



GSA Federal Supply Schedule

Industrial Group: 00CORP

Professional Services Schedule (PSS)

Contract Number:

GS-10F-0117S

**Planned Systems International, Inc.
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Columbia, MD 21044-6250**

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GENERAL SERVICES ADMINISTRATION
Federal Supply Service
Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, term 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: gsaadvantage.gov/

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Professional Services Schedule (PSS)

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Contract Number: GS-10F-0117S

Contract Period: January 26, 2006 through January 25, 2021

Current through Modification PO-0007 dated January 7, 2016



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Prices Shown Herein are Net (discount deducted)

TABLE OF CONTENTS

1.0 CUSTOMER INFORMATION..... 1

2.0 ABOUT PLANNED SYSTEMS INTERNATIONAL, INC..... 6

3.0 SPECIAL ITEM NUMBERS (SINS) 7

4.0 LABOR CATEGORIES..... 9

4.1 PROGRAM MANAGER 9

4.2 PROJECT MANAGER 9

4.3 TASK MANAGER..... 10

4.4 SUBJECT MATTER EXPERT I..... 10

4.5 SUBJECT MATTER EXPERT II 10

4.6 SUBJECT MATTER EXPERT III 11

4.7 SUBJECT MATTER EXPERT IV 11

4.8 CONSULTANT I 12

4.9 CONSULTANT II..... 12

4.10 CONSULTANT III 13

4.11 CONSULTANT IV 13

4.12 CONSULTANT V..... 13

4.13 CONSULTANT VI 14

4.14 ORGANIZATION ANALYST I 14

4.15 ORGANIZATION ANALYST II 14

4.16 ORGANIZATION ANALYST III..... 15

4.17 ORGANIZATION ANALYST IV..... 15

4.18 METHODS & PROCEDURES ANALYST I..... 15

4.19 METHODS & PROCEDURES ANALYST II..... 16

4.20 METHODS & PROCEDURES ANALYST III 16

4.21 METHODS & PROCEDURES ANALYST IV 17

4.22 METHODS & PROCEDURES ANALYST V 17

4.23 METHODS & PROCEDURES ANALYST VI 17

4.24 OPERATIONS RESEARCH ANALYST I..... 18

4.25 OPERATIONS RESEARCH ANALYST II 18

4.26 OPERATIONS RESEARCH ANALYST III 18

4.27 OPERATIONS RESEARCH ANALYST IV 19

4.28 GRAPHIC ARTIST 19

4.29 TECHNICAL WRITER..... 19

4.30 ADMINISTRATIVE ASSISTANT 20

5.0 PRICING 21

1.0 Customer Information

1. a. Table of awarded special item numbers:

Special Item Numbers (SINs)	Page
874-1/1RC - Integrated Consulting Services	7
874-4/4RC - Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration, Learning Management, Internships	
874-6/6RC – Acquisition Management Support	
874-7/7RC – Integrated Business Program Support Services	

b. Not Applicable

c. Labor Categories (Please see Section 4)

2. **Maximum Order:** The Maximum Order designated for contracts awarded under this schedule is \$1,000,000. Ordering activities may seek a price reduction for orders placed over this amount.
3. **Minimum Order:** The Minimum Order designated for contracts awarded under this solicitation is \$100.
4. **Geographic Coverage:** The geographic scope of this contract is within the 48 contiguous states, Washington, D.C., Alaska and Hawaii.
5. **Points of Production:** Not applicable.
6. **Discount from List Prices or Statement of Net Price:**

Funded Order Value	Discount
Up to \$250,000	0.5%
\$250,000 - \$500,000	1.0%
\$500,000 - \$750,000	1.5%
\$750,000 - \$1,000,000	2.0%
Over \$1,000,000	Negotiable on a individual order basis

7. **Quantity Discounts:** PSI may offer a discount for services that are performed in certain lower cost geographic areas and are negotiated on an individual order basis.
8. **Prompt Payment Terms:** None.
9. **Government Purchase Cards:**
 - a. are accepted at or below the micro-purchase threshold.
 - b. are accepted above the micro-purchase threshold.
10. **Foreign Items:** None.
11. **Time of Delivery**
 - a. Time of delivery: As specified in individual orders.
 - b. Expedited delivery: Not applicable.

