

General Service Administration
Federal Supply Service

Authorized Federal Supply Service Schedule
Proposed IT Price List

Information Technology Professional Services

Special Item Number (SIN): 132-51
Contract No. GS-35F-0068J
Contract Period: November 9, 2008
through
November 8, 2013

Business Size: Large
DUNS#: 62-249-6230
Prices shown are net



PROJECT
performance
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AUTHORIZED FEDERAL SUPPLY SERVICE **INFORMATION TECHNOLOGY SCHEDULE PRICELIST**

General Purpose Commercial Information Technology Equipment, Software and Services

Special Item No. 132-51 & 132-51RC

Information Technology Professional Services

FPDS Class D302 IT Systems Development Services

FPDS Class D306 IT Systems Analysis Services

FPDS Class D307 Automated Information Systems Design/Integration Services

FPDS Class D308 Programming Services

FPDS Class D310 IT Backup and Security Services

FPDS Class D311 IT Data Conversion Services

FPDS Class D316 IT Network Management Services

FPDS Class D399 Other Information Technology Services, NEC

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Contract Number: GS-35F-0068J

Period covered by Contract: November 9, 2008-November 8, 2013

Per Modification: A197dated 09/26/11

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage!™ System. Agencies can browse GSA Advantage!™ by accessing Federal Supply Service's Home Page via Internet at <http://www.fss.gsa.gov/>

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Section 833 of the National Defense Authorization Act allows state and local governments to purchase products and services to facilitate recovery from a major disaster. The following SINs include Recovery Purchasing: 899-1RC, 899-2RC, 8993RC, 899-4RC, 899-8RC

1. Project Performance Corporation Corporate Profile

Project Performance Corporation (PPC) is a multi-disciplinary, small business that has designed, developed, and reengineered information systems since 1991, the year the firm was founded. PPC specializes in providing new, insightful solutions to existing or evolving information needs and then developing innovative systems to meet those needs.

PPC has solved problems associated with a wide range of information systems and data management applications. Our information systems teams employ the software industry's best practices to help clients achieve their information management goals and business objectives. PPC teams provide software design, specification, development, testing, and systems operation expertise to each client on a case-by-case basis. Our consulting strategies are based on the experience of our principals and the software development framework created at Carnegie Mellon University's Software Engineering Institute (SEI). That approach is codified in SEI's "Capability Maturity Model for Software" (CMM) and applied through the appraisal and improvement processes derived from it. We have built our reputation on our work in systems life cycle consulting, software project management, software engineering best practices, software process improvement, and information portal deployments.

- *Systems Life Cycle Consulting.* PPC provides clients with strategic and tactical advice on how to apply the appropriate software systems life cycle to information systems development efforts that range in duration from several months to several years. Using their own experience and skills as software project managers, our consultants are equally comfortable advising clients who need rapid prototyping life cycles as well as those who need formal, highly structured, multi-year development cycles for complex or mission-critical projects. In addition to strategic and tactical advice we offer clients our own teams of designers and developers to assist with any phase of their project.
- *Software Project Management.* PPC excels at software project planning and management. Our project management expertise is tailored to focus project management efforts on activities most critical to project success. We use activity-based task and cost planning to prepare project management plans that can be economically maintained and effectively implemented. We take great care to set reasonable expectations at the senior management level for each project on which we consult, to analyze the various risks that must be managed, and to decide on an initial set of metrics for progress reporting. When requested by our clients, we also provide complete project development teams, led by a seasoned project manager, to design and produce the systems required.
- *Software Engineering Best Practices.* The PPC information systems team operates on a "process-oriented" approach to customize the software industry's best practices for each client's working culture, reward system, and organizational constraints. Our consultants draw from over 40 years of group experience in software development and from the insights of the Capability Maturity Model (CMM) to design or refine a client's processes for requirements management, project management, configuration management, and software quality assurance. Once these basic, "CMM Level 2" processes are institutionalized, PPC

can assist clients with the implementation of more advanced processes that will move them to higher CMM levels.

- *Software Process Improvement.* PPC consultants perform CMM-Based Appraisals for Internal Process Improvement (CBA-IPI) and to use the findings from such appraisals to assist clients with their process improvement projects. We can provide clients with SEI Certified Lead Assessors and Software Capability Evaluators. Past PPC appraisal clients include federal financial agencies, commercial telecommunications companies, NASA-oriented flight control software firms, and public utilities. Our process improvement engagements have assisted organizations with as few as 50 and as many as 200 software professionals. Process improvement clients include federal agencies and private firms in the fields of management consulting, telecommunications, and healthcare.
- *Information Portals.* PPC is a leading provider of corporate and enterprise information portal solutions. PPC's New Media Solutions (NMS) practice has unrivaled experience in developing and deploying intranet and extranet portals that give your organization a single access point to all the tools and information it needs to succeed. Our portal solutions utilize the cutting-edge technologies of our partners to create one-stop member services and an organized distribution of information. From one web page, users may efficiently search content, share best practices, follow trends, query databases, and access their electronic mail—the bottom line is a more effective, more responsive organization. PPC's NMS practice will assign a team of consultants to guide you through the 5 key steps of portal deployment:
 1. Analysis and Assessment
 2. Pilot Design
 3. Installation and Deployment
 4. Training and Documentation, and
 5. Support and Maintenance.

Project Performance Corporation applies its information systems expertise to the needs of a wide range of clients in the public and private sectors. As a multi-disciplinary firm, we also offer in-depth information systems consulting to support the following special market concentrations.

- *Environmental Management.* PPC provides clients with aggressive approaches allowing them to conduct efficient assessment and effective remediation of environmental problems. We have provided solutions to a range of environmental problems including remediating hazardous waste sites, managing non-point source pollution, and rehabilitating riparian ecosystems. A trademark of PPC support is our ability to reach early consensus on effective solutions between our clients and outside entities influence such as regulators, communities, and interest groups.
- *Policy and Regulatory Management.* PPC develops new approaches to improve project implementation while satisfying the intent of statutes, regulations, and policies. We provide clients with insightful and timely assessment of specific impacts to their area of business.

Based on this analysis, we develop specific and effective approaches that best minimize or mitigate the impact to a client. Specific services we have provided clients include economic analysis of proposed legislation, internal and external compliance audits, and implementation plans to accelerate regulatory compliance activities. Our ability to produce insightful solutions in short time frames streamlines project implementation for our clients.

