

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

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SCHEDULE TITLE: FINANCIAL AND BUSINESS SOLUTIONS
FSC GROUP: 520
CONTRACT NO.: GS-23F-0223N

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

CONTRACT PERIOD: 05/06/03-05/05/08 with three five-year options

CONTRACTOR INFORMATION:

Name	Policy Planning & Evaluation, Inc.
Address	800 Third Street, Herndon, VA 20170
Telephone	703-709-0888
Fax	703-709-7650
E-mail	ppe@pipeline.com
Website	Under Construction
Contact for Contract Admn.	Jasbinder Singh, President
Business Size	Small (SDB)

PRICING: Prices Shown Herein are Net (discount deducted)
Supplement No. 2

DATE: May 27, 2009

CUSTOMER INFORMATION

1a. **Special Item Number Awarded: 520.13 -- Complementary Financial Management Services**

Our services include, but are not limited to the following (*For more information on PP&E's expertise and its past performance please review Item No. 27*):

- **Perform Cost Analysis Including Life Cycle Cost Analysis**
- **Analyze Financial Viability of Energy, Environmental and Other Capital Projects**
- **Perform Economic and Regulatory Analysis**
 - Analyzing costs, benefits and impacts of regulations and policies
 - Prepare Information Collection Requests for Approval by OMB
 - Conduct exposure and risk analysis
 - Develop, modify or apply risk characterization models
- **Evaluate Government Programs and Assist With The Requirements Of The GPRA and The PART System**
 - Analyze performance of programs and policies
 - Assist with strategic and operational planning
 - Assist with devising performance measures
 - Assist with implementing performance measures
 - Help implement ways to improve programs
 - Perform benchmarking
- **Integrate Business, Energy, Environmental, and Health & Safety at Government Facilities**
 - Document characteristics of government facilities
 - Analyze economics of facilities and related equipment and processes
 - Develop methods of integration

- Conduct appropriate economic and financial analysis

- **Assess and Improve Financial Management**
 - Document systems
 - Identify system requirements
 - Plan and develop new systems
 - Develop new reporting formats

- **Assist with Quality Assurance Efforts**

- **Assist in Managerial Cost Accounting**

- **Other Financial Services**
 - Assess and improve financial management systems
 - Assist with implementation of corrective actions
 - Assist in meeting agency financial management system requirements
 - Develop new reporting formats and pro-forma financial reports
 - Assist in improving and streamlining reporting and analysis processes
 - Resolve audit recommendations
 - Assist in financial policy formulation and development
 - Perform actuarial services and/or actuarial data analysis services

- **Conduct A-127 System Compliance Reviews**

1b. Approved Prices by Labor Category

Table 1. PP&E's Approved Loaded Rates for the 2008-2013 Period

SIN 520.13

Labor Category	Year 6	Year 7	Year 8	Year 9	Year 10
President/Partner/Sr. Tech. Expert	\$224.20	\$230.92	\$237.85	\$244.99	\$252.34
Program Manager/Expert	\$179.36	\$184.74	\$190.28	\$195.99	\$201.87
Project Manager	\$152.45	\$157.03	\$161.74	\$166.59	\$171.59
Senior Financial/Policy/Economic Analyst/or Engineer	\$119.57	\$123.16	\$126.85	\$130.66	\$134.58
Financial/Policy/Economic Analyst/or Engineer	\$97.15	\$100.07	\$103.07	\$106.16	\$109.35
Jr. Financial/Policy/Economic Analyst/or Engineer	\$67.26	\$69.28	\$71.36	\$73.50	\$75.70
Technical Writer/Ad. Min	\$52.31	\$53.88	\$55.50	\$57.16	\$58.88

1c. Description of Labor Categories

Based on its experience, PP&E proposes the following 7 categories of personnel based on their experience, expertise and responsibility. Of these, one category covers all administrative and support personnel. Three categories cover junior, mid-level and senior financial, policy or economic analysts. One of the categories is reserved for Project Managers. The two senior categories cover the top management in the company and the technical experts. We have provided blended rates for economic, financial, and policy analysts and engineers. Thus, different people can be retained based on the varying needs over the 5-year duration of the contract. We expect to use different technical experts for different subject matters. For instance, we may use a professor from a university with particular background in economics or finance. We have used two blended rates for technical experts. Depending on their background and experience, they may be paid either at the Partner or Program Manager level. The general descriptions of the seven labor categories are given below.

