GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

Authorized Federal Supply Schedule FSS 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

FSC Group: Professional Services   **Class: U006**

Contract Number: 47QRAA19D0029
Contract Period: December 18, 2018 - December 17, 2028

EFFICIENCY GROUP, LLC, THE 4649 S 4TH ST
ARLINGTON, VA 22204
Telephone: 703-328-1615 FAX Number: (703) 328/1615

Web Site: www.efficiencygroupllc.com

Contract Administration FRANK VEGA
E-mail: Frank.Vega@get-efficient.com

Business Size: SBA 8(a) Certified Small Disadvantages Business

Price list current as of Modification # PS-0021 Effective September 29, 2023

CUSTOMER INFORMATION:

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

SIN	Recovery	SIN Description
OLM	OLM	Order Level Materials
541611	541611RC	541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
611430	611430RC	611430 Professional and Management Development Training
541614	541614RC	541614 Deployment, Distribution and Transportation Logistics Services
541990	541990RC	541990 All Other Professional, Scientific, and Technical Services (Non-IT)
541690	541690RC	541690 Technical Consulting Services

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. See Page 4

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. See Page 4

2.   Maximum Order: $1,000,000.00
3.   Minimum Order: $100.00
4.   Geographic Coverage (delivery Area): Domestic
5.   Point(s) of production (city, county, and state or foreign country): Same as company address
6.   Discount from list prices or statement of net price: Government net prices (discounts already deducted).
7.   Quantity discounts: Yes

Tier	Threshold Amount	Additional Discount
1	Over $50,000	2.00%
2	between $100,000.00 and $250,000.00	3.00%
3	over $250,000.00	5.00%

8.   Prompt payment terms. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. Net 30 days
9.   Foreign items (list items by country of origin). Not Applicable
10a.   Time of delivery. (Contractor insert number of days.) To Be Determined at the Task Order level.
10b.   Expedited Delivery. Items available for expedited delivery are noted in this price list. Contact Contractor
10c.   Overnight and 2-day delivery. Contact Contractor 10d. Urgent Requirements. Contact Contractor
11.   F.O.B. point(s). Destination
12a.   Ordering address(es). EFFICIENCY GROUP, LLC, THE, 4649 S 4TH ST, ARLINGTON, VA 22204, Telephone: 703-328-1615, Web Site: www.efficiencygroupllc.com, Contract Administration: FRANK VEGA; E-mail: Frank.Vega@get-efficient.com.
12b.   Ordering procedures: See Federal Acquisition Regulation (FAR) 8.405-3.
13.   Payment address(es). EFFICIENCY GROUP, LLC, THE, 4649 S 4TH ST, ARLINGTON, VA 22204
14.   Warranty provision. Standard Commercial Warranty Terms & Conditions
15.   Export packing charges, if applicable. Not Applicable
16.   Terms and conditions of rental, maintenance, and repair (if applicable). Not Applicable
17.   Terms and conditions of installation (if applicable). Not Applicable
18a.   Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if

applicable). Not Applicable
18b.   Terms and conditions for any other services (if applicable). Not Applicable
19.   List of service and distribution points (if applicable). Not Applicable
20.   List of participating dealers (if applicable). Not Applicable
21.   Preventive maintenance (if applicable). Not Applicable
22a.   Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). Not Applicable
22b   If applicable, indicate that Section 508 compliance information is available for the information and communications technology (ICT) products and services and show where full details can be found (e.g. contractor's website or other location.) ICT accessibility standards can be found at: https://www.Section508.gov/. Not Applicable

23. Unique Entity Identifier (UEI) number. GWUKV742LAE6

24.   Notification regarding registration in System for Award Management (SAM) database. Contractor registered and active in SAM

- Labor category rates:

No.	Labor Category	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
1	Lean Six Sigma Master Black Belt	$189.68	$193.66	$197.73	$201.88	$206.13	$210.46
2	Business Analyst	$113.27	$115.65	$118.08	$120.55	$123.08	$125.67
3	Functional Analyst	$113.27	$115.65	$118.08	$120.55	$123.08	$125.67
4	Process Analyst	$113.27	$115.65	$118.08	$120.55	$123.08	$125.67
5	Lean Six Sigma Green Belt	$113.27	$115.65	$118.08	$120.55	$123.08	$125.67
6	Program Manager	$224.82	$229.54	$234.36	$239.27	$244.30	$249.43
7	LSS Black Belt	$182.76	$186.60	$190.52	$194.52	$198.60	$202.77
8	Senior LSS Green Belt	$148.42	$151.54	$154.72	$157.96	$161.28	$164.66
9	Project Manager	$185.86	$189.76	$193.75	$197.82	$201.97	$206.22
10	Senior Business Analyst	$136.96	$139.83	$142.76	$145.76	$148.83	$151.95
11	Senior Functional Analyst	$136.96	$139.83	$142.76	$145.76	$148.83	$151.95
12	Senior Process Analyst	$136.96	$139.83	$142.76	$145.76	$148.83	$151.95
13	Junior Analyst	$77.74	$79.38	$81.04	$82.74	$84.47	$86.25

Course Title	Course Length	Price Offered to GSA (including IFF)
Lean Six Sigma; A Practical Implementation	12 Online Modules	$99.00

Labor Category Description

S No	Labor Category	Labor Category Description	Minimum Education	Minimum Years of Experience
1	Lean Six Sigma Master Black Belt	Serve as Strategic Lead for business process/lean/six sigma process improvement efforts. Work with organization senior, Executive leadership to define a process improvement program and execute it enterprise wide. Serve as the lead Kaizen event facilitator and provide first-hand support to process owners, subject matter experts, and process improvement team members to capture the current business state. Identify, categorize and articulate issues and challenges with the current state. Lead development and modeling of to-be processes. Define and support implementation of effective to-be process deployment strategies featuring communications, change management, functions and roles assessment, and training requirements. Support or lead multiple process improvement teams in support of wide-range process improvement efforts across an enterprise. Engage is active problem solving and solution defining for existing business processes. Brief senior leadership on progress toward efficiency, challenges to progress and mitigation strategies. Provide mentoring improvement tools and techniques across the enterprise and to process improvement teams specifically. Serve as the expert in LSS techniques as well as the tailoring of those techniques to meet unique needs of an organization. Conduct and leads Lean Six Sigma trainings both in person and via TEG online course - A Practical Approach to Lean Six Sigma Utilization. Leads content development and delivery, and responds to student questions on LSS tools and techniques. Serves as a mentor to students and work to ensure students can implement the taught techniques within their specific organizational environments and help them utilize LSS to improve everyday functions.	Masters	7
2	Business Analyst	Provides general business support and analysis to process improvement and general organizational improvement/definition projects including developing an overall understanding of client organizational business, roles, functions, goals, etc. Support project execution through research, logistics support, agenda development, meeting support, etc. Support development of key project deliverables including but not limited to process models, training plans, meeting minutes, status reports, briefings, project-specific reports/documents, etc. Support basic project management needs including schedule generation and milestone identification. Be able to work independently or in a team environment to identify, execute and meet project needs/goals. Be capable of supporting multiple ongoing efforts and to interact with customer subject matter experts, contracting officer representative (COR) and other individuals in achievement of project needs.	Bachelors	4

3	Functional Analyst	Provides functional support and analysis to process improvement projects including developing an in-depth understanding of specific client organizational functions and aligning those functions to organizational processes, goals, systems, and data, etc. From a functional perspective, research and understand client organizational responsibilities, expectations, resource needs, customers, inputs, outputs, etc. in support of improving organizational functions and enhancing organizational performance. As necessary, support tactical project execution through necessary research, logistics support, agenda development, meeting support, etc. Support development of key project deliverables including but not limited to functional flow diagrams, training plans, process narratives, meeting minutes, status reports, briefings, project-specific reports/documents, etc. Support basic project management needs including schedule generation and milestone identification. Be able to work independently or in a team environment to identify, execute and meet project needs/goals. Be capable of supporting multiple ongoing efforts and to interact with customer subject matter experts, contracting officer representative (COR) and other individuals in achievement of project needs.	Bachelors	4
4	Process Analyst	Provides process-specific support and analysis to process improvement and related projects including developing a detailed understanding of a client's individual business processes, supporting process analysis and related efforts, supporting process modeling exercises, etc. Supports the examination of individual processes for improvement and efficiency opportunities. As appropriate, support assorted LSS techniques including Kaizen events and process modeling. Support project execution through necessary research, logistics support, agenda development, meeting support, etc. Support development of key project deliverables including but not limited to functional flow diagrams, training plans, process narratives, meeting minutes, status reports, briefings, project-specific reports/documents, etc. Support basic project management needs including schedule generation and milestone identification. Be able to work independently or in a team environment to identify, execute and meet project needs/goals. Be capable of supporting multiple ongoing efforts and to interact with	Bachelors	4
		customer subject matter experts, contracting officer representative (COR) and other individuals in achievement of project needs.		

