



**GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE AUTHORIZED**

**FEDERAL SUPPLY SCHEDULE PRICE LIST**

**Schedule 874 Mission Oriented Business Integrated Services (MOBIS)**

**Special Item Number 874-4 Instructor Led Training, Web Based Training and  
Education Courses, Course Development and Test Administration**

**PerformTech Inc.  
810 King Street,  
Alexandria, VA 22314  
Phone: 703-548-0320  
Fax: 703-548-2981  
[www.performtech.com](http://www.performtech.com)**

**GSA Contract No. - GS02F0012K  
Effective Dates: June 1, 2010 – May 31, 2015**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option create an electronic delivery order are available through GSA Advantage! at: <http://www.fss.gsa.gov>

**Schedule Title – Mission Oriented Business Integrated Services (MOBIS)**

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

Contractor: PerformTech, Inc. 810 King Street, Alexandria, VA 22314,  
Telephone No: (703) 548-0320, Fax: (703) 548-2981  
[Info@performtech.com](mailto:Info@performtech.com)

Contract POC: Catherine G. Moran

Business Size: Large

### **CUSTOMER INFORMATION FOR ORDERING ACTIVITIES**

1. Table of Awarded Special Item Number: 874 -4 Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration
2. Maximum Order: \$1,000,000
3. Minimum Order: \$100
4. Geographic Coverage (Delivery Area): Worldwide
5. Point of Production: Alexandria, VA
6. Statement of net prices: Prices are discounted 7% -10% from commercially available rates.
7. Quantity Discounts: N/A
8. Prompt Payment Terms: NET 30 days
9. Notification that Government purchase cards are accepted at or below the micro purchase threshold: Applicable
10. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Applicable
11. Foreign Items: None
12. Time of Delivery: 30 days A.R.O.
13. Expedited Delivery: All items in this price list are available for expedited delivery. Contact Contractor Administrative Representative (POC) for rates.
14. Overnight and 2-day Delivery: Available upon request. Contact Contractor Administrative Representative (POC) for rates.
15. Urgent Requirements: Contact Contractor Administrative Representative to effect faster rates.

16. F.O.B Point(s): To be negotiated with each agency.
17. Ordering Address: PerformTech Inc.  
810 King Street,  
Alexandria, VA 22314  
[GSA@performtech.com](mailto:GSA@performtech.com)
18. Payment Address: PerformTech Inc.  
810 King Street,  
Alexandria, VA 22314  
[Accounting@performtech.com](mailto:Accounting@performtech.com)
19. Warranty Provision: N/A
20. Export Packaging Charges, if applicable: N/A
21. Terms and conditions of Government purchase card acceptance: Credit card payments are acceptable for payment of purchases below the micro-purchase threshold.
22. Terms and conditions of rental maintenance, and repair: N/A
23. Terms and conditions of installation: N/A
24. Terms and conditions of repair parts indicating date of parts lists and any discounts from list price. N/A
25. Terms and conditions for any other services: N/A
26. List of Service and Distribution Points: N/A
27. List of Participating Dealers: N/A
28. Preventive Maintenance: N/A
29. Special attributes: N/A
30. Section 508 compliance information on EIT supplies and services: Details can be found on [www.performtech.com](http://www.performtech.com). EIT standards can be found at [www.Section508.gov](http://www.Section508.gov)
31. Data Universal Number System (DUNS) number: 01-978-8546
32. Central Contractor Registration (CCR) database: PerformTech Inc. is registered in the CCR database.

