

GENERAL SERVICES ADMINISTRATION

Federal Supply Service

Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through **GSA Advantage!**[™], a menu-driven database system. The INTERNET address for **GSA Advantage!**[™] is:

<http://www.GSAAdvantage.gov>.

Professional Services Schedule (PSS)

Industrial Group: 00CORP Class: 874

Contract Number: GS-10F-0261M

**For more information on ordering from Federal Supply Schedules
click on the FSS Schedules button at <http://www.fss.gsa.gov>**

**Contract Period: 4-30-2012 through 4-29-2017
Pricelist Effective April 30, 2012**



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TABLE OF CONTENTS

1. Information for Ordering Activities	3
2. Maximum Order	3
3. Minimum Order	3
4. Geographic Coverage	3
5. Points of Production	3
6. Discount from list price	3
7. Quantity Discounts	3
8. Prompt Payment Terms	3
9. Government Purchase Card Information	4
10. Foreign Items	4
11. Delivery Information	4
12. F.O.B Points	4
13. Ordering Information	4
14. Payment Address	4
15. Warranty Provision	4
16. Export Packing Changes	4
17. Terms and Conditions of Purchase Card Acceptance	4
18. Terms and Conditions of Rental, Maintenance, and Repair	4
19. Terms and Conditions of Installation	4
20. Terms and Conditions of Repair Parts or other services	4
21. List of Service and Distribution Points	5
22. List of Participating Dealers	5
23. Preventative Maintenance	5
24. Environmental Attributes	6
25. DUNS Number	6
26. Registration in CCR Database	6
GSA Approved Labor Category Descriptions	6
GSA Approved Labor Rates	19
GSA Approved Training Course Descriptions	20
GSA Approved Training Course Prices	23

CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

Special Item Number	Labor Category/Class Description Page	Awarded Price Page
874-1 & 874-1RC	6-18	19
874-4 & 874-4RC	20-22	23
874-6 & 874-6RC	6-18	19
874-7 & 874-7RC	6-18	19

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.

2. Maximum Order: \$1,000,000.00

3. Minimum Order: \$100.00

4. Geographic Coverage (delivery Area): FOB Domestic and Overseas

5. Point(s) of production (city, county, and state or foreign country): Same as company address

6. Discount from list prices or statement of net price: Government Net Prices (discounts already deducted). See prices attached

7. Quantity discounts: None Offered

8. Prompt payment terms: 1% 10 Days, Net 30 days

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro purchase threshold: Contact Contractor

10. Foreign items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery:
Contact Contractor

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor

12. F.O.B Points(s): Destination

13a. Ordering Address(es): Same as contractor

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(es): Same as company address

15. Warranty provision: Contractor’s Standard Commercial Warranty

16. Export Packing Charges (if applicable): N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro purchase level): Contact Contractor

18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

19. Terms and conditions of installation (if applicable): N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

20a. Terms and conditions for any other services (if applicable): N/A

21. List of service and distribution points (if applicable): N/A

22. List of participating dealers (if applicable): N/A

23. Preventive maintenance (if applicable): N/A

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

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

25. Data Universal Numbering System (DUNS) number: 078644631

26. Notification regarding registration in Central Contractor Registration (CCR) database:
Registered

Labor Category Descriptions

Executive Management Consultant

Specialized Experience: Must be a published, nationally recognized expert in their specific field(s). Must have a Master's Degree, PhD or Juris Doctorate and a minimum of eighteen years of experience performing and managing multiple large programs or managing concurrent complex projects, from inception to deployment, in one or more of the following areas:

- **Strategic Planning** - must have demonstrated experience overseeing a Program or Project team responsible for the: development of a comprehensive mission statement outlining the major functions and objectives of an agency; design of clear and logical links between required resources and the agency's end outcome goals; identification of key factors outside of the agency's control that could inhibit achievement of the goals and objectives; analysis of the strengths, weaknesses, opportunities, and threats (SWOT analysis) within the agency related to its missions and objectives; clear and logical linkages to the annual plan from the strategic plan; description of program evaluation criteria to be used.
- **Strategy Validation** - must be able to demonstrate expertise in managing and implementing auditing processes and perform and lead the coaching of managers and leaders to design strategies that will steer organizations towards desired outcome goals; facilitation of meetings with agency stakeholders to ensure adequate input from all levels of the agency and to bring together diverse perspectives around the common goal of improving government performance; and dissemination of results across the agency.
- **Process and Activity Redesign** - must have expertise and be able to effectively oversee the facilitation, training, methodology development and evaluation, process reengineering across all phases, identify best practices, change management, activity and data modeling, or information system development methods and practices; or
- **Program Evaluation** - must be able to architect and lead the development of program logic models to analyze agency programs to determine and measure the extent to which programs meet their goals and effectively utilize funds.
- **Performance Budgeting** - must have demonstrated expertise and knowledge of methods for transforming or aligning traditional budget structures for use in performance budgeting. Specific experience must include the ability to: realign the major uses of agency resources towards accomplishing the stated mission and goals; link resources to the strategic plan and performance goals; assess the use of resources in terms of costs vs. benefits; use performance information to make management decisions about strategic use of funds based on the agency's strategic plans.
- **Financial Management and Cost Accounting** - must have demonstrated expertise and knowledge of methods for improving the cost of government and creating efficient financial systems. Specific experience must include the ability to reduce erroneous payments through recovery auditing; improve financial forecasting through streamlined and accelerated reporting; recognize and provide methods for reducing fraud, waste, and abuse through the use of improved internal controls; provide full cost accounting to align an agency's activities with its end outcomes and strategies.
- **Strategic Communication** - must have demonstrated expertise and knowledge of how to enhance an agency's communication overall as well as how to promote and integrate agency mission with messages. Specific experience must include the ability to integrate best practices in

