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**Federal Supply Service  
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Schedule for:

**Management, Organizational and Business Improvement Services  
(MOBIS)**

**FSC Group:** 874  
**FSC Class:** R499  
**Contract #:** GS – 10F – 0057M

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

**Contract Period:** November 15, 2001 – November 14, 2011  
Dare Mighty Things, Inc.  
1000 Market Street  
Building One, Suite 102  
Portsmouth, NH 03801

**Contractor:** phone: 603.431.4331  
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[sfp@daremightythings.com](mailto:sfp@daremightythings.com)

**Contract Administration Source:** Dave Van Patten, President & CEO  
Stephen F. Powell, Director of Contracts

**Business Size:** Small, Veteran Owned Business





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## Introduction

Dare Mighty Things offers a broad array of Management, Organizational and Business Improvement Services (MOBIS) to all federal agencies and the District of Columbia under Government Services Agency (GSA) Federal Supply Contract GS – 10F – 0057M. Approved Special Item Numbers (SINs) are:

- **Consulting Services (SIN 874-1):**
  - ✓ Strategic and business planning
  - ✓ Organization and management assessments
  - ✓ Leadership development training
  - ✓ Process and productivity improvement
  - ✓ Performance measures and indicators
  - ✓ Needs assessments
  - ✓ Benchmarking and best practice analysis
  - ✓ Training workshops/courses
  - ✓ Direct technical assistance (onsite & offsite)
  - ✓ Indirect TA (via online tools)
- **Facilitation Services (SIN 874-2):**
  - ✓ Problem solving
  - ✓ Logistical meeting and conference support
  - ✓ Defining and refining the agenda
  - ✓ Debriefing and overall meeting planning
  - ✓ Convening and leading large and small group briefings and discussions
  - ✓ Recording discussion content and focusing decision-making
  - ✓ Preparing drafts and final reports for dissemination
- **Support Product Services (SIN 874-5):**
  - ✓ State of the art training facility located in Portsmouth New Hampshire
- **Program Integration & Project Management Services (SIN 874-7):**
  - ✓ Program management
  - ✓ Program oversight
  - ✓ Project management
  - ✓ Program integration



## Corporate Overview

Dare Mighty Things, Inc. is a management consulting company. We specialize in the development of large scale programs that impact high risk populations. Our clients are government agencies, foundations, and not-for-profit organizations. We support these clients through:

- the research and design of outcome-based social programs
- the development of business plans and case statements
- the delivery of performance-based training and technical assistance
- and guidance in fund development and program sustainability.

Eighteen years of experience in formulating social solutions have provided our team with a profound understanding of the strategies necessary to address the needs of at-risk populations. In addition to the in-depth knowledge of prisoners and their families, high school dropouts, and juvenile offenders that our consulting staff possesses, Dare Mighty Things draws on a wide network of experts specializing in volunteer-driven program models, particularly in the mentoring field. Our services and staff are organized around three practice areas of specialization:

- Faith- and community- based organizations
- Youth and family programs
- Mentoring high risk populations

More than ninety-percent of our engagements result in the successful implementation of social initiatives and in many cases we continue to support these programs with world-class technical assistance and training. Dare Mighty Things is internationally accredited to provide continuing education units (CEUs) to program leaders who complete our training courses.





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**Customer Information**

<p><b>1a. Awarded Special Item Numbers (SINs):</b></p>	<p>SIN 874 – 1 Consulting Services  SIN 874 – 2 Facilitation Services  SIN 874 – 5 Support Product Services  SIN 874 – 7 Program Integration &amp; Project Management Services</p>
<p><b>1b. Identification of the Lowest Priced Model Number &amp; Lowest Unit Price:</b></p>	<p>See item 6 below.</p>
<p><b>1c. Hourly Rates Description of all Corresponding Job Titles, Experience, Functional Responsibility &amp; Education for Employees or Subcontractors:</b></p>	<p>For labor category descriptions, please see pages 8-15.</p>
<p><b>2. Maximum Order:</b></p>	<p>\$1,000,000.00</p>
<p><b>3. Minimum Order:</b></p>	<p>\$300.00</p>
<p><b>4. Geographic Coverage (delivery area):</b></p>	<p>Domestic only</p>
<p><b>5. Point(s) of Production (city, county, and state or foreign country):</b></p>	<p>Same as Contractor address</p>
<p><b>6. Discount from List Prices or Statement of Net Price:</b></p>	<p>Government net prices (discounts already deducted)</p>
<p><b>7. Quantity Discounts:</b></p>	<p>None offered</p>
<p><b>8. Prompt Payment Terms:</b></p>	<p>Net 30 days</p>
<p><b>9a. Notification that Government Purchase Cards are Accepted at or below the Micro-Purchase Threshold:</b></p>	<p>Yes</p>
<p><b>9b. Notification whether Government Purchase Cards are Accepted at or below the Micro-Purchase Threshold:</b></p>	<p>Yes</p>



