

# Projecting Indirect Rates for Proposals & Forward Pricing

GovCon Webinar Series: Part 2 of 5

February 20, 2019

*Presenters*

*Moderator*

**GELMAN, ROSENBERG  
& FREEDMAN**  
CERTIFIED PUBLIC ACCOUNTANTS



**Paul H. Calabrese**

*Principal, Outsourced Accounting and Advisory Services*

*Gelman, Rosenberg & Freedman CPAs*

**G. Chris Brown**

*President*

*Aldebaron, Inc. (SYMPAQ)*

**Yevgeniy Sukhenko**

*Supervisor, Outsourced Accounting & Advisory Services*

*Gelman, Rosenberg & Freedman CPAs*

# Our Team

## *Meet Your Instructors*

---



**Paul H. Calabrese**

*Principal, Outsourced Accounting and Advisory Services*

*Gelman, Rosenberg & Freedman CPAs*



**G. Chris Brown**

*President*

*Aldebaron, Inc. (SYMPAQ)*

# Overview – Business Scenarios for Projecting Indirect Rates

---

- **Business Scenario 1**
  - Sufficient Historical Information
  - Fixed-Variable Cost and Trend Analysis
- **Business Scenario 2**
  - No historical data
  - Setting Up New Geographical Rate
- **Business Scenario 3**
  - Less than full year of historical data
  - Building a Budget from Scratch

A laptop is shown from a slightly elevated angle, open. The screen displays a financial dashboard with various charts, including a bar chart and a line graph. The word 'Financial' is visible at the top of the screen. On the laptop's keyboard, there is a 3D pie chart with several slices in different colors (red, green, blue, purple, orange). The entire scene is set against a light, neutral background.

# Fixed – Variable Cost

Including Trend Line Analysis

# Sufficient Historical Cost Information

---

- Business Scenario 1:
- There are more than 3 years of historical indirect expenses
  - High IR&D investment
  - High SG&A\* rate – no overhead, but a fringe rate
    - \*SG&A = Sales, General & Administrative rate
  - Direct work force:
  - Research team comprised of part-time engineers
  - Officers perform direct work as well

# Sufficient Historical Cost Information

---

- **Why Fixed – Variable Analysis**
  - Uneven yearly increase in revenue
  - Research contracts are 2 years / short as compared to normal length of 5 years
  - Contracts vary about \$1.5 million to \$8.0 million
  - Incrementally funded contracts with short life
- **Makes it difficult to predict from year to year**

# Sufficient Historical Cost Information

---

- A minimum of 3 years of indirect data
- Identify which expense accounts in the cost pool are fixed or variable
- What are fixed costs?
  - They don't fluctuate from year to year
  - Rent, utilities, software license, depreciation, security
- What are variable costs?
  - They fluctuate from year to year
  - The fringe expenses increase / decrease in proportion to the fringe allocation base
  - Any fringe benefit, salaries, bonus, local taxes, office supplies, postage, printing

# Sufficient Historical Cost Information

---

- Review the historical costs in the pool, base and rates for each of the years
- Why 3 years?
- Regression relies on at least 3-plot-points for a trend line, as well as the slope of a line
  - $m = \Delta Y / \Delta X$
- Use the formula for a line to solve for the cost pool when the projected allocation base is known
  - $Y = m x + B$
- Compute the projected cost pool (comprised of Y-variable and B-fixed cost) and rate
- Compare projected plot points with trend lines in graphical charts

# Jump to Fixed-Variable Cost Analysis

---



Microsoft Excel  
Worksheet

# Business Scenario 1: Fixed-Variable Cost Analysis

|                                     | Historical Costs              |                   |                   |                     |                     | Fixed<br>Variable<br>"F" /<br>"V" |
|-------------------------------------|-------------------------------|-------------------|-------------------|---------------------|---------------------|-----------------------------------|
|                                     | Jan - Dec 14                  | Jan - Dec 15      | Jan - Dec 16      | Jan - Dec 17        | Jan - Dec 18        |                                   |
|                                     | <b>5000 • Direct Expenses</b> |                   |                   |                     |                     |                                   |
| 5010 • Direct Labor-Engineers       | 128,778.00                    | 137,519.00        | 223,060.33        | 411,644.00          | 966,976.20          |                                   |
| 5011 • Direct Labor-Officers        | 257,040.00                    | 200,070.00        | 494,208.00        | 456,597.00          | 449,469.00          |                                   |
| 5020 • Equipment                    | 71,912.02                     |                   | 0.00              | 0.00                | 577,670.70          |                                   |
| 5030 • Supplies - Material          | 83,399.26                     | 52,821.00         | 1,697.21          | 15,848.98           | 211,061.22          |                                   |
| 5040 • Laboratory Rental            | 26,010.00                     |                   | 0.00              | 0.00                | 49,977.00           |                                   |
| 5050 • Equipment Rental             | 8,550.00                      |                   | 0.00              | 0.00                |                     |                                   |
| 5060 • Subcontract Expense          | 7,302.09                      | 39,166.00         | 0.00              | 129,326.48          | 135,210.21          |                                   |
| 5070 • Engineering Services         | 125.00                        |                   | 0.00              | 0.00                | 63,562.50           |                                   |
| 5080 • Other Direct Costs           | 0.00                          | 175,156.00        | 0.00              | 2,840.00            | 21,671.61           |                                   |
| <b>Total 5000 • Direct Expenses</b> | <b>583,116.37</b>             | <b>604,732.00</b> | <b>718,965.54</b> | <b>1,016,256.46</b> | <b>2,475,598.44</b> |                                   |
| <b>6000 • Fringe</b>                |                               |                   |                   |                     |                     |                                   |
| 6010 • Payroll Tax Expense          | 23,153.62                     | 24,934.00         | 41,393.84         | 52,515.13           | 97,669.08           | V                                 |
| 6020 • Employee Health              |                               |                   |                   | 8,311.40            | 43,116.50           | V                                 |
| 6030 • Pension Expense              | 0.00                          | 4.00              | 0.00              | 20,669.10           | 1,261.13            | V                                 |
| 6040 • Payroll Service Fees         | 1,170.46                      | 1,205.00          | 1,533.92          | 2,039.58            | 3,192.06            | V                                 |
| 6050 • Pension Administration Fees  | 0.00                          | 2,800.00          | 444.08            | 0.00                | 0.00                | V                                 |
| <b>Total 6000 • Fringe</b>          | <b>24,324.08</b>              | <b>28,943.00</b>  | <b>43,371.84</b>  | <b>83,535.21</b>    | <b>145,238.77</b>   |                                   |