5	Lean Six Sigma Green Belt	Provides Lean Six Sigma support to improvement projects including following the DMAIC methodology, introducing/utilizing Lean techniques in support of process improvement efforts, leading or assisting with Kaizen event facilitation, leading and/or supporting process modeling efforts (as-is and to-be), etc. Engages in enterprise level analysis of processes, organizational functions and roles, goals, etc. in support of enhancing organizational efficiency and improving organizational operations. Support problem identification and solution generation, support document (report, narrative, charter, schedule, etc.) generation and submission, support project budget tracking, etc. Be able to work independently or in a team environment to identify, execute and meet project needs/goals. Be capable of supporting multiple ongoing efforts and to interact with customer subject matter experts, contracting officer representative (COR) and other individuals in achievement of project needs. Support the conduct of company Lean Six Sigma training, both in person and via online course. Answer student questions, provide background materials to students and support solving any technical or content questions	Bachelors	2
6	Program Manager	Provides overall leadership to a range of projects, programs and initiatives, company-wide. Apply advanced levels of project and program management knowledge to solve a variety of complex technical, organizational, process, and client issues and challenges. Provide leadership to program teams to maintain project/program cost, schedule, and technical performance while exceeding client expectations. Possess and provide clear technical vision and prioritization of all program-related initiatives to ensure outstanding customer delivery. Serve as a liaison between senior customer leadership, internal management and the program team. Provide leadership and guidance on Lean Six Sigma, BPR, and related process techniques to clients and project teams, support understand of the TEG approach to process improvement and analysis. Understand and be able to support all contract types - CFF, T&M, FFP, etc.	Bachelors	8
7	LSS Black Belt	Provide process improvement project leadership by applying Lean Six Sigma tools and techniques to solve customer process related challenges. Technically organize and execute the entire project - from scoping and charter development to to-be process implementation and continuous process improvement. Apply both DMAIC and Lean tools and techniques to solve complex process-related challenges. Serve as the primary LSS liaison to customer project-related leadership. Lead development of all LSS project related deliverables and materials. Support development of staff through mentorship of junior LSS belts seeking to develop LSS Black Belt skills and capabilities. Be able to work independently or in a team environment to identify, execute and meet project needs/goals. Be capable of leading multiple ongoing efforts and to interact with customer subject matter experts, contracting officer representative (COR) and other individuals in achievement of project needs. Support the conduct of company Lean Six Sigma training, both in person and via online course. Answer student questions, provide background materials to students and support solving any technical or content questions.	Bachelors	5

8	Senior LSS Green Belt	Provides advanced Lean Six Sigma (LLS) support to improvement projects including following the DMAIC methodology, introducing/utilizing Lean techniques in support of process improvement efforts, leading or assisting with Kaizen event facilitation, leading and/or supporting process modeling efforts (as-is and to-be), etc. Engages in enterprise level analysis of processes, organizational functions and roles, goals, etc. in support of enhancing organizational efficiency and improving organizational operations. Lead problem identification and solution generation, deliverable (report, narrative, charter, schedule, etc.) generation and submission, project budget tracking, etc. Be able to work independently or in a team environment to identify, execute and meet project needs/goals. Be capable of supporting or leading multiple ongoing efforts and to interact with customer subject matter experts, contracting officer representative (COR) and other individuals in achievement of project needs. Support the conduct of company Lean Six Sigma training, both in person and via online course. Answer student questions, provide background materials to students and support solving any technical or content questions.	Bachelors	3
9	Project Manager	Provide project leadership - operational, management, and financial - for all contract types (T&M, FP, CP, Award/Incentive Fee, etc.). Provide project team leadership to understand client requirements and exceed client expectations, and ensure the success of project team members through mentorship, professional development, communication, and accountability. Use project management skills and techniques to understand client requirements, and deploy the project lifecycle to meet those requirements. Maintain regular communications with client/project leadership to ensure open lines of communications, clarity of needs and expectations, project schedules and other requirements. Support client understanding of process improvement, LSS, Kaizen events, and related Lean Six Sigma tools and techniques. Manage training related project by tracking student enrollment, course completion, etc. and providing regular updates to appropriate client personnel.	Bachelors	8