the promotion of the stated mission and goals and develop messages that will enhance agency branding; develop communication performance measures to improve the overall effectiveness of all communication programs.

- **Information Technology**- must have demonstrated experience and knowledge of capital planning, investment management and performance management and must be able to fully integrate and align all three to the stated mission and goals. Specific experience must include the ability to develop meaningful IT business cases that are aligned with mission and goals; develop an enterprise architecture that encompasses full integration and addresses all security issues; effectively plan, manage, and implement e-government projects.

- **Strategic Management of Human Resources** - must have demonstrated experience and knowledge of human capital plans, workforce assessments, and professional development. Specific experience must include the ability to: perform workforce assessments and develop de-layering initiatives; understand and develop competency based recruitment strategies; understand professional development needs and provide workforce management; provide a framework for the development of meaningful and measurable individual employee performance plans; develop mission aligned succession plans and strategic recruitment initiatives.

General experience includes demonstrated exceptional written and oral communications skills, including published works, project plans, white papers, proposals and formal presentations. Must have demonstrated expertise in performing and leading all key project areas.

Responsibilities: Serves as the Staff Expert of a large multi-task effort, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Oversees development of analytical and computational techniques and methodology for problem solutions. Directs enterprise wide strategic systems planning, business information planning, business and analysis. Facilitates process and data modeling in support of agency planning and analysis efforts. As applicable, directs team in the application of re-engineering disciplines to develop strategic and planning documents. Oversees the quality assurance for all deliverables. Serves as liaison between project staff and client. Identifies and addresses issues and recommends and report changes to the client and/or corporate Senior Management.

Senior Management Consultant

Specialized Experience: Must be a nationally recognized expert in their specific field(s). Must have a Master's Degree, PhD or Juris Doctorate and a minimum of fifteen years experience performing and managing multiple large programs or managing concurrent complex projects, from inception to deployment, in one or more of the following areas:

- **Strategic Planning** - must have demonstrated experience overseeing a Program or Project team responsible for the: development of a comprehensive mission statement outlining the major functions and objectives of an agency; design of clear and logical links between required resources and the agency's end outcome goals; identification of key factors outside of the agency's control that could inhibit achievement of the goals and objectives; analysis of the strengths, weaknesses, opportunities, and threats (SWOT analysis) within the agency related to

its missions and objectives; clear and logical linkages to the annual plan from the strategic plan; description of program evaluation criteria to be used.

- **Strategy Validation** - must be able to demonstrate expertise in managing and implementing auditing processes and perform and lead the coaching of managers and leaders to design strategies that will steer organizations towards desired outcome goals; facilitation of meetings with agency stakeholders to ensure adequate input from all levels of the agency and to bring together diverse perspectives around the common goal of improving government performance; and dissemination of results across the agency.
- **Process and Activity Redesign** - must have expertise and be able to effectively oversee the facilitation, training, methodology development and evaluation, process reengineering across all phases, identify best practices, change management, activity and data modeling, or information system development methods and practices; or
- **Program Evaluation** - must be able to architect and lead the development of program logic models to analyze agency programs to determine and measure the extent to which programs meet their goals and effectively utilize funds.
- **Performance Budgeting**- must have demonstrated expertise and knowledge of methods for transforming or aligning traditional budget structures for use in performance budgeting. Specific experience must include the ability to: realign the major uses of agency resources towards accomplishing the stated mission and goals; link resources to the strategic plan and performance goals; assess the use of resources in terms of costs vs. benefits; use performance information to make management decisions about strategic use of funds based on the agency's strategic plans.
- **Financial Management and Cost Accounting** - must have demonstrated expertise and knowledge of methods for improving the cost of government and creating efficient financial systems. Specific experience must include the ability to: reduce erroneous payments through recovery auditing; improve financial forecasting through streamlined and accelerated reporting; recognize and provide methods for reducing fraud, waste, and abuse through the use of improved internal controls; provide full cost accounting to align an agency's activities with its end outcomes and strategies;
- **Strategic Communication** - must have demonstrated expertise and knowledge of how to enhance an agency's communication overall as well as how to promote and integrate agency mission with messages. Specific experience must include the ability to: integrate best practices in the promotion of the stated mission and goals and develop messages that will enhance agency branding; develop communication performance measures to improve the overall effectiveness of all communication programs.
- **Information Technology** - must have demonstrated expertise and knowledge of capital planning, investment management and performance management and must be able to fully integrate and align all three to the stated mission and goals. Specific experience must include the ability to: develop meaningful IT business cases that are aligned with mission and goals; develop an enterprise architecture that encompasses full integration and addresses all security issues; effectively plan, manage, and implement e-government projects.
- **Strategic Management of Human Resources** - must have demonstrated expertise and knowledge of human capital plans, workforce assessments, and professional development. Specific experience must include the ability to: perform workforce assessments and develop de-layering initiatives; understand and develop competency based recruitment strategies; understand professional development needs and provide workforce management; provide a framework for