- c. Overnight and 2-day delivery: Not applicable.
- d. Urgent requirements: 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.

12. F.O.B. points: Destination.

13. Ordering:

- a. Address:

Planned Systems International, Inc.
10632 Little Patuxent Parkway, Suite 200
Columbia, MD 21044-6250
Attn. Mr. Darrell Abed
Voice: 443.832.5018
Fax: 410.964.8001
E-mail: dabed@plan-sys.com

- b. Procedures:

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment Addresses:

- a. Electronic:

Israel Discount Bank of N.Y.
Account: 13-0250-2
Routing Number: 026009768

- b. Checks:

Planned Systems International, Inc.
10632 Little Patuxent Parkway, Suite 200
Columbia, MD 21044-6250

15. Warranty Provision: Standard Commercial Warranty.

16. Export Packing Charges: Not applicable.

17. Terms and Conditions of Government Purchase Card acceptance: Determined on an individual order basis.

18. Environmental attributes (recycled content, energy efficiency and/or reduced pollutants): Negotiated on an individual order basis.

19. Data Universal Number System (DUNS) number: 60-357-1613

20. Notification regarding registration in Central Contractor Registration (CCR) database: PSI is registered in the CCR database.

21. Ordering Procedures:

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs)

within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

When ordering services over \$100,000, Department of Defense (DOD) ordering offices and non-DOD agencies placing orders on behalf of DOD must follow the policies and procedures in the Defense Federal Acquisition Regulation Supplement (DFARS) 208.404-70, Additional ordering procedures for services. When DFARS 208.404-70 is applicable and there is a conflict between the ordering procedures contained in this clause and the additional ordering procedures for services in DFARS 208.404-70, the DFARS procedures take precedence.

GSA has determined that the prices for services contained in PSI's pricelist applicable to this Schedule are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

When ordering services, ordering offices shall—

(1) Prepare a Request (Request for Quote or other communication tool):

(i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

(ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor-hour or time-and-materials quote may be requested. The firm-fixed price shall be based on the prices in the Schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other direct charges related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

(iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.

(iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses.

(2) Transmit the Request to Contractors:

Based upon an initial evaluation of catalogs and pricelists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate) and transmit the request as follows:

(i) The request shall be provided to at least three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold.

(ii) For proposed orders exceeding the maximum order threshold, the request shall be provided to an appropriate number of additional contractors that offer services that will meet the agency's needs.

(iii) In addition, the request shall be provided to any contractor who specifically requests a copy of the request for the proposed order.

(iv) Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the Schedule contractor that represents the best value. (See FAR 8.404.)

The establishment of Federal Supply Schedule BPAs for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts.

When establishing BPAs ordering offices shall—

(1) Inform contractors in the request (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(i) SINGLE BPA: Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The Schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404.)

(ii) MULTIPLE BPAs: When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When establishing multiple BPAs, the procedures in (a)(2) above must be followed. The procedures at (a)(2) do not apply to orders issued under multiple BPAs. Authorized users must transmit the request for quote for an order to all BPA holders and then place the order with the BPA holder that represents the best value.

(2) Review BPAs Periodically: Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404.)

The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

When the ordering office's requirement involves both products as well as executive, administrative and/or professional services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404.)

