



**GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE  
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

SeKON Enterprise, Inc. (an 8(a) woman/minority firm) is considered a leader in enterprise business applications and management consulting with a reputation for being a trusted advisor in the area of Strategic Business Consulting, Enterprise Applications, Human Capital Management, Financial Management and Technology solutions. Our consulting competencies have served Fortune 500 Corporations, Federal Agencies, State and Local entities, and educational institutions across the globe. We help our clients to address their challenges and meet their business objectives by taking a holistic approach that blends people, process, and technology. The right solution, the right team, Everytime! More information about SEKON can be found on our web site [www.sekon.com](http://www.sekon.com)

**MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)  
FSC GROUP 874, CLASS R499**

**CONTRACT NUMBER:  
GS-10F-0098U**

**PERIOD COVERED BY CONTRACT:  
January 15, 2008 through January 14, 2013**

**Sekon Enterprise, Inc.  
2325 Dulles Corner Blvd., Suite 1105  
Herndon, VA 20171  
Fairfax County  
Phone: (703) 463-3133 Fax: (703) 852-8850  
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**BUSINESS SIZE: Woman-Owned Small Disadvantaged Business**

**DUNS NUMBER: 026377197**

General Services Administration  
Management Services Center Acquisition Division



Pricelist current through Modification #\_\_\_\_\_, dated \_\_\_\_\_.

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 for GSA *Advantage!*™ is <http://www.fss.gsa.gov>. For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.fss.gsa.gov>.



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<b>ORDERING INFORMATION</b>
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1a. Authorized Special Item Numbers (SINs): *Pricing begins on page 5.*

*Special Item No. 874-1/ 874-1RC Consulting Services*

*Special Item No. 874-7/ 874-7RC Program Integration and Project Management Services*

1b. Lowest priced model number and lowest unit price for that model for each SIN awarded in the contract: *Not Applicable*

2. Maximum order: *\$1,000,000*

*This maximum order threshold is a dollar amount at which it is suggested that the ordering agency request higher discounts from the contractor before issuing the order. The contractor may: (1) Offer a new lower price, (2) Offer the lowest price available under the contract, or (3) Decline the order within five (5) days. In accordance with the Maximum Order provisions contained in the Schedule, a delivery order may be placed against the Schedule contract even though it exceeds the maximum order threshold.*

3. Minimum order: *\$300*

4. Geographic coverage (delivery area): *Domestic only*

5. Point(s) of production (city, county, and state or foreign country): *Not Applicable*

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

7. Quantity discounts: *None Offered*

8. Prompt payment terms: *0%--Net 30 days*

9a. Government purchase cards are accepted below the micropurchase threshold.

9b. Government purchase cards are accepted above the micropurchase threshold.

10. Foreign items (list items by country of origin): *None*

11a. Time of delivery: *Specified on the Task Order*

11b. Items available for expedited delivery: *Contact Contractor*

11c. Overnight and 2-day delivery: *Contact Contractor*

11d. Urgent Requirements: *Contact Contractor*

12. F.O.B. Point: *Destination*

13a. Ordering address:

*Sekon Enterprise, Inc.  
2325 Dulles Corner Blvd., Suite 1105  
Herndon, VA 20171*

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

14. Payment address:

*Sekon Enterprise, Inc.  
2325 Dulles Corner Blvd., Suite 1105  
Herndon, VA 20171*

15. Warranty provision: *Standard Commercial Warranty*

16. Export packing charges: *Not Applicable*

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micropurchase level): *Contact Contractor*

18. Terms and conditions of rental, maintenance, and repair: *Not Applicable*

19. Terms and conditions of installation: *Not Applicable*

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: *Not Applicable*

20a. Terms and conditions for any other services: *Not Applicable*

21. List of service and distribution points: *Not Applicable*

22. List of participating dealers: *Not Applicable*

23. Preventive maintenance: *Not Applicable*

24. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: *Not Applicable*

25. Data Universal Number System (DUNS) number: *026377197*

26. Sekon Enterprise, Inc. is registered in the Central Contractor Registration (CCR) database. *CAGE Code: 3DTN7*

# SEKON ENTERPRISE, INC.

## LABOR CATEGORY DESCRIPTIONS AND RATES

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### Program Manager

GSA Price: \$204.94

**Minimum/General Experience:** Twelve (12) years experience

**Functional Responsibility:** Provides overall technical and business management of programs and projects. Defines program objectives and policies. Monitors daily program operations. Reviews program effectiveness and achievements. Responsible for resource planning and for interfacing with key client and corporate personnel.

#### *Duties and Responsibilities*

- Responsible for all management activities related to a program. Performs administrative and supervisory duties required for operation of the program. Maintains an appropriate skills mix for the program staff.
- Interfaces with subcontractors and consultants on performance and schedule requirements. Ensures adequacy, accuracy, and quality of all contract deliverables. Ensures that contractual delivery orders and authorized funds are expended according to the projected spending plan.
- Identifies business opportunities with current and potential clients. Represents company at meetings, seminars, and other professional gatherings.
- Prepares material for presentations or discussions relative to progress of the program, and conducts these sessions.
- Performs other duties as assigned.