Registered NAICS codes in the CCR

512110 – Motion Picture and Video Production  
 541512 – Computer Systems Design Services  
 541519 – Other Computer Related Services  
 541430 – Graphic Design Services  
 541511 – Custom Computer Programming Services  
 541611 – Administrative Management and General Management Consulting Services  
 611420 – Computer Training  
 611430 – Professional and Management Development Training  
 611710 – Educational Support services

**GSA PRICING LIST – HOURLY RATES**

<b>MOST FAVORED CUSTOMER PRICING</b>						
<b>SIN</b>	<b>LABOR CATEGORY</b>	<b>6/1/2010 - 5/31/2011</b>	<b>6/1/2011 - 5/31/2012</b>	<b>6/1/2012 - 5/31/2013</b>	<b>6/1/2013 - 5/31/2014</b>	<b>6/1/2014 - 5/31/2015</b>
874-4	<i>Principal</i>	\$ 207.32	\$ 213.54	\$ 219.94	\$ 226.54	\$ 233.34
874-4	<i>Project Manager</i>	\$ 116.01	\$ 119.49	\$ 123.07	\$ 126.77	\$ 130.57
874-4	<i>Senior Analyst</i>	\$ 102.18	\$ 105.25	\$ 108.41	\$ 111.66	\$ 115.01
874-4	<i>Analyst</i>	\$ 81.58	\$ 84.02	\$ 86.54	\$ 89.14	\$ 91.82
874-4	<i>Sr. Instructional Designer</i>	\$ 97.56	\$ 100.49	\$ 103.50	\$ 106.61	\$ 109.81
874-4	<i>Instructional Designer</i>	\$ 79.78	\$ 82.17	\$ 84.63	\$ 87.17	\$ 89.79
874-4	<i>Jr. Instructional Designer</i>	\$ 55.75	\$ 57.43	\$ 59.15	\$ 60.92	\$ 62.75
874-4	<i>Multimedia Designer</i>	\$ 87.68	\$ 90.31	\$ 93.02	\$ 95.81	\$ 98.69
874-4	<i>Sr. Software Engineer</i>	\$ 99.18	\$ 102.16	\$ 105.22	\$ 108.38	\$ 111.63
874-4	<i>Software Engineer</i>	\$ 85.17	\$ 87.72	\$ 90.35	\$ 93.06	\$ 95.86
874-4	<i>Sr. Creative Designer</i>	\$ 128.15	\$ 131.99	\$ 135.95	\$ 140.03	\$ 144.23
874-4	<i>Graphic Artist</i>	\$ 91.11	\$ 93.85	\$ 96.66	\$ 99.56	\$ 102.55
874-4	<i>Jr. Graphic Artist</i>	\$ 78.70	\$ 81.06	\$ 83.49	\$ 86.00	\$ 88.58
874-4	<i>Sr. Computer Programmer</i>	\$ 94.87	\$ 97.72	\$ 100.65	\$ 103.67	\$ 106.78
874-4	<i>Computer Programmer</i>	\$ 81.65	\$ 84.10	\$ 86.62	\$ 89.22	\$ 91.90
874-4	<i>Technical Editor/ QA</i>	\$ 58.38	\$ 60.13	\$ 61.93	\$ 63.79	\$ 65.70
874-4	<i>SME/Facilitator/Instructor III</i>	\$ 181.82	\$ 187.27	\$ 192.89	\$ 198.68	\$ 204.64
874-4	<i>Instructor II</i>	\$ 105.09	\$ 108.25	\$ 111.49	\$ 114.84	\$ 118.28
874-4	<i>Instructor I</i>	\$ 85.69	\$ 88.26	\$ 90.91	\$ 93.63	\$ 96.44