# Business Scenario 1: Fixed-Variable Cost Analysis

|  |            |            |           |           |  |            |   |
|--|------------|------------|-----------|-----------|--|------------|---|
| 8000 · Sales, General & Administrative |            |            |           |           |  |            |   |
| 8005 · Software License                |            |            |           |           |  | 15,822.42  | F |
| 8010 · G & A Wages                     | 1,120.00   | 56,160.00  | 0.00      | 0.00      |  | 406,722.80 | V |
| 8011 · Direct Selling-Officers [SALES] | 129,770.00 | 142,619.00 | 0.00      | 0.00      |  | 379,733.68 | V |
| 8015 · Security                        |            |            | 0.00      | 0.00      |  | 4,414.51   | F |
| 8017 · Bonus Expense                   | 82,910.00  | 38,410.00  | 49,834.00 | 78,000.00 |  | 245,140.00 | V |
| 8018 · Membership Dues                 |            |            |           |           |  | 145.00     | V |
| 8020 · Computer and Internet Expenses  | 5,439.46   | 9,789.00   | 4,850.20  | 9,488.66  |  | 52,347.57  | F |
| 8021 · Depreciation Expense            | 22,237.16  | 21,862.00  | 21,862.40 | 6,198.98  |  | 4,323.29   | F |
| 8022 · Bank Service Charges            | 5.50       | 250.00     | 212.94    | 249.99    |  | 1,756.30   | V |
| 8023 · Shipping, Delivery & Postage    | 6,003.57   | 9,290.00   | 8,205.30  | 14,349.57 |  | 27,030.65  | V |
| 8024 · Insurance Expense               | 1,450.00   | 4,638.00   | 4,344.00  | 5,889.50  |  | 7,397.17   | V |
| 8025 · Supplies                        | 248.37     | 51.00      | 48,000.00 | 0.00      |  | 57,139.25  | V |
| 8026 · Office Supplies                 | 1,533.87   | 1,443.00   | 1,290.30  | 749.26    |  | 0.00       | V |
| 8030 · Professional Fees               | 0.00       | 99.00      | 3,000.00  | 0.00      |  | 485,000.00 | V |
| 8032 · Legal                           | 3,483.94   | 3,508.00   | 76,157.67 | 28,450.60 |  | 6,742.50   | V |
| 8034 · Accounting & Tax Prep fees      | 24,710.57  | 23,793.00  | 24,977.59 | 47,056.20 |  | 116,123.33 | F |
| 80038 · Travel Expense                 | 15,470.07  | 17,983.00  | 24,532.94 | 52,044.09 |  | 57,651.42  | V |
| 8039 · Meals                           | 1,382.87   | 1,547.00   | 1,436.01  | 876.76    |  | 4,624.94   | V |
| 8040 · Recruiting                      | 0.00       | 1,225.00   | 0.00      | 0.00      |  | 73,933.31  | V |
| 8041 · Fingerprinting Services         |            |            |           |           |  | 35.00      | V |
| 8050 · Utilities                       |            |            |           |           |  | 7,634.87   | F |
| 8051 · Rent Expense                    | 9,481.62   | 14,983.00  | 26,060.22 | 35,575.01 |  | 98,163.49  | F |
| 8052 · Lab Rental                      |            |            | 57,800.00 | 53,370.00 |  |            | F |
| 8053 · Repairs and Maintenance         |            |            |           |           |  | 235.00     | V |
| 8054 · Telephone Expense               | 7,948.20   | 4,665.00   | 6,500.57  | 5,283.69  |  | 5,836.43   | F |
| 8055 · Laboratory Supplies             | 0.00       |            | 0.00      | 0.00      |  | 124.00     | V |
| 8200 · Taxes - State                   | 6,800.00   | 8,797.00   | 6,880.59  | 6,800.00  |  | 9,139.17   | V |
| 8210 · License and Permit Fees         | 175.00     | 175.00     | 205.00    | 255.59    |  | 48.00      | V |
| 8215 · Taxes - Sales                   | 204.00     |            | 10,160.96 | 0.00      |  |            | V |

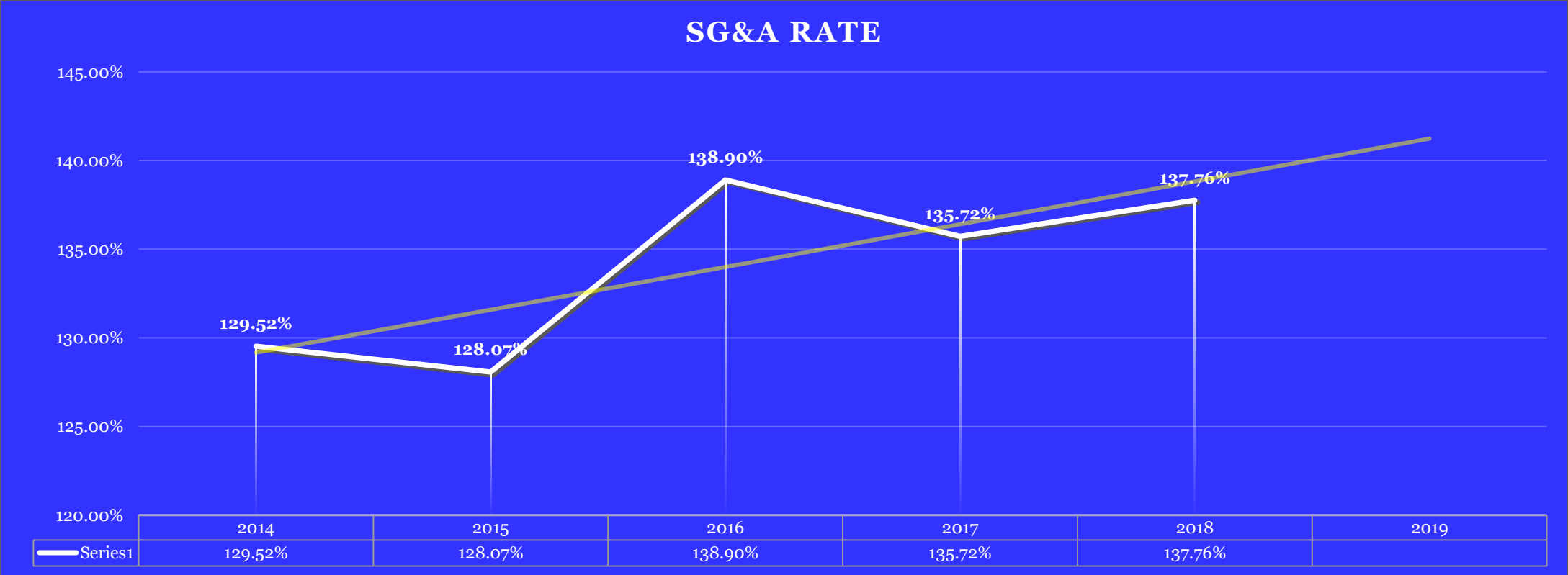
# Business Scenario 1: Fixed-Variable Cost Analysis

|   | Historical Costs    |                     |                     |                     |                     | Fixed<br>Variable<br>"F" /<br>"V" |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|-----------------------------------|
|   | Jan - Dec 14        | Jan - Dec 15        | Jan - Dec 16        | Jan - Dec 17        | Jan - Dec 18        |                                   |
| <b>8300 · IR&amp;D</b>  |                     |                     |                     |                     |                     |                                   |
| 8310 · Supplies   |                     |                     |                     |                     | 680,533.73          | V                                 |
| 8315 · IR & D Computer Software & Hardware                                      | 5,600.00            |                     | 2,142.00            | 0.00                |                     | V                                 |
| 8318 · IR&D Depreciation Expense  |                     |                     | 7,209.25            | 22,457.73           | 29,417.18           | F                                 |
| 8320 · Engineering Services   | 9,544.04            |                     | 26,350.00           | 216,500.00          | 134,608.58          | V                                 |
| 8330 · Electrical Services  |                     |                     |                     |                     | 500.00              | V                                 |
| 8340 · Anodizing  |                     |                     | 1,380.00            | 300.00              | 600.00              | V                                 |
| 8360 · Equipment  |                     |                     |                     |                     | 21,621.60           | V                                 |
| 8365 · Photography  | 500.00              | 300.00              | 0.00                | 225.00              |                     | V                                 |
| 8370 · Professional fees  |                     |                     |                     | 272,944.00          |                     | V                                 |
| 8380 · Wages-Officers   | 110,000.00          | 125,000.00          | 245,000.00          | 100,000.00          | 245,000.00          | V                                 |
| <b>8700 · B&amp;P</b>   |                     |                     |                     |                     |                     |                                   |
| 8710 · B&P Wages-Officers   | 90,440.00           | 191,310.00          | 198,800.00          | 247,053.00          | 9,555.00            | V                                 |
| 8720 · B&P Supplies - Material  | 250,321.42          | 110,891.00          | 201,729.84          | 288,508.79          | 159,801.00          | V                                 |
| 8730 · B&P ODCs   | 0.00                | 22,752.00           |                     | 0.00                | 261,500.00          | V                                 |
| <b>Total 80000 · Sales, General &amp; Administrative (SG&amp;A) - Cost Pool</b> | <b>786,779.66</b>   | <b>811,540.00</b>   | <b>1,058,921.78</b> | <b>1,492,626.42</b> | <b>3,610,401.19</b> |                                   |
| <b>TOTAL SG&amp;A Base</b>  | <b>607,440.45</b>   | <b>633,675.00</b>   | <b>762,337.38</b>   | <b>1,099,791.67</b> | <b>2,620,837.21</b> |                                   |
| <b>Revenue</b>  | <b>1,449,988.91</b> | <b>1,503,023.60</b> | <b>1,894,109.53</b> | <b>2,696,114.82</b> | <b>6,480,487.94</b> |                                   |
| <b>% Increase Revenue over Prior FY</b>   |                     | <b>4%</b>           | <b>26%</b>          | <b>42%</b>          | <b>140%</b>         |                                   |

