



**General Services Administration  
Federal Supply Service  
Authorized Federal Supply Schedule Price List**

**Financial and Business Solutions  
FSC Group: 520**

**Contract No.: GS-23F-0016U**

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

**Contract Period: 2/21/2008 - 2/20/2013**

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**Business Size/Status: Large**

**Contact for Contract Administration Contact & Ordering :**  
Kimberly Gibson, Senior Contracts Manager  
1750 Tyson's, Suite 800  
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**Prices shown herein are NET (discount deducted).  
Pricelist current through Modification A268 dated August 19, 2012**

*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!<sup>TM</sup>, a menu-driven database system. The Internet address for GSA-Advantage!<sup>TM</sup> is: <http://www.gsaadvantage.gov>*

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### GENERAL CONTRACT INFORMATION

1a. Table of Awarded Special Item Numbers (SINs):  
(Please refer to page #4 for a more detailed description)

SIN 520-1 Program Financial Advisor

SIN 520-9 Recovery Audits

SIN 520-13 Complimentary Financial Management Services

- |  |  |
|--|--|
| 1b. Lowest Priced Model Number and Lowest Price:                                     | Please refer to our rates on page #14  |
| 1 c. Labor Category Descriptions:  | Please refer to page #11   |
| 2. Maximum Order:  | \$1,000,000 per SIN  |
| 3. Minimum Order:  | \$100  |
| 4. Geographic Coverage:  | Domestic & Overseas  |
| 5. Point (s) of Production:  | Not Applicable   |
| 6. Discount from List Price:   | All Prices Herein are Net  |
| 7. Quantity Discounts:   | Deloitte Tax agrees to additional discounts<br>off of GSA standard labor rates for single task orders issued for the following amounts:<br>\$500,000-\$749,999 = 0.5%<br>>\$750,000 = 1.0% |
| 8. Prompt Payment Terms:   | Net 30 days  |
| 9a. Government Purchase Card is accepted at or below the micro – purchase threshold. |  |
| 9b. Government Purchase Card is accepted above the micro – purchase threshold.       |  |
| 10. Foreign Items:   | None   |
| 1 1a. Time of Delivery:  | To Be Negotiated with Ordering Agency  |
| 11 b. Expedited Delivery:  | To Be Negotiated with Ordering Agency  |
| 11c. Overnight and 2-Day Delivery:   | To Be Negotiated with Ordering Agency  |
| 11d. Urgent Requirement:   | To Be Negotiated with Ordering Agency  |

12. F.O.B. Point(s): Destination
- 13a. Ordering Address: Deloitte Tax LLP  
Attn: Kimberly Gibson/GSA Orders  
1750 Tyson's Blvd, Suite 800  
Phone: 703-251-1642  
McLean, VA 22102
- 13b. For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3.
14. Payment Address: Deloitte Tax LLP  
Attn: Accounts Receivable  
PO Box 2079  
Carol Stream, IL 60132-2079  
ACH: ABA #031100209, Account #3874-0725
15. Warranty Provision: Not Applicable
16. Export Packing Charges: Not Applicable
17. Terms & Conditions of Government Purchase Card Acceptance: Contact Contract Administrator
18. Terms and conditions of rental, maintenance, and repair: Not Applicable
19. Terms and conditions of installation (if applicable): Not Applicable
20. Terms and conditions of repair parts indicating date of parts, price lists and any discounts from list prices: Not Applicable
- 20a. Terms and conditions for any other services (if applicable): Not Applicable
21. List of service and distribution points (if applicable): Not Applicable
22. List of participating dealers (if applicable): Not Applicable
23. Preventative maintenance (if applicable) Not Applicable
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants.): Not Applicable
- 24b. Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/) : Contact Contract Administrator for more information.

25. Data Universal Number System (DUNS) Number: 781102350
26. Deloitte Tax LLP *is* registered in the Central Contractor Registration (CCR) database.