- *General Project Management.* We have helped clients by developing methods for improved project definition, risk management, and performance measurement. The PPC philosophy of working directly with project managers to integrate their concerns ensures the project management system meets their needs and is focused on providing only the necessary information. Our in depth technical knowledge allows us to evaluate project management systems based on their ability to account for geographical and technological diversity; extreme ranges in project scope and complexity; and rapidly changing technical, regulatory, and programmatic requirements. PPC has the distinctive ability to develop innovative applications that improve our clients' capability to manage projects effectively.

Project Performance Corporation currently employs over 300 people, including many nationally recognized experts in PPC signature areas. PPC staff members have advanced degrees in the areas of computer science, information systems, environmental science and technology, industrial and civil engineering, public policy, and economics. We take pride in our staff's ability to apply expertise, diversity, and initiative. Our prime objective is to deliver high-quality products to our clients on time and within budget.

2. PPC Information Technology Services

Project Performance Corporation offers the following services to its clients:

2.1 Systems Life Cycle Consulting

Systems life-cycle methodologies; Business system concept; Process, data, and architecture modeling; System design; Executive information management systems; Geographic information systems (GIS); Tools design and development; Testing; Data warehousing; Web technology; Software risk assessment and mitigation; Entry and exit criteria by development stage or phase; Document reviews by development stage or phase; SW development methodology assessment.

2.2 Software Project Management

Software (SW) subcontract management; SW project planning; SW project tracking and oversight; Requirements management (RM); SW quality assurance (SQA); SW configuration management (SCM); Peer review; Independent verification and validation (IV&V); Analysis and diagnosis of "troubled" projects; Project management measures and metrics; Project estimation services to determine size, complexity, resource needs, interdependencies, or risk; Project risk management analysis and support.

2.3 Software Engineering Best Practices

Senior management briefings, training, and seminars on software process improvement using SEI's Capability Maturity Model (CMM); Best practice training in the CMM Key Process Areas (KPAs) of: Requirements Management (RM), SW Project Planning (SPP), SW Project Tracking and Oversight (SPTO), SW Subcontractor Management (SSM), SW Quality Assurance (SQA), SW Configuration Management (SCM), Organization Process Focus (OPF), Organization Process Definition (OPD), Integrated Software Management (ISM), Peer Reviews (PR), Intergroup Coordination (IC), Training Program (TP), and SW Product Engineering (SPE) processes.

2.4 Software Process Improvement

Assessments by SEI-Certified Lead Assessor; Action planning and implementation; Software process improvement (SPI) infrastructure development; Performance measures; Training in SW assessment methods; SPI tools design and development; Change management; Executive consulting.

2.5 Information Portals

Need assessments, requirements analysis, pilot design, hardware and software acquisition and installation, knowledge mapping, gadget development, content manager and end user training, documentation, customer support and maintenance.

2.6 Strategic Planning and Program Analysis

Long-range planning for large public and private sector projects; Land use guideline research and development; Environmental clean-up streamlining.

2.7 Cost/Schedule Estimating and Analysis

Environmental compliance and liability cost estimation; Cost-estimation models for site remediation; Financial analysis of large programs; Environmental restoration life cycle cost estimation.

2.8 Project Management and Controls

Environmental management information system development; Activity-based cost system specification and development; Cost and schedule "driver" analysis for environmental projects.

2.9 Performance Measurement and Benchmarking

Project performance measures for federal programs; Environmental management program performance measures; Project benchmarking systems for large-scale programs.

2.10 Decision System Design and Development

Survey research; Technology needs assessment; Computer simulations for public policy analysis.

2.11 Project Risk Management and Analysis

Risk management analysis for large-scale, technology-based programs; Litigation support.

2.12 Regulatory Analysis and Compliance

Environmental policy analysis; Guidance document development for Superfund compliance with RCRA land disposal restrictions (LDRs); Training programs in environmental auditing, hazardous and radioactive waste handling, human health risk assessment, and environmental planning and management.

2.13 Environmental Policy and Economic Analysis

Environmental liability quantification methodologies; Environmental remediation life cycle cost reduction processes; Human health risk analysis.

3. Ordering Guide for Our Customers

3.1 A Summary of How to Use GSA Schedules

This GSA Information Technology (IT) Professional Services Schedule can be easily utilized to gain access to contractors for required services. Task Orders may be put in place quickly and efficiently by the Ordering Agency Contracting Officer. This summary reflects the ordering procedures provided in the following section.

- Step 1: Identify the Requirement: The Technical or Project Officer identifies a requirement and prepares a Statement of Work (SOW). This is sent to the contracting office that the agency will use. This contracting office can be within its own agency, an outside agency, or a GSA Regional contracting office.
- Step 2a: Placing Small Task Orders of \$2500 or Less: A Task Order may be placed directly with the GSA Schedule holder chosen to perform the effort, by the Ordering Agency.

OR

- Step 2b: Large Task Orders Over \$2500: The Technical or Project Officer prepares a Request for Quotation (RFQ) for the contracting office. This RFQ can use a simplified format for a contractor to respond to items such as experience, project schedule, cost, staffing, technical and/or logistics support requirements. Often the RFQ is tailored to minimize the effort expended by the contractors. The RFQ should be sent to three approved GSA IT schedule holders offering the required services.
- Step 3: Contractors Submit Proposals: Proposals may include cost, schedule, staffing, logistics concerns and technical requirements requested by the Ordering Agency to provide the requirements of the GSA Special Item Numbers (SIN) being requested under the Schedule. Oral presentations are encouraged by GSA. Resumes are usually only provided upon specific request of the Ordering Agency.
- Step 4: Evaluate Proposals and Select a Contractor(s): The Technical or Project Officer and the Contracting Officer evaluate the responses received and make contractor selection(s) based upon the best value. At times, the Ordering Agency may select multiple contractors or possibly a teaming arrangement of contractors. The Ordering Agency may even select several contractors to provide certain portions of the project using different GSA schedules.
- Step 5: Placing a Task Order with the Contractor(s): Once the Ordering Agency has selected its best value contractor(s), a Task Order may be issued to them immediately.

