GSA Contract Number: GS-10F-0128R
Contract period: 12/16/2004 – 12/15/2024

Pacific Institute for Research & Evaluation
4061 Powder Mill Road, Suite 350
Beltsville, MD 20705-3113

Phone: 301-755-2700
FAX: 301-755-2799
Website: www.pire.org

Point of Contact for Contract Administration:
Diane McKnight
Phone: 301-755-2721
FAX: 301-755-2799
gsainfo@pire.org

Business Type/Size:
Large, Non-profit Organization

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 go to the GSA Schedules page at GSA.gov.

GSA Multiple Award Schedule Description:
PIRE shall provide expert advice and assistance in support of an agency’s mission-oriented business functions. Services covered by this contract include:

- Management or strategy consulting, including research, evaluations, studies, analyses, scenarios/simulations, reports, business policy and regulation development assistance, strategy formulation, and expert witness services

- Facilitation and related decision support services

- Survey services, using a variety of methodologies, including survey planning, design, and development; survey administration; data validation and analysis; reporting, and stakeholder briefings

- Advisory and assistance services in accordance with FAR 37.203
Customer Information

1a. Awarded Special Item Numbers: 541611 - Administrative Management and General Management Consulting Services Order-Level Materials (OLM)

1b. Prices shown in price list(s) are nets, all discounts deducted and valid for all domestic areas. See Item 6

1c. Hourly rates shown in price list(s) and corresponding job titles, experience, functional responsibility and education.

2. Maximum Order: $1,000,000.00

3. Minimum Order: $300.00

4. Geographic Coverage: Domestic Delivery Only

5. Point(s) of production: Beltsville, Prince George’s County, Maryland, USA


7. Quantity discounts: None Offered

8. Prompt payment terms: 0% - Net 30 days.

9. Foreign items: None

10a. Time of delivery: PIRE will adhere to the delivery schedule specified in individual Task/Delivery/Purchase orders.

10b. Expedited delivery: Contact PIRE for expedited delivery

10c. Overnight and 2-day delivery: Contact PIRE for overnight and two-day delivery

10d. Urgent Requirements: Contact PIRE for urgent requirements

11. F.O.B. Point(s): Destination

12a. Ordering address:
PIRE
Director of Contracts & Grants
4061 Powder Mill Road, Suite 350
Beltsville, MD 20705-3113
Phone: 301-755-2721
FAX: 301-755-2799
E-mail: gsainfo@pire.org

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address:
Electronic payment: Account: Pacific Inst. for Research & Evaluation
Sandy Spring Bank
7126 Wisconsin Avenue
Bethesda, MD 20814
Account: See Invoice
ABA No.: See Invoice

By check: PIRE-Accounts Receivable
4061 Powder Mill Road, Suite 350
Beltsville, MD 20705-3113

14. Warranty provision: Standard Commercial Warranty Terms & Conditions: PIRE warrants and implies that the items delivered hereunder are merchantable and fit for the particular purpose described in the contract/task order

15. Export packing charges: Not applicable

16. Terms and conditions of rental, maintenance, and repair (if applicable): Not applicable

17. Terms and conditions of installation (if applicable): Not applicable

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): Not applicable

18b. Terms and conditions for any other services (if applicable): Not applicable

19. List of service and distribution points (if applicable): Not applicable

20. List of participating dealers (if applicable): Not applicable

21. Preventive maintenance (if applicable): Not applicable

22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: Not applicable

22b. If applicable, Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and full details can be found at www.pire.org or as specified in individual Task/Delivery/Purchase orders.

23. Unique Entity Identifier (UEI) Number: MND6UJJX4PB3

24. System for Award Management (SAM): PIRE is Registered, Cage Code Number 03EW4
Awarded Services

- Program Evaluation and Research
- Performance Measurement
- Program Management and Improvement
- Organizational and Operational Assessment

- Statistical & Economic Analysis
- Customized Training and Technical Assistance
- Survey Services
- Consulting Services to Support Program Implementation

Price List

GSA Contract #GS-10F-0128R
Multiple Award Schedule
SIN: 541611
Includes EPA escalation of 2.10% over previous year

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Level</td>
<td>Labor Category</td>
<td>Year 16</td>
<td>Year 17</td>
<td>Year 18</td>
<td>Year 19</td>
</tr>
<tr>
<td>VII</td>
<td>Research Division Director</td>
<td>$246.55</td>
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<td>VI</td>
<td>Senior Project Director</td>
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<td>Senior Research Scientist</td>
<td>$194.56</td>
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<td>Project Director</td>
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<td>$144.73</td>
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<td>IV</td>
<td>Associate Research Scientist</td>
<td>$129.94</td>
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<td>Program Manager</td>
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<td>$132.11</td>
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<td>III</td>
<td>Production Manager</td>
<td>$108.27</td>
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<td>Research Associate</td>
<td>$86.15</td>
<td>$87.96</td>
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<td>II</td>
<td>Senior Word Processor**</td>
<td>$80.90</td>
<td>$82.60</td>
<td>$84.34</td>
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<td>Research Assistant**</td>
<td>$53.28</td>
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<td>I</td>
<td>Administrative Assistant**</td>
<td>$49.97</td>
<td>$51.02</td>
<td>$52.09</td>
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SCLS Matrix

