



PKH ENTERPRISES

Where Policy Meets Technology

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

PKH Enterprises, LLC
5404 Wisconsin Avenue, Suite 310
Chevy Chase, MD 20815
301-657-7591
www.pkhenterprises.com
Contract Administrator: Chantice Cain, ccain@pkhenterprises.com

Contract Number: GS-00F-0010X

Contract Period: 5/17/2021 – 5/16/2026

Business Size: Small Business, Woman Owned Business, Women Owned Small Business (WOSB) Economically Disadvantaged Women Owned Small Business (EDWOSB), SBA Certified Small Disadvantaged Business, SBA Certified 8(a) Firm, 8(a) Sole Source Pool (exit date: Aug 28, 2031)

**Schedule Title: Multiple Award Schedule
Federal Supply Group: Information Technology and Professional Services**

Pricelist current as of Modification PS-0038, effective June 6, 2024.

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

For more information on ordering go to the following website: <https://www.gsa.gov/schedules>.

CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

SIN	SIN Description
54151S/54151SRC	Information Technology Professional Services
541611/541611RC	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
OLM/OLMRC	Order Level Materials

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. See pricing beginning on page 4.

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. See Labor Category Descriptions Pages 5 - 14.

2. Maximum Order: For SIN 54151S - \$500,000
For SIN 541611 - \$1,000,000
For SIN OLM - \$250,000

3. Minimum Order: \$100.00

4. Geographic Coverage: Worldwide

5. Point(s) of production: Same as company address

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).

7. Quantity discounts: None

8. Prompt payment terms: Net 30 Days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9. Foreign items: None

10a. Time of Delivery: Specified on the Task Order

10b. Expedited Delivery: Contact Contractor

10c. Overnight and 2-day delivery: Contact Contractor

10d. Urgent Requirements: Contact Contractor

11. F.O.B Points: Destination

- 12a. Ordering Address:** Same as contractor
- 12b. Ordering procedures:** See Federal Acquisition Regulation (FAR) 8.405-3.
- 13. Payment address:** Same as contractor
- 14. Warranty provision:** Contractor's standard commercial warranty.
- 15. Export Packing Charges:** N/A
- 16. Terms and conditions of rental, maintenance, and repair:** N/A
- 17. Terms and conditions of installation:** N/A
- 18a. Terms and conditions of repair parts:** N/A
- 18b. Terms and conditions for any other services:** N/A
- 19. List of service and distribution points:** N/A
- 20. List of participating dealers:** N/A
- 21. Preventive maintenance:** N/A
- 22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 22b. If applicable, indicate that Section 508 compliance information is available for the information and communications technology (ICT) products and services and show where full details can be found (e.g. contractor's website or other location.) ICT accessibility standards can be found at: <https://www.Section508.gov/>. www.pkhenterprises.com**
- 23. Unique Entity Identifier (UEI) Number:** LFDJJPULHSF5
- 24. Notification regarding registration in System for Award Management (SAM) database:**
PKH Enterprises, LLC is registered at SAM.gov.

GSA Hourly Rates (w/IFF)

