



**GENERAL SERVICES ADMINISTRATION
Federal Acquisition Service
Authorized Federal Supply Schedule Pricelist (Catalog)**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through *GSA Advantage!*, a menu-driven database system. The Internet address for *GSA Advantage!* is:
<http://www.fss.gsa.gov>.

**MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)
FSC GROUP 874, FSC CLASS 8742**

CONTRACT NUMBER
GS-23F-7102H

CONTRACT PERIOD:
01 October 2007 through 30 September 2012

Robbins-Gioia, LLC (R-G)
11 Canal Center Plaza
Alexandria, VA 22314
<http://www.robbsngioia.com/>

General Services Administration

Supplement **#PS-0014**, dated **February 10, 2010**

BUSINESS SIZE: Large Business

DUNS NUMBER: 79-645-0364

WHO IS ROBBINS-GIOIA?

Robbins-Gioia, LLC, is dedicated to delivering management consulting solutions to government agencies. For more than 25 years, we have helped organizations optimize their business processes, accelerate change, and establish time, cost, and quality improvements. A few of the agencies who have benefited from Robbins-Gioia's expertise are the Department of Justice, Department of Commerce, Department of the Treasury, Department of Veterans Affairs, Department of Defense and the Department of Homeland Security.

From strategy formulation through execution, our experts create value for customers. Robbins-Gioia:

- **People** are management consulting experts with industry experience and a wide range of skill sets, which include project management, strategic planning, performance measurement, and risk assessment. The staff has earned its reputation for providing quality, value-added services that assure that customers will meet deadlines, budgets, and program requirements.
- **Processes** are gleaned from government and industry and represent the best, most defined, and highly repeatable processes available. Documented methodologies leverage existing customer environments to provide you with visibility over multiple projects.
- **Tools** combine the best commercial off-the-shelf tools with your existing systems to meet the demand for timely, accurate, and consistent management information. Our toolset includes web-based executive information systems to provide the visibility necessary in large, enterprise-wide programs or multiple projects.

Our proven capabilities encompass more than 40 disciplines, including:

- Project Management
- Life Cycle Management
- Change Management
- Cost Estimating and Reporting
- Process Improvement
- Organizational Alignment
- Business Modeling
- Earned Value Management
- Configuration Management
- Resource Management
- Risk Assessment
- Cost/Benefit Analysis
- Activity-Based Costing
- Earned Value Management
- Quality Management
- Performance Measurement
- Portfolio Management
- Microsoft Project 2002 Integration



HOW CAN ROBBINS-GIOIA HELP?

Robbins-Gioia's proven solutions drive results by focusing on performance management that measures and documents the outcomes of an organization's initiatives. The methodologies are based on disciplined program/project management disciplines. We have worked with clients on complex, time-sensitive efforts and helped them to:

- Develop a disciplined and documented approach to managing large, complex programs.
- Establish enterprise oversight
- Implement standardized program management across an organization
- Gain the ability to plan, implement, control, and assess programs as envisioned by the Government Performance and Results Act (GPRA), the Clinger-Cohen Act, and other federal budgetary and regulatory guidelines
- Assess the impact of change as part of an overarching change management process
- Deliver products and services that meet customer needs
- Implement a means of measuring progress toward achieving strategic goals and objectives
- Increase program Visibility through effective contractor performance monitoring
- Manage risk using structured risk management processes

Whether the issue involves continuous process improvement, performance-based management, or implementing capital investment processes, Robbins-Gioia helps its customers every step of the way, from concept to completion.

HOW TO USE MOBIS IN YOUR ORGANIZATION – THE SIMPLIFIED PROCESS

Step 1. Robbins-Gioia meets with you to review and finalize your requirements.

Step 2. You review the project definition and modify it as needed.

Step 3. Robbins-Gioia presents information about the resources required to meet your needs and provides a cost estimate.

Step 4. You provide project definition and funding documents to your internal contract office.