For more details on ordering services, go to <http://fss.gsa.gov/schedules> and click on “GSA Advantage^{MT} Ordering and E-Buy”; or click on “What’s New” and see the FSS publication “Multiple Award Schedules Program Owner’s Manual.”

3.2 USA Commitment to Promote Small Business Participation Procurement Programs

3.2.1 Preamble

PPC provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small business in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

3.2.2 COMMITMENT

To actively seek and partner with small businesses.

3.3 Blanket Purchase Agreement

BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE
(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (Agency) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s)_____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the Government that works better and costs less.

Signatures

Agency

Date

Contractor

Date

(Customer Name)

BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH Ordering Agency

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER

*SPECIAL BPA DISCOUNT/PRICE

(2) Delivery:

DESTINATION

DELIVERY SCHEDULE/DATES

(3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE

POINT OF CONTACT

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.
- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:
- (a) Name of Contractor;
 - (b) Contract Number;
 - (c) BPA Number;
 - (d) Model Number National Stock Number (NSN);
 - (e) Purchase Order Number;
 - (f) Date of Purchase;
 - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
 - (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

3.4 Basic Guidelines for Using “Contractor Team Arrangements”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors. Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers’ needs, or
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection

4. Information For Ordering Offices

Special Notice to Agencies

Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA *Advantage!*[™] on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA *Advantage!*[™] and the Federal Supply Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

FSS SIN(s): 132-51
Contract Number: GS-35F-0068J
Contract Period: 9 November, 2008 to 8 November, 2013
Contractor's Name: Project Performance Corporation
Contractor's Address: 1760 Old Meadow Road
McLean, VA 22102
Phone Number: (703) 748-7000
Fax Number: (703) 748-7001
URL: www.ppc.com

4.1 Geographic Scope of Contract:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

The Geographic Scope of Contract will be domestic and overseas delivery.

The Geographic Scope of Contract will be overseas delivery only.

The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 1 32-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

4.2 Contractor's Ordering Address and Payment Information:

Ordering Address: Project Performance Corporation
1760 Old Meadow Road
McLean, VA 22102
Attention: Stanley Coachman

Payment Address:
Same as above; Attention: Accounts Receivable

For Technical and Ordering Assistance:

Technical: Stanley Coachman Phone: (703) 748-7000
Ordering: Stanley Coachman Fax: (703) 748-7001

PPC accepts the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. PPC accepts the Government purchase card for payments above the micro-purchase threshold for oral or written delivery orders. PPC accepts Government purchase cards in accordance with Government Purchase Card Requirements. PPC's bank account information for wire transfer payments will be shown on invoices.

4.3 Liability for Injury or Damage:

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4.4 Statistical Data for Government Ordering Office Completion of Standard Form 279:

Block 9: G. Order/Modification under Federal Schedule

Block 16: Data Universal Numbering System (DUNS): 62-249-6230

Block 30: Type of Contractor: B. Large Business

Block 31: Woman Owned Small Business: No

Block 36: Contractor's Taxpayer Identification Number (TIN): 54-1571030

4a. CAGE Code: 1C9Q3

4b. PPC is registered with the Central Contractor Registration (CCR) Database.

4.5 FOB Destination

4.6 Delivery Schedule:

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
132-51	As negotiated between ordering agency.

PPC will process each government request for expedited delivery times on a case-by-case basis. Whenever possible, the governments' request will be honored. Overnight and 2-Day Delivery times are available.

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt.

(Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

4.7 DISCOUNTS:

Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: Net 30 Days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: None
- c. Dollar Volume: None
- d. Government Educational Institutions: Offered the same discounts as all other government customers.
- e. Other: None

4.8 Trade Agreements Act of 1979, As Amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

4.9 Statement Concerning Availability of Export Packing:

Not Applicable.

4.10 Small Requirements:

The Minimum dollar value of orders to be issued is \$ 100.00

4.11 Maximum Order:

(All dollar amounts are exclusive of any discount for prompt payment).

- a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

Special Item Number 132-51 - Information Technology (IT) Professional Services

4.12 Use Of Federal Supply Service Information Technology Schedule Contracts.

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

4.13 Federal Information Technology/Telecommunications Standards Requirements:

Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

4.13.1 Federal Information Processing Standards Publications (FIPS PUBS)

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscriptions services should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

4.13.2 Federal Telecommunication Standards (FED-STDS):

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)61 9-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S.

Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

4.14 Contractor Tasks/Special Requirements (C-FSS-370) (NOV 2001):

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/ possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.

(c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possess-ing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

(h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

(i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

4.15 Contract Administration For Ordering Activities

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.21 2-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See C.1.)

4.16 GSA Advantage!™

GSA *Advantage!*™ is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA *Advantage!*™ will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product Categories.

Agencies can browse GSA *Advantage!*™ by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

4.17 Purchase of Open Market Items

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODC's (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.401 (f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

4.18 Contractor Commitments, Warranties and Representations

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
- (1) Time of delivery/installation quotations for individual orders;
 - (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
 - (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.
-

4.19 Overseas Activities

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states the District of Columbia, Hawaii and Puerto Rico except as indicated below:

No other overseas activities are covered

Upon request of the Contractor, the Government may provide the Contractor with logistics support, as available, in accordance with all applicable Government regulations. Such Government support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

4.20 Blanket Purchase Agreements (BPAS)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

4.21 Contractor Team Arrangements

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

4.22 Installation, De-installation, Re-installation

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, de-installation, and reinstallation services under SIN 1 32-8.

4.23 Section 508 Compliance

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

www.ppc.com

The EIT standard can be found at: www.Section508.gov/.

4.24 Prime Contractor Ordering From Federal Supply Schedules

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the
- (b) prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (c) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

4.25 Insurance-Work on a Government Installation (JAN 1997) (FAR 52.228-5)

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective –
 - (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
 - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

4.26 Software Interoperability

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

4.27 Advance Payments

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324).

5. Terms and Conditions

Terms and Conditions Applicable to Information Technology (IT) Professional Services (SIN 132-51)

These Ordering Procedures are provided to Assist Ordering Agencies Purchase Services at Hourly Rates.