SIN	Labor Category	Year 11	Year 12	Year 13	Year 14	Year 15
		05/17/2021 -	05/17/2022 -	05/17/2023 -	05/17/2024 -	05/17/2025 -
		05/16/2022	05/16/2023	05/16/2024	05/16/2025	05/16/2026
54151S	Configuration Management Specialist	\$74.38	\$76.61	\$78.91	\$81.28	\$83.71
54151S	Engineering Specialist	\$129.68	\$133.57	\$137.58	\$141.70	\$145.95
54151S	Information Engineer	\$160.35	\$165.16	\$170.11	\$175.22	\$180.47
54151S	Information Technology Consultant	\$217.63	\$224.16	\$230.88	\$237.81	\$244.94
54151S	Mid-Level IT Analyst	\$167.20	\$172.22	\$177.38	\$182.70	\$188.19
54151S	Senior IT Policy Analyst	\$291.19	\$299.93	\$308.93	\$318.19	\$327.74
541611	Business Case Analyst	\$103.32	\$106.42	\$109.61	\$112.90	\$116.28
541611	Communication Specialist	N/A	N/A	\$87.14	\$87.14	\$89.75
541611	Consultant	N/A	N/A	\$146.14	\$146.14	\$150.52
541611	Investigative SME I	N/A	N/A	\$116.39	\$116.39	\$119.89
541611	Investigative SME II	N/A	N/A	\$133.85	\$133.85	\$137.87
541611	Investigative SME III	N/A	N/A	\$155.85	\$155.85	\$160.52
541611	Junior Business Case Analyst	N/A	N/A	\$78.99	\$78.99	\$81.36
541611	Mid-Level Analyst	\$167.20	\$172.22	\$177.38	\$182.70	\$188.19
541611	Senior Operations Research Analyst	N/A	N/A	\$171.34	\$171.34	\$176.47
541611	Threat Analyst	N/A	N/A	\$145.74	\$145.74	\$150.12
54151S, 541611	Business Process Reengineering Specialist	\$128.72	\$132.58	\$136.56	\$140.65	\$144.87
54151S, 541611	Junior Analyst	N/A	N/A	\$128.36	\$128.36	\$132.21
54151S, 541611	Project Manager	\$218.94	\$225.51	\$232.27	\$239.24	\$246.42
54151S, 541611	Senior Analyst	N/A	N/A	\$157.98	\$157.98	\$162.72
54151S, 541611	Subject Matter Expert II	\$129.16	\$133.04	\$137.03	\$141.14	\$145.38
54151S, 541611	Subject Matter Expert III	\$173.48	\$178.69	\$184.05	\$189.57	\$195.26
54151S, 541611	Subject Matter Expert IV	\$215.28	\$221.74	\$228.39	\$235.25	\$242.30
54151S, 541611	Task Lead	N/A	N/A	\$191.69	\$191.69	\$197.44

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS) are applicable to this contract as it applies to the entire Consolidated MAS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS 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 SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

Labor Category Descriptions

SIN 54151S

Configuration Management Specialist

Functional Responsibilities: Responsible for configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting and configuration audits. Responsible for configuration planning. Identifies and maintains the original configuration of requirements documentation. Design documentation, and related documentation. Responsible for configuration change control. Regulates the change process so that only approved and validated changes are incorporated into product documents and reports changes and current configuration. Responsible for configuration audits. Supports audits to verify that requirements of all baselines have been met. Supports quality assurance process audits.

Minimum Education: Associates

Minimum Experience: 2 years

Engineering Specialist

Functional Responsibilities: Applies process improvement and re-engineering methodologies and principles to conduct process modernization projects. Responsible for effective transitioning of existing projects teams and the facilitation of project teams in the accomplishment of project activates and objectives. Additional duties may include activity and dating modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Key coordinator between multiple project teams to ensure enterprise-wide integration of re-engineering efforts.

Minimum Education: Bachelors

Minimum Experience: 3 years

Information Engineer

Functional Responsibilities: Possesses demonstrated knowledge and expertise in the planning, analysis, design, and construction of information systems. Develops analytical and computational techniques and methodology for problem solutions. Performs strategic systems planning, business information planning, business, and analysis. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy and/or standard methodologies. Applies an enterprise-wide set of disciples for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise-wide strategic systems planning, business information planning, business, and analysis. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy and/or standard methodologies.

Minimum Education: Bachelors

Minimum Experience: 7 years

Information Technology Consultant

Functional Responsibilities: Performs as a consultant in highly specialized leading edge information technologies and methodologies. Leads major portions of large or medium projects and leads small projects autonomously. Provides highly technical and specialized solutions to complex IT problems. Performs analysis and studies and prepares reports; gathers facts through research, interviewing, surveys, etc. Analyzes the client's business, draws conclusions, prepares final reports, and gives presentations. Uses in-depth consultative skills and business knowledge to practice business objectives and processes.

