



Schedule

**General Services Administration Federal Supply Service
Authorized Federal Supply Schedule Price List**

**Professional Services Schedule (PSS)
Industrial Group 00CORP
SIN 874-1, 874-1RC, 874-6, 874-6RC,
874-7, & 874-7RC**

**VOIGT PETERS
DUMOUCHELLE**

www.voigt-peters.com

Contract Number:	GS00F048GA
Contractor:	Voigt Peters Dumouchelle 1621 South Hayes St. Suite A Arlington, VA 22202
Contract Period:	November 24, 2016 – November 23, 2021
Business Size:	Small, Veteran Owned, Service-Disabled Business
Telephone:	571.969.6087
Email:	Info@Voigt-Peters.com
Contract Administrator:	Jeffrey Voigt

Price List current through Modification No. 05 dated June 26, 2018

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

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CUSTOMER INFORMATION

- 1a. Awarded special item numbers:
874-1 Integrated Consulting Services
874-6 Acquisition Management Support
874-7 Integrated Business Program Support Services
- 1b. Please see **Appendix A for Price List**
- 1c. Please see **Appendix B for Labor Category Descriptions**
2. Maximum order: **\$1,000,000**
3. Minimum order: **\$100**
4. Geographic coverage: **Domestic Only**
5. Point(s) of production: **Same as contractor's address**
6. Discount from list prices or statement of net price: **Government Net prices are shown (discounts already deducted.) See Attachment A.**
7. Quantity discounts: **None Offered**
8. Prompt payment terms: **Net 30 Days**
- 9a. Government purchase cards that are accepted for all purchases up to the micro-purchase level: **Yes**
- 9b. Government purchase cards that are accepted for all purchases: **No**
10. Foreign items: **Not Applicable**
- 11a. Time of delivery: **Contact Contractor**
- 11b. Expedited Delivery: **Contact Contractor**
- 11c. Overnight and 2-day Delivery: **Contact Contractor**
12. F.O.B. point: **Destination**
- 13a. Ordering address: **Same as Contractor**
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) and a sample BPA can be found at the GSA/FSS Schedule homepage (fsa.gsa.gov/schedules).
14. Payment address: **Same as Contractor**
15. Warranty provision: Provision for any appropriate and applicable warranties shall be **specifically identified in individual orders**. Such warranties are subject to the negotiation between the ordering agencies and the contractor.

16. Export packing charges: **Not Applicable**
17. Terms and Conditions of Government purchase card acceptance (any thresholds above the micro-purchase 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**
- 24a. Special attributes such as environmental attributes: **Not Applicable**
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractors web site or other location). The EIT standards can be found at: www.Section508.gov/: **Not Applicable**
25. Data Universal Number System (DUNS) number: **969236814**
26. Contractor **is registered** in the System for Award Management (SAM) database.

COMPANY OVERVIEW

Voigt Peters Dumouchelle is a Veterans Administration verified Service-Disabled Veteran-Owned Small Business (SDVOSB) headquartered in metropolitan Washington, D.C. We provide program management support services to Federal government agencies managing complex and often transformational programs focused on information technology, facilities, and E-government. We support major software development projects by capturing and managing requirements, visualizing software, and conducting business analysis.

We are Project Management Professionals (PMI-PMP), Agile Certified Professionals (PMI-ACP), Program Analysts, Communication Specialists, and Defense Acquisition Workforce Improvement Act (DAWIA) Level 3 Project Managers. Our dedicated team members quickly become integral parts of our client's organizations delivering strategic, tactical, and pragmatic solutions to the challenges they face.