President/Partner/ Sr. Technical Expert: This category covers the executive management responsibilities, or, in some cases, a higher level of technical expertise. Such a technical expertise may consist of specific theories or concepts that are known by only a few people in the country. Alternatively, the category provides senior level executive experience to the government. The President/Partner has the ultimately responsibility for establishing and maintaining the reputation of the company, and for setting the tone of the customer service within the company.

Program Manager/Technical Expert has more than 15 years of consulting experience, has carried out assignments in a large number of program areas, has well developed expertise in a few areas, and has the ability to interact effectively with the higher level management in the government. Furthermore,

he/she has a substantial background in evaluating changing government needs and offering appropriate solutions when asked to do so. Within the company, he/she sets up the administrative and management policies to meet government needs. He/she crafts and enforces quality control programs, has the authority to commit resources, and understands the complexities of control and government contract regulations.

Project Manager has more than 10 years of experience in the field and manages a large contract with multiple assignments. He/she has the ultimate responsibility for managing the contract and establishing the management structure within the company's guidelines. He/she is responsible for technical matters, has a thorough knowledge of all aspects of the subject matter, brings the best available technical expertise to the contract or an assignment to meet government needs, and is responsible for submitting requisite reports on a timely basis and following contract requirements. Very often, this person demonstrates superior presentation and communication skills.

Financial/Policy/Economic Analyst/Engineer III has more than 8 years of experience. A person in this capacity has both the practical and theoretical knowledge of commonly used theories as well as many of the advanced concepts used in the government. He/she has prepared a large number of RIAs relatively independently, has worked closely with government officials and helped them solve problems, and responded effectively to their needs. This person is capable of carrying out relatively large assignments by guiding one or two junior professionals, working closely with government officials, and meeting established deadlines and prescribed budgets. In some cases, he/she may carry out the Project Manager's responsibilities in the latter's absence.

Financial/Policy/Economic Analyst/Engineer II has the same educational qualifications as a Financial Analyst I, but has up to 5 years of experience.

He/she has participated in preparing several regulatory analyses, has a thorough knowledge of the data sources, data validity and usability, has a practical knowledge of the application of commonly used financial concepts, and can carry out individual tasks by working closely with the government's technical personnel and in-house supervisors.

Financial/Policy/Economic Analyst/Engineer I has BS degree in economics, finance, engineering, or policy analysis and has up to 3 years of experience. This person may also have a master's degree in which case, the MS degree may be substituted for one or two years of experience. Analyst I has been trained in leading universities and has a good grasp of commonly used theories and concepts in the applicable areas. He/she works under the guidance of a supervisor and relies on instructions to carry out his/her responsibilities.

- 2. Maximum order: \$1,000,000
- 3. Minimum order: \$300
- 4. Geographic area (delivery area): Domestic US
- 5. Point of Production: Herndon, Fairfax County, Virginia, USA
- 6. Discounts from list prices: (see next item)
- 7. Quantity discounts: Not Applicable
- 8. Prompt payment discount: None
- 9a. Govt. Purchase cards accepted at or below the Micro-purchase threshold: Yes
- 9b. Govt. Purchase cards accepted above the Micro-purchase threshold: Yes
- 10. Foreign Items: Nil
- 11a. Time of delivery: Negotiated
- 11b. Expedited delivery: n/a
- 11c. Overnight and 2-day delivery: n/a
- 11d. Urgent requirements: n/a