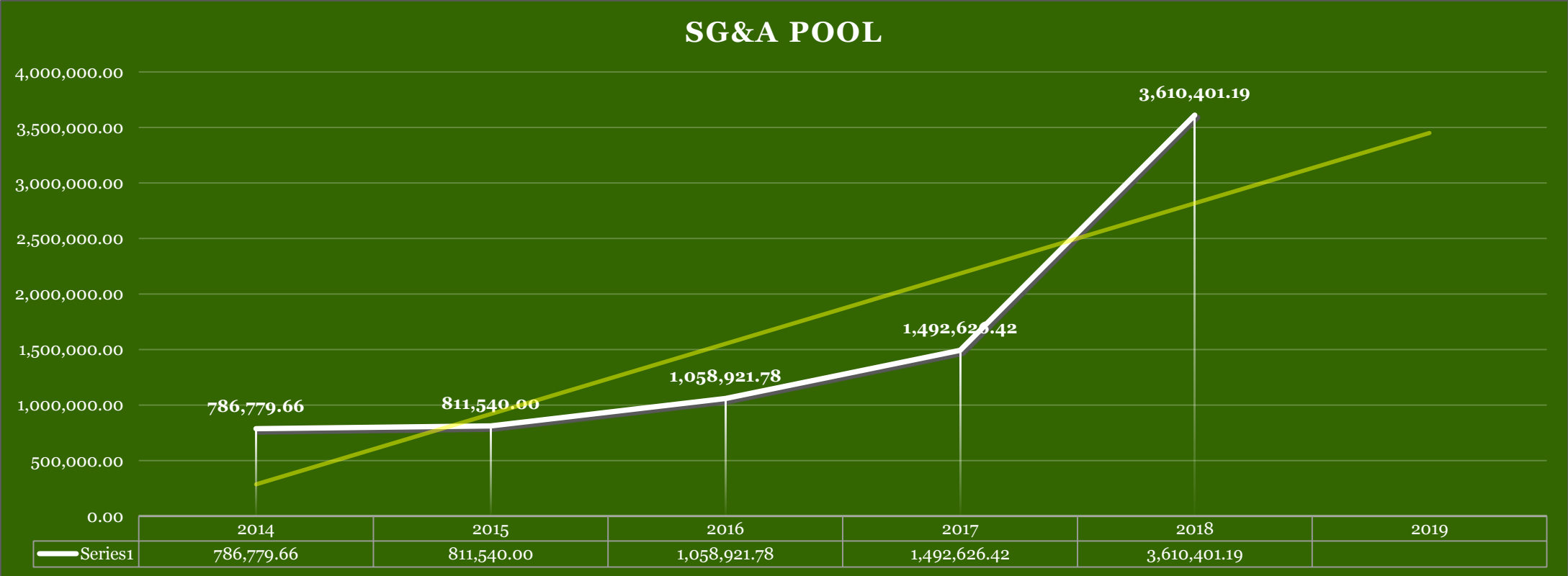
# Business Scenario 1: Fixed-Variable Cost Analysis

|                                     |                           | FY 2014      | FY 2015      | FY 2016           | FY 2017            | FY 2018      |
|-------------------------------------|---------------------------|--------------|--------------|-------------------|--------------------|--------------|
| SG&A Cost Pool                      |                           | 786,779.66   | 811,540.00   | 1,058,921.78      | 1,492,626.42       | 3,610,401.19 |
| SG&A Base                           |                           | 607,440.45   | 633,675.00   | 762,337.38        | 1,099,791.67       | 2,620,837.21 |
| Total Expense                       |                           | 1,394,220.11 | 1,445,215.00 | 1,821,259.16      | 2,592,418.09       | 6,231,238.40 |
| SG&A Rate                           |                           | 129.52%      | 128.07%      | 138.90%           | 135.72%            | 137.76%      |
| <hr/>                               |                           |              |              |                   |                    |              |
| m slope = $(\Delta Y / \Delta X)$ . | Variable "Y" Pool         | 716,962.65   | 736,448.00   | 909,661.55        | 1,313,196.15       | 3,276,318.10 |
| Y = mx+B                            | Fixed "B" Pool            | 69,817.01    | 75,092.00    | 149,260.23        | 179,430.27         | 334,083.09   |
|                                     | Base "x"                  | 607,440.45   | 633,675.00   | 762,337.38        | 1,099,791.67       | 2,620,837.21 |
|                                     | $\Delta Y$                |              | 19,485.35    | 173,213.55        | 403,534.60         | 1,963,121.95 |
|                                     | $\Delta X$                |              | 26,234.55    | 128,662.38        | 337,454.29         | 1,521,045.54 |
|                                     | $m = \Delta Y / \Delta X$ |              | 0.7427       | 1.3463            | 1.1958             | 1.2906       |
|                                     | Y = mx+B                  |              | 545,745.36   | 1,175,567.72      | 1,494,583.18       | 3,716,639.97 |
| <hr/>                               |                           |              |              |                   |                    |              |
|                                     |                           |              |              | Projected FY 2019 |                    |              |
|                                     | Average                   |              | 1.1439       | Y = mx+B          | Projected FY 19 X= | 2,825,000.00 |
|                                     |                           |              |              |                   | Y = mx+B           | 3,565,501.86 |
|                                     |                           |              |              |                   | Cost Pool = Y+B    | 3,899,584.95 |
|                                     |                           |              |              |                   | Rate               | 138.04%      |
|                                     |                           |              |              |                   | Revenue            | 6,993,568.35 |
|                                     |                           |              |              |                   | % Increase Revent  | 8%           |

