

**WORLDWIDE FEDERAL SUPPLY SCHEDULE CONTRACT
FOR
PROFESSIONAL ENGINEERING SERVICES**

KT Consulting, Inc.
2545 West 10th Street, Suite A
Antioch, CA 94509
(925) 756-1600
Fax: (925) 666-2184
kterrell@ktconsultinginc.com
www.ktconsultinginc.com

Contract Number: GS-23F-0057P

Period Covered by Contract: Nov. 27, 2008 - Nov 26, 2013

Small business
SBA Certified Small Disadvantaged business
Service Disabled Veteran Owned Small business
SBA Certified 8(a) Firm

1. Awarded Special Item Number

SIN 871-1, 871-1 RC	Strategic Planning for Technology Program Activities
SIN 871-2, 871-2 RC	Concept Development and Requirements Analysis
SIN 871-3, 871-3 RC	System, Design, Engineering and Integration
SIN 871-4, 871-4 RC	Test and Evaluation
SIN 871-5, 871-5 RC	Integrated Logistics Support
SIN 871-6, 871-6 RC	Acquisition and Life Cycle Management

2. Maximum Order: \$750,000

3. Minimum Order: \$100

4. Geographic Coverage: Nationwide which includes all 48 contiguous states, Alaska, Hawaii, Puerto Rico, and Washington, D.C.

5. Company:

KT Consulting, Inc.
2545 West 10th Street, Suite A
Antioch, CA 94509
(925) 756-1600

6. Aggregate Discount: 3%

7. Quality/Dollar Volume Discount: 1% order >=\$250,000 2% orders >=\$500,000

8. Prompt Payment Discount: 1/15, Net 30

9. Government Charge Card: As stipulated by Clause 552.232-77, PAYMENT BY GOVERNMENT PURCHASE CARD (MAR 2000), KT Consulting, Inc. accepts the Government purchase credit card for purchases equal to or less than the micro-purchase threshold; KTC will accept the Government purchase credit card for purchases over the micro-purchase threshold.

10. Other Direct Costs: KTC is not proposing any Other Direct Costs associated with the performance of this schedule. As a result, KTC has not priced any Other Direct Costs in our submitted pricing structure.

11. Foreign Items: Yes

12. Time of Delivery: TBD

13. F.O.B.: 48 contiguous states, Alaska, Hawaii, Puerto Rico and Washington, DC

14. Ordering Address:

KT Consulting, Inc.
2545 West 10th Street, Suite A
Antioch, CA 94509

Contact: Kevin Terrell

(925) 756-1600

Fax: (925) 666-2184

Email: kterrell@ktconsultinginc.com

15. Payment Address:

KT Consulting, Inc.
2545 West 10th Street, Suite A
Antioch, CA 94509
(925) 756-1600

16. Data Universal Number System (DUNS) number: 089072826

Table of Contents

DESCRIPTION AND SCHEDULE OF ITEMS

EXPERIENCE

MANAGEMENT AND QUALITY ASSURANCE PLAN

DESCRIPTION AND SCHEDULE OF ITEMS

KT Consulting Inc. (KTC) has provided professional, technical and engineering services to the Government and various commercial clients since our founding in JAN 2000. Our pricing structure for negotiated Government awards has always been built on current staff salaries and having a competitive rate structure.

Our published commercial hourly rates also follow this philosophy, taking current market trends and associated risk factors into consideration. The average overall discount offered to GSA is equal to 20%.

KT Consulting, Inc. (KTC) has past and current project experience, which demonstrates a wide range of skills, and experience in all 18 categories.