Our Core Capabilities

- Transformation & Modernization PMO Support
- Project, Program, and Portfolio Management
- Budgeting, Planning and Programming
- Communications
- Acquisition Management
- Agile PMO Support and Product Owner Support
- Business Process Redesign
- Business Analysis
- Requirements Development and Management

We offer services in the following subject areas covered in the GSA PSS Federal Supply Schedule:

- Integrated Consulting Services – SIN 874-1
- Integrated Consulting Services – SIN 874-1RC
- Acquisition Management Services – SIN 874-6
- Acquisition Management Services – SIN 874-6RC
- Integrated Business Program Support Services – SIN 874-7
- Integrated Business Program Support Services – SIN 874-7RC

APPENDIX A – Price List

GSA LABOR CATEGORIES AND RATES
Rates are inclusive of 0.75% IFF
Fixed annual escalation rate is 1.9%
Pricing applies to Contractor or Customer Facility

SIN	Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
		11/24/2016 to 11/23/2017	11/24/2017 to 11/23/2018	11/24/2018 to 11/23/2019	11/24/2019 to 11/23/2020	11/24/2020 to 11/23/2021
874-6	Acquisition Specialist I	N/A	\$54.12	\$54.12	\$55.15	\$56.20
874-6	Acquisition Specialist III	N/A	\$94.02	\$94.02	\$95.81	\$97.63
874-6	Business Data/Procurement Analyst II	N/A	\$83.34	\$83.34	\$84.92	\$86.54
874-1, 874-7	Consultant (Senior Project Manager)	\$162.40	\$165.49	\$168.63	\$171.83	\$175.10
874-1, 874-7	Lead Modeler	\$111.06	\$113.17	\$115.32	\$117.51	\$119.74
874-1, 874-7	Principal	\$177.37	\$180.74	\$184.17	\$187.67	\$191.24
874-6	Procurement Specialist II	N/A	\$59.13	\$59.13	\$60.25	\$61.40
874-6	Procurement Specialist III	N/A	\$83.34	\$83.34	\$84.92	\$86.54
874-1, 874-7	Program Manager	\$90.36	\$92.08	\$93.83	\$95.61	\$97.43
874-1, 874-7	Senior Acquisition Specialist	\$159.95	\$162.99	\$166.09	\$169.24	\$172.46
874-1, 874-7	Senior Documentation Specialist	\$60.88	\$62.04	\$63.22	\$64.42	\$65.64
874-1, 874-7	Senior Management Analyst	\$83.71	\$85.30	\$86.92	\$88.57	\$90.26
874-1, 874-7	Senior Program Management Specialist	\$114.15	\$116.32	\$118.53	\$120.78	\$123.08
874-6	Systems Administrator	N/A	\$44.60	\$44.60	\$45.45	\$46.31

Service Contract Act: The Service Contract Act (SCA) is applicable to this contract and as it applies to the entire 00CORP The Professional Services Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29CRF 5413.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the Contractor adds SCA labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.

APPENDIX B – GSA Labor Category Descriptions SINS 874-1 & 874-7

Consultant (Senior Project Manager)

SIN 874-1: Directs projects focused on agency strategic inputs such as IT portfolio analysis of alternatives, other analyses and reports, often involving multiple work streams or tasks, within estimated time frames and budget constraints and/or applies functional, consulting, facilitation, and project management expertise; delivers presentations and leads client meetings; coordinates and directs the activities of other consultants and provides direct consulting support and expertise to clients.

SIN 874-7: Directs projects focused on direct support of agency business operations and daily mission often involving multiple work streams or tasks, within estimated time frames and budget constraints and/or applies functional, consulting, facilitation, and project management expertise; delivers presentations and leads client meetings; coordinates and directs the activities of other consultants and provides direct consulting support and expertise to clients.

Minimum Education/Experience Requirements: 15 years' experience and a Master's Degree

Lead Modeler

SIN 874-1: Provides support as a consultant on agency studies, analyses, and reports and may assist in the execution and analysis of simulations and what – if scenarios.

SIN 874-7: Provides support as a consultant on day to day business operations Interfaces with the client on a day-to-day basis; supports the completion of project specific tasks within estimated time frames and budget constraints; supports presentations and client meetings; delivers and/or supports consulting services, facilitation, and project management activities.