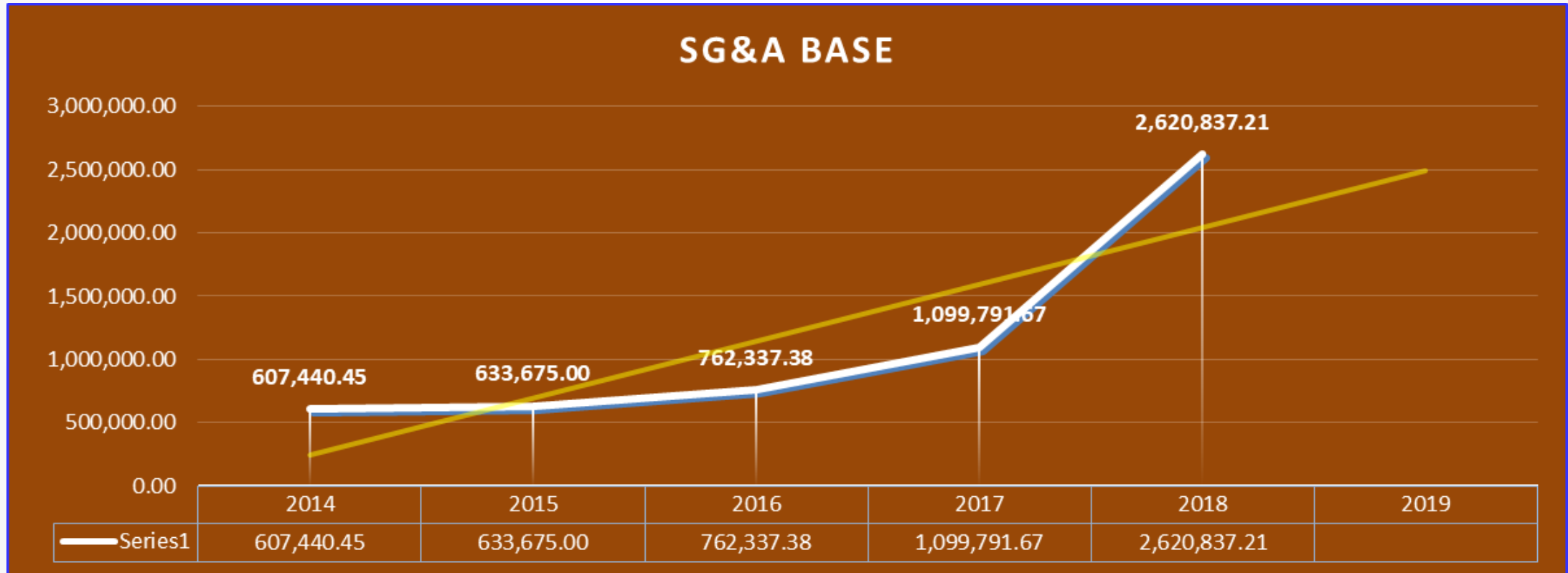
# Business Scenario 1: SG&A Rate Chart



# Business Scenario 1: SG&A Cost Pool



# Business Scenario 1: SG&A Allocation Base



A person in a white lab coat is working at a desk. They are using a laptop and a mouse. In the foreground, there is a clipboard with a data table. The table has columns for 'Year', 'Rate', and 'Country'. The text 'No Historical Data' is overlaid on the image in a large, teal, serif font. Below it, the text 'Developing Geographic Rates' is overlaid in a smaller, black, serif font.

# No Historical Data

Developing Geographic Rates

# No Historical Cost Information

---

- **Business Scenario 2:**
- **Contractor located in Florida bidding on a contract in Maryland (NSA)**
  - Home office offsite overhead in FL
  - Need to develop an onsite government rate
  - Need to develop a local offsite office rate

# No Historical Cost Information

---

- Things to take note:
  - Furniture and equipment cost determined first
  - Development of offsite local office overhead
    - Including capitalized and non-capitalized furniture and equipment
  - Development of onsite government overhead
    - No facility related cost
  - Use of indirect rates in multiyear / multi-CLIN proposal
    - Same fringe used for all 3 overheads, and same G&A and fringe in all proposed periods

# Jump to Geographic Rates in Cost Proposal

---



Microsoft Excel  
Worksheet

# Office Furnishing Cost Buildup

| Office furnishings          |  | Unit Price  |                     |            |
|-----------------------------|--|-------------|---------------------|------------|
| 12                          | 2 Clusters of 6 workstations - Matrix 6x8x50"h   | \$ 3,294.32 | \$ 39,531.84        | Capitalize |
| 4                           | Princeton private desk office  | \$ 1,503.28 | \$ 6,013.12         |            |
| 4                           | Alba Private office small meeting tables   | \$ 272.00   | \$ 1,088.00         |            |
| 1                           | Princeton reception desk   | \$ 1,914.69 | \$ 1,914.69         |            |
| 17                          | G20-Task chair with arms - black mesh back   | \$ 554.80   | \$ 9,431.60         |            |
| 6                           | Islands - wood armchair  | \$ 287.51   | \$ 1,725.06         |            |
| 8                           | Lunch room chairs - Bingo  | \$ 205.13   | \$ 1,641.04         |            |
| 3                           | Lunch room tables  | \$ 235.00   | \$ 705.00           |            |
| 30                          | Conference room charis   | \$ 307.55   | \$ 9,226.50         |            |
| 10                          | Conference room tables   | \$ 657.07   | \$ 6,570.70         |            |
| Subtotal                    |  |             | \$ 77,847.55        |            |
| Install, Freight, Tax, etc. |  |             | \$ 15,569.51        |            |
| <b>Total</b>                |  |             | <b>\$ 93,417.06</b> |            |
| Printers                    |  |             |                     |            |
| 5                           | Black and white single function printer  | \$ 150.00   | \$ 750.00           |            |
| 1                           | Low-mid entry color multifunction (Print,fax, scan, c)   | \$ 750.00   | \$ 750.00           |            |
| <b>Total</b>                |  |             | <b>\$ 1,500.00</b>  |            |
| Networking                  |  |             |                     |            |
| 1                           | Router   | \$ 1,500.00 | \$ 1,500.00         |            |
| 1                           | Gigabit 48-port unmanaged switch   | \$ 400.00   | \$ 400.00           |            |
| <b>Total</b>                |  |             | <b>\$ 1,900.00</b>  |            |
| Software                    |  |             |                     |            |
| 13                          | Microsoft Office Professional 2010 for contractor computers unless provided in gov't computers | \$ 200.00   | \$ 2,600.00         |            |

# Office Furnishing Cost Buildup

| Conference Room Equipment                 |              |                      |                    |
|---|--------------|----------------------|--------------------|
| 1 White board - 10'x4'                    | \$ 330.47    | \$ 330.47            |                    |
| 1 LCD Panel                               | \$ 516.24    | \$ 516.24            |                    |
| 1 Apple Magic Mouse                       | \$ 69.00     | \$ 69.00             |                    |
| 1 Apple Wireless Keyboard                 | \$ 69.00     | \$ 69.00             |                    |
| 1 Mac Mini                                | \$ 599.00    | \$ 599.00            |                    |
| <b>Total</b>                              |              | <b>\$ 1,583.71</b>   |                    |
| Telephone System - Sales Tax not included |              |                      |                    |
| 1 Mitel HX-5000 IP-centric System         | \$ 14,345.00 | \$ 14,345.00         | Capitalize         |
| 5 Model 8568 Digital Phones               | \$ 205.00    | \$ 1,025.00          |                    |
| 12 Model 8528 Digital Phones              | \$ 145.00    | \$ 1,740.00          |                    |
| <b>Total</b>                              |              | <b>\$ 17,110.00</b>  |                    |
| <b>Grand Total</b>                        |              | <b>\$ 118,110.77</b> |                    |
|   |              | Non-Capitalized      | Capitalized        |
| Capitalize and expense                    |              | \$ 64,233.93         | \$ 53,876.84       |
| <b>Total Purchase</b>                     |              | <b>\$ 118,110.77</b> | <b>\$ 7,696.69</b> |
|   |              |                      | Yrly - 7 Years     |

# Offsite Local Overhead

| Overhead Calculation                    |        |               |               |               |
|---|--------|---------------|---------------|---------------|
| MD Site                                 |        |               |               |               |
|   |        | Base Year     | Out years     |               |
| <b>Direct Labor at MD Site</b>          |        |               |               |               |
| Sr Software Engineer                    |        | \$ 130,308    |               |               |
| Sr Software Engineer                    |        | \$ 111,692    |               |               |
| Sr Software Engineer                    |        | 121,000       |               |               |
| Mid-Level Hardware Engineer             |        | 51,192        |               |               |
| Mid-Level Hardware Engineer             |        | 46,538        |               |               |
| Upper-Level Hardware Engineer           |        | 93,077        |               |               |
| Subtotal MD Site Labor                  |        | 553,808       |               |               |
| Applied Fringe Rate                     | 36.00% | 199,371       |               |               |
| Overhead Base                           |        | \$ 753,178    | \$ 753,178    | \$ 753,178    |
| <b>Overhead Pool</b>                    |        |               |               |               |
| Overhead Labor                          |        | -             | -             | -             |
| Applied Fringe Rate                     | 36.00% | -             | -             | -             |
| Rent                                    |        | 154,000       | 154,000       | 154,000       |
| Furniture & Equipment < 2000            |        | 64,234        | -             | -             |
| Depreciation on Capital Equipment (1yr) |        | 7,697         | 7,697         | 7,697         |
| Supplies                                |        | 2,000         | 2,000         | 2,000         |
| MD Personal Property                    |        | 1,500         | 1,500         | 1,500         |
| Travel                                  |        | 8,450         | 8,450         | 8,451         |
| Utilities (Phone & Internet)            |        | 21,482        | 21,482        | 21,482        |
|   |        | 259,363       | 195,129       | 195,130       |
| <b>MD Overhead Site Overhead</b>        |        | <b>34.44%</b> | <b>25.91%</b> | <b>25.91%</b> |
|   |        | Base Year     | Option 1      | Option 2      |