the development of meaningful and measurable individual employee performance plans; develop mission aligned succession plans and strategic recruitment initiatives.

General experience includes demonstrated exceptional written and oral communications skills, including published works, project plans, white papers, proposals and formal presentations. Must have demonstrated expertise in performing and leading all key project areas.

Responsibilities: Serves as the Staff Expert of a large multi-task effort, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Oversees development of analytical and computational techniques and methodology for problem solutions. Directs enterprise wide strategic systems planning, business information planning, business and analysis. Facilitates process and data modeling in support of agency planning and analysis efforts. As applicable, directs team in the application of re-engineering disciplines to develop strategic and planning documents. Oversees the quality assurance for all deliverables. Serves as liaison between project staff and client. Identifies and addresses issues and recommends and report changes to the client and/or corporate Senior Management.

Senior Principal Consultant

Specialized Experience: Must be a nationally recognized expert in their specific field(s). Must have a Bachelor's degree and a minimum of twelve years of experience performing and managing multiple large programs or managing concurrent complex projects, from inception to deployment, in one or more of the following areas:

- **Strategic Planning** - must have demonstrated experience overseeing a Program or Project team responsible for the: development of a comprehensive mission statement outlining the major functions and objectives of an agency; design of clear and logical links between required resources and the agency's end outcome goals; identification of key factors outside of the agency's control that could inhibit achievement of the goals and objectives; analysis of the strengths, weaknesses, opportunities, and threats (SWOT analysis) within the agency related to its missions and objectives; clear and logical linkages to the annual plan from the strategic plan; description of program evaluation criteria to be used.
- **Strategy Validation** - must be able to demonstrate expertise in managing and implementing auditing processes and perform and lead the coaching of managers and leaders to design strategies that will steer organizations towards desired outcome goals; facilitation of meetings with agency stakeholders to ensure adequate input from all levels of the agency and to bring together diverse perspectives around the common goal of improving government performance; and dissemination of results across the agency.
- **Process and Activity Redesign** - must have expertise and be able to effectively oversee the facilitation, training, methodology development and evaluation, process reengineering across all phases, identify best practices, change management, activity and data modeling, or information system development methods and practices; or
- **Program Evaluation** - must be able to architect and lead the development of program logic models to analyze agency programs to determine and measure the extent to which programs meet their goals and effectively utilize funds.

- **Performance Budgeting** - must have demonstrated expertise and knowledge of methods for transforming or aligning traditional budget structures for use in performance budgeting. Specific experience must include the ability to: realign the major uses of agency resources towards accomplishing the stated mission and goals; link resources to the strategic plan and performance goals; assess the use of resources in terms of costs vs. benefits; use performance information to make management decisions about strategic use of funds based on the agency's strategic plans.
- **Financial Management and Cost Accounting** - must have demonstrated expertise and knowledge of methods for improving the cost of government and creating efficient financial systems. Specific experience must include the ability to: reduce erroneous payments through recovery auditing; improve financial forecasting through streamlined and accelerated reporting; recognize and provide methods for reducing fraud, waste, and abuse through the use of improved internal controls; provide full cost accounting to align an agency's activities with its end outcomes and strategies;
- **Strategic Communication** - must have demonstrated expertise and knowledge of how to enhance an agency's communication overall as well as how to promote and integrate agency mission with messages. Specific experience must include the ability to: integrate best practices in the promotion of the stated mission and goals and develop messages that will enhance agency branding; develop communication performance measures to improve the overall effectiveness of all communication programs.
- **Information Technology** - must have demonstrated expertise and knowledge of capital planning, investment management and performance management and must be able to fully integrate and align all three to the stated mission and goals. Specific experience must include the ability to: develop meaningful IT business cases that are aligned with mission and goals; develop an enterprise architecture that encompasses full integration and addresses all security issues; effectively plan, manage, and implement e-government projects.
- **Strategic Management of Human Resources** - must have demonstrated expertise and knowledge of human capital plans, workforce assessments, and professional development. Specific experience must include the ability to: perform workforce assessments and develop de-layering initiatives; understand and develop competency based recruitment strategies; understand professional development needs and provide workforce management; provide a framework for the development of meaningful and measurable individual employee performance plans; develop mission aligned succession plans and strategic recruitment initiatives.