The ordering office, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to

use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

- 22. List of participating dealers:** Not Applicable
- 23. Preventive maintenance:** Not Applicable
- 24. Special attributes:** Not Applicable
- 25. Data Universal Number System (DUNS) number:** 60-357-1613
- 26. Notification regarding SAM registration:** PSI is registered in the SAM database
- 27. Uncompensated Overtime:** PSI does make use of uncompensated overtime

2.0 About Planned Systems International, Inc.

Founded in 1988, PSI is a CMMI-DEV Level 3, CMMI-SVC Level 3, ISO® 9001:2008, ISO®/IEC 20000-1:2005, ISO® 27001:2005, and ISO® 14001:2004-certified enterprise IT solutions and management consulting services provider specializing in Health IT and Data Integration & Analyses. PSI has a stellar record of past performance and award-winning experience, and core capabilities in the following areas: Requirements Gathering & Design; Enterprise Architecture & Design; Software Development & Maintenance; Systems Integration; Testing Services; Web & SharePoint Development; Cloud Computing; E-Learning - Instructional Design & Delivery; Service Delivery & Customer Care; Medical Modeling & Simulation; Big Data Analytics & Business Intelligence; Mobility Systems; Theatre Systems Support, and Advisory & Assistance Services. The company is known for innovation and market leadership, and continues to distinguish itself through a winning combination of people, service, and integrity. For additional information on PSI, please visit our website at www.plan-sys.com.

PSI has received recognition for service to its customers which includes the following awards:

- Department of Defense Small Business Mentor-Protégé Program, Nunn-Perry Award
- *Computerworld's* 21st Century Achievement Award
- Green Idea Award, Green Environmental Management System (GEMS), James Lovell Federal Health Care Center
- 2010 eLearning Leadership Award, Department of Veterans Affairs (VA)
- Team Commendation—Walter Reed Army Medical Center (WRAMC)
- Financial Management Award, TPOCS Team Under Secretary of Defense Citation

3.0 SPECIAL ITEM NUMBERS (SINs)

SIN 874-1 INTEGRATED CONSULTING SERVICES

Description: Services required under this SIN will provide expert advice, assistance, guidance or counseling in support of agencies' management, organizational and business improvement efforts. This may also include studies, analyses and reports documenting any proposed developmental, consultative or implementation efforts.

Examples:

- strategic, business and action planning
- systems alignment
- cycle time
- performance measures and indicators
- leadership systems
- high performance work
- process and productivity improvement
- organizational assessments
- program audits, and evaluations

SIN 874-4 TRAINING SERVICES

Includes off-the-shelf, or customized off-the-shelf training packages related to specific business services.

Examples:

- Customer service; team building
- Performance measurement
- Performance problem solving
- Business process reengineering
- Strategic planning
- Process improvement
- Performance problem-solving
- ISO 9000
- Statistical process control

SIN 874-6 ACQUISITION MANAGEMENT SUPPORT

Contractors provide expert advice, consultation and assistance to federal organizations tasked with conducting OMB Circular A-76 Commercial Activities studies, strategic sourcing studies, privatization studies, public-private partnerships and other competitive sourcing projects or efforts including activities related to the Federal Activities Inventory Reform Act.

Examples:

- Strategic, tactical and operational level planning support
- Initial study planning
- Development of Performance Work Statements (PWS)
- Development of in-house government cost estimates
- Development of Quality Assurance Plans (QASP)
- Administrative appeal process support
- Comparison of in-house bids to proposed Inter-Service Support Agreement (ISSA) prices
- Performance of management studies to determine the government's Most Efficient Organization (MEO)
- MEO or contract implementation support
- MEO performance reviews
- Assessments and/or studies of potential privatization initiatives
- Privatization
- Strategic sourcing

SIN 874-7 BUSINESS PROGRAM SUPPORT SERVICES

Contractors provide services related to initiating, planning, controlling, executing and closing out projects & programs..