Minimum Education/Experience Requirements: 5 years' experience and a Bachelor's Degree

Principal

SIN 874-1: Provides leadership and strategic overall direction for concurrent multiple small projects within a single large organization, or serves as the project manager of a single large program containing multiple task elements, providing advisory and assistance services and/or guiding or advising or guiding the implementation of large scale studies and analyses. or applies industry as well as functional, consulting, facilitation, and project management expertise; works with senior executives in the

client organization.

SIN 874-7: Provides leadership and overall direction for concurrent multiple small projects within a single large organization, or serves as the project manager of a single large program containing multiple task elements, supervising or guiding the performance agency business support services to carry out program objectives in support of program or project management in all phases of the program or project lifecycle.

Minimum Education/Experience Requirements: 20 years' experience and a Master's Degree

Program Manager

SIN 874-1: Provides direct hands on support for agency related to agency studies, analysis, reports on business operations, conducts Analyses of Alternatives in support of agency strategic and operational goals.

SIN 874-7: Develops and manages multiple, projects of moderate complexity and deliverables in support of agency business operations. Provides input to project scope, schedule and budget baselines based on an understanding of the program or system development lifecycle. Maintains changes to project baselines, monitors deliverables, conducts reviews, and manages incorporation of quality management systems for the project. Prepares presentations and other materials to support project or system functions. Leads activities to identify project risks and develop mitigation plans. Drafts correspondence, reports, white papers, minutes, spreadsheets, communications products, briefs, and other documentation. Maintains and tracks action items, and participates in acquisition information management.

Minimum Education/Experience Requirements: 5 years' experience and a Bachelor's Degree

Senior Acquisition Specialist

SIN 874-1: Provides expertise, guidance, consultation, facilitation, program management, thought leadership, and education to the client and/or project team based on specialized deep expertise in a specific field or functional area of acquisition related to agency advisory and assistance support and studies and analysis.

SIN 874-7: Provides expertise, guidance, consultation, facilitation, program management, thought leadership, and education to the client and/or project team in support of agency business operations related to specific fields of acquisition.

Minimum Education/Experience Requirements: 15 years' experience and a Bachelor's Degree

Senior Documentation Specialist

SIN 874-1: Provides document management support for studies, analyses and reports supporting high level agency business functions or strategic analyses. Supports the development and maintenance of effective information management plans, processes, and systems. Organizes, maintains, tracks, and files documentation in electronic and hard copy formats. Maintains document version control and configuration management. Evaluates documentation, specifications, reports, and presentations. Outlines and develops technical documentation detailing the design, development, testing, installation, and maintenance of systems and processes.

SIN 874-7: Provides document management support for operational business support services directly related to the agency business operations and program/project objectives. Supports the development and maintenance of effective information management plans, processes, and systems. Organizes, maintains, tracks, and files documentation in electronic and hard copy formats. Maintains document version control and configuration management. Evaluates documentation, specifications, reports, and presentations. Outlines and develops technical documentation detailing the design, development, testing, installation, and maintenance of systems and processes.

Minimum Education/Experience Requirements: 10 years' experience and a Bachelor's Degree

Senior Management Analyst

SIN 874-1: Conducts research and analyses in support of agency strategy and policy formulation. Develops quality deliverables within estimated time frames and budget constraints; delivers and/or supports consulting services, facilitation, and project management activities.

SIN 874-7: Conducts research and analysis; organizes data and project documents in direct support of agency business operations. Develops quality deliverables within estimated time frames and budget constraints; delivers and/or supports consulting services, facilitation, and project management activities.

Minimum Education/Experience Requirements: 2 years' experience and a Bachelor's Degree

Senior Program Management Specialist

SIN 874-1: Provides operational advisory and assistance support services in the form of directing, or producing analyses and reports in support of the agency strategic business or operational goals. Prepares presentations and other materials to support project or system functions. Leads activities to identify project risks and develop mitigation plans. May facilitate Integrated Project Teams (IPT) in support of agency business goals.