- 12. FOB: Destination
- 13a. Ordering address(es): Policy Planning & Evaluation, Inc.
800 Third Street, Herndon, VA 20170
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
- 14. Payment address(es): Policy Planning & Evaluation, Inc.
800 Third Street, Herndon, VA 20170
- 15. Warranty Provisions: n/a
- 16. Export packing charges: n/a
- 17. Terms and conditions of government purchase card acceptance: nil
- 18. Terms and conditions of rental, maintenance, and repair: n/a
- 19. Terms and conditions of installation: n/a
- 20. Terms and conditions of repair parts: n/a
- 20a. Terms and conditions for any other service: n/a
- 21. List of service and distribution point: n/a
- 22. List of participating dealers: n/a
- 23. Preventative maintenance: n/a
- 24a. Special attributes: n/a
- 24b. Electronic and Information Technology (EIT) supplies and services: n/a
- 25. Data Universal Number System (DUNS) Number: 099853749
- 26. Registration in Central Contractor Registration (CCR) database: Registered and Registration Valid-to date can be found at www.ccr.gov

27. SYNOPSIS OF RELEVANT COMPANY INFORMATION

a. Focus on Business Solutions

Policy Planning & Evaluation, Inc. elected to bid on this contract because it provides the greatest flexibility for providing economic, regulatory and program

analysis support to all government agencies. The contract can be used to evaluate existing programs, develop long-range plans, conduct life-cycle cost, cost-benefit, economic, regulatory, and risk analysis. It can also be used to conduct cost audits, resource efficiency audits, collect data, develop benchmarks and determine whether program goals are being met. Using this contract, PP&E has already provided energy, environmental and occupational safety and health services to Federal agencies.

b. Bold New Ideas

This contract also permits us to introduce new services that should help the government to become “lean”, its facilities to become more energy efficient and sustainable, and its decision processes to become more effective. We are dedicated not just to advancing the science of government management, but also to changing the debate about government efficiency and effectiveness. We expect to put forth bold ideas based on our experience with environmental, energy, transportation, and defense programs and small business impacts in the near future.

c. Past Performance

PP&E has performed a majority of the above-mentioned services over the last 30 years for several Federal agencies, state governments, law firms and manufacturing companies. The company has demonstrated its propensity for finding innovative solutions, redefining issues, and integrating engineering, economic and financial aspects of problems. Many clients have characterized our performance as "innovative", "biggest bang for the buck" or simply "we like the results". Our expertise and capabilities are demonstrated by the scope and breadth of the following list of sample past projects and publications.

(1). Sample Projects: The following list of projects has been divided into functional areas of practice.

Regulatory and Economic Analysis

- ◆ Prepared numerous Regulatory Impact Analyses (RIA) for the EPA, the Department of Energy, the Federal Aviation Administration, and Occupational Safety and Health Administration
- ◆ Evaluated more than 25 RIAs prepared by EPA and OSHA as a part of the SBA's SBREFA process,
- ◆ Prepared landmark studies of the cumulative impacts of environmental regulations on municipalities for both the Administrator of the EPA and the Commissioner of New Jersey

Analysis of Business/Manufacturing Processes

- ◆ Analyzed the cost and environmental effects of substituting Ozone Depleting Chemicals with water-based technologies at the Corpus Christie Army Depot
- ◆ Analyzed the effects on environmental regulations on delays in the planning, construction and commissioning of new power plants, boilers and other energy facilities
- ◆ Analyzed energy consumption in virgin and recycling paper mills
- ◆ Analyzed the cost and financial consequences of noncompliance in more than 40 manufacturing facilities in pulp & paper, interstate natural gas transmission, crude oil refining, iron & steel manufacturing, corn processing, secondary copper, can making, organic pigments, wastewater treatment, secondary oil production, solid waste incineration, plastic parts painting, paper coating, and roll coating industries.