General experience includes demonstrated exceptional written and oral communications skills, including published works, project plans, white papers, proposals and formal presentations. Must have demonstrated expertise in performing and leading all key project areas.

Responsibilities: Serves as the Staff Expert of a large multi-task effort, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Oversees development of analytical and computational techniques and methodology for problem solutions. Directs enterprise wide strategic systems planning, business information planning, business and analysis. Facilitates process and data modeling in support of agency planning and analysis efforts. As applicable, directs team in the application of re-engineering disciplines to develop strategic and planning documents. Oversees the quality assurance for all deliverables. Serves as liaison between project staff and client. Identifies and

addresses issues and recommends and report changes to the client and/or corporate Senior Management.

Senior Researcher/Senior Facilitator

Specialized Experience: Must be a recognized expert in their specific field(s). Must have a Bachelor's degree and have a minimum of ten years of experience performing and managing multiple large programs or managing concurrent complex projects, from inception to deployment, in one or more of the following areas:

- **Strategic Planning** - must have demonstrated experience overseeing a Program or Project team responsible for the: development of a comprehensive mission statement outlining the major functions and objectives of an agency; design of clear and logical links between required resources and the agency's end outcome goals; identification of key factors outside of the agency's control that could inhibit achievement of the goals and objectives; analysis of the strengths, weaknesses, opportunities, and threats (SWOT analysis) within the agency related to its missions and objectives; clear and logical linkages to the annual plan from the strategic plan; description of program evaluation criteria to be used.
- **Strategy Validation** - must be able to demonstrate expertise in managing and implementing auditing processes and perform and lead the coaching of managers and leaders to design strategies that will steer organizations towards desired outcome goals; facilitation of meetings with agency stakeholders to ensure adequate input from all levels of the agency and to bring together diverse perspectives around the common goal of improving government performance; and dissemination of results across the agency.
- **Process and Activity Redesign** - must have expertise and be able to effectively oversee the facilitation, training, methodology development and evaluation, process reengineering across all phases, identify best practices, change management, activity and data modeling, or information system development methods and practices; or
- **Program Evaluation** - must be able to architect and lead the development of program logic models to analyze agency programs to determine and measure the extent to which programs meet their goals and effectively utilize funds.
- **Performance Budgeting** - must have demonstrated expertise and knowledge of methods for transforming or aligning traditional budget structures for use in performance budgeting. Specific experience must include the ability to: realign the major uses of agency resources towards accomplishing the stated mission and goals; project staff and client. Identifies and addresses issues and recommends and report changes to the client and/or corporate Senior Management.

Senior Consultant

Specialized Experience: Must be a recognized expert in their specific field(s). Must have a Bachelor's degree and have a minimum of eight years of experience performing and managing multiple large programs or managing concurrent complex projects, from inception to deployment, in one or more of the following areas:

- **Strategic Planning** - must have demonstrated experience managing a Program or Project team responsible for the: development of a comprehensive mission statement outlining the major functions and objectives of an agency; design of clear and logical links between required resources and the agency's end outcome goals; identification of key factors outside of the agency's control that could inhibit achievement of the goals and objectives; analysis of the strengths, weaknesses, opportunities, and threats (SWOT analysis) within the agency related to its missions and objectives; clear and logical linkages to the annual plan from the strategic plan; description of program evaluation criteria to be used.
- **Strategy Validation** - must be able to demonstrate experience in managing and implementing auditing processes and perform and manage the coaching of managers and leaders to design strategies that will steer organizations towards desired outcome goals; facilitation of meetings with agency stakeholders to ensure adequate input from all levels of the agency and to bring together diverse perspectives around the common goal of improving government performance; and dissemination of results across the agency.
- **Process and Activity Redesign** - must be able to perform or manage the facilitation, training, methodology development and evaluation, process reengineering across all phases, identify best practices, change management, activity and data modeling, or information system development methods and practices; or
- **Program Evaluation** - must be able to architect and manage the development of program logic models to analyze agency programs to determine and measure the extent to which programs meet their goals and effectively utilize funds.
- **Performance Budgeting** - must have demonstrated experience with methods for transforming or aligning traditional budget structures for use in performance budgeting. Specific experience must include the ability to: realign the major uses of agency resources towards accomplishing the stated mission and goals; link resources to the strategic plan and performance goals; assess the use of resources in terms of costs vs. benefits; use performance information to make management decisions about strategic use of funds based on the agency's strategic plans.

