General Services Administration (GSA)
Multiple Award Schedule
Federal Supply Group: Professional Services
Authorized Price List

GSA Contract # GS00F0010X
Contract Period: 5/17/2021 – 5/16/2026

Contractor: PKH Enterprises, LLC
5404 Wisconsin Avenue
Suite 310
Chevy Chase, MD 20815
301.657.7591
www.pkenterprises.com

Contract Administration POC: Chantice Cain
ccain@pkhenterprises.com

PKH Enterprises, LLC is a Woman-owned small business (WOSB)

Prices Shown Herein are Net (discount deducted).
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: GSA Advantage.gov.

For more information on ordering from Federal Supply Schedules go to the GSA Schedules
page at GSA.gov.

Price list current as of Modification #PO-0027, effective May 17, 2021.
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Introduction
Patricia Hammar founded PKH Enterprises in 2006, dedicating the company to providing high quality, strategic, results-oriented consulting services. As a woman-owned small business, PKH Enterprises has supported federal government clients through the provision of professional services since that time. PKH Enterprises' business philosophy is to develop an intimate knowledge of our client’s business in order to provide actionable advice, measurable results, and consistent, dependable support. This business philosophy has made PKH Enterprises a trusted company with a reputation for excellence. PKH Enterprises offers the services of experienced professionals who supplement legal, policy, and technical expertise with common sense, good communication, and perseverance in order to address some of the government's most difficult problems.

1.0 Customer Information

1a. Awarded Special Item Numbers (SINS):
Sins Awarded:
- 541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
- 54151S Information Technology Professional Services

Recovery Sins Awarded:
- 541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
- 54151S Information Technology Professional Services

Other:
- OLM
- OLMRC

1b. See paragraph 2.0 for our labor categories and hourly rates
1c. See paragraph 3.0 for labor category descriptions

2. Maximum Order Limitation: $1,000,000.00

3. Minimum Order: $100.00

4. Geographic Coverage (delivery area): Worldwide

5. Point(s) of production: Same as company address

6. Prices Shown Herein are Net (discount deducted)

7. Quantity discounts: None offered

8. Prompt Payment Terms: Net 30. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions:
9. Foreign items: None
10a. Time of delivery: As specified on individual Task Order
10b. Expedited Delivery: Contact contractor
10c. Overnight and 2-day Delivery: Contact Contractor
10d. Urgent Requirements: Contact Contractor
11. F.O.B. points: Destination
12a. Ordering Addresses: Same as Contractor
12b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), are found in Federal Acquisition Regulation (FAR) 8.405-3.
13. Payment Addresses: Same as Contractor
14. Warranty Provisions: Contractor provides its standard commercial warranty
15. Export packing Charges: Not applicable
16. Terms and conditions of rental, maintenance, and repair: Not applicable
17. Terms and conditions of installation: Not applicable
18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from prices lists: Not applicable
18b. Terms and conditions for any other services: Not Applicable
19. List of service and distribution points: Not Applicable
20. List of participating dealers: Not Applicable
21. Preventive maintenance: Not Applicable
22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not Applicable
23. Unique Entity Identifier (UEI) Number 78-0993247
24. Registered in System for Award Management (SAM) database.
### 2.0 Price List (Schedule Rates)

The GSA Authorized Federal Supply Schedule Price List is detailed below for all awarded SINs:

**GSA Price List including IFF**

<table>
<thead>
<tr>
<th>SIN(s) PROPOSED</th>
<th>SERVICE PROPOSED (e.g. Labor Category or Job Title/Task)</th>
<th>Fixed Escalation</th>
<th>Price offered in 2021 (Including IFF)</th>
<th>Price offered in 2022 (Including IFF)</th>
<th>Price offered in 2023 (Including IFF)</th>
<th>Price offered in 2024 (Including IFF)</th>
<th>Price offered in 2025 (Including IFF)</th>
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<tbody>
<tr>
<td>54151S</td>
<td>Senior IT Policy Analyst</td>
<td>3%</td>
<td>$291.19</td>
<td>$299.93</td>
<td>$308.93</td>
<td>$318.19</td>
<td>$327.74</td>
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<tr>
<td>54151S</td>
<td>Mid-Level IT Analyst</td>
<td>3%</td>
<td>$167.20</td>
<td>$172.22</td>
<td>$177.38</td>
<td>$182.70</td>
<td>$188.19</td>
</tr>
<tr>
<td>541611</td>
<td>Mid-Level Analyst</td>
<td>3%</td>
<td>$167.20</td>
<td>$172.22</td>
<td>$177.38</td>
<td>$182.70</td>
<td>$188.19</td>
</tr>
<tr>
<td>541611, 54151S</td>
<td>Project Manager</td>
<td>3%</td>
<td>$218.94</td>
<td>$225.51</td>
<td>$232.27</td>
<td>$239.24</td>
<td>$246.42</td>
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<tr>
<td>54151S</td>
<td>Information Technology Consultant</td>
<td>3%</td>
<td>$217.63</td>
<td>$224.16</td>
<td>$230.88</td>
<td>$237.81</td>
<td>$244.94</td>
</tr>
<tr>
<td>54151S</td>
<td>Information Engineer</td>
<td>3%</td>
<td>$160.35</td>
<td>$165.16</td>
<td>$170.11</td>
<td>$175.22</td>
<td>$180.47</td>
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<tr>
<td>54151S</td>
<td>Engineering Specialist</td>
<td>3%</td>
<td>$129.68</td>
<td>$133.57</td>
<td>$137.58</td>
<td>$141.70</td>
<td>$145.96</td>
</tr>
<tr>
<td>541611, 54151S</td>
<td>Business Process Reengineering Specialist</td>
<td>3%</td>
<td>$128.72</td>
<td>$132.58</td>
<td>$136.56</td>
<td>$140.65</td>
<td>$144.87</td>
</tr>
<tr>
<td>541611</td>
<td>Business Case Analyst</td>
<td>3%</td>
<td>$103.32</td>
<td>$106.42</td>
<td>$109.61</td>
<td>$112.90</td>
<td>$116.29</td>
</tr>
<tr>
<td>Job Classification</td>
<td>Percent</td>
<td>Year 1</td>
<td>Year 2</td>
<td>Year 3</td>
<td>Year 4</td>
<td>Year 5</td>
<td></td>
</tr>
<tr>
<td>------------------------------------</td>
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<td>---------</td>
<td>---------</td>
<td>---------</td>
<td>---------</td>
<td></td>
</tr>
<tr>
<td>Configuration Management Specialist</td>
<td>3%</td>
<td>$74.38</td>
<td>$76.61</td>
<td>$78.91</td>
<td>$81.28</td>
<td>$83.71</td>
<td></td>
</tr>
<tr>
<td>Subject Matter Expert IV</td>
<td>3%</td>
<td>$215.28</td>
<td>$221.74</td>
<td>$228.39</td>
<td>$235.25</td>
<td>$242.30</td>
<td></td>
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<tr>
<td>Subject Matter Expert III</td>
<td>3%</td>
<td>$173.48</td>
<td>$178.69</td>
<td>$184.05</td>
<td>$189.57</td>
<td>$195.26</td>
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<tr>
<td>Subject Matter Expert II</td>
<td>3%</td>
<td>$129.16</td>
<td>$133.03</td>
<td>$137.03</td>
<td>$141.14</td>
<td>$145.37</td>
<td></td>
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</tbody>
</table>
Escalation rate of 3.0% is applied. Prices Shown Herein are Net (discount deducted).

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

### 3.0 Labor Category Descriptions

At PKH Enterprises, our primary and most valuable resource is our employees. We are pleased to offer the services of our professionals using the following labor categories:

**Senior IT Policy Analyst**

**Description:** Provides expert executive-level advice, guidance, and support in the integration of policy into access control and privilege management functionality for key mission-critical, initiatives and functions as they relate to IT programs, and projects. Addresses the development of compliant IT products that support automated means to implement required authorities. Provides insight and advice concerning strategic direction and applicability of IT industry standard solutions. Conducts complex and high-priority analysis in support of client objectives. In order to fully and effectively integrate policy requirements into fully functional applications, the Senior IT Policy Analyst must have a thorough understanding of the policies at issue. At the same time, they have appropriately extensive education and experience such that they are able to translate these requirements into a structured language, Boolean expressions, or other technical structures understood by computers and IT personnel.

