

GENERAL SERVICES ADMINISTRATION

Authorized Federal Supply Service

 <p>Data Consulting Group</p>	<p>Data Consulting Group, Inc.</p> <p>965 E. Jefferson Avenue Detroit, MI 48207</p> <p>(313) 963-8886 (313) 963-5960 (FAX)</p> <p><u>http://www.dcgrouppinc.com</u></p> <p>Business Size: Large Business</p>
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MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)

Contract Price List

Contract Number: GS-10F-0236R

Authorized MOBIS Schedule

Special Item Numbers: 874-1, 874-2, 874-7, 874-1RC, 874-2RC, 874-7RC

Period Covered by Contract:

March 15, 2010 – March 14, 2014

Products and ordering information in this Authorized MOBIS Schedule are also available on the GSA Advantage! site. Agencies can browse GSA Advantage! by accessing the GSA's Home Page via the Internet at <http://www.fss.gsa.gov/>

Data Consulting Group
Approved GSA Rates & Labor Descriptions

Labor Category	Rates as of March 15, 2010
Executive Partner	\$271.38
Director	\$244.24
Senior Manager	\$217.10
Senior Facilitator	\$217.10
Manager	\$189.97
Project Manager	\$162.72
Trainer	\$175.00
Senior Consultant	\$162.83
Facilitator	\$162.83
Consultant	\$135.69
Senior Analyst	\$86.85
Analyst	\$59.71
Facilitation Analyst	\$59.71
Project Controller	\$49.75
Document Specialist	\$43.00

SIN DESCRIPTIONS

SIN 874-1: CONSULTING SERVICES

Contractors shall 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 of consultation include but are not limited to:

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

SIN 874-2: FACILITATION SERVICES

Contractors shall provide facilitation and related decision support services to agencies engaging in collaboration efforts, working groups, or integrated product, process, or self-directed teams. Agencies bringing together diverse teams and/or groups with common and divergent interests may require a neutral party to assist them in:

- the use of problem solving techniques
- resolving disputes, disagreements, • and divergent views
- providing a draft for the permanent record
- defining and refining the agenda
- logistical meeting/ conference support when performing technical facilitation
- recording discussion content and focusing decision-making
- debriefing and overall meeting planning
- convening and leading large and small group briefings and discussions
- preparing draft and final reports for dissemination

SIN 874-7: PROGRAM INTEGRATION AND PROJECT MANAGEMENT SERVICES

Contractors shall provide services in the management, integration, and programs and projects. These services may include, but are not limited to:

- program management
- program integration (team leader)
- program oversight •
- project management

LABOR CATEGORY DESCRIPTIONS

The table below is a summary of the DCG education and work experience requirements by labor category. A detailed description of the roles and responsibilities of each labor category follows.

<i>Labor Category</i>	Undergraduate Degree Requirement	Graduate Degree Requirement	Work Experience Requirement
Executive Partner	Required	Required	15 or greater
Director	Required	Optional	Minimum of 10
Senior Manager	Required	Optional	Minimum of 10
Senior Facilitator	Required	Optional	Minimum of 7
Manager	*Required	Optional	Minimum of 5
Project Manager	*Required	(Project Management training required)	Minimum of 5
Trainer	*Required	None	Minimum of 5
Senior Consultant	*Required	None	Minimum of 4
Facilitator	*Required	None	Minimum of 4
Consultant	*Required	None	Minimum of 4
Senior Analyst	*Required	None	Minimum of 2
Analyst	*Required	None	Minimum of 1
Facilitation Analyst	*Required	None	Minimum of 1
Project Controller	*Required	None	Minimum of 1
Document Specialist	None	None	Minimum of 1

*Equivalent technical training and/or experience may be substituted for education using the relationship of one year of training and/or experience for each year of education.

Executive Partner

Role and Responsibility: Provides consultation, direction, expertise and strategic advice to client and project executives based on years of experience in highly complex program management and industry expertise.

Education and Experience: Typically a partner with significant years of experience in complex program management. Works with the highest-level client executives and has an advanced degree in finance, accounting, operations management or business strategy. Is a member of Data Consulting Group's leadership team and has decision-making control.

Director

Role and Responsibility: Manages multiple, diverse projects within a specific client or manages a single, highly complex project. Responsible for client relationship management, high-level coordination of project resources, budget and vendor management. Possesses deep expertise in complex program management, technology or a specific industry.