Wage Determination No.: 2015-4281  Revision No.: 9  Date of Revision: 01/10/2018

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category</th>
<th>SCLS Equivalent Code Title</th>
<th>WD Number</th>
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<tbody>
<tr>
<td>Senior Word Processor**</td>
<td>01613 – Word Processor III</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Research Assistant**</td>
<td>01051 – Data Entry Operator I</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Administrative Assistant**</td>
<td>01113 – General Clerk III</td>
<td>2015-4281</td>
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</table>

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).
Labor Category Descriptions – Levels and Qualifications

LEVEL VII

Research Division Director Level VII

MINIMUM EDUCATION: a Doctoral degree in the social or medical sciences, public health, or behavioral sciences is required along with technical knowledge of a variety of public health, health economic and injury prevention content areas including transportation safety, alcohol safety information and education.

MINIMUM EXPERIENCE: Has at least 10 years of management experience supervising Ph.D. level personnel, fiscal management experience with the preparation and monitoring of research budgets, and demonstrated experience and capability managing all levels of personnel. Has extensive knowledge of government regulations relating to procurement of services and products, proposal preparation and submission, administrative and financial reporting, and technical report preparation.

FUNCTIONAL ROLE/RESPONSIBILITIES: Individual is a member of the senior management at PIRE as well as a senior research scientist or project director responsible for an entire area of content-specific initiatives. Has in-depth knowledge of a variety of research and evaluation methodologies and approaches. Responsibilities include providing technical guidance, supervising, managing, and evaluating staff assignments, and formulating and enforcing goals, policies, work standards, schedules, budgets, and performance metrics.

LEVEL VI

Senior Project Director Level VI

MINIMUM EDUCATION: Ph.D. or equivalent experience.

MINIMUM EXPERIENCE: Has 8 or more years of professional experience in managing applied scientific projects or technical assistance. Has more than ten years of senior level project management experience. Has demonstrated leadership and has made significant contributions to their field of expertise. Has a significant record of publications and/or presentations at major conferences in field of expertise.

FUNCTIONAL ROLE/RESPONSIBILITIES: Senior Research Scientist serves as Principal Investigator or Project Director on research and evaluation projects. Manages and oversees all aspects of research in the alcohol, drug, mental/physical health, education, public welfare, and/or safety fields.

LEVEL V

Project Director Level V

MINIMUM EDUCATION: Advanced degree (Masters or Doctoral).

MINIMUM EXPERIENCE: Has 6 or more years of experience managing applied scientific projects or technical assistance. Demonstrates leadership as a team member and has the ability to work independently. Experience integrating and synthesizing information from multiple sources to meet deadlines and work on several projects simultaneously. Has a demonstrated knowledge of content area by preparing articles for publication or presenting at conferences or seminars in area of expertise. Excellent written and oral communication skills, as well as ability to supervise and motivate others.

FUNCTIONAL ROLE/RESPONSIBILITIES: Individual serves as Sr. Program Director, Deputy Director or similar position title on large demonstration, intervention or program evaluation projects. Manages and oversees projects in the alcohol, drug, mental/physical health, education, public welfare, and/or safety fields.
FUNCTIONAL ROLE/RESPONSIBILITIES: Project Director provides management of various research, evaluation, or demonstration projects independently, or under the supervision of a Senior Project Director or Division Director. Responsible for the detailed planning and performance monitoring of the project and includes providing technical guidance, supervising, managing, and evaluating staff assignments, and formulating and enforcing goals, policies, work standards, schedules, budgets and performance metrics.

Research Scientist Level V

MINIMUM EDUCATION: Ph.D. in social or behavioral sciences, or Master’s Degree in a relevant field, with an emphasis in qualitative and/or quantitative research.

MINIMUM EXPERIENCE: Has 6 years of post-doctoral experience in conducting quantitative or qualitative research or evaluation studies. Has published articles in peer-reviewed journals and presented at major conferences or seminars in area of expertise. Strong background in research methods is required. Excellent presentation skills required.

FUNCTIONAL ROLE/RESPONSIBILITIES: Research Scientist provides research management for medium to large size projects that includes: research design, proposal writing, data collection, data analysis, research results publication, and manuscript production. Also responsible for providing technical guidance as well as formulating and enforcing goals, schedules, budgets, and performance metrics.