## **CONTRACT OVERVIEW**

The current contract period is 2/21/2008 - 2/20/2013. GSA may exercise a total of up to three additional 5 year option periods. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

## **CONTRACT ADMINISTRATOR**

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## **MARKETING AND TECHNICAL POINT OF CONTACT**

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Washington, DC 0001  
Telephone: (202) 378-5498  
[Email: lpowers@deloitte.com](mailto:lpowers@deloitte.com)

## **CONTRACT USE**

This contract is available for use by all federal government agencies, as a source for Financial and Business Solutions, for worldwide use. Executive agencies, other Federal agencies, mixed ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

## **CONTRACT SCOPE**

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional services as specified in each task order.

Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material.

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. Deloitte Tax LLP has been awarded a contract by GSA to provide services under the following SINs:

**520-1 Program Financial Advisor Services**

**520-9 Recovery Audits**

**520-13 Complementary Financial Management Services**

A full description of each SIN definition and examples of the types of work covered by the SIN are provided below.

## **SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS**

### **520-1 PROGRAM FINANCIAL ADVISOR SERVICES**

The Contractor shall provide program financial advisor services to assist the Government in crosscutting issues and considerations associated with the overall development and management of an asset program. This may include but is not limited to the following:

- > Develop and manage an asset resolution program
  - review asset base or some portion thereof and provide specific recommendations/strategies as to the best management and/or disposition vehicle to use in order to maximize recoveries in the current marketplace.
  - develop an Asset Resolution Plan and/or modify task orders for financial advisory services, raise issues on public policy and capital markets and offer recommendations
  - implement a coherent approach to communications and interactions among policy, procurement, information systems, general counsel, Inspector General, congressional and legislative affairs, field offices, Government agencies, stakeholders, non-Government entities, and the public at large.
  - analyze new products to be offered for sale to determine potential marketability, review appropriate laws to determine disposal authority and rights for real property, determine the value of an overall asset portfolio, identify individuals or entities that are disqualified from participating or bidding, provide advice on compliance, execution, or implementation issues relating to OMB Circulars A11 and A-34, other OMB guidance, and other opinions estimate and report the effects of asset programs for purposes of budget formulation and execution analyze credit reform.
  
- > Asset sales
  - Review, design, and reposition a strategic plan, business plan, and/or policies for an asset sale
    - develop asset sales schedules and financial projections for budgetary, performance management, and capacity planning purposes
    - conduct individual asset sales
    - prepare reports or analyses in support of an asset sales program
  
- Develop, manage and/or implement an origination program
  - perform in-depth feasibility studies and cost/benefit analysis to evaluate public/private partnership opportunities
  - assess aging or deteriorating assets and develop and analyze public/private partnership scenarios to rehabilitate the assets
  - provide specific recommendations/strategies including public/private partnerships to promote rehabilitation identify private entities capable of contributing sufficient financial capital and borrowing ability to redevelop or renovate assets (e.g. federal real property) in exchange for a portion of the asset design and secure the most efficient financing vehicle, given market and contractual considerations, to fund real property or non-real property assets.

- Re-engineer financing structures to provide the most advantageous financing for an asset.
- Develop and/or manage a system to find a lender, select a mortgage product, originate a mortgage or choose among other settlement service providers and products
- Trust fund management/institutional trust services/investment banking
  - invest, control, and arrange for audit of trust fund asset/portfolios
  - administer benefit payments
  - buy, sell, and lend securities
  - manage collateral
  - assess risk
  - implement an agency's assessment processes in order to maximize value of an agency's funds
- Equity oversight and transaction administration
  - Cash Management: track cash generated and distributed through partnerships, from closing to post-closing and termination, to ensure effective management of cash accounts and timely and accurate distributions to the partners.
  - Asset Management: monitor the operations and performance of the partnership through review of the general partner's business plans, financial reports and projections to protect against reduction in value or mismanagement of assets.
  - Investor Reporting: Use various financial indicators to provide a detailed reporting package for each transaction representing the current financial status and performance of a portfolio.
- Marketing and asset resolution support
  - prepare a marketing plan and provide support services to ensure that a group of assets are resolved
- Post sale analysis and resolution support
  - assist on post-closing matters
  - analyze management of the portfolio in terms of credit extension and servicing to assist the agency in improving its processes
  - handle special investor/buyer and borrower problems that may arise
  - create and update Asset Sale Design Records kept by the agency and report any lessons learned
  - develop, gather, scrub, and store data relevant to support the asset resolution program
  - develop and maintain an electronic presence that will be a principal point of contact for agencies and constituencies interested in an asset resolution program