General experience includes demonstrated exceptional written and oral communications skills, including project plans, white papers, proposals and formal presentations. Must have demonstrated experience in performing and managing all key project areas.

Responsibilities: Serves as the Program Manager of a large multi-task effort, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Oversees development of analytical and computational techniques and methodology for problem solutions. Directs enterprise wide strategic systems planning, business information planning, business and analysis. Manages process and data modeling in support of agency planning and analysis efforts. As applicable, directs team in the application of re-engineering disciplines to develop strategic and planning documents. Performs a quality

assurance role for all deliverables. Identifies all task responsibilities and reports any changes or recommendations to the client and/or corporate Senior Management.

Management Consultant

Specialized Experience: Must have a Bachelor's degree and a minimum of six years of experience performing and managing multiple large programs or managing concurrent complex projects, from inception to deployment, in one or more of the following areas:

- **Strategic Planning:** - must have demonstrated experience managing a Project team responsible for the: development of a comprehensive mission statement outlining the major functions and objectives of an agency; design of clear and logical links between required resources and the agency's end outcome goals; identification of key factors outside of the agency's control that could inhibit achievement of the goals and objectives; analysis of the strengths, weaknesses, opportunities, and threats (SWOT analysis) within the agency related to its missions and objectives; clear and logical linkages to the annual plan from the strategic plan; description of program evaluation criteria to be used.
- **Strategy Validation** - must be able to demonstrate experience in managing and implementing auditing processes and perform and manage the coaching of managers and leaders to design strategies that will steer organizations towards desired outcome goals; facilitation of meetings with agency stakeholders to ensure adequate input from all levels of the agency and to bring together diverse perspectives around the common goal of improving government performance; and dissemination of results across the agency.
- **Process and Activity Redesign** - must be able to perform or manage the facilitation, training, methodology development and evaluation, process reengineering across all phases, identify best practices, change management, activity and data modeling, or information system development methods and practices; or
- **Program Evaluation** - must be able to architect and manage the development of program logic models to analyze agency programs to determine and measure the extent to which programs meet their goals and effectively utilize funds.
- **Performance Budgeting:** - must have demonstrated experience with methods for transforming or aligning traditional budget structures for use in performance budgeting. Specific experience must include the ability to: realign the major uses of agency resources towards accomplishing the stated mission and goals; link resources to the strategic plan and performance goals; assess the use of resources in terms of costs vs. benefits; use performance information to make management decisions about strategic use of funds based on the agency's strategic plans.

General experience includes demonstrated exceptional written and oral communications skills, including white papers, project plans, and formal presentations. Must have demonstrated experience in managing all key project areas and performing most project areas. Must have demonstrated ability to work independently or only under general direction.

Responsibilities: Serves as a Project or Program Manager of a large multi-task effort. applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Oversees development of analytical and computational techniques and methodology for problem solutions. Directs enterprise wide strategic systems planning, business

information planning, business and analysis. Manages process and data modeling in support of agency planning and analysis efforts. As applicable, directs agency team in the application of re-engineering disciplines to develop strategic and planning documents. May perform a quality assurance role for specified deliverables. Identifies all task responsibilities and reports any changes or recommendations to the Senior Program Manager.

Principal Consultant

Specialized Experience: Must have a Bachelor's degree and a minimum of five years of experience performing and managing multiple large programs or managing concurrent complex projects, from inception to deployment, in one or more of the following areas:

- **Strategic Planning** - must have demonstrated experience as the Senior Member of a Project team responsible for the: development of a comprehensive mission statement outlining the major functions and objectives of an agency; design of clear and logical links between required resources and the agency's end outcome goals; identification of key factors outside of the agency's control that could inhibit achievement of the goals and objectives; analysis of the strengths, weaknesses, opportunities, and threats (SWOT analysis) within the agency related to its missions and objectives; clear and logical linkages to the annual plan from the strategic plan; description of program evaluation criteria to be used.
- **Strategy Validation** - must be able to demonstrate experience in managing and implementing auditing processes and perform and manage the coaching of managers and leaders to design strategies that will steer organizations towards desired outcome goals; facilitation of meetings with agency stakeholders to ensure adequate input from all levels of the agency and to bring together diverse perspectives around the common goal of improving government performance; and dissemination of results across the agency.
- **Process and Activity Redesign** - must be able to perform or manage the facilitation, training, methodology development and evaluation, process reengineering across all phases, identify best practices, change management, activity and data modeling, or information system development methods and practices; or
- **Program Evaluation** - must be able to architect and manage the development of program logic models to analyze agency programs to determine and measure the extent to which programs meet their goals and effectively utilize funds.
- **Performance Budgeting** - must have demonstrated experience with methods for transforming or aligning traditional budget structures for use in performance budgeting. Specific experience must include the ability to: realign the major uses of agency resources towards accomplishing the stated mission and goals; link resources to the strategic plan and performance goals; assess the use of resources in terms of costs vs. benefits; use performance information to make management decisions about strategic use of funds based on the agency's strategic plans.