10	Senior Business Analyst	Provides more advanced business support and analysis to process improvement and organizational improvement/definition projects including developing and interpreting overall understanding of client organizational business, roles, functions, goals, etc. Support or lead project execution through research, logistics support, agenda development, meeting support, etc. Support or lead development of key project deliverables including but not limited to process models, training plans, meeting minutes, status reports, briefings, project-specific reports/documents, etc. Support or lead basic project management needs including schedule generation and milestone identification. Be able to work independently or in a team environment to identify, execute and meet project needs/goals. Be capable of supporting or leading multiple ongoing efforts and to interact with customer subject matter experts, contracting officer representative (COR) and other individuals in achievement of project needs.	Bachelors	6
11	Senior Functional Analyst	Provides more sophisticated and advanced functional support and analysis to process improvement projects including leading development of an in-depth understanding of specific client organizational functions and aligning those functions to organizational processes, goals, systems, and data, etc. From a functional perspective, identify and lead research into understanding client organizational responsibilities, expectations, resource needs, customers, inputs, outputs, etc. in support of improving organizational functions and enhancing organizational performance. As necessary, support or lead tactical project execution through necessary research, logistics support, agenda development, meeting support, etc. Support or lead development of key project deliverables including but not limited to functional flow diagrams, training plans, process narratives, meeting minutes, status reports, briefings, project-specific reports/documents, etc. Support or lead basic project management needs including schedule generation and milestone identification. Be able to work independently or in a team environment to identify, execute and meet project needs/goals. Be capable of supporting or leading multiple ongoing efforts and to interact with customer subject matter experts, contracting officer representative (COR) and other individuals in achievement of project needs.	Bachelors	6

12	Senior Process Analyst	Provides more advanced and in-depth process-specific support and analysis to process improvement and related projects including developing a detailed understanding of a client's individual business processes, supporting process analysis and related efforts, supporting process modeling exercises, etc. Support or lead the examination of individual processes for improvement and efficiency opportunities. As appropriate, support or lead the utilization of assorted LSS techniques including Kaizen events and process modeling. Support or lead project execution through necessary research, logistics support, agenda development, meeting support, etc. Support or lead development of key project deliverables including but not limited to functional flow diagrams, training plans, process narratives, meeting minutes, status reports, briefings, project-specific reports/documents, etc. Support or lead basic project management needs including schedule generation and milestone identification. Be able to work independently or in a team environment to identify, execute and meet project needs/goals. Be capable of supporting or leading multiple ongoing efforts and to interact with customer subject matter experts, contracting officer representative (COR) and other individuals in achievement of project needs.	Bachelors	6
13	Junior Analyst	Provides general, wide-ranging support and analysis to assorted process improvement and related project. Support project execution through logistical support, agenda development, meeting support, meeting minute generation, etc. Support development of assorted project deliverables including but not limited to process models, training plans, meeting minutes, status reports, briefings, project-specific reports/documents, etc. Support basic project management needs including schedule generation and milestone identification. Be able to work independently or in a team environment to identify, execute and meet project needs/goals. Be capable of supporting multiple, diverse, ongoing efforts.	Bachelors	1

A Practical Approach for Lean Six Sigma Utilization

Course Description

Emerging from two unique approaches for improving quality and performance, Lean Six Sigma (LSS) has become a popular mechanism for improving organizational efficiency. Unfortunately, learning to utilize and implement LSS tools and techniques typically requires extensive, costly, time consuming training. This, in turn, significantly limits the number of individuals organizations are willing to train in LSS. However, foundational LSS tools and techniques, and their utilization, are practical, common-sense strategies for efficiency that virtually any individual can understand and implement in support of their everyday work. In turn, when enough individuals within an organization are trained in and utilize LSS for their everyday functions, the organization develops a "culture of efficiency" which significantly contributes to increased productivity, lower cost, greater customer satisfaction, etc.