5.1 Scope

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
 - b. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering office.
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5.2 Performance Incentives

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
 - b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
 - c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.
-

5.3 Order

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-1 9 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

5.4 Performance of Services

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/EC Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5.5 STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
 - (1) Cancel the stop-work order; or
 - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
 - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
 - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

5.6 Inspection of Services

The Inspection of Services–Fixed Price (AUG 1 996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1 986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

5.7 Responsibilities of the Contractor

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation - May 2003) Rights in Data – General, may apply.

5.8 Responsibilities of the Government

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/EC Services.

5.9 Independent Contractor

All IT Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

5.10 Organizational Conflicts of Interest

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the

Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

- b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

5.11 Invoices

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering activity office on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

5.12 Payments

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), Alternate I (APR 1 984) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), Alternate II (DEC 2002) applies to labor-hour orders placed under this contract.

5.13 Resumes

Resumes shall be provided to the GSA Contracting Officer or the user agency upon request.

5.14 Incidental Support Costs

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering agency in accordance with the guidelines set forth in the FAR.

5.15 Approval of Subcontracts

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

5.16 Description of IT Services and Pricing

See Labor Category Descriptions that Follow.

6. Labor Category Descriptions

Experience/Education Substitutions: An equivalence chart of experience and education substitutions, applicable to all categories, is listed on page 70.

P001. Executive Program/Project Manager

Experience: 12 years total experience; with at least 6 years of project-related corporate level experience.

Education: Master's degree in engineering, science, business or project-related discipline. Four years of additional project-related experience may be substituted for the Master's Degree.

Responsibilities: Provide executive/corporate level management to evaluate and solve multifaceted and multidiscipline project related problems. Provide corporate resources to project personnel. Provide guidance on interagency/interdepartmental projects to customer agency leaders and department heads. May perform as high-level subject matter expert on project-related matters as related to assessing regulatory compliance and potential impact on the customer's established procedures, organizational culture, or regulatory authority.

P002. Group/Project Manager

Experience: 10 years of program or project related management experience.

Education: Bachelor's degree engineering, science, business or project-related discipline. Two years of additional project-related experience may be substituted for each year short of the required degree.

Responsibilities: Responsible for overall direction, control and reporting of multiple projects. Provide technical and management guidance to ensure all schedule and cost objectives are achieved successfully. Develop project documentation including budgets, project schedules and various planning and implementation documents. Determine and acquire resources to complete projects. Responsible for the technical content and phases of project execution. Direct, advise, and manage technical project staff. Provide management for projects involving a mixture of standard and nonstandard hardware and software items, multiple sites and special applications or processes for implementation.

P003. Executive Program/Project Manager

Experience: 7 years of experience in all aspects of software project management.

Education: Bachelor's degree in software engineering or other relevant field.

Responsibilities: Provide day-to-day management and coordination of software project activities, resources, and processes. Develop, maintain, and monitor a software project plan and schedule with estimates of software size, effort, human resources, schedule, computer resources, and cost. Ensure that adequate resources are allocated to project. Ensure that the project team members are trained to perform their roles and responsibilities effectively and efficiently. Ensure that product and process quality is achieved. Communicate with clients to ensure that key stake-

holders are involved throughout the software project life-cycle. Track and communicate project status. Manage project issues and risks. Recognize and reward exceptional performance. Ensure that project is completed on time, within budget, with requirements met, and to the client's satisfaction.

P004. Senior Systems Analyst

Experience: 10 years experience as a computer systems analyst.

Education: Bachelor's degree in engineering, business, computer science, information systems management, or project-related discipline. Two years of additional project-related experience may be substituted for each year short of the required degree.

Responsibilities: Conduct concept design, testing, validation, coding, and documentation of medium to large information systems. Analyze interactive computer systems, access languages and other object-oriented, high-order languages and GUI tools. Assist in development of project management and control systems and software tools. Assist in developing analytical tools and procedures to track, evaluate, and monitor project performance to system design or planned goals. Supervise systems analysts and manage or direct interdisciplinary tasks or projects.

P005. Senior Program Analyst

Experience: 5 years of related project experience.

Education: Bachelor's degree in engineering, business, computer science, information systems management, or project-related discipline. Two years of additional project-related experience may be substituted for each year short of the required degree.

Responsibilities: Develop, monitor and analyze project life cycle costs including concept development, requirements determination, requirements analysis, system development, system implementation, and operational support. Utilize Joint Application Design (JAD) methodologies, Computer Aided Software Engineering (CASE) tools and rapid prototyping techniques in systems development. Plan, organize, lead and control multiple projects simultaneously. Interpret and apply government and industry cost estimating specifications, guidelines and regulations to the unique requirements of the project. Provide guidance to ensure all project objectives are achieved. Provide daily supervision and direction to support staff. Provide written specifications to programmers for software system development. Develop management procedures and processes and implement controls for integrating all budget information into master database. Analyze output of automated models for integration of site data and outyear impacts on project technical performance, costs, and schedules.

P006. Program Analyst

Experience: 3 years of related project experience.

Education: Bachelor's degree in engineering, business, computer science, information systems management, or project-related discipline. Two years of additional project-related experience may be substituted for each year short of the required degree.

Responsibilities: Monitor and analyze project life cycle costs including concept development, requirements determination, requirements analysis, system development, system implementation, and operational support. Utilize Joint Application Design (JAD) methodologies, Computer Aided Software Engineering (CASE) tools and rapid prototyping techniques in systems development. Apply government and industry cost estimating specifications, guidelines and regulations to the unique requirements of the project. Provide written specifications to programmers for software system development. Analyze management procedures and processes and implement controls for integrating all budget information into master database. Analyze output of automated models for integration of site data and out-year impacts on project technical performance, costs, and schedules.

P007. System Analyst

Experience: 5 years experience as a systems analyst or programmer required.

Education: Bachelor's degree in engineering, business, computer science, information systems management, or project-related discipline. Two years of additional project-related experience may be substituted for each year short of the required degree.

Responsibilities: Conduct concept design, testing, validation, coding, and documentation of small to medium information systems. Assist in analyzing interactive computer systems, access languages and other object-oriented, high-order languages and GUI tools. Assist in developing project management and control systems and software tools. Assist in developing analytical tools and procedures to track evaluate and monitor project performance to system design or planned goals.

P008. Technical Architect

Experience: 6 years of experience in all aspects of hardware, networks, and systems software; has experience with designing technical and system architecture according to applicable industry standards.

Education: Bachelor's degree in software engineering or related technical field.