Examples:

- Project leadership and communications
- Scheduling and cost control
- Risk management
- Management of project quality
- Project scope management
- Program/project performance measurement
- Program integration
- Program/project documentation

4.0 Labor Categories

4.1 Program Manager

Overview

Responsible for managing multiple project tasks, interfacing with senior leadership and assuring the quality of overall programs. Responsible for oversight, coordination and integration of multiple business improvement and enterprise transformation projects. Assist the customer in determining schedules, in reviewing deliverables and in participating in project reviews that look across the totality of the customer's programs. Must possess a strong background in business and management. Sets overall project approach and shapes senior management agenda. Must know process improvement strategies for complex projects, business analysis methods and techniques, sophisticated consulting strategies and techniques, functional area test practices, organizational development and systems approaches to integrating total solutions. Minimum Education/Experience: Bachelor's Degree and 12 years of experience. At least 6 of the 12 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
NA	NA	16	10	12	6	10	4	8	2

4.2 Project Manager

Overview

Responsible for managing project tasks and assuring the quality of tasks. Responsible for oversight, coordination and integration of business improvement and enterprise transformation projects. Assist the customer in determining schedules, in reviewing deliverables and in participating in project reviews. Must possess a strong background in business and management. Must know process improvement strategies for complex projects, business analysis methods and techniques, sophisticated consulting strategies and techniques, functional area test practices, organizational development and systems approaches to integrating total solutions. Minimum Education/Experience: Bachelor's Degree and 6 years of experience. At least 1 of the 6 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
NA	NA	10	5	6	1	4	0	2	0

4.3 Task Manager

Overview

Responsible for the overall performance of an individual task order such as formulating work standards, assigning task team schedules and resources, reviewing performance, cost and budget information, and supervising task team personnel. Interfaces with customer on all aspects of the task order. Candidate must have a strong background in project management. Areas of expertise may include business process reengineering, statistical process control, organizational assessment, process modeling and simulation, organizational development and change management. Minimum Education/Experience: Bachelor's Degree and 4 years of experience.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
8	3	6	2	4	0	2	0	NA	NA

4.4 Subject Matter Expert I

Overview

Performs analytic work in support of business improvement and reengineering activities including organizational development and process modernization. Subject matter functional expertise provided includes areas such as facilitation, management consulting, training or business improvement skills, methodology development, change management, data modeling, performance measurement, benchmarking and identifying best practices. Minimum Education/Experience: Bachelor's Degree and 10 years of experience. At least 5 of the 10 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
14	9	12	9	10	5	8	3	6	1

4.5 Subject Matter Expert II

Overview

Performs analytic work in support of business improvement and reengineering activities including organizational development and process modernization. Subject matter functional expertise provided includes areas such as facilitation, management consulting, training or business improvement skills, methodology development, change management, data modeling, performance measurement, benchmarking and identifying best practices. Must proficiently use tools and techniques associated with business improvements. May provide leadership to small teams of functional or technical personnel. Minimum Education/Experience: Bachelor's Degree and 12 years of experience. At least 7 of the 12 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
16	11	14	11	12	7	10	5	8	3

4.6 Subject Matter Expert III**Overview**

Performs analytic work in support of business improvement and reengineering activities including organizational development and process modernization. Responsible for effectively transitioning existing project teams and facilitating teams in the accomplishment of project activities and objectives. Able to anticipate reactions to change and develop effective, creative solutions or responses and guide the client while managing their expectations. Subject matter functional expertise provided includes areas such as strategic and business planning, activity based costing, financial management analysis, facilitation, management consulting, training or business improvement skills, methodology development, change management, data modeling, performance measurement, benchmarking and identifying best practices. Must proficiently use tools and techniques associated with business improvements. May provide leadership and training to small teams of functional or technical personnel. Minimum Education/Experience: Bachelor's Degree and 14 years of experience. At least 9 of the 14 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
18	13	16	13	14	9	12	7	10	5

4.7 Subject Matter Expert IV**Overview**

Serves as a coach or mentor to the other team members and be recognized as an authority on one or more business improvement subject areas such as change management, strategic and business planning, statistical process control, organizational design, simulation methods or Business Process Reengineering methodologies. Candidate must be notably fluent in the areas of business improvement, strategic business planning, management and organizational techniques. Help shape senior management agendas, create and maintain executive level management momentum for change and be able to design and deliver presentations and interventions. Must possess demonstrated ability and experience in management consulting and cross-team facilitation at the senior management level. Minimum Education/Experience: Bachelor's Degree and 15 years of experience. At least 10 of the 15 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
19	14	17	12	15	10	13	8	11	6

4.8 Consultant I

Overview

Requires knowledge in fields defined as non-technical such as accounting, agriculture, business organization and management, communications, economics, education, finance, health sciences, humanities, marketing, social science, and related fields.