Maintains productive and effective client relationship with senior levels of the client organization. Consults with senior management officials of other agencies and external stakeholders regarding major initiatives, action accomplished, milestones to be achieved, and any issues or problems of significance. May also provide guidance and insight to projects, programs, and policy initiatives that are not specifically IT-related to provide clients an understanding of any potential areas that might intersect with IT issues and the impacts those intersections may have on the project, program or policy initiative.

**Experience & Education:** Minimum of 8 years of experience and a Master’s Degree

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**Mid-Level IT Policy Analyst**

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Description: Possesses demonstrated knowledge and extensive experience in developing and applying analytic methodologies and principles and policy compliance as they relate to IT programs, and projects. Conducts analysis in support of client objectives. Must have appropriate analytical and IT skills to be able to support the analysis and integration of policy into access control and privilege management functionality for key mission-critical, initiatives and functions as they relate to IT programs, and projects. Provides a variety of analytical reports, memoranda, and written materials related to departmental or organizational needs.

Experience & Education: Minimum of 5 years of experience and a Master’s Degree

Senior Policy Analyst

Description: Provides expert executive-level advice, guidance, and support on key mission-critical issues, initiatives, and functions. Provides insight and advice concerning strategic direction and applicability of industry standard solutions. Conducts complex and high-priority analysis in support of client objectives. Maintains productive and effective client relationship with senior levels of the client organization. Consults with senior management officials of other agencies and external stakeholders regarding major initiatives, action accomplished, milestones to be achieved, and any issues or problems of significance.

Experience & Education: Minimum of 8 years of experience and a Master’s Degree

Mid-Level Analyst

Description: Possesses demonstrated knowledge and extensive experience in developing and applying analytic methodologies and principles. Conducts analysis in support of client objectives. Provides a variety of analytical reports, memoranda, and written materials related to departmental or organizational needs.

Experience & Education: Minimum of 5 years of experience and a Master’s Degree

Information Technology Consultant

Description: Performs as a consultant in highly specialized leading edge information technologies and methodologies. Leads major portions of large or medium projects, and leads small projects autonomously. Provides highly technical and specialized solutions to complex IT problems. Performs analysis and studies and prepares reports; gathers facts through research, interviewing, surveys, etc. Analyzes the client’s business, draws conclusions, prepares final reports and gives presentations. Uses in-depth consultative skills and business knowledge to practice business objectives and processes.

Experience & Education: Minimum of 10 years of experience and a Bachelor’s Degree
**Project Manager**

**Description:** Serves as the project manager for large, complex tasks. Regularly interacts with and assists Government management personnel and customer agency representatives. Under the guidance of the Program Manager, responsible for the overall management of specific tasks, ensuring that the solutions are responsive and implemented in a timely manner. Performs enterprise-wide horizontal integration planning.

**Experience & Education:** Minimum of 8 years of experience and a Bachelor’s Degree

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**Information Engineer**

**Description:** Possesses demonstrated knowledge and expertise in the planning, analysis, design, and construction of information systems. Develops analytical and computational techniques and methodology for problem solutions. Performs strategic systems planning, business information planning, business and analysis. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy and/or standard methodologies. Applies an enterprise-wide set of disciplines for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise-wide strategic systems planning, business information planning, business and analysis. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy and/or standard methodologies.

**Experience & Education:** Minimum of 7 years of experience and a Bachelor’s Degree

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**Business Process Reengineering Specialist**

**Description:** Assists with applying business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity data modeling, transaction flow analysis, and internal control and risk analysis, modern business methods and applies performance measurement techniques. Assists in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated systems. Helps identify best practices and creating and assisting performance measurements.

**Experience & Education:** Minimum of 2 years of experience and a Bachelor’s Degree

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**Engineering Specialist**

**Description:** Applies process improvement and re-engineering methodologies and principles to conduct process modernization projects. Responsible for effective transitioning of existing projects teams and the facilitation of project teams in the accomplishment of project activates and objectives. Additional duties
may include activity and dating modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Key coordinator between multiple project teams to ensure enterprise-wide integration of re-engineering efforts.