# Onsite Government Site Overhead

| Overhead Calculation                   |        |    |               |
|--|--------|----|---------------|
| Government Site                        |        |    |               |
| <u>Direct Labor at Government Site</u> |        |    |               |
| TAA Huntsville (Transition)            |        | \$ | 111,692       |
| TAA Huntsville                         |        | \$ | 111,692       |
| TAA Adelphi                            |        |    | 111,692       |
| TAA Fort Dietrick                      |        |    | 88,423        |
| Subtotal at Government Site            |        |    | 423,500       |
| Applied Fringe Rate                    | 36.00% |    | 152,460       |
| Overhead Base                          |        | \$ | 575,960       |
| <u>Overhead Pool</u>                   |        |    |               |
| Overhead Labor                         |        |    | 73,875        |
| Applied Fringe Rate                    | 36.00% |    | 26,595        |
| Supplies                               |        |    | 250           |
| Travel                                 |        |    | 100           |
|  |        |    | 100,820       |
| <b>Government On-Site Overhead</b>     |        |    | <b>17.50%</b> |

# Offsite/Onsite Rates: Base Year Cost Proposal

| Base Year                     |        |            |           |              |                 |          |     |               |       |
|-------------------------------|--------|------------|-----------|--------------|-----------------|----------|-----|---------------|-------|
| <b>CLIN 0001</b>              |        |            |           |              |                 |          |     |               |       |
| Direct Labor - HQ             | Rates  |            | Total D/L | Total Fringe | Total Overheads | Subtotal | G&A | Subcontractor | Total |
| Senior Engineer               |        | \$ 139,615 |           |              |                 |          |     |               |       |
| Senior Engineer               |        | 186,154    |           |              |                 |          |     |               |       |
| Technnical Writer             |        | 25,067     |           |              |                 |          |     |               |       |
| Technnical Writer             |        | 25,067     |           |              |                 |          |     |               |       |
| Technnical Writer             |        | 25,067     |           |              |                 |          |     |               |       |
| Technnical Writer             |        | 25,067     |           |              |                 |          |     |               |       |
| Technnical Writer             |        | 25,067     |           |              |                 |          |     |               |       |
| Technnical Writer             |        | 46,274     |           |              |                 |          |     |               |       |
| Subtotal                      |        | 497,380    | \$497,380 |              |                 |          |     |               |       |
| Applied Fringe                | 36.00% | 179,057    |           | \$179,057    |                 |          |     |               |       |
| Total HQ Direct Labor         |        | \$ 676,437 |           |              |                 |          |     |               |       |
| Applied HQ Site OH Rate       | 27.00% | \$ 182,638 |           |              | \$182,638       |          |     |               |       |
| <b>Direct Labor - MD Site</b> |        |            |           |              |                 |          |     |               |       |
| Sr Software Engineer          |        | \$ 130,308 |           |              |                 |          |     |               |       |
| Sr Software Engineer          |        | 111,692    |           |              |                 |          |     |               |       |
| Sr Software Engineer          |        | 121,000    |           |              |                 |          |     |               |       |
| Mid-Level Hardware Engineer   |        | 51,192     |           |              |                 |          |     |               |       |
| Mid-Level Hardware Engineer   |        | 46,538     |           |              |                 |          |     |               |       |
| Upper-Level Hardware Engineer |        | 93,077     |           |              |                 |          |     |               |       |
| Subtotal Total                |        | 553,808    | \$553,808 |              |                 |          |     |               |       |
| Applied Fringe                | 36.00% | 199,371    |           | \$199,371    |                 |          |     |               |       |
| Total MD Site Direct Labor    |        | \$ 753,178 |           |              |                 |          |     |               |       |
| Applied MD Site OH Rate       | 34.44% | \$ 259,363 |           |              | \$259,363       |          |     |               |       |

# Offsite/Onsite Rates: Base Year Cost Proposal

|                                       |        |              |             |           |           |             |             |             |
|---------------------------------------|--------|--------------|-------------|-----------|-----------|-------------|-------------|-------------|
| <u>Direct Labor - Government Site</u> |        |              |             |           |           |             |             |             |
| Technical Assistant Remote            |        | \$ 111,692   |             |           |           |             |             |             |
| Technical Assistant Remote            |        | 111,692      |             |           |           |             |             |             |
| Technical Assistant Remote            |        | 111,692      |             |           |           |             |             |             |
| Technical Assistant Remote            |        | 88,423       |             |           |           |             |             |             |
| Subtotal Total                        |        | 423,500      | \$423,500   |           |           |             |             |             |
| Applied Fringe                        | 36.00% | 152,460      |             | \$152,460 |           |             |             |             |
| Total Gov. Site Direct Labor          |        | \$ 575,960   |             |           |           |             |             |             |
| Applied Gov. Site OH Rate             | 17.50% | \$ 100,793   |             |           | \$100,793 |             |             |             |
| Total D/L, Fringe & Overheads         |        | \$2,548,368  | \$1,474,688 | \$530,888 | \$542,793 | \$2,548,368 |             |             |
| G&A                                   | 31.50% | \$802,736    |             |           |           | \$802,736   |             |             |
| Subcontractors                        |        | 1,898,964    |             |           |           |             | \$1,898,964 |             |
| Total Proposal at Cost                |        | \$ 5,250,068 |             |           |           |             |             | \$5,250,068 |
| Profit                                | 8.00%  | 420,005      |             |           |           |             |             |             |
| Total Proposal with Profit            |        | \$ 5,670,074 |             |           |           |             |             |             |

# Offsite/Onsite Rates: Option Year 1 Cost Proposal

| Option Year 1                 |              |             |           |              |                 |          |     |               |       |
|-------------------------------|--------------|-------------|-----------|--------------|-----------------|----------|-----|---------------|-------|
| <b>CLIN 0101</b>              |              |             |           |              |                 |          |     |               |       |
| Direct Labor - HQ             | Rates        | 3% increase | Total D/L | Total Fringe | Total Overheads | Subtotal | G&A | Subcontractor | Total |
| Senior Engineer               |              | \$ 143,804  |           |              |                 |          |     |               |       |
| Senior Engineer               |              | 191,738     |           |              |                 |          |     |               |       |
| Technical Writer              |              | 25,819      |           |              |                 |          |     |               |       |
| Technical Writer              |              | 25,819      |           |              |                 |          |     |               |       |
| Technical Writer              |              | 25,819      |           |              |                 |          |     |               |       |
| Technical Writer              |              | 25,819      |           |              |                 |          |     |               |       |
| Technical Writer              |              | 25,819      |           |              |                 |          |     |               |       |
| Technical Writer              | Not required | -           |           |              |                 |          |     |               |       |
| Subtotal                      |              | 464,639     | \$464,639 |              |                 |          |     |               |       |
| Applied Fringe                | 36.00%       | 167,270     |           | \$167,270    |                 |          |     |               |       |
| Total HQ Direct Labor         |              | \$ 631,909  |           |              |                 |          |     |               |       |
| Applied HQ Site OH Rate       | 27.00%       | \$ 170,615  |           |              | \$170,615       |          |     |               |       |
| <b>Direct Labor - MD Site</b> |              |             |           |              |                 |          |     |               |       |
| Sr Software Engineer          |              | \$ 134,217  |           |              |                 |          |     |               |       |
| Sr Software Engineer          |              | 115,043     |           |              |                 |          |     |               |       |
| Sr Software Engineer          |              | 124,630     |           |              |                 |          |     |               |       |
| Mid-Level Hardware Engineer   |              | 52,728      |           |              |                 |          |     |               |       |
| Mid-Level Hardware Engineer   |              | 47,935      |           |              |                 |          |     |               |       |
| Upper-Level Hardware Engineer |              | 95,869      |           |              |                 |          |     |               |       |
| Subtotal Total                |              | 570,422     | \$570,422 |              |                 |          |     |               |       |
| Applied Fringe                | 36.00%       | 205,352     |           | \$205,352    |                 |          |     |               |       |
| Total MD Site Direct Labor    |              | \$ 775,774  |           |              |                 |          |     |               |       |
| Applied MD Site OH Rate       | 25.91%       | \$ 200,983  |           |              | \$200,983       |          |     |               |       |