SIN 871-1, 871-1 RC	Strategic Planning for Technology Program Activities
SIN 871-2, 871-2 RC	Concept Development and Requirements Analysis
SIN 871-3, 871-3 RC	System, Design, Engineering and Integration
SIN 871-4, 871-4 RC	Test and Evaluation
SIN 871-5, 871-5 RC	Integrated Logistics Support
SIN 871-6, 871-6 RC	Acquisition and Life Cycle Management

Rate	Labor Category	Position Description	Education	Years of Experience
\$120.00	Project Manager	Serves as the project manager for a task order and shall assist the Program Manger in working with the Government Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order-level COR(s), Government management personnel and customer agency representatives. Under the guidance of the Program Manager, is responsible for the overall technical, performance, schedule and cost management of the specific task order(s). Insures that the SOW (task order) requirements are satisfied.	Bachelor's degree or equivalent in Computer Science, Information Systems, Engineering, Business, or other related field.	7 yrs of general experience
\$126.00	Senior Engineer/Analyst	Performs a variety of engineering tasks, either independently or under supervision, which are broad in nature and are concerned with the design and implementation. Supervises team of engineers through project completion. Plans and performs engineering research, design development, and other assignments in conformance with design, engineering and customer specifications. Supervises team of Engineers through project completion. Responsible for major technical/engineering projects of higher complexity and importance than those normally assigned to lower level engineers.	Masters Degree	10 yrs of general experience
\$86.00	Engineer/Analyst	Under supervision performs a variety of engineering tasks which are broad in nature and are concerned with the design and implementation. Performs with some latitude for un-reviewed actions and decisions. Plans and performs engineering research, design development, and other assignments in conformance with design, engineering and customer specifications. Responsible for the technical/engineering part of a major project or a project of lesser complexity and importance than those normally assigned to a higher level engineer.	Bachelor's Degree or equivalent in Computer Science, Information Systems, Engineering, Business, or other related field.	7 yrs of general experience
\$96.00	Senior Quality Assurance Specialist	6 years of experience of which a minimum of 4 years of experience must involve the development, inspection, or certification of quality assurance standards, requirements, and procedures for engineering systems or processes.	Bachelor's Degree	

\$85.00	Quality Assurance Specialist	2 years of experience of which a minimum of 1 year experience must involve the development, inspection, or certification of quality assurance standards, requirements, and procedures for engineering systems or processes.	Bachelor's Degree	
\$90.00	Senior Technical Writer	8 year of experience of written instructions, procedures, reports, minutes, hardware/software descriptions, and other technical documentation in accordance with applicable regulations and new releases of technical material. Experienced in applying word processing techniques to technical or scientific subject matter.	Bachelor's Degree	
\$72.00	Technical Writer	Capable of preparing written instructions, procedures, reports, minutes, hardware/software descriptions, and other technical documentation in accordance with applicable regulations and now releases of technical material. Experienced in applying word processing techniques to technique or scientific subject matter.	Bachelor's Degree	4 yrs of general experience

Negotiated Escalation Factor **3.5%** **3.5%** **3.5%** **3.5%**
KT Consulting is discounting its escalation percentage to the GSA

3% Discount Rate

Base Period (Years 1 thru 5) Base Year 1 Base Year 2 Base Year 3 Base Year 4 Base Year 5

Labor Category	Commercial	Government	Government	Government	Government	Government	Government
	Hourly Rate	Discount					
Program Manager	\$120.00	\$116.40	\$120.47	\$124.69	\$129.05	\$133.57	3.00%
Senior Engineer/Analyst	\$128.00	\$124.16	\$128.51	\$133.00	\$137.66	\$142.48	3.00%
Engineer/Analyst	\$86.00	\$83.42	\$86.34	\$89.36	\$92.49	\$95.73	3.00%
Senior Quality Assurance Specialist	\$96.00	\$93.12	\$96.38	\$99.75	\$103.24	\$106.86	3.00%
Quality Assurance Specialist	\$85.00	\$82.45	\$85.34	\$88.32	\$91.41	\$94.61	3.00%
Senior Technical Writer	\$90.00	\$87.30	\$90.36	\$93.52	\$96.79	\$100.18	3.00%
Technical Writer	\$72.00	\$69.84	\$72.28	\$74.81	\$77.43	\$80.14	3.00%

Other Direct Costs:

To be determined on individual orders

Negotiated Escalation Factor **3.5%** **3.5%** **3.5%** **3.5%** **3.5%**

Option Period (Years 6 thru 10) Option Year 6 Option Year 7 Option Year 8 Option Year 9 Option Year 10

Labor Category	Government	Government	Government	Government	Government	Government
	Hourly Rate	Discount				
Program Manager	\$138.25	\$143.09	\$148.09	\$153.28	\$158.64	3.00%
Senior Engineer/Analyst	\$147.46	\$152.62	\$157.97	\$163.50	\$169.22	3.00%
Engineer/Analyst	\$99.08	\$102.54	\$106.13	\$109.85	\$113.69	3.00%
Senior Quality Assurance Specialist	\$110.60	\$114.47	\$118.47	\$122.62	\$126.91	3.00%
Quality Assurance Specialist	\$97.92	\$101.35	\$104.90	\$108.57	\$112.37	3.00%
Senior Technical Writer	\$103.69	\$107.31	\$111.07	\$114.96	\$118.98	3.00%
Technical Writer	\$82.95	\$85.85	\$88.86	\$91.97	\$95.18	3.00%

EXPERIENCE

Corporate Experience

KT Consulting, Inc. (KTC) has provided professional engineering services to the Government since our founding in 2000 as a sole proprietorship and as a corporation in 2001. Our expertise has been focused on all aspects of engineering and technical services, management consulting, requirements analysis and testing IV&V. As a result, we have developed a technical staff with a wide range of disciplines and capabilities.

Since our inception, KTC personnel have provided professional engineering services of the highest technical quality to many Civilian agencies such as the Department of Commerce, State of California Department of Transportation, the National Institutes of Health, Department of Homeland Security, as well as several military services such as the Army, Navy, DOD Agencies and several commercial clients. This experience has included: Strategic planning for technology programs and activities; concept development and requirements analysis; system design, engineering, and integration; test and evaluation; integrated logistics support; and acquisition and life cycle management.

Management and Quality Assurance Plan

3.1 KT Consulting, Inc. Management Overview

KT Consulting, Inc (KTC) is an emerging leader in the field of Information Technology and Management Consulting as evidenced by our rapidly growing list of clients and current engagements. We have a proven track record for exceeding client expectations and delivering Business Value through the delivery of flexible consulting solutions.

Our Approach to Program & Project Management involves the effective management of a program or project to enable timely completion, under budget, and meeting expectations. Adopting the principles of the Project Management Body of Knowledge (PMBOK), our approach focuses on aggressively managing the scope, quality, cost, time, and resources to deliver business results from programs and projects.

Our delivery Program/Project Management service is guided by four basic principles that enable project success:

- Establish, monitor, and enforce standards
- Increase understanding through effective communications
- Reduce uncertainty through rigorous planning and monitored execution
- Improve project efficiency to facilitate rapid deployment

3.2 KT Consulting, Inc. Financial Health

KTC is a privately held corporation. Each year, our financial statements have been fully audited by an independent accountant in accordance with generally accepted accounting practices. These financial statements indicate a healthy and profitable corporation with steady revenue growth.

Our accounting system has been audited by the Defense Contract Audit Agency (DCAA) and has been found to be in conformance with the requirements of generally accepted accounting practices, the Cost Accounting Standards Board, and the Federal Acquisition Regulations. We have also received routine audits from the State of California, Commonwealth of Virginia, and the IRS. These audits have always concluded that our financial and accounting systems fully meet all operation compliance requirements.

3.3 Program Management

KTC management techniques and controls insure product quality, timeliness, and management attention to problem areas. These techniques and controls are described below.

3.3.1 Managerial Oversight

Mr. Phil Mastrolia, Director of Operations for KTC will be assigned the duties of Contract Manager. In this position, Mr. Mastrolia will be the focal point for the management of KTC's contractual efforts related to the GSA Professional Engineering Services contract. Mr. Mastrolia will facilitate rapid response to technical and contractual requirements and will allow timely commitment of additional resources as required. Mr. Mastrolia and his staff provide contract management for four other IDIQ

contracts with similar reporting requirements. This proven experience allows us to take on the PES management requirements with a high degree of confidence, experience and skill.