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<b>10. Foreign Items</b> <i>(list items by country of origin):</i>	None
<b>11a. Time of Delivery</b> <i>(contract insert number of days):</i>	Specified on task order
<b>11b. Expedited Delivery:</b>	Items available for expedited delivery are noted in this price list. Contact contractor.
<b>11c. Overnight &amp; 2-Day Delivery:</b>	Contact contractor
<b>11d. Urgent Requirements:</b>	Contact contractor
<b>12. F.O.B. Point(s):</b>	Destination
<b>13a. Ordering Address(es):</b>	Same as contractor address
<b>13b. Ordering Procedures:</b>	Contact contractor
<b>14. Payment Address(es):</b>	Same as contractor address
<b>15. Warranty Provision:</b>	N/A
<b>16. Export Packing Charges</b> <i>(if applicable):</i>	N/A
<b>17. Terms &amp; Conditions of Government Purchase Card Acceptance</b> <i>(any thresholds above the micro-purchase level):</i>	Contact contractor
<b>18. Terms &amp; Conditions of Rental, Maintenance, &amp; Repair</b> <i>(if applicable):</i>	N/A
<b>19. Terms &amp; Conditions of Installation</b> <i>(if applicable):</i>	N/A
<b>20a. Terms &amp; Conditions of Repair Parts Indicating Date of Parts Price Lists &amp; Any Discounts from List Prices</b> <i>(if applicable):</i>	N/A
<b>20b. Terms &amp; Conditions for Any Other Services</b> <i>(if applicable):</i>	N/A



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21.	<b>List of Service &amp; Distribution Points</b> ( <i>if applicable</i> ):	N/A
22.	<b>List of Participating Dealers</b> ( <i>if applicable</i> ):	N/A
23.	<b>Preventative Maintenance</b> ( <i>if applicable</i> ):	N/A
24.	<b>Special Attributes Such as Environmental Attributes</b> ( <i>e.g., recycled content, energy efficiency, and/or reduced pollutants</i> ):	N/A
25.	<b>Data Universal Number System (DUNS) Number:</b>	78 - 7208305
26.	<b>Notification regarding Registration in Central Contractor Registration (CCR) Database:</b>	Registered
27.	<b>Uncompensated Overtime</b> ( <i>indicate if used</i> ):	no





## Labor Category Descriptions

The following labor category descriptions apply to the following Special Item Numbers (SINs):

SIN 874-1

SIN 874-2

SIN 874-7

### **Principal - \$252.87 per hour**

Fully responsible for the leadership and development of a discrete business practice. Directs all financial and quality assurance activities and oversees strategic planning and program development involving multiple projects and personnel at diverse locations. Implements and directs senior executive level workshops, seminars, and pilot projects that require executive experience and applications. Assembles and directs multiple project teams with the expertise necessary to execute client engagements. Presents executive lectures, briefings, discussions, and speeches. Has the ultimate responsibility for ensuring completion of work products and deliverables on time, within budget, and to the client's satisfaction.

**Requirements:** Advanced Degree in business, public policy, and/or law. 20 years of progressively more responsible experience in leading major programs or national initiatives, with notable accomplishments within the public sector. Considered to be a national expert in practice area.

### **Director - \$148.05 per hour**

Works independently to design and manage large, complex, multi-year programs or projects. Supervises multiple project teams, oversees management of subcontractors, consultants, and teaming partners. Directs and coordinates all resources assigned to a group of projects. Interfaces directly with the client agency, consulting with the COR and other Government officials concerning overall support operations, scheduling, work assignments, staffing, progress reporting, security, etc. Responsible for overall quality assurance and timeliness of all deliverables and support functions.