Responsibilities: Design and coordinate the implementation of the technical infrastructure and system architecture for a software development project. Coordinate with affected groups and vendors to ensure that all necessary deliverables and activities are completed on schedule. Resolve architecture and infrastructure issues (both technical and design) and implement solutions. Guide the configuration management of work products, application software, and other system components. Guide the design, integration and implementation of interfaces to optimize performance and capacity. Participate in the project's software Change Control Board. Mitigate and manage architecture and infrastructure risks. Coach and manage Database Administrators (DBAs) during system implementation or startup.

P009. Senior Engineer

Experience: 5 years of related project experience.

Education: Bachelor's degree in engineering, physics, computer science, mathematics, or project-related discipline. Two years of additional project-related experience may be substituted for each year short of the required degree.

Responsibilities: Conduct operational requirements analyses, and direct design team input and workflow for hardware and software engineering-related tasks. Verify validity of COTS packages to meet the system design and operational testing requirements. Provide planning and scheduling for system design, installation and implementation. Analyze, design, develop, implement, test and/or evaluate automated data processing software and/or associated systems. Review and prepare engineering and technical analyses, reports, test plans, change proposals, and other technical documentation. Analyze systems that evaluate efficiency and effectiveness of environmental restoration, waste management, nuclear materials, facility stabilization activities. Support systems integration efforts, operational testing evaluation, configuration management, quality assurance testing, logistics support and acquisition resource management. Conduct logistics engineering or configuration management tasking as follows: Provide logistic support associated with the preparation of project-related strategic planning documents and other materials. Configure and maintain configuration management system to administer sensitivity analysis.

P010. Engineer

Experience: 4 years of related project experience.

Education: Bachelor's degree in engineering or science.

Responsibilities: Conduct operational requirements analyses and direct design team input and workflow for hardware and software engineering-related tasks. Provide planning and scheduling advice to the project managers. Conduct project life cycle cost analyses of areas such as concept development, requirements determination, requirements analysis, and system development. Prepare risk and performance-based budgeting, execution, and reporting. Draft specifications in the relevant end-user subject area for programmers to use in writing, testing, and debugging computer programs.

P011. Web Application Designer

Experience: 8 years of related project experience.

Education: Master's degree or equivalent, in a field of study in a project-related discipline.

Responsibilities: Coordinate project outreach and public information programs, including Internet web site development, Homepage hosting, updates and maintenance. Conduct quarterly data and information systems analysis. Develop existing program, technical and logistics information into an integrated program baseline. Design and develop current technology MIS for accurate reporting of programmatic progress. Conduct analysis and planning in areas of information integration and management, technology development economies, cost analyses, program infrastructure studies, program prioritization methods and funding optimization.

P012. Junior Engineer

Experience: 3 years of related project experience.

Education: Bachelor's degree in engineering, physics, computer science, mathematics, or project-related discipline. Two years of additional project-related experience may be substituted for each year short of the required degree.

Responsibilities: Analyze, design, develop, implement, test and/or evaluate automated data processing software and/or associated systems. Review and prepare engineering and technical analyses, reports, test plans, change proposals, and other technical documentation. Analyze systems that evaluate efficiency and effectiveness of environmental restoration, waste management, nuclear materials, facility stabilization activities. Support systems integration efforts, operational testing evaluation, configuration management, quality assurance testing, logistics support and acquisition resource management. Conduct logistics engineering or configuration management tasking as follows: Provide logistic support associated with the preparation of project related strategic planning documents and other materials. Configure and maintain configuration management system to administer sensitivity analysis.

P013. Senior Systems Developer

Experience: 10 years of experience in all aspects of software development.

Education: Bachelor's degree in software engineering or related technical field.

Responsibilities: Facilitate the gathering of user needs and implicit expectations. Design system concept including a process model, data model, and architecture model. Develop project strategies, including security, performance forecasting and monitoring, test, user training, user documentation, implementation support, conversion, transition, installation, print, and backup and recovery. Develop detailed designs and prototypes. Develop program specifications. Code programs based on specifications; unit test programs before integration at a higher level. Participate in peer reviews. Develop test plans, test cases with expected results, and test beds. Trace business and technical requirements throughout the product life-cycle. Assist with integration and system testing. Assist with user and operations documentation. Assist with end-user training.

P014. System Developer

Experience: 4 years of experience in all aspects of software design and development.

Education: Bachelor's degree in software engineering or related technical field.

Responsibilities: Document and analyze business and technical requirements. Define Project business objectives, rules, and scope. Design system concept including a process model, data model, and architecture model. Develop detailed designs and prototypes. Develop program specifications. Code programs based on specifications; unit test programs before integration at a higher level. Participate in peer reviews. Develop test plans, test cases with expected results, and test beds. Trace business and technical requirements throughout the product life-cycle. Assist with integration and system testing. Assist with user and operations documentation. Assist with end-user training.

P015. Database Developer

Experience: 3 years work experience in database design, development, and maintenance.

Education: Bachelor's degree in software engineering, computer science or related technical field.

Responsibilities: Document and analyze business and technical requirements to be met with a relational database management system (RDBMS). Design a general database structure to meet the business and technical requirements. Document the functional and technical elements of the database design. Design the input and output functions for the database. Develop a detailed design and produce prototypes to confirm the requirements. Build the database, based on the approved design and using standard industry practices. Participate in peer reviews and perform tests of other developer's products. Develop test plans, test cases; expected results, and test bed. Maintain the traceability of business and technical requirements throughout the development life-cycle. Assist with end-user and database administration documentation. Maintain and enhance the database in accordance with the client's change control process. Assist with end-user training, as needed.

P016. Web Application Developer

Experience: 5 years of related project experience.

Education: Bachelor's degree or equivalent, in a field of study in a project-related discipline.

Responsibilities: Develop Internet web site and Homepages. Solve hosting, update and maintenance issues. Conduct quarterly data and information systems analysis. Develop existing program, technical and logistics information into an integrated program baseline. Analyze current technology MIS for accurate reporting of programmatic progress. Conduct analysis and planning in areas of information integration and management, technology development economies, cost analyses, program infrastructure studies, program prioritization methods and funding optimization.

P017. Database Administrator

Experience: 5 years work experience in database design, development, and maintenance.

Education: Bachelor's degree in software engineering, computer science or related technical field.

