



COST & PERFORMANCE SOLUTIONS, INC.

Mission Oriented Business Integration Services

Authorized Federal Supply Schedule Price List

Special Item Number (SIN): 874-1(RC) – Consulting Services

Contract Number: GS-10F-0063X

Contract Period: December 28, 2010 to December 27, 2015

Cost & Performance Solutions, Inc.

7307 MacArthur Blvd., Ste. 200

Bethesda, MD 20816

Phone: 240-342-3065

Fax: 240-744-4667

www.costandperformance.com

Business size: Small

Business designation: Woman-Owned

Contract Administration: Barry Fausnaugh

Chief Operating Officer

Phone: 240-342-3065 Ext. 103

Fax: 240-744-4667

Email: bfausnaugh@costandperformance.com

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 for *GSA Advantage!* is: www.gsaaadvantage.gov/.

Terms and Conditions - Customer Information

- 1a. **Awarded Special Item Numbers**
 - Special Item Number 874-1(RC), Consulting Services.
- 1b. **Price List and Rates:** See page 8
- 1c. **Labor Category Descriptions and Qualifications:** See page 6
2. **Maximum Order:** Negotiable.
3. **Minimum Order:** \$300.00
4. **Geographic Coverage:** Domestic
5. **Point(s) of Production:** Bethesda, Maryland and throughout the United States
6. **Discounts from List Prices or Statement of Net Price:** Government net prices (discounts already deducted.)
7. **Quantity Discounts:** None
8. **Prompt Payment Terms:** Net 30 days
- 9a. **Notification that Government Purchase Cards are Accepted at or below the Micro-Purchase Threshold:** Yes
- 9b. **Purchase Cards are Accepted Above the Micro-Purchase Threshold:** Yes
10. **Foreign Items:** None
- 11a. **Time of Delivery:** To be negotiated per individual task order
- 11b. **Expedited Delivery:** N/A
- 11c. **Overnight and 2-day Delivery:** N/A
- 11d. **Urgent Requirements:** N/A
12. **F.O.B. Points:** Destination
- 13a. **Ordering Address(s):**
 - Cost & Performance Solutions, Inc.
 - 7307 MacArthur Blvd., Ste. 200
 - Bethesda, MD 20816
 - Attn: Barry Fausnaugh
 - Phone: 240-342-3065 x103
 - Fax: 240-744-4667

- 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 (fss.gsa.gov/schedules).
- 14. Payment Address:**
 - Cost & Performance Solutions, Inc.
 - 7307 MacArthur Blvd., Ste. 200
 - Bethesda, MD 20816
 - Attn: Accounts Payable
- 15. Warranty Provision:** N/A
- 16. Export Packing Charges:** N/A
- 17. Terms and Conditions of Government Purchase Card Acceptance:** N/A
- 18. Terms and Conditions of Rental, Maintenance, and Repair:** N/A
- 19. Terms and Conditions of Installation:** N/A
- 20a. Terms and Conditions of Repair Parts:** N/A
- 20b. Terms and Conditions of other Services:** N/A
- 21. List of Service Distribution Points:** N/A
- 22. List of Participating Dealers:** N/A
- 23. Preventative Maintenance:** N/A
- 24a. Special Attributes:** N/A
- 24b. Special Attributes:** N/A
- 25. Data Universal Number System (DUNS):** 80-825-3228
- 26. Notification Regarding Registration in Central Contractor Registration Database:**
Yes

MOBIS Services

Cost & Performance Solutions, Inc (CaPS) is a small woman-owned business specializing in the development and deployment of business methods and technical solutions to improve performance management, operational planning, budgeting, financial management, human capital management, and strategic decision-making. Our team of nationally-recognized thought leaders and subject matter experts approach each engagement with a Trusted Advisor mindset – deeply understanding clients’ needs, desired outcomes, and organizational challenges. We approach engagements by assessing business needs first and developing solutions, whether technical or not, based on requirements.

CaPS helps federal agencies integrate cost, budget and strategic performance, enabling them to understand the full costs of their outcomes, and how to budget proactively to achieve measurable results against strategic plans. Our team’s solutions have been identified as best practices by the Office of Management and Budget and received recognition from the Harvard Innovations in Government award.

CaPS also helps federal agencies improve key human capital initiatives, such as federal hiring reform and workforce planning. We recently worked with a federal client to streamline and automate key elements of the agency’s hiring processes - shortening the time involved in hiring by approximately 40% and freeing program managers to focus on mission-related work. In addition, we implemented a cutting-edge competency inventory, linked to work activities and strategic outcomes – enabling the agency to understand the linkages and demands for specific skill sets based on workload.

CaPS proven, award-winning approaches to financial/cost, human capital and performance management are scalable and tailorable to meet the needs of our clients.

Our small business size enables us to be more agile than our larger competitors, and therefore, better able to quickly and effectively respond to our client’s specific needs and requirements.