General experience includes demonstrated exceptional written and oral communications skills, including White Papers and formal presentations. Must have demonstrated experience in execution of key project areas. Must have demonstrated ability to work independently or only under general direction.

Responsibilities: Serves as a Technical Project Lead or Manager across all major technical areas of the project, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of agency planning and analysis efforts. As applicable, directs agency team in the application of re-engineering disciplines to develop strategic and planning documents. May perform a quality assurance role for specified deliverables. Identifies all task responsibilities and reports any changes or recommendations to the Program Manager.

Researcher/Consultant

Specialized Experience: Must have a Bachelor's degree and a minimum of three years of experience. The candidate will have both technical and management experience, from inception to deployment, of one or more large-scale complex Projects in one or more of the following areas:

- **Strategic Planning** - must have demonstrated experience as a senior member of a team responsible for the: development of a comprehensive mission statement outlining the major functions and objectives of an agency; design of clear and logical links between required resources and the agency's end outcome goals; identification of key factors outside of the agency's control that could inhibit achievement of the goals and objectives; analysis of the strengths, weaknesses, opportunities, and threats (SWOT analysis) within the agency related to its missions and objectives; clear and logical linkages to the annual plan from the strategic plan; description of program evaluation criteria to be used.
- **Strategy Validation** - must be able to demonstrate experience in implementing auditing processes and perform and manage the coaching of managers and leaders to design strategies that will steer organizations towards desired outcome goals; facilitation of meetings with agency stakeholders to ensure adequate input from all levels of the agency and to bring together diverse perspectives around the common goal of improving government performance; and dissemination of results across the agency.
- **Process and Activity Redesign** - must be able to perform the facilitation, training, methodology development and evaluation, process reengineering across all phases, identify best practices, change management, activity and data modeling, or information system development methods and practices; or
- **Program Evaluation** - must be able to architect the development of program logic models to analyze agency programs to determine and measure the extent to which programs meet their goals and effectively utilize funds.
- **Performance Budgeting** - must have demonstrated experience with methods for transforming or aligning traditional budget structures for use in performance budgeting. Specific experience must include the ability to: realign the major uses of agency resources towards accomplishing the stated mission and goals; link resources to the strategic plan and performance goals; assess the use of resources in terms of costs vs. benefits; use performance information to make management decisions about strategic use of funds based on the agency's strategic plans.

General experience includes demonstrated exceptional written and oral communications skills, including compilation of research results. Must have demonstrated experience in execution of key project areas. Must have demonstrated ability to work independently or only under general direction.

Responsibilities: Serves as a Technical Task Lead or Manager in multiple project tasks, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of the planning and analysis efforts. As applicable, applies the application of re-engineering disciplines to develop strategic and planning documents. May perform a quality assurance role for specified deliverables. Identifies all task responsibilities and reports any changes or suggestions to Program Manager.

Technical Writer/Consultant

Specialized Experience: Must have a Bachelor's Degree and a minimum of two years' experience. Includes experience in one or more of the following areas:

- **Strategic Planning** - must have demonstrated experience as a member of a team responsible for the: development of a comprehensive mission statement outlining the major functions and objectives of an agency; design of clear and logical links between required resources and the agency's end outcome goals; identification of key factors outside of the agency's control that could inhibit achievement of the goals and objectives; analysis of the strengths, weaknesses, opportunities, and threats (SWOT analysis) within the agency related to its missions and objectives; clear and logical linkages to the annual plan from the strategic plan; description of program evaluation criteria to be used.
- **Strategy Validation** - must be able to demonstrate experience in implementing auditing processes and perform the coaching of managers and leaders to design strategies that will steer organizations towards desired outcome goals; facilitation of meetings with agency working groups to ensure adequate input from mid-levels of the agency and to bring together diverse perspectives around the common goal of improving government performance; and dissemination of results across the agency_
- **Process and Activity Redesign** - must be able to perform the facilitation, training, methodology development and evaluation, process reengineering across all phases, identify best practices, change management, activity and data modeling, or information system development methods and practices; or
- **Program Evaluation** - must be able to architect the development of program logic models to analyze agency programs to determine and measure the extent to which programs meet their goals and effectively utilize funds.
- **Performance Budgeting** - must have demonstrated experience with methods for transforming or aligning traditional budget structures for use in performance budgeting. Specific experience must include the ability to: realign the major uses of agency resources towards accomplishing the stated mission and goals; link resources to the strategic plan and performance goals; assess the

use of resources in terms of costs vs. benefits; use performance information to make management decisions about strategic use of funds based on the agency's strategic plans.