## **520-9 RECOVERY AUDIT SERVICES**

All recovery audit activities associated with detection and collection of overpayments, the identification of underpayments, the reporting of fraudulent and/or criminal activities, and the implementation of actions that will prevent future improper payments.



## 520-13 COMPLEMENTARY FINANCIAL MANAGEMENT SERVICES

The Contractor shall provide complementary financial management services. This may include but is not limited to the following:

- Assess and improve financial management systems
  - Conduct A-127 system compliance reviews
  - Assist with implementation of corrective actions
  - Document systems
  - Identify systems requirements
  - Plan and develop systems
  - Assist in meeting agency financial management system requirements
  - Assess and improve financial reporting and analysis
  - Develop new reporting formats and pro-forma financial reports
  
  - Assist in improving and streamlining reporting and analysis processes
- > Perform cost-benefit or other special financial analyses
- Assist with the requirements of the Government Performance & Results Act
  - Assist with devising and implementing performance measures and related processes and systems
  - Assist with strategic and operational financial planning
  - Resolve audit recommendations
  - Assist in managerial cost accounting
  - Assist in financial policy formulation and development
  - Perform economic and regulatory analyses
    - Develop methods for analyzing costs, benefits and impacts of regulations and policies
    - Collect data and prepare Information Collection Requests for approval by OMB
    - Conduct exposure and risk analyses
    - Develop, modify or apply risk characterization models to analyze and evaluate polices, programs and regulations
  - Perform actuarial services and/or actuarial data analysis services
    - Collection, analysis, editing, calibration and data entry of Employee Benefit Plan information
    - Conduct updates of a full actuarial valuation pension plan database, program major upgrades or significant new modeling capabilities
    - Perform quantitative analysis of covered pension plans to identify plans that are potentially noncompliant or under funded
  
  - Assist with quality assurance efforts

## **INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES**

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that Deloitte Tax LLP meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders; facsimile orders, credit card orders, blanket purchase agreement orders or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide FABS services, follow these simple steps:

### **Step 1. Develop a Statement of Work (SOW)**

- In the SOW, include the following information:
- Work to be performed,
- Location of work,
- Period of performance;
- Deliverable schedule, and
- Special standards and any special requirements, where applicable.

### **Step 2. Select Contractor and Place Order**

- If the order is at or below the micro-purchase threshold, select the contractor best suited for your needs and place the order.
- If the order is exceeding but less than the maximum order threshold (MOT), prepare an RFQ;
- If the order is in excess of the MOT, prepare an RFQ. Consider expansion of competition and seek price reductions.

### **Step 3. Prepare a Request for Quote (RFQ)**

- Include the SOW and evaluation criteria;
- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;
- If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection.
- May be posted on GSA's electronic RFQ system, e-Buy

### **Step 4. Provide RFQ to at least Three Firms**

### **Step 5. Evaluate Offers, Select Best Value Firm, and Place Order**

## REQUIREMENTS EXCEEDING THE MAXIMUM ORDER

In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall:

- Based upon the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors); and
- After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

Vendors may:

- 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 Order Limitations.)
- Offer the lowest price available under the contract; or Decline the order (orders must be returned in accordance with FAR 52.2 16-19).
- A task order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR 8.404. The order will be placed under the contract.

## BLANKET PURCHASE AGREEMENT

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. 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 BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices; The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (e.g. estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

### Ordering from BPAs:

Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

Duration of BPAs. BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if

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## Review of BPAs:

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect; The BPA still represents the best value (see 8.404(d)); and Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.