**Requirements:** Advanced Degree in business, public policy, law, or other discipline as required by the client in the Statement of Work. 15 years of progressively more responsible experience in managing numerous, complex, time critical programs or projects that benefit the public good. Requires expert knowledge of the functional area in which support is being provided and outstanding written and oral communication skills.





### **Program Manager III - \$128.81 per hour**

Has full responsibility for the design and implementation of medium to large programs. Interfaces directly with the client organization. Supervises team or teams assigned to the project. Applies analytical and consulting skills to support program design and development. Responsible for creating and meeting schedules, reviewing products, allocating resources, controlling quality, and adhering to budgets. Responsible for assigning staff, developing and tracking budgets, coordinating technical support, and obtaining other required resources.

**Requirements:** Advanced Degree in business, or other discipline as required by the client in the Statement of Work. Bachelor's Degree in business or related discipline plus three years of additional, relevant work experience (over and above the minimum experience requirements for this position) may be substituted for the Master's Degree. 13 years of directly related experience as a Project Manager or equivalent at a corporate management level with progressively complex requirements. Experienced in core competencies and subject matter expertise required in the client's contract requirements

### **Program Manager II - \$104.11 per hour**

Has full responsibility for the design and implementation of medium to large projects. Interfaces directly with the client organization. Supervises team or teams assigned to the project. Applies analytical and consulting skills to support program design and development, training, and technical assistance projects. Responsible for creating and meeting schedules, reviewing products, allocating resources, controlling quality, and adhering to budgets. Responsible for assigning staff, developing and tracking budgets, coordinating technical support, and obtaining other required resources.

**Requirements:** Bachelor's Degree in business or related discipline plus 10 years of directly relevant work experience as a Project Manager or equivalent at a corporate management level with progressively complex requirements. Experienced in core competencies and subject matter expertise required in the client's contract requirements.

### **Program Manager I - \$95.10 per hour**

Has full responsibility for the design and implementation of small to medium projects that are either elements of larger, more complex projects or stand-alone projects. Interfaces directly with the client organization for stand-alone projects. Applies analytical and consulting skills to support program design and development, training, and technical assistance projects. Supervises team assigned to the project. Responsible for creating and meeting schedules, reviewing products, allocating resources, controlling quality, and adhering to budgets. Responsible for





assigning staff, developing and tracking budgets, coordinating technical support, and obtaining other required resources.

**Requirements:** BS/BA in business, education, or other discipline as required by the client in the Statement of Work. 8 years of progressive experience in managing numerous, complex, time-critical social initiatives or programs. Prior experience as a trainer, consultant, and/or analyst.

**Consultant V - \$148.31 per hour**

Has full responsibility for the design and implementation of large projects that are either elements of larger, more complex projects or stand-alone projects. Interfaces directly with the client organization for stand-alone projects. Applies analytical and consulting skills to support program design and development, training, and technical assistance. Supervises team assigned to the project. Responsible for creating and meeting schedules, reviewing products, allocating resources, controlling quality, and adhering to budgets. Responsible for assigning staff, developing and tracking budgets, coordinating technical support, and obtaining other required resources.

**Requirements:** Advanced Degree in business, or other discipline as required by the client in the Statement of Work.. 18 years of directly related experience as a Project Manager or equivalent at a corporate management level with progressively complex requirements. Experienced in core competencies and subject matter expertise required in the client's contract requirements.

**Consultant IV - \$126.27 per hour**

Provides senior level client consultation in the following core competencies: strategic and business planning, organizational development, change management, program design and development, resource development, training and technical assistance, and conference management. Develops, leads, and conducts workshops, seminars, and pilot projects that require significant experience in core competencies and applications. Lead a team of consultants and analysts. Gives and leads lectures, briefings, discussions, and speeches.

**Requirements:** Bachelor's Degree in business, public policy, law, or other discipline as required by the client in the Statement of Work. 15 years of directly related experience as a Senior Consultant or equivalent at a corporate management level with progressively complex requirements. Considered to be an expert in the core competencies and subject matter required in the client's contract requirements.