**MOST FAVORED CUSTOMER INCENTIVE PRICING  
FOR CLIENTS THAT INVOICE MORE THAN \$100,000/ANNUM**

SIN	LABOR CATEGORY	6/1/2010 - 5/31/2011	6/1/2011 - 5/31/2012	6/1/2012 - 5/31/2013	6/1/2013 - 5/31/2014	6/1/2014 - 5/31/2015
874-4	<i>Principal</i>	\$ 200.63	\$ 206.65	\$ 212.85	\$ 219.24	\$ 225.81
874-4	<i>Project Manager</i>	\$ 112.27	\$ 115.63	\$ 119.10	\$ 122.68	\$ 126.36
874-4	<i>Senior Analyst</i>	\$ 98.89	\$ 101.85	\$ 104.91	\$ 108.06	\$ 111.30
874-4	<i>Analyst</i>	\$ 78.95	\$ 81.31	\$ 83.75	\$ 86.27	\$ 88.85
874-4	<i>Sr. Instructional Designer</i>	\$ 94.41	\$ 97.25	\$ 100.16	\$ 103.17	\$ 106.26
874-4	<i>Instructional Designer</i>	\$ 77.20	\$ 79.52	\$ 81.90	\$ 84.36	\$ 86.89
874-4	<i>Jr. Instructional Designer</i>	\$ 53.96	\$ 55.57	\$ 57.24	\$ 58.96	\$ 60.73
874-4	<i>Multimedia Designer</i>	\$ 84.85	\$ 87.40	\$ 90.02	\$ 92.72	\$ 95.50
874-4	<i>Sr. Software Engineer</i>	\$ 95.98	\$ 98.86	\$ 101.83	\$ 104.88	\$ 108.03
874-4	<i>Software Engineer</i>	\$ 82.42	\$ 84.89	\$ 87.44	\$ 90.06	\$ 92.76
874-4	<i>Sr. Creative Designer</i>	\$ 124.02	\$ 127.74	\$ 131.57	\$ 135.51	\$ 139.58
874-4	<i>Graphic Artist</i>	\$ 88.17	\$ 90.82	\$ 93.54	\$ 96.35	\$ 99.24
874-4	<i>Jr. Graphic Artist</i>	\$ 76.16	\$ 78.44	\$ 80.80	\$ 83.22	\$ 85.72
874-4	<i>Sr. Computer Programmer</i>	\$ 91.81	\$ 94.56	\$ 97.40	\$ 100.32	\$ 103.33
874-4	<i>Computer Programmer</i>	\$ 79.02	\$ 81.39	\$ 83.83	\$ 86.34	\$ 88.94
874-4	<i>Technical Editor/ QA</i>	\$ 56.49	\$ 58.19	\$ 59.94	\$ 61.73	\$ 63.59
874-4	<i>SME/Facilitator/Instructor III</i>	\$ 175.95	\$ 181.23	\$ 186.67	\$ 192.27	\$ 198.04
874-4	<i>Instructor II</i>	\$ 101.70	\$ 104.75	\$ 107.90	\$ 111.13	\$ 114.47
874-4	<i>Instructor I</i>	\$ 82.92	\$ 85.41	\$ 87.97	\$ 90.61	\$ 93.33

**COMPANY OVERVIEW**

PerformTech is a full-service performance improvement company. We develop custom training and performance support tools for delivery in the classroom, on CD-ROM, and via the Internet. Our full-time staff of 50 professionals is made up of instructional designers, computer graphic artists, video producers, and multimedia programmers. Our client base is made up of Federal agencies, national associations, top-ranked universities, and major corporations.

PerformTech is organized into six major business lines, reflecting the range of services we provide to our customers:

- **Custom Training:** Design and development of classroom, CD-ROM, and Web based training, including interactive gaming
- **Logistics Support Services:** Scheduling, coordination, and implementation support for successful meetings, training events, conferences, and workshops
- **Strategic Consulting:** Senior level consulting services in training needs assessment, program evaluation, marketing, and event planning

- **Automated Training Solutions:** Software tools to facilitate development and delivery of e-learning solutions
- **Interactive Media:** Design and development of interactive, web and CD-ROM presentations and communication strategies

PerformTech's senior management team are directly involved in the management and oversight of all PerformTech projects. We believe that this executive level involvement in all phases of project management has contributed to our significant success over the past 30 years. This veteran senior management team has created an organization that is characterized by:

- Direct project involvement by senior management;
- An outstanding range of staff capabilities;
- Leading edge technical expertise;
- Systematic processes that are responsive to real-time challenges;
- Services that are timely, pragmatic, and highly effective; and
- Customer-driven solutions that are innovative yet cost-effective.