# Offsite/Onsite Rates: Option Year 1 Cost Proposal

|                                       |        |              |             |           |           |             |             |             |
|---------------------------------------|--------|--------------|-------------|-----------|-----------|-------------|-------------|-------------|
| <b>Direct Labor - Government Site</b> |        |              |             |           |           |             |             |             |
| Technical Assistant Remote            |        | \$ 115,043   |             |           |           |             |             |             |
| Technical Assistant Remote            |        | 115,043      |             |           |           |             |             |             |
| Technical Assistant Remote            |        | 115,043      |             |           |           |             |             |             |
| Technical Assistant Remote            |        | 91,076       |             |           |           |             |             |             |
| Subtotal Total                        |        | 436,205      | \$436,205   |           |           |             |             |             |
| Applied Fringe                        | 36.00% | 157,034      |             | \$157,034 |           |             |             |             |
| Total Gov. Site Direct Labor          |        | \$ 593,239   |             |           |           |             |             |             |
| Applied Gov. Site OH Rate             | 17.50% | \$ 103,817   |             |           | \$103,817 |             |             |             |
| Total D/L, Fringe & Overheads         |        | \$2,476,336  | \$1,471,266 | \$529,656 | \$475,415 | \$2,476,336 |             |             |
| G&A                                   | 31.50% | \$780,046    |             |           |           | \$780,046   |             |             |
| Subcontractors                        |        | \$1,955,933  |             |           |           |             | \$1,955,933 |             |
| Total Proposal at Cost                |        | \$ 5,212,315 |             |           |           |             |             | \$5,212,315 |
| Profit                                | 8.00%  | 416,985      |             |           |           |             |             |             |
| Total Proposal with Profit            |        | \$ 5,629,300 |             |           |           |             |             |             |

# Offsite/Onsite Rates: Total Proposal-Year & CLINs

| Total Proposal                        |             |              |                 |          |     |               |       |
|---------------------------------------|-------------|--------------|-----------------|----------|-----|---------------|-------|
| <b>Sum of CLINs 0001, 0101, 0201</b>  |             |              |                 |          |     |               |       |
| <u>Direct Labor - HQ</u>              | Total D/L   | Total Fringe | Total Overheads | Subtotal | G&A | Subcontractor | Total |
| Total HQ Direct Labor                 | \$1,440,597 |              |                 |          |     |               |       |
| Applied Fringe                        | (c)         | \$518,615    |                 |          |     |               |       |
|                                       |             | (d)          |                 |          |     |               |       |
| Applied HQ Site OH Rate               |             |              | \$528,987       |          |     |               |       |
|                                       |             |              | (e)             |          |     |               |       |
| <u>Direct Labor - MD Site</u>         |             |              |                 |          |     |               |       |
| Total MD Site Direct Labor            | \$1,711,764 |              |                 |          |     |               |       |
| Applied Fringe                        |             | \$616,235    |                 |          |     |               |       |
| Applied MD Site OH Rate               |             |              | \$667,357       |          |     |               |       |
| <u>Direct Labor - Government Site</u> |             |              |                 |          |     |               |       |
| Total Gov. Site Direct Labor          | \$1,308,996 |              |                 |          |     |               |       |
| Applied Fringe                        | (1)         | \$471,239    |                 |          |     |               |       |
|                                       |             | (2)          |                 |          |     |               |       |
| Applied Gov. Site OH Rate             |             |              | \$311,541       |          |     |               |       |
|                                       |             |              | (3)             |          |     |               |       |



# Offsite/Onsite Rates: Total Proposal-Year & CLINs

|                                     |                           |                                 |                                     |                                   |                                  |             |                         |
|-------------------------------------|---------------------------|---------------------------------|-------------------------------------|-----------------------------------|----------------------------------|-------------|-------------------------|
| Total D/L, Fringe & Overheads       | \$4,461,357<br><b>(a)</b> | \$1,606,089<br><b>(b)</b>       | \$1,507,885<br><b>(f)</b>           | \$7,575,331<br><b>(g)</b>         |                                  |             |                         |
| G&A                                 |                           |                                 |                                     |                                   | \$2,386,229<br><b>(h)</b>        |             |                         |
| Subcontractors                      |                           |                                 |                                     |                                   |                                  | \$5,869,507 |                         |
| Total Proposal at Cost              |                           |                                 |                                     |                                   |                                  |             | \$15,831,067 <b>(i)</b> |
| Profit                              |                           |                                 |                                     |                                   |                                  |             | \$1,266,485 <b>(j)</b>  |
| Total Proposal with Profit          |                           |                                 |                                     |                                   |                                  |             | <u>\$17,097,553</u>     |
|                                     |                           | <b>Total Fringe<br/>(b)/(a)</b> | <b>HQ Overhead:<br/>(e)/(c)+(d)</b> | <b>Total G&amp;A:<br/>(h)/(g)</b> | <b>Total Profit:<br/>(j)/(i)</b> |             |                         |
| <b>Self-Check on Burdens/Profit</b> |                           | <b>36.00%</b>                   | <b>27.00%</b>                       | <b>31.50%</b>                     | <b>8.00%</b>                     |             |                         |
|                                     |                           |                                 | <b>Gov Site OH:<br/>(3)/(1)+(2)</b> |                                   |                                  |             |                         |
|                                     |                           |                                 | <b>17.50%</b>                       |                                   |                                  |             |                         |

A person in a white lab coat is working at a desk. They are using a laptop and a calculator. The background is blurred, showing a desk with papers and a laptop. The text is overlaid on the image.

# Less Than a Full Year of History

Pivot Table Annual Budget to Compute Indirect Rates

# Less Than Full Year of Cost Data

---

- Business Scenario 3:
- Develop an annual budget from a pivot table
  - Prepare labor distribution reports by employee or by job
  - Calculate indirect rates
  - Show in different views:
    - By general ledger expense account
    - By Job with detailed labor and non-labor expenses

# Jump to Pivot Table Budget

---



Microsoft Excel  
Worksheet

# Entry Table

| Type | GLAcct              | Name | PID                      | Jan. 18   | Feb. 18  | Mar. 18   |
|------|---------------------|------|--------------------------|-----------|----------|-----------|
| L    | 5010 Direct Payroll | AJ   | 241 NAVY Contract        | 7,500.00  | 7,500.00 | 7,500.00  |
| L    | 5010 Direct Payroll | AJ   | 405 Air Force Contract   |           |          |           |
| L    | 5010 Direct Payroll | AM   | 405 Air Force Contract   | 3,296.35  | 5,832.00 | 5,832.00  |
| L    | 5010 Direct Payroll | AR   | 241 NAVY Contract        | 1,600.00  | 1,600.00 | 1,600.00  |
| L    | 5010 Direct Payroll | AR   | 242 Navy Bridge Contract |           |          |           |
| L    | 5010 Direct Payroll | AH   | 241 NAVY Contract        | 6,666.67  | 6,666.67 | 6,666.67  |
| L    | 5010 Direct Payroll | AH   | 405 Air Force Contract   |           |          |           |
| L    | 5010 Direct Payroll | BF   | 241 NAVY Contract        | 5,666.66  | 5,666.66 | 5,666.66  |
| L    | 5010 Direct Payroll | BF   | 242 Navy Bridge Contract |           |          |           |
| L    | 5010 Direct Payroll | BB   | 110 GSA Sales            | 4,583.33  | 4,583.33 | 4,583.33  |
| L    | 5010 Direct Payroll | CP   | 232 Army Contract        | 5,250.00  | 5,250.00 | 5,250.00  |
| L    | 5010 Direct Payroll | CP   | 242 Navy Bridge Contract |           |          |           |
| L    | 5010 Direct Payroll | DM   | 241 NAVY Contract        | 7,500.00  | 7,500.00 | 7,500.00  |
| L    | 5010 Direct Payroll | DM   | 405 Air Force Contract   |           |          |           |
| L    | 5010 Direct Payroll | ED   | 241 NAVY Contract        | 3,916.67  | 3,916.67 | 3,916.67  |
| L    | 5010 Direct Payroll | ED   | 405 Air Force Contract   |           |          |           |
| L    | 5010 Direct Payroll | GF   | 241 NAVY Contract        | 11,000.00 |          | 11,000.00 |
| L    | 5010 Direct Payroll | GF   | 405 Air Force Contract   |           |          |           |
| L    | 5010 Direct Payroll | GJ   | 405 Air Force Contract   | 3,532.61  | 6,250.00 | 6,250.00  |