### LABOR CATEGORY DESCRIPTIONS

#### Experience Substitutions:

H.S. Diploma + 4 years additional experience	Equals	Bachelors Degrees
Bachelors Degree + 2 years additional experience	Equals	Masters Degree
Masters Degree + 4 years or Bachelors Degree + 6 years additional experience	Equals	Ph.D

#### Education Substitutions:

A Ph.D. may be substituted for 4 years of required experience with a Masters Degree or 6 years with a Bachelors Degree.
A Masters Degree may be substituted for 2 years of required experience with a Bachelors Degree.
A Bachelors Degree may be substituted for 4 years of required experience with a H.S. Diploma.

<b>GSA Labor Category: Program Manager III</b>
<b>Minimum/General Experience:</b> 8 years
<b>Functional Responsibility:</b> Provides strong senior level management. Is responsible for overall client programs and is the primary point of contact with client executives. Maintains responsibility for managing business solutions, delegating appropriate resources, and fostering quality assurance principles across projects and deliverables. Applies extensive knowledge of client’s industry to meet the objectives of the engagement. Provides technical guidance and project management functions associated with client requirements including but not limited to: financial management of projects through budget monitoring; recruitment of qualified personnel to support unique client environments; assistance in the development and writing of client work plans and budgets. Provides industry expertise in process and productivity improvement, systems alignment, organizational assessments, program audits, and evaluations.
<b>Minimum Education:</b> Bachelors

<b>GSA Labor Category: Program Manager I</b>
<b>Minimum/General Experience:</b> 6 years
<b>Functional Responsibility:</b> Provides strong senior level management. Is responsible for overall client programs and is the primary point of contact with client executives. Maintains responsibility for managing business solutions, delegating appropriate resources, and fostering quality assurance principles across projects and deliverables. Applies extensive knowledge of client’s industry to meet the objectives of the engagement. Provides technical guidance and project management functions associated with client requirements including but not limited to: financial management of projects through budget monitoring; recruitment of qualified personnel to support unique client environments; assistance in the development and writing of client work plans and budgets. Provides industry expertise in process and productivity improvement, systems alignment, organizational assessments, program audits, and evaluations.
<b>Minimum Education:</b> Bachelors

<b>GSA Labor Category: Financial Project Specialist II</b>
<b>Minimum/General Experience:</b> 5 years
<b>Functional Responsibility:</b> Responsible for contributing to work plan development, reaching engagement milestones, and leading specific project tasks. Serves as a senior-level analytical correspondent within engagement team. Formulates diagnoses through financial or statistical modeling, assesses appropriate alternatives, and offers conclusions to senior level management. This position performs analyses and makes diagnoses, as well as, defines symptoms and problems, and develops conclusions. Participates in organizational assessments. Conducts detailed quality control measures. Provides daily supervision of project staff.
<b>Minimum Education:</b> Bachelors

<b>GSA Labor Category: Financial Analyst III</b>
<b>Minimum/General Experience:</b> 3 years
<b>Functional Responsibility:</b> Compiles and analyzes financial information. Develops integrated revenue/expense analyses, projections, reports, and presentations. Creates and analyzes monthly, quarterly, and annual reports and ensures financial information has been recorded accurately. Performs financial forecasting and reconciliation of internal accounts, due diligence, financial cash-flow modeling, credit analysis, risk analysis, and financial analysis. Assesses procedures for compliance with government standards, accounting principles, internal controls, and system application standards. Documents and summarizes the results to be used in developing client recommendations. Assists in developing programs and implementing solutions to meet the client s business needs.
<b>Minimum Education:</b> Bachelors

<b>GSA Labor Category: Financial Analyst II</b>
<b>Minimum/General Experience:</b> 2 years
<b>Functional Responsibility:</b> Compiles and analyzes financial information. Develops integrated revenue/expense analyses, projections, reports, and presentations. Creates and analyzes monthly, quarterly, and annual reports and ensures financial information has been recorded accurately. Performs financial forecasting and reconciliation of internal accounts, due diligence, financial cash-flow modeling, credit analysis, risk analysis, and financial analysis. Assesses procedures for compliance with government standards, accounting principles, internal controls, and system application standards. Documents and summarizes the results to be used in developing client recommendations. Assists in developing programs and implementing solutions to meet the client s business needs.
<b>Minimum Education:</b> Bachelors