Policy Analysis, Program Development, Program Support

- ◆ Provided policy analysis and program support to several programs in the EPA's Office of Water, Office of Regulatory Reform and Office of Solid Waste, DOE's Residential Energy Program, SBA's Office of Advocacy, DOI's Office of Surface Mining and the Minerals and Management Service
- ◆ Provided support for compliance and enforcement initiatives in EPA and prepared reports on why people comply with the law, benefits of requiring environmental auditing and exemplary environmental programs, and developed EPA's RCRA penalty policy and a municipal ability-to-pay model.

- ◆ As a part of providing support to the Regulatory Reform Office, prepared a report on market-based approaches for regulating pollution
- ◆ Prepared two landmark studies on cumulative impacts of environmental regulations on municipalities

Litigation Support - Economic and Financial Analysis

- ◆ Provided litigation support in about 50 enforcement cases, calculated the financial gain realized by companies, participated in numerous settlement discussions, and testified in Federal and state Courts
- ◆ Analyzed financial ability of companies and municipalities in environmental litigation cases.

Cost Analysis and Equitable Allocation of Costs

- ◆ Analyzed costs of a new chemical hazard communication OSHA standard
- ◆ Analyzed costs of compliance in more than 40 private and government facilities
- ◆ Evaluated closure and post closure costs at several New Jersey landfills
- ◆ Evaluated remedial costs at five large contaminated sites including a DOE site. Developed formulae for allocating response costs on fair and equitable basis costs. Provided cost allocation and litigation support to attorneys
- ◆ Evaluated cumulative costs of regulations and costs of environmental compliance in manufacturing facilities (see above)

Develop and Document Computer Models & Conduct Specialized Financial Analysis

- ◆ Developed customized financial models to determine impacts of government regulations
- ◆ Conducted specialized analysis to calculate financial gains due to noncompliance
- ◆ Developed a model to analyze a municipality's financial condition
- ◆ Proposed several modifications to EPA's Economic Benefit (BEN) model.
- ◆ Documented DOE's large-scale computer models for predicting energy flows.

(2). Sample Publications: Jasbinder Singh, President of PP&E, is currently focused on preparing several articles on Government Efficiency. In the past, he has taken the lead in identifying and addressing conceptual economic, cost, and financial issues in several areas. He has published extensively on integration of business and environmental matters in manufacturing facilities, economic benefit due to noncompliance, use of certain discount rates in discounting cash flows, and equitable allocation of costs. The following partial list of the articles represents the culmination of numerous projects that he has undertaken.

GOVERNMENT EFFICIENCY

Publications In Preparation (5/09)

INTEGRATION OF BUSINESS AND ENVIRONMENT

(1) *"Making Business Sense of Environmental Compliance"*, MIT's Sloan Management Review Spring 2000, Volume 41, Number 3.

ECONOMIC ANALYSIS IN ENVIRONMENTAL COMPLIANCE CASES

(1) *"Economic Benefit in Regulated Industry Cases"*, Environment Reporter, BNA, November 15, 2002.

(2) *"Wrongful Profits & the Dean Dairy Case Vs A Unified Theory of Determining Economic Benefit of Noncompliance"*, Environment Reporter, BNA, February 19, 1999.

(3) *"Why is the Economic Benefit of Noncompliance Negative in So Many Cases"*, Environment Reporter, BNA, April 17, 1998.

(4) *"Use of After-Tax Risk-Free Rate Theory in Calculating EPA Penalties"*, Toxic Law Reporter, BNA, Nov. 19, 1997.

SUPERFUND COST ALLOCATION

(1) *"Superfund Cost Allocation: Equitable Techniques and Principles"*, Toxic Law Reporter, October 12, 1994.

(2) *"The Municipal Disadvantage in CERCLA Cases -- A Case Study"*, Toxic Law Reporter, June 20, 2002.