Minimum Education: Bachelors

Minimum Experience: 10 years

Mid-Level IT Analyst

Functional Responsibilities: Possesses demonstrated knowledge and extensive experience in developing and applying analytic methodologies and principles and policy compliance as they relate to IT programs, and projects. Conducts analysis in support of client objectives. Must have appropriate analytical and IT skills to be able to support the analysis and integration of policy into access control and privilege management functionality for key mission-critical, initiatives and functions as they relate to IT programs, and projects. Provides a variety of analytical reports, memoranda, and written materials related to departmental or organizational needs.

Minimum Education: Masters

Minimum Experience: 5 years

Senior IT Policy Analyst

Functional Responsibilities: Provides expert executive-level advice, guidance, and support in the integration of policy into access control and privilege management functionality for key mission-critical, initiatives and functions as they relate to IT programs, and projects. Addresses the development of compliant IT products that support automated means to implement required authorities. Provides insight and advice concerning strategic direction and applicability of IT industry standard solutions. Conducts complex and high-priority analysis in support of client objectives. In order to fully and effectively integrate policy requirements into fully functional applications, the Senior IT Policy Analyst must have a thorough understanding of the policies at issue. At the same time, they have appropriately extensive education and experience such that they are able to translate these requirements into a structured language, Boolean expressions, or other technical structures understood by computers and IT personnel. Maintains productive and effective client relationship with senior levels of the client organization. Consults with senior management officials of other agencies and external stakeholders regarding major initiatives, action accomplished, milestones to be achieved, and any issues or problems of significance. May also provide guidance and insight to projects, programs, and policy initiatives that are not specifically IT-related to provide clients an understanding of any potential areas that might intersect with IT issues and the impacts those intersections may have on the project, program or policy initiative.

Minimum Education: Masters

Minimum Experience: 8 years

Experience & Degree Substitution Equivalencies

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

Labor Category	Standard Qualifications		Substitution				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Configuration Management Specialist	Associates	2	0	0	0	N/A	4
Engineering Specialist	Bachelors	3	0	1	N/A	5	7
Information Engineer	Bachelors	7	3	5	N/A	9	11
Information Technology Consultant	Bachelors	10	6	8	N/A	12	14
Mid-Level IT Analyst	Masters	5	3	N/A	7	9	11
Senior IT Policy Analyst	Masters	8	6	N/A	10	12	14

Labor Category Descriptions

SIN 541611

Business Case Analyst

Functional Responsibilities: Possesses demonstrated knowledge and experience applying analytic methodologies and principles to address client needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Provides briefings on analyses conducted. Conducts activities in support of client's objectives. Applies analytic methodologies and principles.

Minimum Education: Bachelors

Minimum Experience: 0 years

Communication Specialist

Functional Responsibilities: Assists with defining, documenting, and articulating the message of client project or office. Maintains records to ensure information content is correct. Updates documentation to ensure accuracy. Conducts stakeholder analysis, interviews and documents stakeholder ideas and comments. Develops presentations and documentation in PowerPoint, Microsoft Word and other key software. Basic graphics capabilities and ability to show data visually.

Minimum Education: Bachelors

Minimum Experience: 1 years

Consultant

Functional Responsibilities: Assists with assessing and defining business processes and improvement practices to improve effectiveness and efficiency. Applies, as appropriate, activity data modeling, transaction flow analysis, and internal control and risk analysis, modern business methods and applies performance measurement techniques. Leads in obtaining stakeholder feedback and programmatic issues and gaps. Develops and applies organization-wide information models for use in designing and building integrated systems. Helps identify best practices and creating and assisting performance measurements.

Minimum Education: Bachelors

Minimum Experience: 4 years

Investigative SME I

Functional Responsibilities: Demonstrated proficiency in investigations, criminal analysis, or threat analysis. Applies experience, skills, and knowledge to develop solutions to difficult investigative problems. Facilitates the successful completion of projects by analyzing problems, defining solutions, communicating recommendations, developing procedures, leading the development of presentations, building consensus with the client, providing investigative direction, and developing and managing work plans. Consults with members of the client organization.