SIN 874-7: Provides program/project management support throughout the program lifecycle through management of business support services. Develops and manages multiple, complex projects and deliverables. Provides input to project scope, schedule and budget baselines based on an understanding of the program or system development lifecycle. Maintains changes to project baselines, monitors deliverables, conducts reviews, and manages incorporation of quality management systems for the project. Prepares presentations and other materials to support project or system functions. Leads activities to identify project risks and develop mitigation plans. Drafts correspondence, reports, white papers, minutes, spreadsheets, communications products, briefs, and other documentation. Maintains and tracks action items, and participates in acquisition information management.

Minimum Education/Experience Requirements: 10 years' experience and a Bachelor's Degree

APPENDIX B – GSA Labor Category Descriptions SINS 874-6

Acquisition Specialist I

Provides business analysis and program support to internal client Division for the effective coordination, management and report of program initiatives across the division. Understanding in Acquisition related disciplines, conducting business analyses and studies, needs assessments, requirements analysis/definition, cost/benefit analyses and analyzes trends, reporting regulations and business conditions.

Minimum Education/Experience Requirements: 2 years' experience and a Bachelor's Degree

Acquisition Specialist III

Provides Operations senior level acquisition support and assistance as required by SOWs. Guides complex project management for groups, including developing and executing budget requests, scheduling, prioritizing and monitoring of contractor performance in these areas for assigned projects. Conducts reviews and approve project plans and ensure proper execution; validates project budget requirements and budget documentation; oversees monitoring of the overall status of assigned projects ensuring the acquisition support activities are completed as outlined in the SOW; ensures corrective actions are taken when variances are detected; reviews project costs to ensure proper use of funds; and, manages planning, research and development aspects of assigned projects.

Minimum Education/Experience Requirements: 6 years' experience and a Master's Degree

Business Data/Procurement Analyst II

Provides analytical functions to determine candidate commodities and services eligible for Department Strategic Sourcing initiatives based on data driven metrics. Performs business case analysis, estimated savings projections, estimated return on investments, deployment strategies, and negotiation targets.

Minimum Education/Experience Requirements: 4 years' experience and a Bachelor's Degree

Procurement Specialist II

Provides Pre-Award and Post-Award activities such as: performance of procurement activities, analyzing requirements, data trends, market research, recommending

revisions to statements of work/specifications, determining the appropriate type of contract, establishing milestones, procurement planning, developing solicitations, documenting contract actions including negotiation memoranda, Determination and Findings, and Justifications and Approvals, conducting post-award activities, coordinating with contractors to ensure full understanding of terms, handling modifications, and resolution of issues related to non-compliance.

Minimum Education/Experience Requirements: 4 years' experience and a Bachelor's Degree

Procurement Specialist III

Provides subject matter expertise with Federal Acquisition Regulations (FAR) knowledge, policies and practices. Responsible for Pre/Post Award functions for highly technical contracting work emphasizing customer requirements and relationships to achieve results that further the mission of agency clients. Identifies procurement objectives and methodologies; assists with statements of work; develops solicitations; assist with analyses of elements of cost; document competitive range determinations; assist with pre-proposal conferences; assists with developing comprehensive negotiation strategies; and coordinates with technical experts.

Minimum Education/Experience Requirements: 6 years' experience and a Master's Degree

Systems Administrator

Provides high level understanding and best practices in government or industry. Experience working in Strategy, Organizational Development, and Change Management. Demonstrated experience in Business Strategy, Systems Architecture Strategy, Sourcing Strategy, or Innovation Strategy. Troubleshoot and resolve advanced portal and application issues efficiently. Expert for applications running on a department wide system.

Minimum Education/Experience Requirements: 3 years' experience and a Bachelor's Degree