The GSA Mission Oriented Business Integrated Services (MOBIS) program offers a full range of management and consulting services that can improve a federal agency's performance and their endeavor in meeting mission goals. Contractors awarded a MOBIS contract possess the necessary expertise to facilitate how the federal government responds to a continuous stream of new mandates and evolutionary influence such as the President's Management Agenda, Government Performance and Results Act, and government reinvention initiatives such as benchmarking and streamlining.

CaPS has been awarded the GSA MOBIS contract for Special Item Number 874-1, Consulting Services.

Consulting Services (SIN 874-1)

CaPS serves clients nationwide through our offices in Bethesda, Maryland. Through MOBIS Special Item Number (SIN) 874-1, Consulting Services, our consultants provide expert advice, assistance, guidance or counseling in support of an agency's mission-oriented business functions. Services covered by this SIN are:

- Strategic Leadership
- Performance Measurement & Management
- Cost Management
- Budget Planning & Resource Allocation
- Cost, Budget, and Strategic Planning Integration
- Business Communications
- Business Requirements Gathering & Analysis
- Benchmarking/Best Practices
- Human Capital Management Process Analysis & Improvement
- Business Process Analysis & Improvement.

Labor Category Descriptions

The descriptions below provide the general functions, qualifications and responsibilities for each labor category offered.

- Project Director/Senior Subject Matter Expert
- Senior Manager/Subject Matter Expert
- Manager
- Project Manager

Project Director/Senior Subject Matter Expert.

Experience/Description: Project Directors (PD) and Senior Subject Matter Experts (SSME) have at least 15 years experience in leading or providing technical direction and guidance to projects. The PD/SSME has a demonstrated ability to provide management and technical direction to multiple, highly complex projects. The PD/SSME has either a master's degree or a Bachelor's degree and a professional certification which requires continuing education to maintain. Examples of professional certifications include, but are not limited to, Certified Public Accountant, Project Management Professional, Certified Government Financial Planner. The PD/SSME may substitute eight (8) years additional related experience for a Master's degree or five (5) years additional related experience for a Bachelor's degree.

Duties: The Project Director has overall responsibility for client engagements. Depending on the nature of the work being performed, the PD/SSME may have daily involvement with project execution or may provide high level guidance and direction to project teams ensuring the project is on track to meet all key milestones and objectives. The PD/SSME is typically involved in defining overall solutions to meet specific, well-defined customer requirements. The PD/SSME will lead the customer and project team in clearly defining and documenting specific objectives and project goals at the beginning of each project. The PD/SSME designs, implements, manages and provides advanced technical expertise to federal, state and local government financial, performance, cost, strategic, administrative, management and related information technology engagements.

Senior Manager/Subject Matter Expert.

Experience/Description: Senior Managers (SM) and Subject Matter Experts (SME) have at least 10 years experience in leading or providing technical direction and guidance to projects. The SM/SME has a demonstrated ability to provide management and technical direction to complex projects. The SM/SME has a Bachelor's degree. The SM/SME may substitute five (5) years additional related experience for a Bachelor's degree.

Duties: The SM/SME designs, implements, manages and provides technical expertise to federal, state and local government financial, performance, cost, strategic, administrative, management and related information technology engagements. The SM/SME may, depending on the nature and complexity of the project, provide both management and technical contributions to the project.

Manager

Experience/Description: Managers have at least six (6) years experience in leading and providing technical direction and guidance to projects. The Manager has a demonstrated ability to manage smaller individual projects or discrete portions of larger projects. The Manager has a Bachelor's degree. The Manager may substitute five (5) years additional years of related experience for a Bachelor's degree.

Duties: The Manager applies management and technical expertise to federal, state and local government financial, performance, cost, strategic, administrative, management and related information technology engagements. The Manager may, depending on the nature and complexity of the project, provide both management and technical contributions to the project.

Project Manager:

Experience/Description: Project Manager's have at least (5) years experience in managing projects and are responsible for the overall management of specific task orders and for ensuring that solutions are implemented and deliverables are provided in a timely, quality manner. The Project Manager has a Bachelor's degree. The Project Manager may substitute five (5) additional years of related experience for a Bachelor's degree.

Duties: The Project Manager uses project management best practices that are consistent with both CaPS and customer project management standards and approaches. The Project Manager oversees, coordinates and assists team members and customers in effectively and efficiently accomplishing project and business activities and goals.



Labor Categories and Hourly Rates

Consulting Services - SIN 874-1(RC)

GSA Labor Category	Period of Performance / Hourly Rate				
	Year 1	Year 2	Year 3	Year 4	Year 5
	12/28/2010 through 12/27/2011	12/28/2011 through 12/27/2012	12/28/2012 through 12/27/2013	12/28/2013 through 12/27/2014	12/28/2014 through 12/27/2015
Project Director/Senior Subject Matter Expert	\$ 176.82	\$ 182.66	\$ 188.68	\$ 194.91	\$ 201.34
Senior Manager/Subject Matter Expert	\$ 162.78	\$ 168.15	\$ 173.70	\$ 179.43	\$ 185.35
Manager	\$ 153.51	\$ 158.58	\$ 163.81	\$ 169.21	\$ 174.80
Project Manager	\$ 144.16	\$ 148.92	\$ 153.83	\$ 158.91	\$ 164.15