealth, web-based and/or social media channels - in areas including but not limited to, substance abuse disorder (SUD), suicide prevention, depression, military sexual trauma (MST), Post-Traumatic Stress Disorder (PTSD) and/or Traumatic Brain Injury (TBI) and/or Polytrauma. Services may be all inclusive, separate, short and/or long term, bundled or unbundled.

Labor Category Descriptions

- **Project Director/ Senior Subject Matter Expert**

Minimum/General Experience: Minimum 12 years relevant experience.

Functional Responsibility: Serves as a consultant to executive management and senior program leadership. This position is responsible for developing and directing others in the planning and delivering of the relevant set of functional and management services. In this role, assures new concepts are developed and implemented. Develops solutions to unusually complex problems which impact organization objectives. Expert in the use of relevant analytical, methodological, and management tools needed to organize, perform, and deliver the services being provided including human resources and social services.

Minimum Education: Masters Degree or equivalent combination of education and experience in social science, public policy, or related disciplines.

- **Project Manager/Subject Matter Expert**

Minimum/General Experience: Minimum 10 years relevant experience.

Functional Responsibility: Leads large and/or complex project teams and provides services in one or more relevant service areas, including: consulting services, human resource services, social services, and program integration and project management services. Expert in the use of relevant analytical, methodological, and management tools needed to organize, perform and deliver the human resources and/or social services being provided.

Minimum Education: Masters Degree or equivalent combination of education and experience in social science, public policy, or related disciplines.

- **Project Manager/Tech Lead**

Minimum/General Experience: Minimum 8 years relevant experience.

Functional Responsibility: Serves as project manager for a task order and assists with working with the Government Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the

task order-level COR(s), government management personnel and customer agency representatives. Under the guidance of the Program Manager or corporation, responsible for the overall management of the task order and insures that the technical solutions and schedules in the project are implemented in a timely manner. Provides leadership to project team, ensures conformance to performance requirements, and assists in the overall direction to all project level activities and personnel.

Minimum Education: Masters Degree or equivalent combination of education and experience in social science, public policy, or related disciplines.

- **Task Lead**

Minimum/General Experience: Minimum 6 years relevant experience.

Functional Responsibility: Provides leadership and technical direction to the team. Interacts with the client and provides advice and counsel and develops solutions to complex methodological problems. Provides technical quality control and oversight for team products and deliverables.

Minimum Education: Bachelor's Degree or equivalent combination of education and experience in social science, public policy, business or related disciplines.

- **Senior Associate**

Minimum/General Experience: Minimum 5 years relevant experience.

Functional Responsibility: Works independently under general supervision. Position requires a solid background in the technical area of expertise and/or quantitative skills, and good writing and communication skills. Structures an approach to project analysis requirements, and conducts and coordinates analysis. Supervises junior staff.

Minimum Education: Bachelor's Degree or equivalent combination of education and experience in social science, public policy, business or related disciplines.

- **Associate**

Minimum/General Experience: Minimum 4 years relevant experience.

Functional Responsibility: An advisor to senior management on industry best practices, methods, and approaches. Applies and develops of new concepts, methods, and techniques to obtain solutions. Plans and arranges schedule and budget for a project.

Minimum Education: Bachelor's Degree or equivalent combination of education and experience in social science, public policy, business or related disciplines.

- **Junior Associate**

Minimum/General Experience: Minimum 3 years relevant experience.

Functional Responsibility: Position requires a background in the technical area of expertise and/or quantitative skills, effective task participation, and good writing and communication skills. Works under close supervision and, over time, functions with greater independence. Collects, analyzes, and assesses quantitative and qualitative data, writes drafts of methods and approaches, summaries, evaluations, and results within the scope of the assignment. Coordinates progress with other work team members.

Minimum Education: Bachelor's Degree or equivalent combination of education and experience in social science, public policy, business or related disciplines.

- **Senior Research Support**

Minimum/General Experience: Minimum 2 years relevant experience.

Functional Responsibility: Provides expertise to significant and unique issues where the analysis of situations or data requires an evaluation of hard and soft information. Exercises independent judgment in developing research methods, techniques and evaluation criteria for obtaining results. Coordinates the activities of groups and often supervises the activities of other project staff.

Minimum Education: Bachelor's Degree or equivalent combination of education and experience in social science, public policy, business or related disciplines.

- **Administrative Support**

Minimum/General Experience: None.

Functional Responsibility: This position requires general experience and capabilities supporting project teams. Capable of working with close supervision to provide support for: typing, copying, meeting scheduling and similar related activities.

Minimum Education: Associates Degree or equivalent combination of education and experience in social science, public policy, business or related disciplines.

- **Research Support**

Minimum/General Experience: None.

Functional Responsibility: Provides technical personnel with assistance in research, writing, and computer applications. Performs data collection, including acquiring data from clients per arrangements made by the task or contract manager, and data entry. Assists in the preparation and development of technical reports, deliverable products, and client briefings.

Minimum Education: Bachelor's Degree or equivalent combination of education and experience in social science, public policy, business or related disciplines.

Equivalent Experience Requirements for ICF Labor Categories

- Any combination of additional years of relevant experience plus full time college level study totaling four years will be an acceptable substitute for a Bachelors degree.
 - A Bachelors degree plus any combination of additional years of relevant experience and graduate level study totaling two years will be an acceptable substitute for a Masters degree.
 - Additional years of graduate level study in an appropriate field will be considered equal to years of experience on a one-for-one basis.
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- Staff with highly relevant training and experience for a particular assignment may be considered to have additional years of experience for purposes of assignment to a labor category for that assignment.

Staff whose training and experience exceed the requirements of their role for a particular assignment may have their years of experience decreased for purposes of placement in a labor category for that assignment.

Schedule Pricelist

Category Title	Hourly Rate				
	2/18/19 - 2/17/20	2/18/20- 2/17/21	2/18/21 - 2/17/22	2/18/22 - 2/17/23	2/18/23 - 2/17/24
Project Director/ Senior Subject Matter Expert	\$221.60	\$228.25	\$235.10	\$242.15	\$249.41
Project Manager/Subject Matter Expert	\$200.36	\$206.37	\$212.56	\$218.94	\$225.51
Project Manager/Tech Lead	\$144.16	\$148.48	\$152.93	\$157.52	\$162.25
Task Lead	\$139.07	\$143.24	\$147.54	\$151.97	\$156.53
Senior Associate	\$121.54	\$125.19	\$128.95	\$132.82	\$136.80
Associate	\$99.48	\$102.46	\$105.53	\$108.70	\$111.96
Junior Associate	\$91.40	\$94.14	\$96.96	\$99.87	\$102.87
Senior Research Support	\$82.85	\$85.34	\$87.90	\$90.54	\$93.26
Administrative Support	\$69.81	\$71.90	\$74.06	\$76.28	\$78.57
Research Support	\$57.18	\$58.90	\$60.67	\$62.49	\$64.36