In this training course, participants learn a range of Lean Six Sigma strategies with an emphasis on their practical and clear understanding and utilization. The goal of this course is to help anyone become

proficient in LSS techniques so that they can put them to work for themselves within their organization. Further, the course is designed to teach LSS from a "single voice" perspective thereby allowing multiple trained individuals within a single organization to work collectively from this common perspective to implement LSS techniques and organically improve business functions across their organization quickly and efficiently.

The course is taught by Frank Vega, a Lean Six Sigma Master Black Belt at The Efficiency Group. Frank has years of experience in helping organizations utilize LSS strategies and presents real-world, practical uses for LSS that anyone can apply/implement.

Individuals completing this course will receive a certificate indicating they are *Lean Six Sigma Yellow Belt Trained* and will earn 10 Professional Development Units (PDUs).

This course is divided into the following modules. Specific LSS techniques presented in appropriate modules are italicized for easy referencing.

Module 1: Fundamental of Lean Six Sigma; a Practical Implementation
This first module presents the basics of Lean Six Sigma including a brief history of each – as well as Business Process Reengineering – their similarities and their differences.

Module 2: Organizing and Executing an LSS effort
An effective LSS effort requires basic organization. Module 2 covers simple strategies for organizing your LSS effort and basic expectations for its execution.

Module 3: The Current State
This module focuses on developing an appropriate visual depiction of your current business function(s), operation(s) or activities. Components of this module include:
    a. How to lead and facilitate a LSS discussion
        i. *Kaizen event* organization and management
    b. How to model a business process
        i. *Value Stream/Business Process Modeling*
        ii. *SIPOC diagrams*
        iii. *Gemba*
    c. How to analyze your "as-is" state
        i. *Root cause analysis*
            1. *Fishbone diagrams*
            2. *5 Whys*
            3. *Voice of the Customer*
        ii. *Lean waste types and identification*
        iii. *Defect Analysis*
    d. Understanding/modeling IT system use within your as-is process

An optional module exercise will give participants first-hand experience in creating a process model and examining it for process improvement opportunities.

Module 4: Improvement Analysis and Determination

With the current state modeled and analyzed, strategies for improving upon it and making a process more efficient are presented in Module 4. The goal here is to provide participants the ability to examine a process, identify process "pain points" and understand what improvement techniques to apply. Specific strategies presented include:

a. *PICK Charts*
b. *Value added v. non-value-added activities*
c. *Templates & Checklists*
d. *Limiting Reviews*
e. *Defects*
f. *5S*
g. *Kanban*
h. *Limiting Waiting*
i. *Data Accuracy and Availability*
j. *Don't produce, advance, or accept defects*

Practical, commonsensical techniques applicable to real-world process examples are presented. Participants learn how to develop an improved business process that is more streamlined, efficient, and cost-effective than the original as-is.

Module 5 - Modeling Your "To-Be" State

With the appropriate improvements identified, it is critical to develop an effective visual for modeling the to-be process and articulating the benefits. This module provides several techniques for communicating process improvements and supporting organizational acceptance of the to-be process.

Module 6 – Implementing Your To-Be Process

With your to-be process ready for implementation, techniques for ensuring a smooth deployment are presented in Module 6. Challenges to implementation and mitigation strategies are presented as are assorted implementation techniques. Further, additional uses for your process documentation are presented including how to use process models for IT development efforts.

Module 7 – Continuous Process Improvement

Now that you have an improved, streamlined, implemented business process, how do you make sure it remains current and viable, even as your business evolves? Module 7 discusses approaches for maintaining your materials through *continuous process improvement (CPI)* and helping your organization adopt a culture of efficiency.

Module 8 – Data Driven Decision Making

Both Lean and Six Sigma use data; Six Sigma in particular. Module 8 describes some straight-forward data analysis techniques for assessing common process improvement challenges including root cause identification, time-to-execute determination, and workload/workforce analysis. The goal of this module is to provide basic strategies for understanding how simple process data can be used for process analysis and improvement.

Module 9 - Course Summary

This module provides a brief summary of Modules 1 – 8 and suggests the primary strategies to use for achieving success in your LSS effort.

Module 10 – Wrap-Up

Some final thoughts and observations are presented in this brief final module.

By the end of this course participants will be equipped to organize, execute, and improve business operations within their own organizations using a range of LSS tools and techniques.

Course Delivery Options

This course is available as an online training course.

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS/SCA eligible labor categories. If and / or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.