

Schedule Title: **Professional Services Schedule (PPS)**

Standard Industrial Group: **00CORP**

Contract #: GS-10F-0048L

Modification #: PS-0028

Contractor: DevTech Systems, Inc.

DUNS #: 120838248

Contract Period: November 01, 2000 – October 31, 2020

DevTech Systems, Inc.
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Arlington, VA 22209
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Contract Administrator: Ed Stollof
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The above numbered contract under Federal Supply Schedule Industrial Group 874 – Mission Orientated Business Integrated Services (MOBIS) Schedule is hereby modified as follows:

1. Table of awarded special item number(s) (SIN): **874-1**
 1. a. SINs 874 7 and corresponding disaster and recovery SINs 874 1RC and 874 7RC
2. Business Size: Small Business
3. Labor Categories: Description of all corresponding commercial job titles, experience, functional responsibility and education for all employees or subcontractors who perform services.

Senior Program Manager/Chief of Party/Key Principal/ Senior Technical Advisor/Program Director

This labor category includes professionals with extensive subject matter knowledge and expertise, program management credentials, international and domestic work experience and experience in managing and/or providing technical assistance in an environment of complex multi-year and multi-objective programs. The individual may act as a Senior Program Manager, Program Director, Chief-of-Party, Key Principal, Senior Technical Advisor or related position for DevTech Systems' clients such as USAID and the Department of State.

The position requires a minimum of 12 years' relevant experience plus a Master's Degree, 7 of which must be in a supervisory capacity. The Master's Degree and focus of study should be in economics, international development, security, education, gender integration, governance, public financial management, or other related field. This individual should have extensive experience in such activities such as financial monitoring, contract budgeting, foreign assistance strategies, recruiting and staffing key contract positions, and client relationship development and management with USAID and the Department of State. He/she will have an excellent knowledge of spreadsheet, word processing and presentation programs as well as the use of databases. The individual should understand US Government contracting and be able to work with subcontractors, independent consultants, home office and field staff.

Deputy Director, Senior Analyst /Senior Consultant, Team Leader, Operations Manager, Senior Project Manager, Senior Technical Specialist/Senior Subject Matter Expert

This labor category includes professionals with substantial subject matter knowledge and expertise, project management credentials, international and domestic work experience and experience in managing and/or providing technical assistance in an environment of complex multi-year and multi-objective projects. The individual may act as a Deputy Director, Senior Analyst/Senior Consultant, Team Leader, Operations Manager, Senior Project Manager, Senior Technical Specialist, Senior Subject Matter Expert or related position for DevTech Systems' clients such as USAID and the Department of State.

This position requires a minimum of seven (7) years' of relevant experience, 4 years of which must be in a supervisory capacity, plus a Master's Degree. The Master's Degree and focus of study should be in economics, international development, security, education, gender integration, governance, public financial management, or other related field. The individual should have substantial experience in such activities such as financial monitoring, contract budgeting, and relationship development and management with USAID and the Department of State. He/she will have excellent quantitative and statistical skills, be adept at using statistical software and associated programs, and understand foreign assistance strategies. In addition, the individual will have an excellent knowledge of spreadsheet, word processing and presentation programs as well as the use of databases.

Mid-Level Project Manager

This labor category includes individuals with project management skills and experience to provide oversight for administrative and technical requirements for international development contracts. This individual will function as a Project Manager and/or as a Project Backstop and will have an understanding of foreign assistance objectives and strategies.

The minimum qualifications for this labor category are a Bachelor's degree in a social science discipline (e.g., economics, international development, security, education, gender integration, governance, public financial management, or other related field) and five (5) years of work experience in an administrative capacity. He/she will provide project management services such as: oversight of contract budgets, expenditures and procurements, maintaining project records, coordinating project communications, preparing quarterly status/financial reports, reviewing grants and subcontractor invoices to ensure compliance with Federal Regulations, and other responsibilities as required. The Mid-level project manager position requires excellent research, writing and communication skills for the development, synthesis, and summary of complex information for reports, proposals, and presentations. This position requires excellent operational knowledge of spreadsheets, word processing and presentation programs as well as the use of databases.

Mid-Level Analyst/Mid-Level Consultant/Mid-Level Technical Specialist

This broad category may include, but are not limited to, the following position titles: Mid-level Analyst, and Mid-Level Consultant and Mid-Level Technical Specialist. The minimum qualifications for this labor category are a Bachelor's degree in a social science discipline (e.g., economics, international development, security, education, gender integration, governance, public financial management, or other related field) and four (4) years' technical experience on a focused subject area. This mid-level technical position requires excellent research, writing and communication skills for the development, synthesis, and summary of complex information for reports, proposals, and presentations. This position requires excellent operational knowledge of spreadsheets, word processing and presentation programs as well as the use of databases.