- Establish and maintain close working relationships with the Contracting Officer.
- Review each proposed work directive to determine specific requirements and tasks.
- Implement the Management Control System.
- Review monthly progress and cost and performance reports before submission.

Each individual tasking under the GSA PES contract will be assigned to a Program Manager for execution. It is intended that the Project Manager will be available on a full-time basis as required and will have primary responsibility to insure that quality products are produced and delivered on schedule. In conjunction with the Contract Manager, the Program Manager will perform the following tasks:

- Plan and budget costs for each task
- Control the quality of deliverables
- Monitor task assignments
- Submit monthly cost and performance reports
- Participate in contract decisions

3.3.2 Technical Staffing

KTC has effectively demonstrated its ability to manage the staffing requirements of IDIQ contracts. To succeed in an environment of fluctuating requirements, an effective staffing strategy must be used for each task order. The KTC staffing approach for this project will provide the Government dedicated and professional project team members within the timeframes dictated by the client tasking.

The KTC staff possesses the highest degree of professionalism, expertise, and educational background needed to support PES efforts. We demonstrate a solid foundation in the technical components of management consulting, database development, operations research and systems analysis (OR/SA), engineering disciplines (electrical, mechanical, and civil) and sciences (physics, chemistry, mathematics, bio-science). We also bring substantial capability in finance, business administration, education, communications, and information technology law.

KTC can call on additional full-time staff or special consultants or subcontractors who have worked successfully with KTC on previous and current projects and are available as needed for short or long term assignments to technical programs. KTC also stands ready to hire the most qualified individuals to provide the client with the best staff possible.

3.3.3 Quality Control

Quality Control involves evaluating overall project performance on a regular basis to provide confidence that the project will satisfy the relative quality standards. Our approach to Quality Management focuses on meeting the Business Requirements and enabling the Business Objectives to provide a framework for establishing and meeting quality standards. We control project risk by proactively identifying challenges before they become problems during both planning and implementation.

We strive to maintain our objectivity and independent perspective. Yet, our consultants are flexible when fulfilling duties as reviewers, inspectors, or project team members.

3.4 Capability to Respond to Fluctuating Workloads and Urgent Requirements

KTC is well equipped by virtue of both experience and management structure to respond effectively to changing requirements, tasks, and fluctuating workloads. Some of the flexibility comes from our anticipating change, and some from our ability to promptly identify, restructure, and organize the technical and administrative team for project success.

KTC is able to anticipate change because of its in-depth knowledge of the customer's needs and expectations, its frequent and detailed discussions of technical and administrative matters with the client, and because of its own extensive technical subject matter expertise. Our management team and core staff has provided professional engineering services to the Government for the past 3 years. We understand the current environment and future trends which will affect how the Government does business in the coming years.

At this time, KTC is performing under four different IDIQ type contracts as well as many other long-term efforts. All these efforts are characterized by fluctuating staffing requirements. KTC will be able to efficiently accommodate the expected fluctuations in our client s needs within this core business framework. Successful and responsive performance by KTC management and staff on over 30 technical services programs performed by KTC, and successful performance on many IDIQ contracts during the past 2 years, demonstrates the ability of KTC management and staff to flexibly respond to changing requirements, tasks, and workloads.

3.5 Organizational Conflict of Interest

KTC recognizes the potential for conflict of interest among its clients and the contracts and tasking that KTC supports. By virtue of the level of the professional services we provide, these conflicts might also potentially include industrial firms or educational institutions also selling their products or services to the Government. KTC actively manages these potential conflicts through full disclosure, non-disclosure agreements, restriction of our own business ventures, and segregation of efforts.

- KTC discloses potential conflicts of interest to our clients and all interested parties.
- KTC executes non-disclosure agreements as necessary.
- KTC does not participate in business opportunities that might compromise our ability to serve our clients.
- KTC segregates its workforce as needed to ensure that potential conflicts are avoided.