Provides supporting consultation with client to define need or problem, conducts research, performs studies and surveys to obtain data, and analyzes data to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Minimum Education/Experience: Bachelor's Degree and 10 years of experience. At least 5 of the 10 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
14	9	12	7	10	5	8	3	6	1

4.9 Consultant II

Overview

Requires knowledge in fields defined as non-technical such as accounting, agriculture, business organization and management, communications, economics, education, finance, health sciences, humanities, marketing, social science, and related fields.

Provides supporting consultation with client to define need or problem, conducts research, performs studies and surveys to obtain data, and analyzes data to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Minimum Education/Experience: Bachelor's Degree and 12 years of experience. At least 7 of the 12 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
16	11	14	9	12	7	10	5	8	3

4.10 Consultant III

Overview

Requires knowledge in fields defined as non-technical such as accounting, agriculture, business organization and management, communications, economics, education, finance, health sciences, humanities, marketing, social science, and related fields.

Consults with client to define need or problem, conducts research, performs studies and surveys to obtain data, and analyzes data to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Minimum Education/Experience: Bachelor's Degree and 14 years of experience. At least 9 of the 14 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
18	13	16	11	14	9	12	7	10	5

4.11 Consultant IV

Overview

Requires knowledge in fields defined as non-technical such as accounting, agriculture, business organization and management, communications, economics, education, finance, health sciences, humanities, marketing, social science, and related fields.

Consults with client to define need or problem, conducts research, performs studies and surveys to obtain data, and analyzes data to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Minimum Education/Experience: Bachelor's Degree and 17 years of experience. At least 12 of the 17 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
21	16	19	14	17	12	15	10	13	8

4.12 Consultant V

Overview

Requires knowledge in fields defined as non-technical such as accounting, agriculture, business organization and management, communications, economics, education, finance, health sciences, humanities, marketing, social science, and related fields.

Coordinates consultations with client to define need or problem, conducts research, performs studies and surveys to obtain data, and analyzes data to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Minimum

Education/Experience: Bachelor's Degree and 20 years of experience. At least 15 of the 20 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
24	19	22	17	20	15	18	13	16	11

4.13 Consultant VI

Overview

Requires knowledge in fields defined as non-technical such as accounting, agriculture, business organization and management, communications, economics, education, finance, health sciences, humanities, marketing, social science, and related fields.

Oversees and coordinates consultations with client to define need or problem, conducts research, performs studies and surveys to obtain data, and analyzes data to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Minimum Education/Experience: Bachelor's Degree and 23 years of experience. At least 18 of the 23 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
27	22	25	20	23	18	21	16	19	14

4.14 Organization Analyst I

Overview

Supports analysis of organizational structure, responsibilities, teamwork, capabilities of incumbents, business or operating procedures, reporting relationships, processes, and work flow to devise most efficient methods of accomplishing work. Minimum Education/Experience: Bachelor's Degree and 13 years of experience. At least 8 of the 13 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
17	12	15	10	13	8	11	6	9	4

4.15 Organization Analyst II

Overview

Analyzes organizational structure, responsibilities, teamwork, capabilities of incumbents, business or

operating procedures, reporting relationships, processes, and work flow to devise most efficient methods of accomplishing work. Minimum Education/Experience: Bachelor's Degree and 16 years of experience. At least 11 of the 16 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
20	15	18	13	16	11	14	9	12	7