# Entry Table

| Type | GLAcct                     | Name             | PID                      | Jan. 18   | Feb. 18   | Mar. 18   |
|------|----------------------------|------------------|--------------------------|-----------|-----------|-----------|
| NL   | 5050 Direct Travel         | Direct Travel    | 110 GSA Sales            | 1,056.19  |           |           |
| NL   | 5050 Direct Travel         | Direct Travel    | 120 Private Effort       |           |           | 242.00    |
| NL   | 5050 Direct Travel         | Direct Travel    | 300 Subk to LMC          |           | 530.00    | 1,676.00  |
| NL   | 5050 Direct Travel         | Direct Travel    | 310 Subk to NG           |           |           |           |
| NL   | 5055 Direct Supplies       | Direct Supplies  | 210 Dept of Ed 1         |           |           | 32.00     |
| NL   | 5055 Direct Supplies       | Supplies         | 110 GSA Sales            |           |           |           |
| NL   | 5055 Direct Supplies       | Supplies         | 120 Private Effort       |           |           |           |
| NL   | 5055 Direct Supplies       | Supplies         | 210 Dept of Ed 1         |           |           | 32.00     |
| NL   | 5055 Direct Supplies       | Supplies         | 220 Dept of Ed 3         |           |           |           |
| NL   | 5055 Direct Supplies       | Supplies         | 241 NAVY Contract        | 316.71    | 489.75    | 60.80     |
| NL   | 5060 Direct Equipment      | Equipment        | 241 NAVY Contract        | 4,872.97  | 0.00      | 1,191.80  |
| NL   | 5060 Direct Equipment      | Equipment        | 405 Air Force Contract   |           | 11,250.00 |           |
| NL   | 5065 Direct Web Hosting    | Direct Web Hosti | 241 NAVY Contract        | 5,000.00  | 5,000.00  | 5,000.00  |
| NL   | 5065 Direct Web Hosting    | Direct Web Hosti | 242 Navy Bridge Contract |           |           |           |
| NL   | 5075 Software As A Service | Software as a Se | 110 GSA Sales            |           |           |           |
| NL   | 5075 Software As A Service | Software as a Se | 120 Private Effort       |           |           |           |
| NL   | 5075 Software As A Service | Software as a Se | 241 NAVY Contract        | 2,000.00  | 2,000.00  | 2,000.00  |
| NL   | 5075 Software As A Service | Software as a Se | 242 Navy Bridge Contract |           |           |           |
| NL   | 5175 Direct Printing       | Direct Printing  | 110 GSA Sales            |           |           |           |
| NL   | 5175 Direct Printing       | Direct Printing  | 120 Private Effort       |           |           |           |
| NL   | 5175 Direct Printing       | Direct Printing  | 300 Subk to LMC          |           |           |           |
| NL   | 5300 Program Expenses (M   | Program Expens   | 200 Commercial           | 14,500.00 | 14,500.00 | 14,500.00 |
| NL   | 5300 Program Expenses (M   | Program Expens   | 110 GSA Sales            | 21.00     |           |           |
| NL   | 5300 Program Expenses (M   | Program Expens   | 210 Dept of Ed 1         |           |           |           |
| NL   | 5400 Direct Rent           | Office Lease     | 241 NAVY Contract        | 8,583.33  | 8,583.33  | 8,583.33  |
| NL   | 5400 Direct Rent           | Office Lease     | 405 Air Force Contract   |           |           | 14,754.40 |

# Labor Distribution by Employee

| Type                   | Name                     | PID                      | Sum of Aug. 18    | Sum of Sep. 18    | Sum of Oct. 18    | Sum of Nov. 18    | Sum of Dec. 18    | Totals              |
|------------------------|--------------------------|--------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
|                        |                          | 242 Navy Bridge Contract |                   |                   | 4,166.67          | 4,166.67          | 4,166.67          |                     |
| <b>MH Total</b>        |                          |                          | <b>4,166.67</b>   | <b>4,166.67</b>   | <b>4,166.67</b>   | <b>4,166.67</b>   | <b>4,166.67</b>   | <b>50,000.00</b>    |
| ⊖ MB                   | 100 G&A                  |                          | 1,770.83          | 1,770.83          | 3,541.67          | 3,541.67          | 3,541.67          |                     |
|                        | 241 NAVY Contract        |                          | 3,541.67          | 3,541.67          |                   |                   |                   |                     |
|                        | 405 Air Force Contract   |                          | 1,770.83          | 1,770.83          | 3,541.67          | 3,541.67          | 3,541.67          |                     |
| <b>MB Total</b>        |                          |                          | <b>7,083.33</b>   | <b>7,083.33</b>   | <b>7,083.33</b>   | <b>7,083.33</b>   | <b>7,083.33</b>   | <b>85,000.00</b>    |
| ⊖ PH                   | 241 NAVY Contract        |                          | 4,166.67          | 4,166.67          |                   |                   |                   |                     |
|                        | 242 Navy Bridge Contract |                          |                   |                   | 4,166.67          | 4,166.67          | 4,166.67          |                     |
| <b>PH Total</b>        |                          |                          | <b>4,166.67</b>   | <b>4,166.67</b>   | <b>4,166.67</b>   | <b>4,166.67</b>   | <b>4,166.67</b>   | <b>50,000.00</b>    |
| ⊖ PC                   | 241 NAVY Contract        |                          | 7,916.67          | 7,916.67          |                   |                   |                   |                     |
|                        | 405 Air Force Contract   |                          |                   |                   | 7,916.67          | 7,916.67          | 7,916.67          |                     |
| <b>PC Total</b>        |                          |                          | <b>7,916.67</b>   | <b>7,916.67</b>   | <b>7,916.67</b>   | <b>7,916.67</b>   | <b>7,916.67</b>   | <b>95,000.00</b>    |
| ⊖ RF                   | 110 GSA Sales            |                          | 4,728.26          | 6,250.00          | 6,250.00          | 6,250.00          | 6,250.00          |                     |
|                        | 231 Dept of Ed 2         |                          | 1,521.74          | 0.00              | 0.00              | 0.00              | 0.00              |                     |
| <b>RF Total</b>        |                          |                          | <b>6,250.00</b>   | <b>6,250.00</b>   | <b>6,250.00</b>   | <b>6,250.00</b>   | <b>6,250.00</b>   | <b>75,000.00</b>    |
| ⊖ SR                   | 241 NAVY Contract        |                          | 4,666.67          | 4,666.67          |                   |                   |                   |                     |
|                        | 405 Air Force Contract   |                          | 1,666.67          | 1,666.67          | 3,333.33          | 3,333.33          | 3,333.33          |                     |
|                        | 210 Dept of Ed 1         |                          | 333.33            | 333.33            | 3,333.33          | 3,333.33          | 3,333.33          |                     |
| <b>SR Total</b>        |                          |                          | <b>6,666.67</b>   | <b>6,666.67</b>   | <b>6,666.67</b>   | <b>6,666.67</b>   | <b>6,666.67</b>   | <b>80,000.00</b>    |
| ⊖ TBD DS               | 241 NAVY Contract        |                          |                   |                   |                   |                   |                   | 0.50                |
|                        | 242 Navy Bridge Contract |                          |                   |                   | 0.50              |                   |                   |                     |
| <b>TBD DS Total</b>    |                          |                          |                   |                   | <b>0.50</b>       |                   |                   |                     |
| ⊖ TP                   | 241 NAVY Contract        |                          | 1,600.00          | 1,600.00          |                   |                   |                   |                     |
|                        | 242 Navy Bridge Contract |                          |                   |                   | 1,600.00          | 1,600.00          | 1,600.00          |                     |
| <b>TP Total</b>        |                          |                          | <b>1,600.00</b>   | <b>1,600.00</b>   | <b>1,600.00</b>   | <b>1,600.00</b>   | <b>1,600.00</b>   | <b>17,600.00</b>    |
| ⊖ TBD DCI              | 405 Air Force Contract   |                          |                   |                   | 12,916.67         | 12,916.67         | 12,916.67         |                     |
| <b>TBD DCI Total</b>   |                          |                          |                   |                   | <b>12,916.67</b>  | <b>12,916.67</b>  | <b>12,916.67</b>  | <b>38,750.00</b>    |
| ⊖ TBD ML CW            | 405 Air Force Contract   |                          | 11,340.00         | 11,340.00         | 11,340.00         | 11,340.00         | 11,340.00         |                     |
| <b>TBD ML CW Total</b> |                          |                          | <b>11,340.00</b>  | <b>11,340.00</b>  | <b>11,340.00</b>  | <b>11,340.00</b>  | <b>11,340.00</b>  | <b>102,060.00</b>   |
| ⊖ AW                   | 100 G&A                  |                          | 3,750.00          | 3,750.00          | 3,750.00          | 3,750.00          | 3,750.00          |                     |
| <b>AW Total</b>        |                          |                          | <b>3,750.00</b>   | <b>3,750.00</b>   | <b>3,750.00</b>   | <b>3,750.00</b>   | <b>3,750.00</b>   | <b>45,000.00</b>    |
| <b>L Total</b>         |                          |                          | <b>157,871.99</b> | <b>157,871.99</b> | <b>170,789.16</b> | <b>170,788.66</b> | <b>170,788.66</b> | <b>1,873,030.53</b> |