**Minimum Education:** Bachelor's degree

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### Senior Project Manager

GSA Price: \$185.79

**Minimum/General Experience:** Nine (9) years experience

**Functional Responsibility:** Apply their functional and technical management skills to lead project teams in delivering client solutions within estimated timeframes and budget constraints. Project Managers will manage the day-to-day activities and review work products for completeness, quality, and adherence to customer requirements. Project Managers have experience in all aspects of leading a project, understanding business needs, isolating success factors, and aligning firm objectives with client needs. A Project Manager is qualified to perform such tasks as:

- Planning and managing the work of project teams
- Designing and implementing new organization structures
- Assisting an organization in translating its vision and strategy into core human resource and business processes
- Leading clients through streamlining, reengineering and transforming business processes
- Developing and executing project budgets

**Minimum Education:** Bachelor's degree

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### Project Manager

GSA Price: \$154.16

**Minimum/General Experience:** Seven (7) years experience

**Functional Responsibility:** Serves as the project manager for a large, complex task order and shall assist the Program Manager in working with 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, responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Responsible for assembling project team, assigning individual responsibilities, identifying appropriate resources needed and developing schedule to ensure the timely completion of project and deadlines.

**Minimum Education:** Bachelor's degree

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**Junior Project Manager****GSA Price: \$128.46****Minimum/General Experience:** Five (5) years experience

**Functional Responsibility:** Serves as the junior project manager for a large, complex task order and shall assist the Program/Project Manager in working with 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/Project Manager, responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Responsible for assembling project team, assigning individual responsibilities, identifying appropriate resources needed and developing schedule to ensure the timely completion of project and deadlines.

**Minimum Education:** Bachelor's degree

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**Senior Consultant****GSA Price: \$128.46****Minimum/General Experience:** Ten (8) years experience

**Functional Responsibility:** Provides specialized policy, technical, or business analysis and advice. Applies significant educational and professional experience in the development and presentation of potential solutions and recommendations for clients. Participates as a member of study and analysis teams.

*Duties and Responsibilities*

- Performs analytic, evaluation, and assessment duties required for successful completion of the program.
- Interfaces with client and program management on analytic and technical requirements. Ensures adequacy, accuracy, and quality of relevant contract deliverables.
- Represents company at meetings, seminars, and other professional gatherings.
- Prepares material for presentations or discussions relative to progress of the program.
- Performs other duties as assigned.

**Minimum Education:** Bachelor's degree

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**Consultant****GSA Price: \$106.32****Minimum/General Experience:** Seven (6) years experience

**Functional Responsibility:** Apply their detailed knowledge of business processes, technical background and supervisory skills to implement business solutions. Consultant I's are instructed to exercise core skills on projects and lead defined tasks. A Consultant I is qualified to perform such tasks as:

- Supporting business process transformation efforts
- Developing project deliverables and work products
- Reviewing work products for completeness, quality, and adherence to customer requirements
- Assisting in the development of workflow analyses and the creation of business process models

**Minimum Education:** Bachelor's degree

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**Senior Business Analyst****GSA Price: \$107.05****Minimum/General Experience:** At Least Four (4) years of experience

**Functional Responsibility:** Analyze operations of projects, program and activities. Define and analyzes processes on behalf of customer/client. Works within broad objectives to obtain solutions to system problems and develop report materials

**Minimum Education:** Bachelor's degree

**Business Analyst****GSA Price: \$102.77****Minimum/General Experience:** AT least Two to four (2-4) years experience

**Functional Responsibility:** Responsible for documenting existing business processes through joint application development sessions. Responsible for developing detail design specifications for enhancements and new products or modules. Research to determine user requirements and will then produce a user requirement's document followed by a detail design document.

**Minimum Education:** Bachelor's degree**Junior Business Analyst****GSA Price: \$94.21****Minimum/General Experience:** Two (0-2) years of experience

**Functional Responsibility:** Participates in analyzing enterprise-wide operations to determine functional requirements and to identify the necessary supporting information technologies and resources. Assists with the preparation and implementation of strategic business plans.

**Minimum Education:** Bachelor's degree**Senior Training Specialist****GSA Price: \$98.49****Minimum/General Experience:** At least Four (4) years experience

**Functional Responsibility:** Analyzes, develops, delivers, tests and evaluates training and related materials to support management, organizational and business improvement. Designs, develops and revises training products by interpreting document design specifications and following established training guidelines. Ensures that training products are technically accurate and matched appropriately to audience.

**Education/Experience:** Bachelor's Degree\* or five years of applicable training related experience.**Minimum Education:** Bachelor's degree**Training Specialist****GSA Price: \$85.64****Minimum/General Experience:** At least Two (2) years experience

**Functional Responsibility:** Analyzes, develops, delivers, tests and evaluates training and related materials to support management, organizational and business improvement. Designs, develops and revises training products by interpreting document design specifications and following established training guidelines. Ensures that training products are technically accurate and matched appropriately to audience. **Education/Experience:** Bachelor's Degree\* or four years of applicable training related experience.

**Minimum Education:** Bachelor's degree