4.16 Organization Analyst III

Overview

Coordinates analysis of organizational structure, responsibilities, teamwork, capabilities of incumbents, business or operating procedures, reporting relationships, processes, and work flow to devise most efficient methods of accomplishing work. Minimum Education/Experience: Bachelor's Degree and 20 years of experience. At least 15 of the 20 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
24	19	22	17	20	15	18	13	16	11

4.17 Organization Analyst IV

Overview

Oversees and coordinates analysis of organizational structure, responsibilities, teamwork, capabilities of incumbents, business or operating procedures, reporting relationships, processes, and work flow to devise most efficient methods of accomplishing work. Minimum Education/Experience: Bachelor's Degree and 23 years of experience. At least 18 of the 23 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
27	22	25	20	23	18	21	16	19	14

4.18 Methods & Procedures Analyst I

Overview

Provides supporting recommendations for revision of methods of operation, policies and procedures, forms, reports, material handling, alterations in equipment or office layout, simplification, computer systems, or other changes to increase production or improve standards. May make recommendation concerning organizational structure to avoid duplication or overlapping functions. Minimum

Education/Experience: Bachelor's Degree and 9 years of experience. At least 4 of the 9 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
13	8	11	6	9	4	7	2	5	0

4.19 Methods & Procedures Analyst II

Overview

Provides supporting recommendations for revision of methods of operation, policies and procedures, forms, reports, material handling, alterations in equipment or office layout, simplification, computer systems, or other changes to increase production or improve standards. May make recommendation concerning organizational structure to avoid duplication or overlapping functions. Minimum Education/Experience: Bachelor's Degree and 11 years of experience. At least 6 of the 11 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
15	10	13	8	11	6	9	4	7	2

4.20 Methods & Procedures Analyst III

Overview

Recommends revision of methods of operation, policies and procedures, forms, reports, material handling, alterations in equipment or office layout, simplification, computer systems, or other changes to increase production or improve standards. May make recommendation concerning organizational structure to avoid duplication or overlapping functions. Minimum Education/Experience: Bachelor's Degree and 13 years of experience. At least 8 of the 13 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
17	12	15	10	13	8	11	6	9	4

4.21 Methods & Procedures Analyst IV

Overview

Coordinates and recommends revision of methods of operation, policies and procedures, forms, reports, material handling, alterations in equipment or office layout, simplification, computer systems, or other changes to increase production or improve standards. May make recommendation concerning organizational structure to avoid duplication or overlapping functions. Minimum Education/Experience: Bachelor's Degree and 15 years of experience. At least 10 of the 15 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
19	14	17	12	15	10	13	8	11	6

4.22 Methods & Procedures Analyst V

Overview

Coordinates revision of methods of operation, policies and procedures, forms, reports, material handling, alterations in equipment or office layout, simplification, computer systems, or other changes to increase production or improve standards. May make recommendation concerning organizational structure to avoid duplication or overlapping functions. Minimum Education/Experience: Bachelor's Degree and 18 years of experience. At least 13 of the 18 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
22	17	20	15	18	13	16	11	14	9

4.23 Methods & Procedures Analyst VI

Overview

Oversees and coordinates revision of methods of operation, policies and procedures, forms, reports, material handling, alterations in equipment or office layout, simplification, computer systems, or other changes to increase production or improve standards. May make recommendation concerning organizational structure to avoid duplication or overlapping functions. Minimum Education/Experience: Bachelor's Degree and 23 years of experience. At least 18 of the 23 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
27	22	25	20	23	18	21	16	19	14

4.24 Operations Research Analyst I**Overview**

Responsible for determining better way to coordinate the effective use of money, materials and equipment by applying analytical methods from mathematics, science, engineering, finance and economics. Minimum Education/Experience: Bachelor's Degree and 6 years of experience. At least 1 of the 6 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
10	5	8	3	6	1	1	0	0	0