Junior Analyst/Junior Consultant/Junior Project Manager

This labor category includes professionals with a minimum of a BA+ 2 years' experience in such disciplines as economics, international development, security, education, gender integration, governance, public financial management, or other related field. This individual will have excellent quantitative and

statistical skills and be adept at using statistical software programs and databases. He/she will demonstrate knowledge of spreadsheet, word processing and presentation programs. The Junior Analyst/Junior Consultant position will require excellent research skills including data collection, data analysis, data management and report writing. Knowledge of USAID and Department of State as well as other international donor programs is preferable.

4. Maximum order: **\$1,000,000.00**
5. Minimum order: **\$100.00**
6. **Geographic Location(s):** The geographic location for all labor categories is domestic and worldwide delivery.
7. **GSA Schedule Pricing:** GSA rates under SIN(s) 874-1 Integrated Consulting Services and 874-7 Integrated Business Program Support Services are as follows. All prices include the 0.75% Industrial Funding Fee (IFF).

Labor Category	Year 16 11/1/15 - 10/31/16	Year 17 11/1/16 - 10/31/17	Year 18 11/1/17 - 10/31/18	Year 19 11/1/18 - 10/31/19	Year 20 11/1/19 - 10/31/20
Senior Program Manager/Chief of Party/Key Principal/ Senior Technical Advisor/Program Director	\$ 254.63	\$ 263.39	\$ 272.45	\$ 281.82	\$ 291.51
Deputy Director, Senior Analyst /Senior Consultant, Team Leader, Operations Manager, Senior Project Manager, Senior Technical Specialist/Senior Subject Matter Expert	\$ 194.34	\$ 201.03	\$ 207.94	\$ 215.10	\$ 222.50
Mid-Level Project Manager	\$ 136.00	\$ 140.68	\$ 145.52	\$ 150.53	\$ 155.70
Mid-Level Analyst/Mid-Level Consultant/Mid-Level Technical Specialist	\$ 109.45	\$ 113.21	\$ 117.11	\$ 121.14	\$ 125.31
Junior Analyst/Junior Consultant/Junior Project Manager	\$ 66.56	\$ 68.85	\$ 71.22	\$ 73.67	\$ 76.21

8. **Discounts:** Awarded pricing is based on discounts from the Contractor's commercial market rates. The Contractor's Commercial Most Favored Customer(s) (MFC) is All Commercial Customers.
 - a. **Quantity Discount Terms:** None offered
 - b. **Prompt Payment Discount Terms:** None offered

9. **Service Contract Act:**

The Service Contract Act (SCA) is applicable to this Contract as it applies to the entire 00CORP-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 29 CRF 541.300), this Contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when DevTech adds SCA labor categories / employees to the Contract through the modification process, DevTech shall inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number.

10. Quantity discounts: **None offered.**

11. Prompt payment terms: **Net 30 days. No other discounts offered.**

12. a. Notification whether Government purchase cards are accepted or not accepted at or below the micro-purchase threshold: **Accepted.**

13. b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: **Accepted.**

14. Foreign items (list items by country or origin): **N/A**

15. Time of delivery: **Delivery time to be specified on individual Delivery/Task Orders.**

16.a. Expedited delivery: **Contact Contractor.**

16.b. Overnight and 2-day delivery: **Contact Contractor.**

17. Urgent Requirements: **In accordance with I-FSS-140-B URGENT REQUIREMENTS (Jan 1994), when the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract. Agencies may also contact the contractor's representative to effect a faster delivery.**

18. F.O.B. point(s): **Destination**

19. Ordering address: **DevTech Systems, Inc.
ATTN: Ed Stollof, Director, Contract and Grants Administration
1700 N. Moore St. Suite #1720
Arlington, VA 22209**

20. Ordering procedures: **For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.4.05-3.**

21. Payment address: **DevTech Systems, Inc.
ATTN: Ed Stollof, Director, Contract and Grants Administration
1700 N. Moore St. Suite #1720,**

Arlington, VA 22209

22. Export packing charges, if applicable: **N/A**

23. Terms and conditions of Government purchase care acceptance (any thresholds above the micro-purchase level): **Contact contractor.**

24. a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency and/or reduced pollutants): **N/A**

24. b. 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., contractor's website or other location.) The EIT standards can be found at www.Section508.gov/.