Responsibilities: Maintain computerized databases produced with relational database management systems (RDBMS) such as Microsoft® Access or flat-file databases produced with packages such as Microsoft® Excel. Facilitate transfer of data between programs such as Microsoft® Access and Microsoft® Excel. Create standard reports from such databases, as needed. Prepare ad hoc queries to extract and report information needed in non-standard form. Perform uploads or updates to the database as specified in the appropriate database administration handbook or guidance. Update or request updates to database documentation, as appropriate. Recommend changes to the database structure, based on user problems or client requests. Respond to end-user inquiries about the proper use of the database. Develop customized macros for users, in accordance with the client's standard procedures for database enhancement.

Perform other database-related operations at the direction of the client's Database Manager. Assist with end-user training, as needed.

P018. Database Management Specialist

Experience: 1 year experience in design, development, implementation or maintenance of database systems.

Education: Bachelor's degree in engineering, computer science, information systems management, or project-related discipline. Two years of additional project-related experience may be substituted for each year short of the required degree.

Responsibilities: Plan, analyze and implement data base projects. Define file organization, hierarchy, indexing methods, access and security procedures, table structures, for database projects and analyzes most efficient methods to accomplish tasking. Evaluate and recommend new and existing DBMS COTS products for system compatibility. Apply knowledge of computer science concepts and techniques in the design analysis, development, installation and maintenance of relational databases to satisfy engineering, scientific, financial, regulatory or business requirements as applicable. Ensure data redundancy and/or proper backup of DBMS. Make recommendations on database tuning and monitoring to ensure effective and efficient data access.

P019. Web Application Administrator

Experience: 3 years of related project experience.

Education: Bachelor's degree or equivalent, in a field of study in a project-related discipline.

Responsibilities: Assist Internet web site and Homepage development, hosting, updates and maintenance. Assist development of existing program, technical and logistics information into an integrated program baseline. Review current technology MIS software for reporting programmatic progress. Assist analysis and planning in areas of information integration and management, technology development economies, cost analyses, program infrastructure studies, program prioritization methods and funding optimization.

P020. Web/Internet Technology Subject Matter Expert

Experience: 12 years of related project experience.

Education: Ph. D. or equivalent, in a field of study in a project-related discipline.

Responsibilities: Advise and assist in developing state-of-the-art concepts on World Wide Web technologies, including software applications, site hosting, communications and data processing environments, security, firewalls, platform hosting and other technical issues. Direct development of guidelines for data applications to support sampling analysis. Conduct policy analysis and regulatory reviews. Advise on compliance issues for interagency projects assigned. Review and advise on logistics concepts for project support. Develop emergency management review criteria. Review and comment on technical documents, policies and guidelines.

P021. Telecommunications Systems Analyst

Experience: 4 years experience in equipment configuration of voice or data telecommunications or project related experience.

Education: High school diploma and military or industry-standard project-related training.

Responsibilities: Analyze the design, development, evaluation and maintenance of complex communications systems. Analyze network requirements, components, characteristics, and documentation. Develop test, transition and integration plans for command, control, communications and computerized information (C4I) systems. Prepare communications systems drawings and specifications using accepted industry and government standards, practices, formats and procedures as required.

P022. Program Assistant

Experience: 3 years of related project experience. An Associate's Degree may be substituted for 2 years of experience.

Education: High school diploma or equivalent, and relevant military or trade school training required.

Responsibilities: Develop documents that meet the ADP security requirements for an organization or facility. Draft Automated Information Systems Security Plans. Update management tracking systems and status documents as directed. Perform routine tasks without daily supervision and propose solutions to administrative problems encountered. Assist staff members with administrative efforts, organize administrative activities and records, procure travel arrangements, equipment and software as needed.

P023. Computer Graphics Specialist

Experience: 5 years of related computer graphics or project experience.

Education: High school diploma or equivalent required.

Responsibilities: Knowledge in applying the principles of effective visual design to the problems of data and information display. Knowledge in applying the principles of effective report design for tabular data. Able to convert graphical files from one format or system to another. Prepare graphics presentations and briefings. Develop documents pertaining to technical data including work flow, technology processes, and mechanical views. Advise users and clients on the most effective ways to present graphical descriptions that compliment textual descriptions. Use industry-standard desktop publishing and graphics software packages in developing concepts and designing illustrations.

P024. Senior Software Process Improvement Subject Matter Expert

Experience: 17 years of experience in all aspects of software process assessment and improvement, with 10 years work experience in development and management.

Education: Bachelor's degree in software engineering or related technical field.

Responsibilities: Lead, coordinate, and coach client organizations moving their IS departments (or other groups of software professionals) to a more disciplined and repeatable software development environment. Consult in software management and technical best practices. Facilitate Software Process Improvement (SPI) implementation in multiple IS departments. Assist clients and multiple client Process Action Teams (PATs) in the development of software policies, procedures, and standards. Re-engineer and document software processes. Assist clients in establishing SPI infrastructure and metrics. Provide training in software process improvement, software engineering disciplines, and the Software Engineering Institute's (SEI) Capability Maturity Model (CMM). Coordinate and coach practitioners and managers in software process gap analysis, action planning and implementation, using SEI methods and the CMM. Lead knowledge transfer programs. Conduct software process assessments and training. Consult in software project risk assessment and management. Consult in change management for software organizations.

P025. Software Process Improvement Subject Matter Expert

Experience: 11 years of experience in all aspects of software process assessment and improvement, with five years work experience in development and management.

Education: Bachelor's degree in software engineering or other relevant field.

Responsibilities: Consult in software management and technical best practices. Assist clients and individual client Process Action Teams (PATs) in the development of software policies, procedures, and standards. Re-engineer and document software processes. Assist clients in establishing SPI infrastructure and metrics. Provide training in software process improvement, software engineering disciplines, and Software Engineering Institute's (SEI) Capability Maturity Model (CMM). Lead knowledge transfer programs. Coordinate and coach practitioners and managers in software process gap analysis, action planning and implementation, using SEI methods and the CMM. Conduct software process assessments and training. Consult in software project risk assessment and management. Consult in change management for software organizations.

P026. Junior Software Process Improvement Subject Matter Expert

Experience: 5 years of experience in all aspects of software process assessment and improvement, with five years work experience in development and management.