**Consultant III - \$103.74 per hour**





Provides client consultation in the one or more of the following core competencies: strategic and business planning, organizational development, change management, program design and development, resource development, training and technical assistance, and conference management. Develops, leads, and conducts workshops, seminars, and pilot projects that require significant experience in one or more core competency and applications. Gives and leads lectures, briefings, discussions, and speeches.

**Requirements:** Advanced Degree in business, public policy, law, or other discipline as required by the client in the Statement of Work. Bachelor's Degree in business or related discipline plus three years of additional, directly relevant work experience (over and above the minimum experience requirements for this position) may be substituted for the Master's Degree. 8 years of directly related experience as a Consultant or equivalent at a corporate management level with progressively complex requirements. Experienced in core competencies and subject matter required in the client's contract requirements.

### **Consultant II - \$92.93 per hour**

Has full responsibility for the design and implementation of medium projects that are either elements of larger, more complex projects or stand-alone projects. Interfaces directly with the client organization for stand-alone projects. Applies analytical and consulting skills to support program design and development, training, and technical assistance. Supervises team assigned to the project. Responsible for creating and meeting schedules, reviewing products, allocating resources, controlling quality, and adhering to budgets. Responsible for assigning staff, developing and tracking budgets, coordinating technical support, and obtaining other required resources.

**Requirements:** Advanced Degree in business, computer science, or other discipline as required by the client in the Statement of Work. Bachelor's Degree in business or related discipline plus two years of additional, directly relevant work experience (over and above the minimum experience requirements for this position) may be substituted for the Master's Degree. 4 years of directly related experience as an Analyst or equivalent at a corporate management level with progressively complex requirements. Experienced in core competencies and subject matter expertise required in the client's contract requirements.

### **Consultant I - \$82.13 per hour**

Provides client consultation in the one or more of the following core competencies: strategic and business planning, organizational development, change management, program design and development, resource development, training and technical assistance, and conference management. Assists in the development and facilitation of workshops, seminars, and pilot projects. Prepares and assists with lectures, briefings, discussions and speeches.





**Requirements:** Advanced Degree in business, public policy, law or other discipline as required by the client in the Statement of Work. Bachelor's Degree in business or related discipline plus one year of additional, directly relevant work experience (over and above the minimum experience requirements for this position) may be substituted for the Master's Degree. 3 years of directly related experience in a business consulting environment or equivalent at a corporate management level. Some experience in core competencies and subject matter required in the client's contract requirements.

**Analyst V - \$122.01 per hour**

Provides senior level analysis in the following areas: strategic and business planning, needs assessment, benchmarking, product development, instructional systems design, knowledge management, and information systems. Leads and manages teams in the assessment, design, and development of program development systems and tools, including websites, curriculum, and operations and marketing materials. Leads and facilitates workshops. Must be adept at problem analysis and resolution, critical thinking, technical writing, and oral presentations.

**Requirements:** Advanced Degree in business, computer science, or other discipline as required by the client in the Statement of Work. 10 years of directly related experience as an Analyst or equivalent at a corporate management level with progressively complex requirements. Experienced in core competencies and subject matter expertise required in the client's contract requirements.

**Analyst IV - \$103.74 per hour**

Provides senior level analysis in the following areas: strategic and business planning, needs assessment, benchmarking, product development, instructional systems design, knowledge management, and information systems. Leads and manages teams in the assessment, design, and development of program development systems and tools, including websites, curriculum, and operations and marketing materials. Leads and facilitates workshops. Must be adept at problem analysis and resolution, critical thinking, technical writing, and oral presentations.

**Requirements:** Advanced Degree in business, computer science, or other discipline as required by the client in the Statement of Work. Bachelor's Degree in business or related discipline plus three years of additional, directly relevant work experience (over and above the minimum experience requirements for this position) may be substituted for the Master's Degree. 8 years of directly related experience as an Analyst or equivalent at a corporate management level with progressively complex requirements. Experienced in core competencies and subject matter expertise required in the client's contract requirements.



## **Analyst III - \$85.95 per hour**

Provides analysis in the one or more of the following areas: strategic and business planning, needs assessment, benchmarking, product development, instructional systems design, knowledge management, and information systems. Participates on project teams in the assessment, design, and development of program development systems and tools, including websites, curriculum, and operations and marketing materials. Leads and facilitates workshops. Must be adept at problem analysis and resolution, critical thinking, technical writing, and oral presentations.