Minimum Education: Bachelors

Minimum Experience: 5 years

Investigative SME II

Functional Responsibilities: Demonstrated expertise in investigations, criminal analysis, or threat analysis. Applies experience, skills, and knowledge to develop solutions to difficult investigative problems. Facilitates the successful completion of projects by analyzing problems, defining solutions, communicating recommendations, developing procedures, leading the development of presentations, building consensus with the client, providing investigative direction, and developing and managing work plans. Consults with members of the client organization.

Minimum Education: Bachelors

Minimum Experience: 7 years

Investigative SME III

Functional Responsibilities: Demonstrated expertise in investigations, criminal analysis, or threat analysis. Supports strategic and operational planning in the areas of investigations, criminal analysis, or threat analysis. Applies experience, skills, and knowledge to develop solutions to difficult investigative problems. Facilitates the successful completion of projects by analyzing problems, defining solutions, communicating recommendations, developing procedures, leading the development of presentations, building consensus with the client, providing investigative direction, and developing and managing work plans. Consults with members of the client organization.

Minimum Education: Bachelors

Minimum Experience: 10 years

Junior Business Case Analyst

Functional Responsibilities: Possesses demonstrated knowledge and experience applying analytic methodologies and principles to client business problems. Tracks milestones and resources. Applies analytic techniques in the evaluation of business objectives and contributes to the implementation of project objectives. Performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Provides briefings on analyses conducted. Conducts activities in support of client's objectives. Applies analytic methodologies and principles.

Minimum Education: Associates

Minimum Experience: 1 years

Mid-Level Analyst

Functional Responsibilities: Possesses demonstrated knowledge and extensive experience in developing and applying analytic methodologies and principles. Conducts analysis in support of client objectives. Provides a variety of analytical reports, memoranda, and written materials related to departmental or organizational needs.

Minimum Education: Masters

Minimum Experience: 5 years

Senior Operations Research Analyst

Functional Responsibilities: Possesses demonstrated knowledge and expertise in the planning, analysis, design, of operational programs. Develops analytical techniques and methodology for problem solutions. Performs strategic systems planning, business information planning, business and analysis. Contributes to the implementation of strategy and helps assess the impact of policy, technology or resource changes.

Minimum Education: Masters

Minimum Experience: 5 years

Threat Analyst

Functional Responsibilities: Demonstrated expertise in intelligence and threat analysis. Supports strategic and operational planning in understanding the threats from criminal and counterintelligence concerns to operations. Applies experience, skills, and knowledge to develop solutions to defining, identifying, and clarifying threat. Facilitates the successful completion of projects by analyzing problems, defining solutions, communicating recommendations, developing procedures, leading the development of presentations, building consensus with the client, providing investigative direction, and developing and managing work plans. Consults with members of the client organization.

Minimum Education: Bachelors

Minimum Experience: 8 years

Experience & Degree Substitution Equivalencies

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

Labor Category	Standard Qualifications		Substitution				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Business Case Analyst	Bachelors	0	0	0	N/A	2	4
Communication Specialist	Bachelors	1	0	0	N/A	3	5
Consultant	Bachelors	4	0	2	N/A	6	8
Investigative SME I	Bachelors	5	1	3	N/A	7	9
Investigative SME II	Bachelors	7	3	5	N/A	9	11
Investigative SME III	Bachelors	10	6	8	N/A	12	14
Junior Business Case Analyst	Associates	1	0	0	0	N/A	3
Mid-Level Analyst	Masters	5	3	N/A	7	9	11
Senior Operations Research Analyst	Masters	5	3	N/A	7	9	11
Threat Analyst	Bachelors	8	4	6	N/A	10	12

Labor Category Descriptions SIN 54151S & 541611

Business Process Reengineering Specialist

Functional Responsibilities: Assists with applying business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity data modeling, transaction flow analysis, and internal control and risk analysis, modern business methods and applies performance measurement techniques. Assists in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated systems. Helps identify best practices and creating and assisting performance measurements.