### **Products and Services:**

PerformTech provides the full-range of training development and support services, including:

- Training needs assessments, tasks analyses, and instructional analyses;
- Web-based training and simulations;
- CD-ROM-based training and interactive manuals;
- Instructor-led training, job aids, and manuals;
- Video-based training and information programs;
- Test construction and administration;
- Electronic performance support systems;
- Internet-and Intranet-based knowledge dissemination applications;
- Training marketing and implementation plans;
- Functional requirements analyses for learning management systems; and
- Training evaluation from Level I through V.

### **Labor Categories:**

**Principal:** Provides senior level consulting and oversight to project design, development, implementation, and evaluation. Provides senior strategic planning consulting. Recognized expert in all aspects of Instructional Systems Design.

**Project Manager:** Plans and manages development of web-based, classroom, CD-ROM or blended learning training projects. Works with client to determine needs, defines project specifications, and supervises project team. Assures that technical products are completed on schedule, within budget, and in conformance with project specifications.

**Senior Analyst:** Responsible for larger, more complex or technically advanced projects; may be responsible for analysis of external matters that impact the project and organization.

**Analyst:** Provides data collection, analytical, evaluative and advisory support for an area of subject matter expertise within the scope of the project and organization.

**Senior Instructional Designer:** Specialist skilled in the design and development of instructional programs regardless of delivery method. Expert in all aspects of the Instructional Systems Design process, including Needs Assessment, Task Analysis, Curriculum Design, Course Development, Classroom Instruction, and Training Evaluation.

**Instructional Designer:** Designs and develops classroom, computer-based, web-based and print-based instructional materials. Experienced in all aspects of the Instructional Systems Design (ISD) process.

**Junior Instructional Designer:** Assists in the development of web-based and classroom training products. Specializes in the conversion of existing course content to new delivery formats. Applies principles of ISD to all efforts.

**Multimedia Designer:** Specialist skilled in the design of information and educational materials for delivery via CD-ROM or the Internet. Expert in the use of technology for information dissemination, training, and education.

**Senior Software Engineer:** Specialist skilled in the development of computer software tools to enhance workforce productivity and/or to facilitate the development of computer based and web-based training and information programs.

**Software Engineer:** Computer programmer experienced in the development of software tools to facilitate the development and administration of CD-ROM and web-based training and information programs.

**Senior Creative Designer:** Specialist in creative concept development, interface design, and technology strategies. Works with client to determine program objectives and functional requirements. Recommends creative approaches to achieve program goals within limitations of budgets, schedules, and technical specifications.

**Senior Computer Graphic Artist:** Specialist skilled in the design and development of graphical user interfaces, Internet and Intranet environments, 2D and 3D animations, and other complex graphics. Meets with clients to develop design specifications and supervises work of creative team.

**Junior Computer Graphic Artist:** Experienced in the development of user interfaces, web pages, and computer graphics, as well as document design and layout.

**Senior Computer Programmer:** Specialist skilled in the development of complex

computer systems using a variety of multimedia development tools including Director, Java, Authorware, ToolBook, ASP, PHP, SQL, Perl, Cold Fusion, Flash and Generator, for delivery on CD-ROM and the Web.

**Computer Programmer:** Experienced in the development of CD-ROM and Web-based multimedia training and information applications using a variety of authoring languages.

**Technical Editor/QA Specialist:** Specialist in editing technical documents and conducting QC reviews of print and computer-based training materials.

**Word Processor:** Prepares documents for final publication. Expert in advanced desktop publishing.

**Subject Matter Expert/Facilitator/Instructor III:** Provides content matter expertise for the design and delivery of custom training. Serves as expert facilitator for high level planning and design meetings. More than fifteen years of experience as senior instructor for a wide range of classroom training topics.

**Instructor II:** Expert in the delivery of technical and soft skills classroom training. More than ten years of experience in the delivery of technical and soft skill classroom training.

**Instructor I:** More than five years of experience in the delivery of technical and soft skill classroom training. Possesses expert presentation and classroom management skills.