**Requirements:** Advanced Degree in business, computer science, or other discipline as required by the client in the Statement of Work. Bachelor's Degree in business or related discipline plus two year of additional, directly relevant work experience (over and above the minimum experience requirements for this position) may be substituted for the Master's Degree. 4 years of directly related experience as an Analyst or equivalent at a corporate management level with progressively complex requirements. Experience in core competencies and subject matter expertise required in the client's contract requirements.

## **Analyst II - \$82.13 per hour**

Provides analysis in the one or more of the following areas: strategic and business planning, needs assessment, benchmarking, product development, instructional systems design, knowledge management, and information systems. Participates on project teams in the assessment, design, and development of program development systems and tools, including websites, curriculum, and operations and marketing materials. Leads and facilitates workshops. Must be adept at problem analysis and resolution, critical thinking, technical writing, and oral presentations.

**Requirements:** Advanced Degree in business, computer science, or other discipline as required by the client in the Statement of Work. Bachelor's Degree in business or related discipline plus one year of additional, directly relevant work experience (over and above the minimum experience requirements for this position) may be substituted for the Master's Degree. 3 years of directly related experience as an Analyst or equivalent at a corporate management level with progressively complex requirements. Experience in core competencies and subject matter expertise required in the client's contract requirements.

## **Analyst I- \$65.92 per hour**

Provides analysis in the one or more of the following areas: strategic and business planning, needs assessment, benchmarking, product development, instructional systems design, knowledge management, and information systems. Participates on project teams in the assessment, design and development of program development systems and tools, including websites, curriculum,



and operations and marketing materials. Assists in the facilitation of workshops. Must be adept at problem analysis and resolution, critical thinking, technical writing, and oral presentations.

**Requirements:** Bachelor's Degree in business, computer science, or related discipline. 1 year of directly related experience as a Jr. Analyst or equivalent. Some experience in core competencies and subject matter required in the client's contract requirements.

**Management Specialist III - \$66.62 per hour**

Performs professional administrative or managerial tasks under the supervision of a Corporate Officer, Senior Project Manager or Project Manager. This includes, but is not limited to, documentation planning and support, project administration, general office management and support, executive secretarial support, human resource planning, trip planning, event planning, and other related administrative tasks. Provides technical and administrative support in the development and documentation of studies, analyses, and reports. Performs basic research and technical writing tasks under the supervision of technical and professional staff. Performs basic analysis to identify potential general solutions and lines of research for project tasks.

**Requirements:** Associate's Degree. Minimum Experience: 4 years.

**Management Specialist II - \$51.97 per hour**

Performs professional administrative or managerial tasks under the supervision of a Corporate Officer, Senior Project Manager or Project Manager. This includes, but is not limited to, documentation planning and support, project administration, general office management and support, executive secretarial support, human resource planning, trip planning, event planning, and other related administrative tasks. Provides technical and administrative support in the development and documentation of studies, analyses, and reports. Performs basic research and technical writing tasks under the supervision of technical and professional staff. Performs basic analysis to identify potential general solutions and lines of research for project tasks.

**Requirements:** Associate's Degree. Minimum Experience: 2 years.





**Management Specialist I- \$43.55 per hour**

Provides administrative support to technical and management-level personnel. This includes, but is not limited to, documentation planning and support, project administration, general office support, secretarial support, trip planning, event planning, and other related administrative tasks.

**Requirements:** Associate's Degree. Minimum Experience: 2 years.

**Research Associate II - \$105.37 per hour**

Provides technical and administrative support in the development of studies, analyses, and reports. Performs specialized research and technical writing tasks. Performs basic analysis to identify potential general solutions and lines of research for project tasks. Provides documentation and other management expertise in the development of technical reports and business documentation. Studies and analyzes current advances in program practices and documentation and uses this information to formulate, implement, document, and evaluate processes, practices, systems, programs, or technology.