Minimum Education: Bachelors

Minimum Experience: 2 years

Junior Analyst

Functional Responsibilities: Applies technical assessment systems to meet mission requirements. Analyzes appropriateness of specific technology and challenges and barriers to implementation. Works with technical personnel to implement solutions that meet mission requirements. Performs testing and use of technical tools. Assesses risks and implementation challenges, develops solutions, and implements according to plan.

Minimum Education: Bachelors

Minimum Experience: 3 years

Project Manager

Functional Responsibilities: Serves as the project manager for large, complex tasks. Regularly interacts with and assists Government management personnel and customer agency representatives. Under the guidance of the Program Manager, responsible for the overall management of specific tasks, ensuring that the solutions are responsive and implemented in a timely manner. Performs enterprise-wide horizontal integration planning.

Minimum Education: Bachelors

Minimum Experience: 8 years

Senior Analyst

Functional Responsibilities: Develops strategic technical goals and plans. Applies technical assessment systems to meet mission requirements. Analyzes appropriateness of specific technology and challenges and barriers to implementation. Works with technical personnel to implement solutions that meet mission requirements. Performs testing and use of technical tools. Assesses risks and implementation challenges, develops solutions, and implements according to plan.

Minimum Education: Bachelors

Minimum Experience: 5 years

Subject Matter Expert II

Functional Responsibilities: Demonstrated proficiency in a technical field or policy area. Applies experience, skills, and knowledge to develop solutions to difficult problems. Facilitates the successful completion of projects by analyzing problems, defining solutions, communicating recommendations, developing procedures, leading the development of presentations, building consensus with the client, providing technical direction, and developing and managing work plans. Consults with members of the client organization.

Minimum Education: Bachelors

Minimum Experience: 5 years

Subject Matter Expert III

Functional Responsibilities: Recognized for knowledge and judgment in a technical field or policy area with proficiency in relevant industry standard principles and practices. Applies experience, skills, and knowledge to manage complex assignments. Generates concepts. Provides leadership for activities in a specialized subject area. Contributes to the strategic planning and implementation of major initiatives of the client organization. This involves analyzing problems, defining solutions, communicating recommendations, developing procedures, leading the development of presentations, building consensus with the client, providing technical direction, and developing and managing work plans. Consults with mid and senior level members of the client organization.

Minimum Education: Masters

Minimum Experience: 4 years

Subject Matter Expert IV

Functional Responsibilities: Recognized at the industry level in a technical field or policy area and is proficient in relevant industry standard principles and practices. Applies experience, skills, and expert knowledge to lead and manage complex assignments. Generates unique concepts. Provides leadership for activities in a specialized subject area. Serves as a major contributor to the strategic planning and implementation of major initiatives of the client organization. This involves analyzing problems, defining solutions, communicating recommendations, developing procedures, leading the development of presentations, building consensus with the client, providing technical direction, and developing and managing work plans. Consults with the most senior members of the client organization.

Minimum Education: Masters

Minimum Experience: 6 years

Task Lead

Functional Responsibilities: Serves as the lead for complex tasks. Regularly interacts with and assists Government management personnel and customer agency representatives. Coordinates multiple projects. Responsible for the overall management of schedule and budget, ensuring that the solutions are responsive and implemented in a timely manner. Performs enterprise-wide horizontal integration planning.

Minimum Education: Bachelors

Minimum Experience: 5 years

Experience & Degree Substitution Equivalencies

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

Labor Category	Standard Qualifications		Substitution				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Business Process Reengineering Specialist	Bachelors	2	0	0	N/A	4	6
Junior Analyst	Bachelors	3	0	1	N/A	5	7
Project Manager	Bachelors	8	4	6	N/A	10	12
Senior Analyst	Bachelors	5	1	3	N/A	7	9
Subject Matter Expert II	Masters	2	0	N/A	4	6	8
Subject Matter Expert III	Masters	4	2	N/A	6	8	10
Subject Matter Expert IV	Masters	6	4	N/A	8	10	12
Task Lead	Bachelors	5	1	3	N/A	7	9