



**MNB MERIDIAN DEFENSE, LTD.**  
A VIRGINIA LIMITED LIABILITY COMPANY



GENERAL SERVICES ADMINISTRATION  
FEDERAL ACQUISITION SERVICE

**Authorized Federal Supply Schedule FSS Price List**

Multiple Award Schedule  
Federal Supply Group: Professional Services  
Contract #: **47QRAA23D007V**

Period of Performance: June 27, 2023 to June 26, 2028

**MNB MERIDIAN DEFENSE, LTD. LLC**

5006 Franconia Road, Alexandria, Virginia 22310

*Small Business • Woman Owned Business • Veteran Owned Business  
Service-Disabled Veteran Owned Small Business*

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For more information on ordering on ordering go to the following website:

<https://www.gsa.gov/schedules>

Online 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: [GSAAdvantage.gov](https://www.gsa.gov/advantage).

Price list current as of Modification PS-A815 effective June 28, 2023

Prices Shown Herein are Net (discount deducted)

**CUSTOMER INFORMATION**

1 (a)	Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).										
<table border="1"> <thead> <tr> <th>SINs</th> <th>Recovery</th> <th>SIN Title</th> </tr> </thead> <tbody> <tr> <td>541611</td> <td>541611RC</td> <td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td> </tr> <tr> <td>541110</td> <td>541110RC</td> <td>Professional Legal Services - Assist agencies with the full spectrum of professional legal support required for the resolution, management and/or disposition of assets held by the Federal Government.</td> </tr> </tbody> </table>			SINs	Recovery	SIN Title	541611	541611RC	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services	541110	541110RC	Professional Legal Services - Assist agencies with the full spectrum of professional legal support required for the resolution, management and/or disposition of assets held by the Federal Government.
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1 (b)	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 Below									
1 (c)	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 Below									
2	Maximum order:	\$ 1,000,000.									
3	Minimum order:	\$ 100.									
4	Geographic coverage (delivery area).	Worldwide									
5	Point(s) of production (city, county, and State or foreign country).	5006 Franconia Road, Alexandria, Virginia 22310									
6	Discount from list prices or statement of net price.	Government Net Prices (discounts already deducted.)									
7	Quantity discounts.	None									
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 or other negotiated prompt payment terms									
9	Foreign items.	NA									
10 (a)	Time of delivery.	To Be Determined at the Task Order level									

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10 (b)	Expedited Delivery. Items available for expedited delivery are noted in this price list. Contact	To Be Determined at the Task Order level
10 (c)	Overnight and 2-day delivery.	To Be Determined at the Task Order level
10 (d)	Urgent Requirements.	To Be Determined at the Task Order level
11	F.O.B. point(s).	Destination
12 (a)	Ordering address(es).	Ordering Address
12 (b)	Ordering procedures:	See Federal Acquisition Regulation (FAR) 8.405-3.
13	Payment address(es). Payment Address	5006 Franconia Road, Alexandria, Virginia 22310
14	Warranty provision. Standard Commercial Warranty Terms & Conditions	NA
15	Export packing charges, if applicable.	NA
16	Terms and conditions of rental, maintenance, and repair (if applicable).	NA
17	Terms and conditions of installation (if applicable).	NA
18 (a)	Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).	NA
18 (b)	Terms and conditions for any other services (if applicable).	NA
19	List of service and distribution points (if applicable).	NA
20	List of participating dealers (if applicable).	NA
21	Preventive maintenance (if applicable).	NA
22 (a)	Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).	NA
22 (b)	If applicable, indicate that Section 508 compliance information is available on Information and Communications Technology (ICT) supplies and services and show where full details can be found (e.g., contractor's website or other location.) The ICT standards can be found at: <a href="http://www.Section508.gov/">www.Section508.gov/</a> .	NA
23	Unique Entity Identifier (UEI) number.	EJ6TWB JW3XB6
24	Notification regarding registration in System for Award Management (SAM) database.	Contractor registered and active in SAM

**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 (MAS) 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

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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.