Step 5. Your contracting officer executes the order and issues it directly to Robbins-Gioia.

Step 6. Robbins-Gioia begins addressing your business needs.

Robbins-Gioia pays GSA an Industrial Funding Fee of .75%

MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)

The MOBIS program offers a full range of management and consulting services that can improve a federal agency's performance and their endeavor in meeting mission goals.

MOBIS contractors possess the necessary expertise to facilitate how the federal government responds to a continuous stream of new mandates and evolutionary influences including the President's Management Agenda; Government Performance and Results Act; Federal Acquisition Streamlining Act; OMB Circular A-76; Federal Activities Inventory Reform Act; government reinvention initiatives such as benchmarking and streamlining; strategic sourcing; downsizing; and privatization. In addition, MOBIS contractors can provide the government with the requisite expertise to enable federal agencies to meet mission requirements requiring integrated business solutions. MOBIS contractors provide services and support products to support agencies in accomplishing mission oriented business efforts. These effort may include, but are not limited to, quality management; business process reengineering; strategic and business planning; knowledge management consulting; benchmarking; strategic sourcing; ISO 9000; activity-based costing; financial management analysis related to an improvement effort, statistical process control; construction and implementation of surveys; and organizational assessments and evaluations; process improvements; process modeling and simulation; performance measurement; organizational design, change management; development of leadership/management skills; and training in improving customer service and satisfaction, assistance in the performance of privatization studies, training in support of related business functions, program integration, project management and alternative dispute resolution support.

Robbins-Gioia, LLC provides services and support under several MOBIS Special Item Numbers (SINs) as follows:

SIN 874-1 – Consulting Services may include providing expert advice, assistance, guidance or counseling in support of agencies' mission oriented business functions. This may include studies, analyses and reports documenting any proposed developmental, consultative or implementation efforts. Examples of consultation include but are not limited to: Strategic, business and action planning and execution, Performance-based budgeting, Systems alignment, Cycle time, Organizational assessments, High Performance measures and indicators, National security strategy and policy development, Emergency management and preparedness, War gaming, Medical and healthcare consulting, Budget, manpower and acquisition planning and strategy, Business modeling and simulation, Program audits and evaluations, Process and productivity analysis and improvement, Quality assurance and technical support, Organizational space management, Weapons systems program planning, Workforce and succession planning, Customized training.

SIN 874-4 - Training Services include Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration. Courses are educational courses that are delivered via an Instructor-led (i.e. traditional classroom setting or conference/seminar) and/or web-based (i.e. Internet/Intranet, software packages and computer applications) system. Additional professional training services are in support of planning, creating, and/or executing test administration, learning management, customized subject matter specific training and/or educational courses that are delivered via an instructor-led (i.e.

traditional classroom setting or conference/seminar) and/or web-based (i.e. Internet/Intranet, software packages and computer applications) system.

SIN 874-7 - Program and Project Management Services may include assisting agencies in planning, initiating, managing, executing, and closing out mission-oriented business programs and projects. This may include: Project leadership and communications with stakeholders; project planning and scheduling; earned value management support; project management, including performance monitoring and measurement; reporting and documentation associated with project/program objectives; stakeholder briefings, participation in required meetings, and related project support services; program integration services; and project close-out services. All services are provided and performed under the supervision/management of the contractor's Project Manager or Program Manager.

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire MOBIS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number. Failure to do so may result in cancellation of the contract.