Education: Bachelor's degree in software engineering or other relevant field.

Responsibilities: Assist with consulting in software management and technical best practices.

Assist clients and individual client Process Action Teams (PATs) in the development of software policies, procedures, and standards. Re-engineer and document software processes. Assist clients in establishing SPI infrastructure and metrics. Assist with training in software process improvement, software engineering disciplines, and Software Engineering Institute's (SEI) Capability Maturity Model (CMM). Lead knowledge transfer programs. Coordinate and coach practitioners and managers in software process gap analysis, action planning and implementation, using SEI methods and the CMM. Conduct software process assessments and training. Consult in

software project risk assessment and management. Consult in change management for software organizations.

P027. Senior Information Technology Specialist

Experience: 5 years of project related experience required.

Education: Bachelor's degree required.

Responsibilities: Designs, develops, and maintains information management systems, including electronic databases and Internet-based applications. General management of data collection, analysis, and report writing projects. Performs computer programming and coding in various software packages for development of web sites. Knowledge and/or experience is required in a range of Internet application development and database software packages such as Allaire Home Site HTML Editor; Macromedia Suite; MS Personal Web Server/IIS; Oracle; SQL Server; and Sybase Server. Manages planning, deployment, and integration of complex information management systems. Reviews and analyzes new technologies for systems applicability; plans system upgrades and integration. Supervises Jr. IT staff.

P028. Information Technology Specialist

Experience: 2 years of project related experience required.

Education: Bachelor's degree required.

Responsibilities: Designs, develops, and maintains information management systems, including electronic databases and Internet-based applications. Manages data collection, analysis, and report writing efforts. Performs computer programming and coding in various software packages for development of web sites. Task leader in planning, deployment, and integration of complex information management systems. Keeps abreast of hardware and software technologies that may impact or enhance systems operations. Knowledge and/or experience is required in a range of Internet application development and database software packages such as Allaire Home Site HTML Editor; Macromedia Suite; MS Personal Web Server/ IIS; Oracle; SQL Server; and Sybase Server.

P029. Junior Information Technology Specialist

Experience: 6 months of project related experience required.

Education: Bachelor's degree required.

Responsibilities: Assists in the design, development, and maintenance of information management systems, including electronic databases and Internet-based applications. Supports data collection, analysis, and report writing efforts. Performs computer programming and coding in various software packages for development of web sites. Supports planning, deployment, and integration of complex information management systems.

P030. Expert Portal Consultant

Experience: 5 years of project related experience required.

Education: Bachelor's degree required.

Responsibilities: Subject matter expert on various facets of corporate portal deployments including deployment methodology, installation, configuration, best practices, security architecture, application integration, content management, change management, project risk mitigation. Consultant to portal deployment projects and assessments, including intranet, internet, and extranet portals as well as hosted solutions. Applies certification in one or more leading portal software packages such as Plumtree Software, Autonomy, Semio or Top Tier.

P031. Portal Deployment Manager

Experience: 3 years of project related experience required.

Education: Bachelor's degree required.

Responsibilities: Manages various facets of corporate portal deployments including deployment methodology, installation, configuration, best practices, security architecture, application integration, content management, change management, project risk mitigation. Overall responsibility for portal deployment projects and assessments including intranet, internet and extranet portals as well as hosted solutions. Applies certification in one or more leading portal software packages such as Plumtree Software, Autonomy, Semio or Top Tier.

P032. Senior Portal Knowledge Management Consultant

Experience: 2 years of project related experience required.

Education: Bachelor's degree required.

Responsibilities: Manages various knowledge management facets of corporate portal deployments including deployment methodology, installation, configuration, best practices, security architecture, application integration, content management, change management, project risk mitigation. Leads all knowledge management efforts for portal deployment projects and assessments, with particular emphasis on knowledge mapping and taxonomy design and training in those same areas. Applies certification in one or more leading portal software packages such as Plumtree Software, Autonomy, Semio or Top Tier.

P033. Senior Portal Engineer

Experience: 2 years of project related experience required.

Education: Bachelor's degree required.

Responsibilities: Manages various design/engineering facets of corporate portal deployments including deployment methodology, installation, configuration, best practices, security architecture, application integration, content management, change management, project risk mitigation. Leads technical aspects of portal deployment projects and assessments including user interface design (UI), installation, configuration, application integration, and training in those same areas. Programs and scripts in software languages such as HTML, Javascript, Active Server Pages, Java, and/or XML/XSL. Applies certification in one or more leading portal software packages such as Plumtree Software, Autonomy, Semio or Top Tier.

P034. Portal Knowledge Management consultant

Experience: 6 months of project related experience required.

Education: Associate's degree required.

Responsibilities: Responsible for various knowledge management facets of corporate portal deployments including deployment methodology, installation, configuration, best practices, security architecture, application integration, content management, change management, project risk mitigation. Participates in the knowledge management efforts of portal deployment projects and assessments, with particular emphasis on knowledge mapping and taxonomy design. Applies certification in one or more leading portal software packages such as Plumtree Software, Autonomy, Semio or Top Tier.

P035. Portal Engineer

Experience: 6 months of project related experience required.

Education: Associate's degree required.

Responsibilities: Responsible for various design/engineering aspects of corporate portal deployments including deployment methodology, installation, configuration, best practices, security architecture, application integration, content management, change management, project risk mitigation. Participates in the technical aspects of portal deployment projects and assessments including user interface design (UI), installation/configuration, application integration and training in those same areas. Programs and scripts in languages such as HTML, Javascript, Active Server Pages, Java, and/or XML/XSL. Applies certification in one or more leading portal software packages such as Plumtree Software, Autonomy, Semio or Top Tier.

**PROJECT PERFORMANCE CORPORATION
LABOR CATEGORY SUBSTITUTIONS INFORMATION**

PPC’s labor categories provide for substituting experience for minimum education requirements and substituting educational degrees for years of experience.

GENERAL SUBSTITUTIONS

The table below presents the general substitutions based on the education and experience of the labor categories in the Pricelist. Experience should be professional and job related, however it does not have to be specific to the project to be accomplished. However, if a degree is used in place of experience, the degree should be related to the project or task. These substitutions are applicable for all PPC labor categories.