General experience includes demonstrated exceptional written and oral communications skills, Must have demonstrated experience in execution of key project areas. Must have demonstrated ability to work independently or only under general direction.

Responsibilities: Serves as a Technical Specialist in one or more project tasks, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of agency planning and analysis efforts. As applicable, applies reengineering disciplines to develop strategic and planning documents. May perform a quality assurance role. Identifies all task responsibilities and reports any changes or suggestions to Senior Consultant or Project Manager.

Project Coordinator/Consultant

Specialized Experience: Must have a Bachelor's Degree and a minimum of one year experience required. Includes experience in one or more of the following areas:

- **Strategic Planning** - must have demonstrated experience as a member of a team responsible for the: development of a comprehensive mission statement outlining the major functions and objectives of an agency; design of clear and logical links between required resources and the agency's end outcome goals; identification of key factors outside of the agency's control that could inhibit achievement of the goals and objectives; analysis of the strengths, weaknesses, opportunities, and threats (SWOT analysis) within the agency related to its missions and objectives; clear and logical linkages to the annual plan from the strategic plan; description of program evaluation criteria to be used.
- **Strategy Validation** - must be able to demonstrate experience in implementing auditing processes and perform the coaching of managers and leaders to design strategies that will steer organizations towards desired outcome goals; facilitation of meetings with agency working groups to ensure adequate input from mid-levels of the agency and to bring together diverse perspectives around the common goal of improving government performance; and dissemination of results across the agency.
- **Process and Activity Redesign** - must be able to perform the facilitation, training, methodology development and evaluation, process reengineering across all phases, identify best practices, change management, activity and data modeling, or information system development methods and practices; or
- **Program Evaluation** - must be able to architect the development of program logic models to analyze agency programs to determine and measure the extent to which programs meet their goals and effectively utilize funds.
- **Performance Budgeting** - must have demonstrated experience with methods for transforming or aligning traditional budget structures for use in performance budgeting. Specific experience must include the ability to: realign the major uses of agency resources towards accomplishing the stated mission and goals; link resources to the strategic plan and performance goals; assess the

use of resources in terms of costs vs. benefits; use performance information to make management decisions about strategic use of funds based on the agency's strategic plans.

General experience includes demonstrated exceptional written and oral communications skills. Must have demonstrated experience in execution or key project areas. Must have demonstrated ability to work independently or only under general direction.

Responsibilities: Serves as a part of a team in one or more project tasks, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Assists the team with the development of analytical and computational techniques and methodology for problem solutions. Helps to coordinate the team's performance of enterprise wide strategic systems planning, business information planning, business and analysis. Assists the team with process and data modeling in support of agency planning and analysis efforts. Assists the team with reengineering disciplines to develop strategic and planning documents. May perform a quality assurance role. Identifies all task responsibilities and reports any changes or suggestions to Senior Consultant or Project Manager.

GSA Approved Labor Rates

Labor Category	4/30/2012 - 4/29/2013	4/30/2013 - 4/29/2014	4/30/2014 - 4/29/2015	4/30/2015 - 4/29/2016	4/30/2016 - 4/29/2017
Executive Management Consultant	\$401.62	\$410.45	\$419.48	\$428.71	\$438.14
Senior Management Consultant	\$334.67	\$342.04	\$349.56	\$357.25	\$365.11
Senior Principal Consultant	\$277.25	\$283.35	\$289.58	\$295.95	\$302.46
Senior Researcher/Senior Facilitator	\$267.73	\$273.62	\$279.64	\$285.80	\$292.08
Senior Consultant	\$246.60	\$252.02	\$257.57	\$263.23	\$269.03
Management Consultant	\$211.38	\$216.03	\$220.78	\$225.64	\$230.60
Principal Consultant	\$176.14	\$180.02	\$183.98	\$188.02	\$192.16
Researcher/Consultant	\$140.92	\$144.02	\$147.19	\$150.43	\$153.74
Technical Writer/Consultant	\$112.73	\$115.21	\$117.74	\$120.33	\$122.98
Project Coordinator/Consultant	\$77.51	\$79.21	\$80.96	\$82.74	\$84.56

Service Contract Act:

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire PSS and all the services provided. While no specific labor categories have been identified as being subject to the SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor 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.