**Requirements:** Bachelor's Degree. Minimum Experience: 6 years.

**Research Associate I - \$63.21 per hour**

Provides technical and administrative support in the development and documentation of studies, analyses, and reports. Performs basic research and technical writing tasks under the supervision of technical and professional staff. Assists in the production, development, and publication of technical and business documentation. Studies and analyzes current advances in program practices and uses this information to formulate, implement, document, and evaluate processes, practices, systems, programs, or technology.

**Requirements:** Bachelor's Degree.

**Technical Writer II - \$189.16 per hour**

Provides technical writing and editing support in the development of training and educational curriculum, operations materials, marketing materials, and other print and video materials. Performs all tasks under the supervision of technical and professional staff. Performs basic analysis to identify potential general solutions and lines of research for project tasks. Provides production and management expertise in the development and publication of technical and





business documentation. Studies and analyzes current advances in the publications field and uses this information to formulate, implement, document, and evaluate processes, practice, systems, programs, or technology.

**Requirements:** Bachelor's Degree. Minimum Experience: 6 years.

**Technical Writer I - \$101.66 per hour**

Provides technical writing support in the development of training and educational curriculum, operations materials, marketing materials, and other print and video materials. Performs all tasks under the supervision of technical and professional staff. Performs basic analysis to identify potential general solutions and lines of research for project tasks. Provides production expertise in the development and publication of technical and business documentation. Studies and analyzes current advances in the publication field and uses this information to formulate, implement, document, and evaluate processes, practices, systems, programs, or technology.

**Requirements:** Bachelor's Degree. Minimum Experience: 4 years.

**Program Trainer II - \$112.39 per hour**

Provides support in the development and delivery of training and technical assistance deliverables. Provides expertise in the instructional design and development of training and educational curriculum. Researches current advances in the training field and uses this information to design and deliver training and technical assistance. Delivers training and technical assistance onsite at program locations. Plans and schedules related trips. Delivers training at scheduled training events. Prepares and delivers supporting presentation materials. Writes after action reports on all activities. Performs all tasks under the supervision of technical and professional staff.

**Requirements:** Bachelor's Degree. Minimum Experience: 6 years.

**Program Trainer I - \$66.03 per hour**

Provides support in the development and delivery of training and technical assistance deliverables. Researches current advances in the training field and uses this information to design and deliver training and technical assistance. Delivers training and technical assistance onsite at program locations. Plans and schedules related trips. Delivers training at scheduled training events. Prepares and delivers supporting presentation materials. Writes and delivers briefings and





after action reports on all activities. Performs all tasks under the supervision of technical and professional staff.

**Requirements:** Bachelor's Degree. Minimum Experience: 4 years.

**Instructional Designer - \$189.16 per hour**

Provides support in the research, design, and development of training and educational curriculum. Studies and analyzes current advances in the training and educational fields and uses this information to formulate, implement, document, and evaluate processes, practices, systems, programs, or technology. Researches client needs and formulates recommendations for curriculum design. Assists in preparation and editing of proposals, prototype materials, and curriculum materials. Supports design team with expertise in the development and implementation of curriculum evaluation. Performs all tasks under the supervision of technical and professional staff.

**Requirements:** Master's Degree. Minimum Experience: 12 years.



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## Labor Category Rates

<b>SINs 874-1, 874-1RC, 874-2, 874-2RC, 874-7, and 874-7RC</b>	
<b>Labor Category</b>	<b>Awarded Rate</b>
Principal	\$252.87
Director	\$148.05
Program Manager III	\$128.81
Program Manager II	\$104.11
Program Manager I	\$95.10
Consultant V	\$148.31
Consultant IV	\$126.27
Consultant III	\$103.74
Consultant II	\$92.93
Consultant I	\$82.13
Analyst V	\$122.01
Analyst IV	\$103.74
Analyst III	\$85.95
Analyst II	\$82.13
Analyst I	\$65.92
Research Associate II	\$105.37
Research Associate I	\$63.21
Management Specialist III	\$66.62
Management Specialist II	\$51.97
Management Specialist I	\$43.55
Technical Writer II	\$189.16
Technical Writer I	\$101.66
Program Trainer II	\$112.39
Program Trainer I	\$66.03
Instructional Designer	\$189.16
SIN 874-5 and 874-5RC	
Support Product	Awarded Rate
Multi Media Support (per attendee per day)	\$90.00