**Experience & Education:** Minimum of 3 years of experience and a Bachelor’s Degree

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**Business Case Analyst**

**Description:** Possesses demonstrated knowledge and experience applying analytic methodologies and principles to address client needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Provides briefings on analyses conducted. Conducts activities in support of client’s objectives. Applies analytic methodologies and principles.

**Experience & Education:** No minimum experience and a Bachelor’s Degree

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**Configuration Management Specialist**

**Description:** Responsible for configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting and configuration audits. Responsible for configuration planning. Identifies and maintains the original configuration of requirements documentation. Design documentation, and related documentation. Responsible for configuration change control. Regulates the change process so that only approved and validated changes are incorporated into product documents and reports changes and current configuration. Responsible for configuration audits. Supports audits to verify that requirements of all baselines have been met. Supports quality assurance process audits.

**Experience & Education:** Minimum of 2 years experience and an Associate’s Degree

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**Subject Matter Expert IV**

**Description:** Recognized at the industry level in a technical field or policy area and is proficient in relevant industry standard principles and practices. Applies experience, skills and expert knowledge to lead and manage complex assignments. Generates unique concepts. Provides leadership for activities in a specialized subject area. Serves as a major contributor to the strategic planning and implementation of major initiatives of the client organization. This involves analyzing problems, defining solutions, communicating recommendations, developing procedures, leading the development of presentations, building consensus with the client, providing technical direction, and developing and managing work plans. Consults with the most senior members of the client organization.

**Experience & Education:** Minimum of 6 years experience and a Master’s Degree
Subject Matter Expert III

**Description:** Recognized for knowledge and judgment in a technical field or policy area with proficiency in relevant industry standard principals and practices. Applies experience, skills, and knowledge to manage complex assignments. Generates concepts. Provides leadership for activities in a specialized subject area. Contributes to the strategic planning and implementation of major initiatives of the client organization. This involves analyzing problems, defining solutions, communicating recommendations, developing procedures, leading the development of presentations, building consensus with the client, providing technical direction, and developing and managing work plans. Consults with mid and senior level members of the client organization.

**Experience & Education:** Minimum of 4 years experience and a Master's Degree

Subject Matter Expert II

**Description:** Demonstrated proficiency in a technical field or policy area. Applies experience, skills, and knowledge to develop solutions to difficult problems. Facilitates the successful completion of projects by analyzing problems, defining solutions, communicating recommendations, developing procedures, leading the development of presentations, building consensus with the client, providing technical direction, and developing and managing work plans. Consults with members of the client organization.

**Experience & Education:** Minimum of 2 years experience and a Master's Degree

PKH Enterprises’ standard practice is to substitute experience for education according to the following guidelines:

<table>
<thead>
<tr>
<th>Degree</th>
<th>Education</th>
<th>Equivalence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelors</td>
<td>N/A</td>
<td>+4 years relevant experience</td>
</tr>
<tr>
<td></td>
<td>Associate degree</td>
<td>+2 years relevant experience</td>
</tr>
<tr>
<td></td>
<td>Associates degree</td>
<td>Professional Certification</td>
</tr>
<tr>
<td>Masters</td>
<td>Bachelors</td>
<td>+2 years relevant experience</td>
</tr>
<tr>
<td></td>
<td>Associated</td>
<td>+4 years relevant experience</td>
</tr>
<tr>
<td></td>
<td>Bachelors</td>
<td>Professional Certification</td>
</tr>
<tr>
<td>Degree</td>
<td>Qualification</td>
<td>Experience</td>
</tr>
<tr>
<td>-------------</td>
<td>---------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Doctorate</td>
<td>Masters</td>
<td>+2 years relevant experience</td>
</tr>
<tr>
<td></td>
<td>Bachelors</td>
<td>+4 years relevant experience</td>
</tr>
<tr>
<td>Professional</td>
<td>Bachelors</td>
<td>+3 years relevant experience</td>
</tr>
</tbody>
</table>