Training Course Descriptions

Title of Course: Designing and Implementing Performance Measurement in Government

Length of Course (# of Hrs/Days): 1 and 2 day versions available

Minimum Number of Participants: 7

Maximum Number of Participants: 20

Description of Class

- Review of Performance Measurement Requirements
- Context of Strategic Management and Performance Measurement
- Factors for Good Performance Measurement
- Using Logic Models for Performance Measurement
- Outcomes, Intermediate Outcomes and Outputs in Measurements
- Facilitated Hands-on Application Session (only in two-day version)

Title of Course: Performance-based Contracting in Government

Length of Course (# of Hrs/Days): 1 and 2 day versions available

Minimum Number of Participants: 7

Maximum Number of Participants: 20

Description of Class

- Definition of Performance-based Contracting
- Review of case studies and examples of PBSCs
- Context of Strategic Management and Performance Measurement
- Factors for Good Performance Measurement
- Using Logic Models for Performance Measurement
- Drafting Statements of Work and Requests for Proposals using PBSC criteria
- Managing and Monitoring a PBSC: Critical Success Factors
- Facilitated Hands-on Application Session (only in two-day version)

Title of Course: Crafting Employee Performance Plans: From SES to Line Managers and Employees

Length of Course (# of Hrs/Days): 1 and 2 day versions available

Minimum Number of Participants: 7

Maximum Number of Participants: 20

Description of Class

- Review of Performance Measurement Requirements

- OPM Guidelines for Employee Evaluation and Contracting
- Factors for Good Performance Measurement
- Crafting SES Contracts
- Employee Buy-in: Conducting the Interview and Setting Goals
- Reporting, Incentives and Corrective Action Stages
- Conducting the Evaluation: Critical Success Factors
- Facilitated Hands-on Application Session (only in two-day version)

Title of Course: Outsourcing in Government: A-76 and Competitive Sourcing

Length of Course (# of Hrs/Days): 1 and 2 day versions available

Minimum Number of Participants: 7

Maximum Number of Participants: 20

Description of Class

- Review of Outsourcing Mandates and A-76 Requirements
- FAIR Act and A-76 Definitions: Commercial Activity vs. Inherently Governmental
- Calculating and analyzing costs in outsourcing initiatives
- Creating an MEO (Most Effective Organization)
- Managing the Human Side of Outsourcing: Employee Relations
- Performance-based Contracting tie to Outsourcing
- Facilitated Hands-on Application Session (only in two-day version)

Title of Course: Strategic Planning in Government

Length of Course (# of Hrs/Days): 1 and 2 day versions available

Minimum Number of Participants: 7

Maximum Number of Participants: 20

Description of Class

- Context of Strategic Management and Performance Measurement
- Elements of a Strategic Plans: Mission, Vision, Outcomes, Strategies, Programs and Budget Alignment
- Strategic Landscape Analysis: Strengths, Weaknesses, Opportunities and Threats
- Strategic Program Logic: Outcomes, Intermediate Outcomes and Outputs
- Driving Strategic Plans to Budgets and Employee Management
- Facilitated Hands-on Application Session (only in two-day version)

Title of Course: Change Management in Government

Length of Course (# of Hrs/Days): 1 and 2 day versions available

Minimum Number of Participants: 7

Maximum Number of Participants: 20

Description of Class

- Fundamentals of Change Management: Why Change Can and Must be Managed!
- Change Analysis: Survey of Organizational Capacity for Change and Likely Resistance Areas

- Values/Culture Assessment: Understanding Organizational Disposition for Change
- Strategic Planning for Change Management: Critical Success Factors
- Rolling Out Change: From Announcement to Implementation
- Facilitated Hands-on Application Session (only in two-day version)

Title of Course: Performance-based Budgeting in Government

Length of Course (# of Hrs/Days): 1 and 2 day versions available

Minimum Number of Participants: 7

Maximum Number of Participants: 20

Description of Class

- Review of Performance Measurement and Budgeting Requirements
- Aligning Budget Functions to Strategic Management and Performance Measurement
- Using Logic Models for Integrating Performance Measurements into the Budget and Program Activity Structures
- Understanding OMB and Congressional Use of Traditional Budget Structures
- Examination of Different Approaches to Performance Budgeting: 5 Models
- Facilitated Hands-on Application Session (only in two-day version)

GSA Approved Training Course Rates

Course Titles	Per Class Rate
Designing and Implementing Performance Measurement in Government	\$4,852.47
Performance-based Contracting in Government	\$4,852.47
Crafting Employee Performance Plans: From SES to Line Managers and Employees	\$4,852.47
Outsourcing in Government: A-76 and competitive Sourcing	\$4,852.47
Strategic Planning in Government	\$4,852.47
Change Management in Government	\$4,852.47
Performance Based Budgeting in Government	\$4,852.47