Education and Experience: Has significant years of experience in management consulting or program management within a specific industry. Possesses an advanced degree in information technology, finance or business strategy (or equivalent years of experience).

Senior Manager

Role and Responsibility: Manages day-to-day efforts of a project for a client, including management of the project resources, budget, deliverables, quality control, issue resolution and client sign-off.

Education and Experience: Has multiple relevant years of experience in management consulting or program management within a specific industry. Possesses an advanced degree in information technology, finance, operations management or business strategy (or equivalent years of experience).

Senior Facilitator

Role and Responsibility: Performs assessment of client facilitation requirements; designs and applies advanced concepts, processes and tools for facilitation; sets direction and leads client groups through complex discussions; provides a summary and evaluation of the outcomes after facilitation occurs.

Education and Experience: Has multiple relevant years of experience in facilitating groups through complex decision-making, conflict resolution and/or strategy and visioning. Possesses an advanced degree in business, organizational behavior or other relevant curriculum (or equivalent years of experience).

Manager

Role and Responsibility: Manages smaller projects or major subsets of activities within a large project, including management of the project resources, budget, deliverables, quality control, issue resolution and client sign-off.

Education and Experience: Has several relevant years of experience in management consulting or program management within a specific industry. Possesses an advanced degree in information technology, finance, operations management or business strategy (or equivalent years of experience).

Project Manager

Role and Responsibility: Performs the day-to-day management of project teams and for ensuring that deliverables meet time specifications and quality goals. Applies project management tools to track work deadlines and budgets, including creating and managing project plans, performing risk assessments and issue tracking, providing routine project status reports, coordinating knowledge sharing and documentation, using other industry standard project management tools.

Education and Experience: Undergraduate degree or equivalent relevant work experience. Possesses a project management certification (or the equivalent experience or training).

Trainer

Role and Responsibility: Develops and delivers training, including curriculum design, course content and material, training presentations, and proficiency examinations.

Education and Experience: Undergraduate degree or equivalent relevant work experience. Possesses significant oral and written communication skills and is a subject matter expert on training topic.

Senior Consultant

Role and Responsibility: Leads major activities within a project, such as complex data analysis, deliverable development or training.

Education and Experience: Undergraduate degree (typically in business or information technology) with several relevant years of relevant management consulting or program management experience.

Facilitator

Role and Responsibility: Leads major activities within a facilitation project, such as development of tools and assessments. Can facilitate portion of group discussions. Supports documentation requirements throughout all stages of the facilitation.

Education and Experience: Has some relevant experience in facilitating groups. Possesses an undergraduate degree in business, organizational behavior or other relevant curriculum (or equivalent years of experience).

Consultant

Role and Responsibility: Assists in completing project tasks, such as data gathering and analysis, database and spreadsheet development, draft report development and development of other relevant materials.

Education and Experience: Undergraduate degree (typically in business or information technology) with a few years of relevant management consulting or program management experience.

Senior Analyst

Role and Responsibility: Gathers information for more senior team members, manages data entry into project databases and knowledge repositories, takes meetings notes and assists other team members as necessary.

Education and Experience: Undergraduate degree typically in business or information technology.

Analyst

Role and Responsibility: Assists project team with routine data gathering, research and documentation. Assists Manager with project administration tasks.

Education and Experience: Undergraduate degree typically in business or information technology or material work experience in a relevant field.

Facilitation Analyst

Role and Responsibility: Assists team with routine data gathering, research, documentation and logistics for facilitation sessions. Assists Facilitator and Senior Facilitator with project administration tasks.

Education and Experience: Undergraduate degree typically in business or information technology or material work experience in a relevant field.

Project Controller

Role and Responsibility: Conducts day-to-day routine project management activities, such as tracking of work effort / deadlines, issues, and budget, deliverable management and project infrastructure management. Reports to Senior Manager or Manager on status of overall project progress from a work effort / budget perspective.

Education and Experience: Undergraduate degree typically in business or information technology or material work experience in project management techniques, tools and troubleshooting.

Document Specialist

Role and Responsibility: Collect and catalog required project information from clients. Assist with documentation, formatting and cataloging of project interim deliverables and final deliverables.

Education and Experience: Relevant experience in dealing with clients and organizing project documentation.