INDUSTRIAL GROUP: 874

FSC INDUSTRIAL CLASS: 8742

CONTRACT NUMBER GS-23F-7102H

CONTRACT PERIOD 01 October 1997 through 30 September 2012

CONTRACTOR Robbins-Gioia, LLC (R-G)
11 Canal Center Plaza
Alexandria, VA 22314
703-548-7006
<http://www.robbsingioia.com>

BUSINESS SIZE Large

POINT OF CONTACT

For Contract Administration
Sandra Smith
Sr. Contracts Manager
703-548-7006
703-706-0998 [fax]
sandra.smith@robbsingioia.com

For Orders
Sandra Smith
Sr. Contracts Manager
703-548-7006
703-706-0998 [fax]
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AWARDED SPECIAL
ITEM NUMBERS (SINs)

SIN 874-1: Consulting Services
SIN 874-1RC: Consulting Services
SIN 874-4: Training Services
SIN 874-4RC: Training Services
SIN 874-7: Program and Project Management
Services
SIN 874-7RC: Program and Project Management
Services

Maximum Order Limitation (MOL)

The maximum total dollar value of any order placed under this contract will be \$1,000,000.00; however, in the event an order exceeds the maximum order, the contractor and the buying agency should act in accordance with clause I-FSS-125 (August 1995). I-FSS-125 (August 1995) states:

- a. In accordance with FAR 8.404 there may be circumstances where an ordering activity finds it advantageous to request a price reduction, such as where a quantity of an individual order clearly indicates the potential for obtaining a reduced price. To assist the customer agencies to determine when they should seek a price decrease, a level called a maximum order has been identified under the contract. When an ordering activity's order exceeds this amount, it is recommended that the ordering activity contact the vendor for a reduced price.
- b. Vendors may: (1) offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the Maximum Order in FAR 52.216.19); (2) offer the lowest price available under the contract; or (3) decline the order (orders must be returned in accordance with FAR 52.216-19).
- c. A delivery order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR with the Contractor selected in accordance with FAR 8.404. The order will be placed under the contract.
- d. Sales for orders that exceed the Maximum Order shall be reported in accordance with GSAR 552.238-72.

Minimum Order	\$300
GEOGRAPHIC COVERAGE DELIVERY AREA	Worldwide
POINT OF PRODUCTION	Alexandria, Virginia and other locations across the United States
DISCOUNTS FROM LIST PRICES	As negotiated on individual orders
QUANTITY DISCOUNTS	As negotiated on individual orders
PROMPT PAYMENT TERMS	Net 30 days

Government commercial credit cards are accepted.

See the www.gsaadvantatge.gov website for additional ordering information.

FOREIGN ITEMS	None
TIME OF DELIVERY	As mutually agreed upon.
F.O.B. POINT(S)	Destination

ORDERING ADDRESS

Robbins-Gioia LLC (R-G)
11 Canal Center Plaza
Alexandria, Virginia 22314
Attention: Sandra Smith
Sr. Contracts Manager
T 703-548-7006
F 703-706-0998

PAYMENT ADDRESS

Robbins-Gioia, LLC (R-G)
11 Canal Center Plaza
Alexandria, Virginia 22314

Attention: Accounting Dept.

WARRANTY PROVISION

Standard practice

RATES & PRICES & DESCRIPTIONS

See tables on the following pages
for descriptions and pricing related to
services offered under various SIN's.
All prices exclude the cost of travel,
Material and Other Direct Costs (ODC's)

SIN 874-1 Consulting Services and **SIN 874-7** Program & Project Management Services are supported using the following labor categories and rates:

Hourly Rates						
SIN #	Job Categories	10/1/07 - 9/30/08	10/01/08 - 9/30/09	10/01/09 - 9/30/10	10/01/10 - 9/30/11	10/01/11 - 9/30/12
874-1/7	Senior Executive	\$390.24	\$405.85	\$422.08	\$438.96	\$456.52
874-1/7	Subj. Matter Expert I	\$323.38	\$336.32	\$349.77	\$363.76	\$378.31
874-1/7	Subj. Matter Expert II	\$234.79	\$244.18	\$253.95	\$264.11	\$274.67
874-1/7	Subj. Matter Expert III	\$197.40	\$205.30	\$213.51	\$222.05	\$230.93
874-1/7	Subj. Matter Expert IV	\$187.12	\$194.60	\$202.38	\$210.48	\$218.90
874-1/7	Sr. Mgmt. Principal	\$268.75	\$279.50	\$290.68	\$302.31	\$314.40
874-1/7	Mgmt. Principal	\$221.23	\$230.08	\$239.28	\$248.85	\$258.80
874-1/7	Sr. Mgmt. Consultant	\$164.97	\$171.57	\$178.43	\$185.57	\$192.99
874-1/7	Mgmt. Consultant	\$154.85	\$161.04	\$167.48	\$174.18	\$181.15
874-1/7	Sr. Mgmt Specialist	\$140.29	\$145.90	\$151.74	\$157.81	\$164.12
874-1/7	Mgmt. Specialist	\$129.30	\$134.47	\$139.85	\$145.44	\$151.26
874-1/7	Sr. Mgmt. Analyst	\$116.64	\$121.31	\$126.16	\$131.21	\$136.46
874-1/7	Mgmt. Analyst	\$102.47	\$106.57	\$110.83	\$115.26	\$119.87
874-1/7	Analyst	\$88.16	\$91.69	\$95.36	\$99.17	\$103.14
874-1/7	Programmer	\$77.75	\$80.86	\$84.09	\$87.45	\$90.95
874-1/7	Admin. Assistant	\$65.51	\$68.13	\$70.86	\$73.69	\$76.64

Daily Rates						
SIN #	Job Categories	10/1/07 - 9/30/08	10/01/08 - 9/30/09	10/01/09 - 9/30/10	10/01/10 - 9/30/11	10/01/11 - 9/30/12
874-1/7	Senior Executive	\$3,121.92	\$3,246.80	\$3,376.67	\$3,511.68	\$3,652.15
874-1/7	Subj. Matter Expert I	\$2,587.04	\$2,690.52	\$2,798.14	\$2,910.07	\$3,026.47
874-1/7	Subj. Matter Expert II	\$1,878.32	\$1,953.46	\$2,031.59	\$2,112.86	\$2,197.37
874-1/7	Subj. Matter Expert III	\$1,579.20	\$1,642.37	\$1,708.06	\$1,776.39	\$1,847.44
874-1/7	Subj. Matter Expert IV	\$1,496.93	\$1,556.81	\$1,619.04	\$1,683.80	\$1,751.20
874-1/7	Sr. Mgmt. Principal	\$2,149.97	\$2,235.97	\$2,325.41	\$2,418.48	\$2,515.22
874-1/7	Mgmt. Principal	\$1,769.84	\$1,840.64	\$1,914.26	\$1,990.83	\$2,070.40
874-1/7	Sr. Mgmt. Consultant	\$1,319.76	\$1,372.55	\$1,427.45	\$1,484.55	\$1,543.93
874-1/7	Mgmt. Consultant	\$1,238.82	\$1,288.32	\$1,339.85	\$1,393.45	\$1,449.18
874-1/7	Sr. Mgmt Specialist	\$1,122.28	\$1,167.18	\$1,213.92	\$1,262.48	\$1,312.98
874-1/7	Mgmt. Specialist	\$1,034.43	\$1,075.76	\$1,118.79	\$1,163.54	\$1,210.08
874-1/7	Sr. Mgmt. Analyst	\$933.12	\$970.44	\$1,009.26	\$1,049.68	\$1,091.67
874-1/7	Mgmt. Analyst	\$819.77	\$852.56	\$886.66	\$922.08	\$958.96
874-1/7	Analyst	\$705.29	\$733.50	\$762.84	\$793.36	\$825.09
874-1/7	Programmer	\$621.96	\$646.84	\$672.72	\$699.62	\$727.61
874-1/7	Admin. Assistant	\$524.08	\$545.04	\$566.84	\$589.52	\$613.10