4.25 Operations Research Analyst II**Overview**

Responsible for determining better way to coordinate the effective use of money, materials and equipment by applying analytical methods from mathematics, science, engineering, finance and economics. Minimum Education/Experience: Bachelor's Degree and 8 years of experience. At least 3 of the 8 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
12	7	10	5	8	3	6	1	4	0

4.26 Operations Research Analyst III**Overview**

Coordinates better use of money, materials and equipment by applying analytical methods from mathematics, science, engineering, finance and economics. Minimum Education/Experience: Bachelor's Degree and 11 years of experience. At least 6 of the 11 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
15	10	13	8	11	6	9	4	7	2

4.27 Operations Research Analyst IV**Overview**

Oversees and coordinates better use of money, materials and equipment by applying analytical methods from mathematics, science, engineering, finance and economics. Minimum Education/Experience: Bachelor's Degree and 13 years of experience. At least 8 of the 13 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
17	12	15	10	13	8	11	6	9	4

4.28 Graphic Artist**Overview**

May create graphic material and lettering to be used for title, background, organizational and flow charts, graphs, presentation and training materials and other visual layouts for customer deliverables. Minimum Education/Experience: Associate's Degree and 10 years of experience. At least 5 of the 10 years of experience in specialized/relevant sector.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
12	7	10	5	8	3	0	0	0	0

4.29 Technical Writer**Overview**

Writes and prepares technical documentation using outlines and resource material provided by Subject Matter Experts, Consultants and Analysts. Consolidates, formats, rewrites and edits documentation written by technical and functional personnel. Interprets documentation standards and instructions listed in the Statement of Work and produces documents that conform to instructions and applicable Government and industry standards. Provides documentation and library support. Minimum Education/Experience: Associate's Degree and 2 years of experience.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
4	2	2	0	0	0	0	0	0	0

4.30 Administrative Assistant

Overview

Provides clerical and administrative services and applies appropriate technology to support office operations including library functions and visitor control. Provides graphics and editorial support plus desktop publishing services. Minimum Education/Experience: Associate's Degree and 2 years of experience.

Equivalencies for this labor category are as follows:

Education/Experience

No Degree		Associate's		Bachelor's		Master's		Ph.D.	
Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec	Gen	Spec
4	2	2	0	0	0	0	0	0	0

5.0 PRICING

Labor Category	OPTION PERIOD 2 – On Site				
	1/26/2016- 1/25/2017	1/26/2017- 1/25/2018	1/26/2018- 1/25/2019	1/26/2019- 1/25/2020	1/26/2020- 1/25/2021
Program Manager	143.68	148.13	152.72	157.45	162.33
Project Manager	106.79	110.10	113.51	117.03	120.66
Task Manager	102.99	106.18	109.47	112.86	116.36
Subject Matter Expert I	156.94	161.81	166.83	172.00	177.33
Subject Matter Expert II	189.83	195.71	201.78	208.04	214.49
Subject Matter Expert III	211.75	218.31	225.08	232.06	239.25
Subject Matter Expert IV	306.51	316.01	325.81	335.91	346.32
Administrative Assistant	40.16	41.40	42.68	44.00	45.36
Technical Writer	47.29	48.76	50.27	51.83	53.44
Consultant I	118.17	121.83	125.61	129.50	133.51
Consultant II	130.57	134.62	138.79	143.09	147.53
Consultant III	142.27	146.68	151.23	155.92	160.75
Consultant IV	157.67	162.56	167.60	172.80	178.16
Consultant V	169.34	174.59	180.00	185.58	191.33
Consultant VI	176.34	181.81	187.45	193.26	199.25
Organization Analyst I	121.60	125.37	129.26	133.27	137.40
Organization Analyst II	135.65	139.86	144.20	148.67	153.28
Organization Analyst III	151.12	155.80	160.63	165.61	170.74
Organization Analyst IV	159.25	164.19	169.28	174.53	179.94
Methods & Procedures Analyst I	77.25	79.64	82.11	84.66	87.28
Methods & Procedures Analyst II	84.55	87.17	89.87	92.66	95.53
Methods & Procedures Analyst III	91.49	94.33	97.25	100.26	103.37
Methods & Procedures Analyst IV	97.85	100.88	104.01	107.23	110.55
Methods & Procedures Analyst V	105.71	108.99	112.37	115.85	119.44
Methods & Procedures Analyst VI	114.38	117.93	121.59	125.36	129.25
Operations Research Analyst I	59.36	61.20	63.10	65.06	67.08
Operations Research Analyst II	64.83	66.84	68.91	71.05	73.25
Operations Research Analyst III	72.90	75.16	77.49	79.89	82.37
Operations Research Analyst IV	78.09	80.51	83.01	85.58	88.23
Graphic Artist	73.37	75.64	77.98	80.40	82.89