**LABOR CATEGORY RATE(S)**

*The rates below are inclusive of the Industrial Funding Fee (“IFF”) of 0.75%*

SIN	Labor Category	Year				
		1	2	3	4	5
		06/27/23 to 06/26/24	06/27/24 to 06/26/25	06/27/25 to 06/26/26	06/27/26 3 to 06/26/27	06/27/27 to 06/26/28
541611	Junior Researcher	\$ 65.14	\$ 66.44	\$ 67.77	\$ 69.13	\$ 70.51
	Junior Writer	\$ 65.14	\$ 66.44	\$ 67.77	\$ 69.13	\$ 70.51
	Writer	\$ 105.23	\$ 107.33	\$ 109.48	\$ 111.67	\$ 113.90
	Senior Writer	\$ 113.07	\$ 115.33	\$ 117.64	\$ 119.99	\$ 122.39
	Subject Matter Expert	\$ 207.50	\$ 211.65	\$ 215.88	\$ 220.20	\$ 224.60
	Compliance Analyst I	\$ 79.54	\$ 81.13	\$ 82.75	\$ 84.40	\$ 86.09
	Compliance Analyst II	\$ 117.21	\$ 119.55	\$ 121.94	\$ 124.38	\$ 126.87
	Compliance Analyst III	\$ 168.45	\$ 171.82	\$ 175.26	\$ 178.76	\$ 182.34
	Compliance Analyst IV	\$ 249.20	\$ 254.19	\$ 259.27	\$ 264.45	\$ 269.74
541110	Attorney	\$ 296.22	\$ 302.14	\$ 308.19	\$ 314.35	\$ 320.64

JOB DESCRIPTION(S)

**Junior Researcher.** A Junior Researcher is responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.

Requirements: Bachelor’s Degree and 2 years of experience.

**Junior Writer.** A Junior Writer is responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions. Prepares for review and edits reports, studies, policies, documents, and other written material.

Requirements: Bachelor’s Degree and 2 years of experience.

**Writer.** A Writer originates and prepares for review and edits reports, studies, policies, documents, and other written material. A Writer typically performs all functional duties independently.

Requirements: Master’s Degree and 6 years of experience.

**Senior Writer.** A Senior Writer typically works on high-visibility or mission critical aspects of a given program and performs all functional duties independently. Originates, prepares, and edits reports, studies, policies, documents, and other written material. A Senior Writer may oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.

Requirements: Master’s Degree and 10 years of experience.

***Subject Matter Expert.*** A Subject Matter Expert researches, drafts, and validates material when subject matter expertise is required for topics including acquisition management, integrated business support, or for other professional management support requirements.

Requirements: Master's Degree and 6 years of experience.

***Compliance Analyst I.*** Ensures compliance with government laws, performs internal operational reviews, and develops new policies and procedures as necessary to ensure continued compliance. Provides implementation and compliance with processes including the conduct of investigations and the development of required reports. Performs assessments of ongoing work for compliance with the site and government requirements and standards. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Works on projects/matters of limited complexity in a support role.

Requirements: Bachelor's Degree and 5 years of experience.

***Compliance Analyst II.*** Ensures compliance with government laws, performs internal operational reviews, and develops new policies and procedures as necessary to ensure continued compliance. Provides implementation and compliance with processes including the conduct of investigations and the development of required reports. Performs assessments of ongoing work for compliance with the site and government requirements and standards. Performs a variety of tasks. Works under general supervision; Reports to a project leader or manager. A certain degree of creativity and latitude is required.

Requirements: Bachelor's Degree and 8 years of experience.

***Compliance Analyst III.*** Ensures compliance with government laws, performs internal operational reviews, and develops new policies and procedures as necessary to ensure continued compliance. May use forensic accounting skills to evaluate accounting records with little or no contact with those responsible for their preparation. Knowledgeable of all Government compliance issues, specifically related to FAR/DAR regulations. May be assigned responsibility for the management of the function, including associated staff. Provides implementation and compliance with processes including the conduct of investigations and the development of required reports. Performs assessments of ongoing work for compliance with the site and government requirements and standards. May provide guidance to lower-level employees and act as liaison and interface for all reviews and audits. Performs a variety of complicated tasks.

Requirements: Bachelor's Degree and 12 years of experience.

***Compliance Analyst IV.*** Ensures compliance with government laws, performs internal operational reviews, and develops new policies and procedures as necessary to ensure continued compliance. May use forensic accounting skills to evaluate accounting records with little or no contact with those responsible for their preparation. Knowledgeable of all Government compliance issues, specifically related to FAR/DAR regulations. Provides implementation and compliance with processes including the conduct of investigations and the development of required reports. Performs assessments of ongoing work for compliance with the site and government requirements and standards. May supervise and guide lower-level government compliance analyst staff. Performs a variety of complicated tasks. Leads and direct the work of others.

Requirements: Bachelor's Degree and 18 years of experience.

***Attorney.*** Has supervisory skills to manage complex legal matters and oversee the professional performance of associates, of counsel and legal assistants. Has superior knowledge of the law and has excellent writing and oral skills.