MOBIS Category Title	Yrs Exp.	Education	Min Skills & Responsibilities
Senior Executive	10+	Master's degree	Ability to establish and lead an executive level team to accomplish "C" level tasks and requirements
	12+	Bachelor's degree	
Subj. Matter Expert I	8-10+	Master's degree	As a recognized leader in a specific subject matter area, able to determine effective strategies for senior executive level issues
	10-12+	Bachelor's degree	
Subj. Matter Expert II	7-10+	Master's degree	Capable of representing the client at an executive level as a respected expert in a specific subject matter area
	9-12+	Bachelor's degree	
Subj. Matter Expert III	6-10	Master's degree	Ability to provide subject matter expertise in specific areas as well as to perform external analysis and strategic impact reviews
	10-12	Bachelor's degree	
	15+	No degree	
Subj. Matter Expert IV	6-9	Master's degree	Provides expertise into specific subject matter areas to support client requirements and development of business cases
	10-11	Bachelor's degree	
	15+	No degree	
Sr. Mgmt Principal	7-10+	Master's degree	Ability to lead strategic planning activities and program teams for clients as well as provide executive level materials suitable for publication or congressional reviews
	9-12+	Bachelor's degree	
Mgmt Principal	7-10	Master's degree	Capable of providing strategic planning and support as well as executive level business case development and presentation
	9-12	Bachelor's degree	
Sr. Mgmt Consultant	4-9	Master's degree	Ability to lead project teams and facilitate successful resolution of client issues as well as support development of business cases for clients
	9-11	Bachelor's degree	
	15+	No degree	
Mgmt Consultant	3-7	Master's degree	Skill with specialized client management tools and requirements with the ability to apply solutions to situational management challenges while managing project teams
	7-9+	Bachelor's degree	
	12-15+	No degree	
Sr. Mgmt Specialist	2-7	Master's degree	Capable of applying situational management skills and ability to manage others as well as skill sets to support enterprise level management needs
	6-9+	Bachelor's degree	
	10-15+	No degree	
Mgmt Specialist	2-5	Master's degree	Capable of applying situational management skills and ability to supervise others
	6-7+	Bachelor's degree	
	12+	No degree	
Sr. Mgmt Analyst	1-5	Master's degree	Knowledge of multiple management skills sets and capable of performing analytical tasks independently as well as reviewing or directing tasks of others
	5-7+	Bachelor's degree	
	8-12+	No degree	

MOBIS Category Title	Yrs Exp.	Education	Min Skills & Responsibilities
Mgmt Analyst	0-3	Master's degree	Knowledge and skill with advanced tools and ability to apply analytical skills towards program requirements
	3-5+	Bachelor's degree	
	3-8+	No degree	
Analyst	0-3	Master's degree	Ability to use more advanced software tools and is able to apply basic analytical skills within team environment
	1-5+	Bachelor's degree	
	1-8+	No degree	
Programmer	0-2	Master's degree	Ability to use more advanced programming tools and exhibit basic analytical skills
	1-3+	Bachelor's degree	
	1-6	No degree	
Admin Assistant			Ability to use basic desktop software tools
	0-3	Bachelor's degree	
	0-4	No degree	

SIN 874-4 Training Services are supported with both Fixed Price Course offerings as well as hourly rates for labor categories as follows:

<u>Course Title/Service Description</u>	<u>Unit</u>	<u>Unit Price</u> (including IFF)
<i>Managing Capital Planning & Project Management Professional (PMP®) Exam Preparation Class</i>	per Class Min 10 – Max 20	\$74,253
	Per additional Student above Max	\$3,520

Course Description: R-G’s Investment & Project Management Training course provides students with the tools and techniques needed to effectively manage and control projects of all sizes. This course covers two of the essential skills required of Federal project managers – essential project management skills and an introduction to Capital Planning and Investment Control (CPIC). Adult learning theory tells us that rather than going through a long, skills-intensive course, adult students learn best when they are able to practice their newly learned skills in smaller increments. As such, this course meets one week a month over a five month period. The course emphasizes the issues encountered in managing projects within the Federal government through five modules:

- 1) Project Initiation
- 2) Project Planning & Control (Part A)
- 3) Project Planning & Control (Part B)
- 4) Capital Planning and Investment Control (CPIC)
- 5) PMP Prep Training