LEVEL IV

Associate Research Scientist Level IV

MINIMUM EDUCATION: Ph.D. or Master’s Degree.

MINIMUM EXPERIENCE: Relevant research experience in a research/teaching environment is required and at least 4 years of direct experience. Must demonstrate knowledge by preparing articles for publication, and/or presentations at major conferences in the area of expertise, and demonstrate conceptual, analytical and methodological abilities.

FUNCTIONAL ROLE/ RESPONSIBILITIES: Associate Research Scientist collaborates with senior staff and/or provides overall scientific management of research components and/or management of small research projects, including research design, analysis, budgets, and scheduling of projects. Individual manages a variety of data collection and analytic responsibilities.

Program (Project) Manager Level IV

MINIMUM EDUCATION: Ph.D. or other degree.

MINIMUM EXPERIENCE: Has 4 years of relevant experience managing programs coming from research is required. Has demonstrated knowledge of content area as evidenced by published articles for or presentations at conferences or seminars in area of expertise. Has writing experience as a major author on proposals submitted for competitive contract or grant award, or papers for peer-review journals.

FUNCTIONAL ROLE/RESPONSIBILITIES: Program Manager independently manages research, evaluation, or demonstration projects independently, or works under the supervision of a Senior Program Director or Senior Scientist.

LEVEL III

Production Manager Level III

MINIMUM EDUCATION: Bachelor’s degree or equivalent vocational certification Minimum

EXPERIENCE: Has 4 years of experience managing publication production, along with knowledge of printing processes. Must have extensive knowledge of databases and spreadsheets and be an expert with text and graphic file conversions. Must have excellent oral and written skills and the ability to train and supervise staff.

FUNCTIONAL ROLE/RESPONSIBILITIES: Production Manager is responsible for managing production of documents, proposals, articles and graphics, as well as completion and distribution of documents by negotiated deadlines.
<table>
<thead>
<tr>
<th>Research Associate</th>
<th>Level III</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MINIMUM EDUCATION:</strong> Master's Degree in one of the social or behavioral sciences.</td>
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<tr>
<td><strong>MINIMUM EXPERIENCE:</strong> Has 3 years of experience managing major components of grant and contract deliverables, including interface with funding agencies.</td>
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<tr>
<td><strong>FUNCTIONAL ROLE/RESPONSIBILITIES:</strong> Research Associate provides day-to-day coordination for research projects and programs under the direction of a Principal Investigator or senior program staff person. Activities and expertise include data collection, research data management, analysis, and synthesis.</td>
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<thead>
<tr>
<th>LEVEL II</th>
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<tbody>
<tr>
<td>Senior Word Processor</td>
</tr>
<tr>
<td><strong>MINIMUM EDUCATION:</strong> Bachelor's degree or equivalent vocational certification</td>
</tr>
<tr>
<td><strong>MINIMUM EXPERIENCE:</strong> Has 3 years of experience as a word processor with keyboarding skills at 65 wpm. Excellent proofreading, punctuation, spelling, and grammar skills required. Requires some knowledge of standard formatting guidelines for technical/scientific publications.</td>
</tr>
<tr>
<td><strong>FUNCTIONAL ROLE/RESPONSIBILITIES:</strong> Senior Word Processor provides clerical support to staff. Requires knowledge and proficiency using advanced word processing and other document production software. Also performs some administrative duties, and coordinating proposal and article writing efforts.</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>LEVEL I</th>
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<tbody>
<tr>
<td>Administrative Assistant</td>
</tr>
<tr>
<td><strong>MINIMUM EDUCATION:</strong> High School Diploma or equivalent</td>
</tr>
<tr>
<td><strong>MINIMUM EXPERIENCE:</strong> 1 year administrative experience in an office setting required.</td>
</tr>
<tr>
<td><strong>FUNCTIONAL ROLE/RESPONSIBILITIES:</strong> Administrative Assistant is responsible for routine project-related word processing; photocopying and mailing; maintaining and updating databases; and providing general support to staff in order to fulfill project objectives.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Research Assistant</th>
<th>Level II</th>
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</thead>
<tbody>
<tr>
<td><strong>MINIMUM EDUCATION:</strong> Bachelor's Degree.</td>
<td></td>
</tr>
<tr>
<td><strong>MINIMUM EXPERIENCE:</strong> Has 1 year of relevant experience.</td>
<td></td>
</tr>
<tr>
<td><strong>FUNCTIONAL ROLE/RESPONSIBILITIES:</strong> Research Assistant provides support activities to research projects (not requiring specialized scientific or technical capability) under supervision of research assistant/data entry coordinator.</td>
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</tbody>
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