Requirements: Juris Doctor Degree and 5 years of experience.

## **COMPANY INFORMATION**

MNB Meridian Defense, Ltd., is a global management and legal consultancy specializing in policy and strategy to the government and private sector, legal project management, managed legal services, business and legal process improvement, and security clearance advocacy. As prior senior government and private sector executives and attorneys, we have a distinctive view of government and private sector operations not found elsewhere. How? We developed and implemented government policy at all levels, and started, built, and/or “sunset” government agencies and companies. In short, we understand the unique issues your organization may be facing.

The secret of our success: *Communication. Collaboration. Coordination.*

## **MNB MERIDIAN DEFENSE’S SERVICES**

*Federal, State and Local Civilian Personnel Policy.* Our civilian and military personnel policy experts have more than 75 combined years of experience supporting the government’s development, implementation, audit and defense its policies, particularly in the Department of Defense. MNB Meridian Defense also has more than 75 combined years of developing and implementing military personnel policies for the recruiting, training, promoting, rewarding, and punishing, retaining, and terminating military personnel in the military services, on the Joint Staff, and in the Office of the Secretary of Defense.

*Internal Audit, Risk and Compliance.* Using CMMI® and ISO® principles combined with PMI® methodology, MNB Meridian Defense, Ltd. ensures its government clients are complying with statute and regulation. More importantly, we work with companies to certify that our Clients are following their own internal policies and procedures. Our proprietary audit and risk management methodologies and assessment techniques ensure agencies are working efficiently, effectively, and in the best interests of taxpayers.

*Managed Legal Services.* MNB Meridian Defense, Ltd. provides a curated coalition of outsourced attorney, paralegal, eDiscovery, and legal technology experts to agency legal offices needing temporary, or semi-permanent assistance with litigation preparation, routine in-house matters, or short and long-term legal projects. Our expertise is grounded in more than 75-years of experience in the private and public sectors, and as active-duty and reserve military judge advocates handling matters from transactions to securities to tax to corporate to personal injury to federal regulatory law, and matters that appeared on the front-page of major national publications.

*Legal Information and Knowledge Management.* Our legal information and knowledge management professionals have been designated as Certified Knowledge Managers (CKM) and/or Master Certified Knowledge Managers (MCKM) by the International Knowledge Management Institute (KMI), the #1 global provider of Knowledge Management Certification. Utilizing industry best known practices and personal experience in both the private sector and the federal government, our KM professionals will help agencies more efficiently and effectively capture, share and use information and knowledge by focusing on the collective knowledge of its people, processes, technology, structure and culture.

*Program and Project Management.* Our program and project managers are unique. There is no “MNB Meridian way.” We do not bring black box solutions and attempt to shoehorn our solutions into our client’s work processes. MNB Meridian Defense prides itself on its ability to understand our clients’ culture, work

processes, and goals, and by using PMI, Agile, Kanban, ILLPM, etc. principles, techniques, and methodologies, we develop unique and client-specific program management solutions that morph to meet your goals, not ours.

Legal Project Management. Our legal project management experts have been designated Legal Project Professionals (LPP) by the leading global accreditation body, the International Institute of Legal Project Management. As accredited legal project managers, and with our help, our Clients seek to improve their margins and profitability while avoiding malpractice issues. Our experts support in-house counsel, law firms, government legal offices, and others who seek to improve the routine practices of the practice of law.

Legal Process Improvement. Legal process improvement principles focus on improving efficiency and productivity with the same or fewer resources, and offer an important and effective solution to resource allocation. LPI merges the best concepts of legal project management (LPM), project management (PM), knowledge management (KM), business process improvement (BPI), and Lean principles. Identifying and improving or eliminating inefficient legal processes and workflows reduces workload and lightens mental fatigue while improving overall job satisfaction, engagement, and morale of attorneys and staff. LPI principles shift processes and workflows, and the delivery of high-quality work more efficiently to the right place and the right person at the right time. Our legal process improvement experts have more than 40 years of experience practicing law both in law firms and in-house in Canada, Europe, and the United Kingdom and are recognized pioneers in the application of Lean to legal processes.

Continuing Legal and Professional Education. MNB Meridian Defense, Ltd. provides continuing legal and professional education for small to mid-sized businesses and law firms, and for government agency personnel. Our continuing education instructors are recognized experts in their fields who focus on emerging and boutique areas of their professions. Our professional education providers are subject matter experts in their fields and provide practical common-sense instruction on establishing good business process and project management practices.