Modules 1-3 are based on the Project Management Institute (PMI) Project Management body of Knowledge (PMBOK®). Module 4 is based on Federal best-practices and provides students with the essential skills required to more adeptly manage the CPIC lifecycle. The course culminates with Module 5, “PMP Prep.” This course is the same as the one-week, off-the-shelf course offered by R-G and offers training to help project managers pass the PMP exam as offered by the Project Management Institute (PMI). As a Registered Education Provider with PMI, R-G is able to offer this class to those experienced project managers who meet the criteria as outlined by PMI to sit for the PMP exam. PMP Prep is an intensive, instructor-led five day course.

Audience: Project managers and project team members.

Prerequisites: Attendees should be experienced Federal project managers qualified to sit for the PMP Exam.

Project Management Professional (PMP®) Preparation Class	Per Class Min 10 – Max 20	\$28,210
	Per additional Student above Max	\$1,410

Course Description: R-G’s “Project Management Professional (PMP) Prep” class offers training to help project managers pass the PMP exam as offered by the Project Management Institute (PMI). As a Registered Education Provider with PMI, R-G is able to offer this class to those experienced project managers who meet the criteria as outlined by PMI to sit for the PMP exam. PMP Prep is an intensive, instructor-led five day course. Course materials provided include copies of PMI’s A Guide to the Project Management Body of Knowledge (PMBOK®) and a copy of Rita Mulcahy’s PMP Exam Prep book and CD. The course covers topics such as the nine knowledge 9 knowledge areas and 5 process groups discussed in the PMBOK, test taking tips, and practice exercises to help students prepare for the actual exam. The course culminates with a 4-hour, simulated PMP exam to help students build familiarity with and confidence in their ability to pass the PMP exam. R-G can, upon request and at additional fee, help assess the suitability of candidates to sit for the PMP exam and help prepare exam applications.

Audience: Project managers and project team members.

Prerequisites: Attendees should be experienced Federal project managers qualified to sit for the PMP Exam.

Hourly Rates						
SIN #	Job Categories	10/1/07 - 9/30/08	10/01/08 - 9/30/09	1/29/2010 - 9/30/11	10/01/11 - 9/30/12	
874-4	Coach/Mentor	N/A	N/A	\$151	\$156	
874-4	Sr. Instructor	N/A	N/A	\$121	\$125	
874-4	Sr. Training Developer	N/A	N/A	\$106	\$109	
874-4	Management Training Developer	N/A	N/A	\$90	\$93	
874-4	Mid-level Training Developer	N/A	N/A	\$62	\$64	
874-4	Training Developer	N/A	N/A	\$46	\$47	

MOBIS SIN 874-4 Category	Yrs Exp.	Education	Min Skills & Responsibilities
Coach/Mentor	6-10+	Master's degree	Capable of applying situational management skills and extrapolating actual experiences into projected situations
	10-12+	Bachelor's degree	
Sr. Instructor	3-9	Master's degree	Capable of leading/delivering training to large classes of management level personnel. Ability to define training objectives of an organization and independently develop course materials.
	7-11	Bachelor's degree	
Sr. Training Developer	2-8	Master's degree	Knowledge of multiple management disciplines and capable of developing course materials relative to such disciplines. Capable of defining training objectives for multiple disciplines.
	6-10+	Bachelor's degree	
	10-15+	No degree	
Management Training Developer	5+	No degree	Knowledge of at least one management level discipline and capable of developing course material relative to that discipline. Capable of defining training objectives for specified discipline.
	5-9+	Bachelor's degree	
	8-12+	No degree	
Mid-level Training Developer	1-3	Master's degree	Capable of developing course materials to satisfy a defined training objective and to assist Instructor in delivering course.
	3-5+	Bachelor's degree	
	5+	No degree	
Training Developer	0-3+	Bachelor's degree	Capable of preparing course materials and supporting scheduling for training program(s).
	0-2	No degree	