I-FSS-9696 – ECONOMIC PRICE ADJUSTMENT – Escalation rates have been negotiated prior to contract award. All Government rates include the 0.75% IFF.

Labor Category	OPTION PERIOD 2 – Off Site				
	1/26/2016- 1/25/2017	1/26/2017- 1/25/2018	1/26/2018- 1/25/2019	1/26/2019- 1/25/2020	1/26/2020- 1/25/2021
Program Manager	171.14	176.45	181.92	187.56	193.37
Project Manager	127.06	131.00	135.06	139.25	143.57
Task Manager	122.57	126.37	130.29	134.33	138.49
Subject Matter Expert I	186.72	192.51	198.48	204.63	210.97
Subject Matter Expert II	225.90	232.90	240.12	247.56	255.23
Subject Matter Expert III	251.99	259.80	267.85	276.15	284.71
Subject Matter Expert IV	364.76	376.07	387.73	399.75	412.14
Administrative Assistant	47.77	49.25	50.78	52.35	53.97
Technical Writer	56.24	57.98	59.78	61.63	63.54
Consultant I	140.65	145.01	149.51	154.14	158.92
Consultant II	155.41	160.23	165.20	170.32	175.60
Consultant III	169.31	174.56	179.97	185.55	191.30
Consultant IV	187.60	193.42	199.42	205.60	211.97
Consultant V	201.51	207.76	214.20	220.84	227.69
Consultant VI	209.85	216.36	223.07	229.99	237.12
Organization Analyst I	144.67	149.15	153.77	158.54	163.45
Organization Analyst II	161.44	166.44	171.60	176.92	182.40
Organization Analyst III	179.82	185.39	191.14	197.07	203.18
Organization Analyst IV	189.50	195.37	201.43	207.67	214.11
Methods & Procedures Analyst I	91.92	94.77	97.71	100.74	103.86
Methods & Procedures Analyst II	100.63	103.75	106.97	110.29	113.71
Methods & Procedures Analyst III	108.89	112.27	115.75	119.34	123.04
Methods & Procedures Analyst IV	116.46	120.07	123.79	127.63	131.59
Methods & Procedures Analyst V	126.09	130.00	134.03	138.18	142.46
Methods & Procedures Analyst VI	136.08	140.30	144.65	149.13	153.75
Operations Research Analyst I	70.64	72.83	75.09	77.42	79.82
Operations Research Analyst II	77.15	79.54	82.01	84.55	87.17
Operations Research Analyst III	86.75	89.44	92.21	95.07	98.02
Operations Research Analyst IV	92.91	95.79	98.76	101.82	104.98
Graphic Artist	87.31	90.02	92.81	95.69	98.66

I-FSS-9696 – ECONOMIC PRICE ADJUSTMENT – Escalation rates have been negotiated prior to contract award. All Government rates include the 0.75% IFF.

SCA Eligible Contract Labor Category	SCA Equivalent Code Title	WD Number
Administrative Assistant **	General Clerk I	2005-2103

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (**) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA Matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.