<b>GSA Labor Category: Industry Specialist IV</b>
<b>Minimum/General Experience:</b> 14 years
<b>Functional Responsibility:</b> Recognized as a financial knowledge authority. Possesses unique talents, knowledge and experience concerning overall financial systems environments. Helps define the direction and strategy for a complex engagement while ensuring the client’s needs are being addressed. Provides both strategic and tactical advice relating to: performing management and technical reviews; providing expert opinion; or recommending new initiatives for organizational action. Supports the development of functional area strategies for enhanced operations throughout the client’s organization.
<b>Minimum Education:</b> Bachelors

<b>GSA Labor Category: Industry Specialist III</b>
<b>Minimum/General Experience:</b> 12 years
<b>Functional Responsibility:</b> Recognized as a financial knowledge authority. Possesses unique talents, knowledge and experience concerning overall financial systems environments. Helps define the direction and strategy for a complex engagement while ensuring the client's needs are being addressed. Provides both strategic and tactical advice relating to: performing management and technical reviews; providing expert opinion; or recommending new initiatives for organizational action. Supports the development of functional area strategies for enhanced operations throughout the client's organization.
<b>Minimum Education:</b> Bachelors
<b>GSA Labor Category: Industry Specialist II</b>
<b>Minimum/General Experience:</b> 10 years
<b>Functional Responsibility:</b> Recognized as a financial knowledge authority. Possesses unique talents, knowledge and experience concerning overall financial systems environments. Helps define the direction and strategy for a complex engagement while ensuring the client's needs are being addressed. Provides both strategic and tactical advice relating to: performing management and technical reviews; providing expert opinion; or recommending new initiatives for organizational action. Supports the development of functional area strategies for enhanced operations throughout the client's organization.
<b>Minimum Education:</b> Bachelors

<b>GSA Labor Category: Program Support I</b>
<b>Minimum/General Experience:</b> 0 years
<b>Functional Responsibility:</b> Provides administrative support to program and project managers on client engagements. Perform tasks such as managing and coordinate calendars for one or more executives, arranging all components of on-site and off-site group meetings, and preparing advanced graphics and other complex documents, such as tables and
<b>Minimum Education:</b> H. S. Diploma



**HOURLY RATES FOR SERVICES  
SIN(s) 520-1 & 520-13**

<b>Labor Category</b>	<b>Year 1 02/21/08- 02/20/09 Hourly Rate Inclusive of IFF</b>	<b>Year 2 02/21/09- 02/20/10 Hourly Rate Inclusive of IFF</b>	<b>Year 3 02/21/10- 02/20/11 Hourly Rate Inclusive of IFF</b>	<b>Year 4 02/21/11 - 02/20/12 Hourly Rate Inclusive of IFF</b>	<b>Year 5 02/21/12- 02/20/13 Hourly Rate Inclusive of IFF</b>
Program Manager III	\$331.05	\$342.31	\$353.94	\$365.98	\$378.42
Program Manager I	\$261.75	\$270.65	\$279.85	\$289.37	\$299.20
Financial Project Specialist II	\$227.18	\$234.90	\$242.89	\$251.15	\$259.69
Financial Analyst III	\$168.48	\$174.21	\$180.13	\$186.26	\$192.59
Financial Analyst II	\$148.16	\$153.20	\$158.41	\$163.79	\$169.36
Industry Specialist IV	\$449.43	\$464.71	\$480.51	\$496.85	\$513.74
Industry Specialist III	\$430.16	\$444.79	\$459.91	\$475.55	\$491.71
Industry Specialist II	\$395.10	\$408.53	\$422.42	\$436.79	\$451.64
Project Controller I	\$64.21	\$66.39	\$68.65	\$70.98	\$73.40

**CONTINGENT FEE PRICING FOR SIN 520-9**

<b>Unit of Issue:</b>	<b>Percentage of Transaction (Inclusive of IFF)</b>
GSA Price:	25.19%