Degree	Degree and Experience Substitution	Related Experience Substitution
Associate’s	3 Years	3 Years
Bachelor’s	Associate’s + 3 Years	6 Years
Master’s	Bachelor’s + 3 Years	9 Years
Doctorate	Master’s + 3 Years	12 Years

In lieu of the required degree or experience, candidates with special qualifications may be considered on a case by case basis by the ordering agency.

Technical or industry standard certification such as Cisco Certified Network Associate (CCNA), Cisco Certified Design Associate (CCDA), Cisco Certified Network Professional (CCNP), Cisco Certified Internetwork Expert (CCIE), Cisco Certified Design Professional (CCDP), Microsoft Certified Systems Engineer (MCSE), Microsoft Certified Solution Developer (MCSD), Microsoft Certified Database Administrator (MCDBA), etc., may be substituted for degree and/or experience requirements.

7. Labor Category Descriptions

Overview of Project Performance Corporation, Special Item Number 132-51 Information Technology (IT) Professional Services Offering.

See full Category Description in Section 6.
Proposed Rates are Off-Site (at PPC-Facility) Only.

Special Identification	Order Number	GSA Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
Number	Number	Labor Category	11/8/08-11/8/09	11/8/09-11/8/10	11/8/10-11/8/11	11/8/11-11/8/12	11/8/12-11/8/13
Management							
132-51	P001	Executive Program/Project Manager	\$264.56	\$275.41	\$286.70	\$298.45	\$310.69
132-51	P002	Group/Project Manager	\$208.99	\$217.56	\$226.48	\$235.77	\$245.44
132-51	P003	Software Project Manager	\$194.83	\$202.82	\$211.14	\$219.80	\$228.81
Systems Analysis							
132-51	P004	Senior Systems Analyst	\$90.54	\$94.25	\$98.11	\$102.13	\$106.32
132-51	P005	Senior Program Analyst	\$70.90	\$73.81	\$76.84	\$79.99	\$83.27
132-51	P006	Program Analyst	\$63.91	\$66.53	\$69.26	\$72.10	\$75.06
132-51	P007	Systems Analyst	\$49.90	\$51.95	\$54.08	\$56.30	\$58.61
Systems Design							
132-51	P008	Technical Architect	\$162.38	\$169.04	\$175.97	\$183.18	\$190.69
132-51	P009	Senior Engineer	\$144.78	\$150.72	\$156.90	\$163.33	\$170.03
132-51	P010	Engineer	\$131.26	\$136.64	\$142.24	\$148.07	\$154.14
132-51	P011	Web Application Designer	\$116.27	\$121.04	\$126.00	\$131.17	\$136.55
132-51	P012	Junior Engineer	\$57.72	\$60.09	\$62.55	\$65.11	\$67.78
Systems Development							
132-51	P013	Senior Systems Developer	\$117.27	\$122.08	\$127.09	\$132.30	\$137.72
132-51	P014	Systems Developer	\$108.23	\$112.67	\$117.29	\$122.10	\$127.11
132-51	P015	Database Developer	\$97.62	\$101.62	\$105.79	\$110.13	\$114.65
132-51	P016	Web Application Developer	\$81.67	\$85.02	\$88.51	\$92.14	\$95.92
132-51	P017	Database Administrator	\$90.21	\$93.91	\$97.76	\$101.77	\$105.94
132-51	P018	Database Management Specialist	\$68.74	\$71.56	\$74.49	\$77.54	\$80.72
132-51	P019	Web Application Administrator	\$56.68	\$59.00	\$61.42	\$63.94	\$66.56
Systems Operation and Maintenance							
132-51	P020	Web/Internet Technology SME *	\$200.22	\$208.43	\$216.98	\$225.88	\$235.14
132-51	P021	Telecommunications Systems Analyst	\$77.38	\$80.55	\$83.85	\$87.29	\$90.87
132-51	P022	Program Assistant	\$53.61	\$55.81	\$58.10	\$60.48	\$62.96
132-51	P023	Computer Graphics Specialist	\$46.65	\$48.56	\$50.55	\$52.62	\$54.78
Software Process Improvement							
132-51	P024	Senior S/W Process Improvement SME *	\$234.53	\$244.15	\$254.16	\$264.58	\$275.43
132-51	P025	S/W Process Improvement SME *	\$162.38	\$169.04	\$175.97	\$183.18	\$190.69
132-51	P026	Junior S/W Process Improvement SME *	\$126.29	\$131.47	\$136.86	\$142.47	\$148.31
Portal Technology and Information Technology Specialists							
132-51	P027	Senior Information Technology Specialist	\$155.06	\$161.42	\$168.04	\$174.93	\$182.10
132-51	P028	Information Technology Specialist	\$113.29	\$117.93	\$122.77	\$127.80	\$133.04
132-51	P029	Junior Information Technology Specialist	\$96.34	\$100.29	\$104.40	\$108.68	\$113.14
132-51	P030	Expert Portal Consultant	\$306.20	\$318.75	\$331.82	\$345.42	\$359.58
132-51	P031	Portal Deployment Manager	\$183.72	\$191.25	\$199.09	\$207.25	\$215.75
132-51	P032	Senior Portal Knowledge Management Consultant	\$171.47	\$178.50	\$185.82	\$193.44	\$201.37
132-51	P033	Senior Portal Engineer	\$171.47	\$178.50	\$185.82	\$193.44	\$201.37
132-51	P034	Portal Knowledge Management Consultant	\$159.22	\$165.75	\$172.55	\$179.62	\$186.98
132-51	P035	Portal Engineer	\$159.22	\$165.75	\$172.55	\$179.62	\$186.98

CY11 = November 9, 2008 – November 8, 2009
CY12 = November 9, 2009 – November 8, 2010
CY13 = November 9, 2010 – November 8, 2011
CY14 = November 9, 2011 – November 8, 2012
CY15 = November 9, 2012 – November 8, 2013

Note: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

For additional information, please contact Stanley Coachman at (703) 748-7000, Fax (703) 748-7001.

8. Sales and Service Points

Project Performance Corporation

Headquarters

1760 Old Meadow Road
Mclean, VA 22102
Fairfax County

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Fax (703) 748-7001

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Alexandria, VA 22314
Fairfax County

Voice (703) 920-0033
Fax (703) 920-1288

Germantown Office

230 Century Blvd suite 202-204
Germantown, MD 20874

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