# Labor Distribution by Job

| PID | TY | Name                           | Data             |                  |                  |                  |                  | Totals           |                   |
|-----|----|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
|     |    |                                | Sum of Jan. 18   | Sum of Aug. 18   | Sum of Sep. 18   | Sum of Oct. 18   | Sum of Nov. 18   |                  | Sum of Dec. 18    |
| 110 |    | <b>GSA Sales</b>               |                  |                  |                  |                  |                  |                  |                   |
|     |    | BB                             | 4,583.33         | 4,583.33         | 4,583.33         | 4,583.33         | 4,583.33         | 4,583.33         | 50,416.67         |
|     |    | RF                             | 1,875.00         | 4,728.26         | 6,250.00         | 6,250.00         | 6,250.00         | 6,250.00         | 40,978.26         |
|     |    | <b>110 GSA Sales Total</b>     | <b>6,458.33</b>  | <b>9,311.59</b>  | <b>10,833.33</b> | <b>10,833.33</b> | <b>10,833.33</b> | <b>10,833.33</b> | <b>91,394.93</b>  |
| 210 |    | <b>Dept of Ed 1</b>            |                  |                  |                  |                  |                  |                  |                   |
|     |    | SR                             | 2,000.00         | 333.33           | 333.33           | 3,333.33         | 3,333.33         | 3,333.33         | 14,333.33         |
|     |    | <b>210 Dept of Ed 1 Total</b>  | <b>2,000.00</b>  | <b>333.33</b>    | <b>333.33</b>    | <b>3,333.33</b>  | <b>3,333.33</b>  | <b>3,333.33</b>  | <b>14,333.33</b>  |
| 231 |    | <b>Dept of Ed 2</b>            |                  |                  |                  |                  |                  |                  |                   |
|     |    | RF                             | 4,375.00         | 1,521.74         | 0.00             | 0.00             | 0.00             | 0.00             | 27,771.74         |
|     |    | <b>231 Dept of Ed 2 Total</b>  | <b>4,375.00</b>  | <b>1,521.74</b>  | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>      | <b>27,771.74</b>  |
| 232 |    | <b>Army Contract</b>           |                  |                  |                  |                  |                  |                  |                   |
|     |    | CP                             | 5,250.00         | 5,250.00         | 5,250.00         |                  |                  |                  | 42,000.00         |
|     |    | MS                             | 3,333.33         | 3,333.33         | 3,333.33         |                  |                  |                  | 26,666.67         |
|     |    | <b>232 Army Contract Total</b> | <b>8,583.33</b>  | <b>8,583.33</b>  | <b>8,583.33</b>  |                  |                  |                  | <b>68,666.67</b>  |
| 241 |    | <b>NAVY Contract</b>           |                  |                  |                  |                  |                  |                  |                   |
|     |    | AJ                             | 7,500.00         | 0.00             | 0.00             |                  |                  |                  | 15,000.00         |
|     |    | AR                             | 1,600.00         | 1,600.00         | 1,600.00         |                  |                  |                  | 12,800.00         |
|     |    | AH                             | 6,666.67         | 6,666.67         | 6,666.67         |                  |                  |                  | 53,333.33         |
|     |    | BF                             | 5,666.66         | 5,666.66         | 5,666.66         |                  |                  |                  | 45,333.28         |
|     |    | DM                             | 7,500.00         | 7,500.00         | 7,500.00         |                  |                  |                  | 60,000.00         |
|     |    | ED                             | 3,916.67         | 1,958.33         |                  |                  |                  |                  | 25,458.33         |
|     |    | GF                             | 11,000.00        | 11,000.00        | 11,000.00        |                  |                  |                  | 77,000.00         |
|     |    | GH                             |                  | 10,312.50        | 10,312.50        |                  |                  |                  | 81,125.00         |
|     |    | JA                             | 6,666.67         | 6,666.67         | 6,666.67         |                  |                  |                  | 53,333.33         |
|     |    | KO                             | 6,666.67         | 6,666.67         | 6,666.67         |                  |                  |                  | 53,333.33         |
|     |    | LD                             | 5,416.67         | 5,416.67         | 5,416.67         |                  |                  |                  | 43,333.33         |
|     |    | MS                             | 3,333.33         | 3,333.33         | 3,333.33         |                  |                  |                  | 26,666.67         |
|     |    | MH                             | 4,166.67         | 4,166.67         | 4,166.67         |                  |                  |                  | 33,333.33         |
|     |    | MB                             | 4,958.33         | 3,541.67         | 3,541.67         |                  |                  |                  | 29,750.00         |
|     |    | PH                             | 4,166.67         | 4,166.67         | 4,166.67         |                  |                  |                  | 33,333.33         |
|     |    | PC                             | 7,916.67         | 7,916.67         | 7,916.67         |                  |                  |                  | 63,333.33         |
|     |    | SR                             | 4,666.67         | 4,666.67         | 4,666.67         |                  |                  |                  | 37,333.33         |
|     |    | TBD DS                         | 0.50             |                  |                  |                  |                  |                  | 0.00              |
|     |    | TP                             |                  | 1,600.00         | 1,600.00         |                  |                  |                  | 12,800.00         |
|     |    | JZ                             | 1,960.00         | 1,960.00         | 1,960.00         |                  |                  |                  | 15,680.00         |
|     |    | SG                             | 3,000.00         |                  |                  |                  |                  |                  | 6,000.00          |
|     |    | <b>241 NAVY Contract Total</b> | <b>96,768.83</b> | <b>94,805.83</b> | <b>92,847.49</b> |                  |                  |                  | <b>778,279.95</b> |

# G/L Expense Accounts

| GLAcct                                 | Sum of Jun. 18    | Sum of Jul. 18    | Sum of Aug. 18    | Sum of Sep. 18    | Sum of Oct. 18    | Sum of Nov. 18    | Sum of Dec. 18    | Totals              |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| 5010 Direct Payroll                    | 152,351.16        | 152,351.16        | 152,351.16        | 152,351.16        | 163,497.49        | 163,496.99        | 163,496.99        | 1,790,508.54        |
| 5020 Contract Services (Organizations) |                   | 18,417.65         |                   |                   | 25,336.05         |                   |                   | 81,197.00           |
| 5025 Contract Services (Non-Technical) | 6,470.00          | 6,481.00          | 6,470.00          | 6,470.00          | 17,688.75         | 6,901.25          | 6,576.25          | 89,407.25           |
| 5030 Technology Consultant             | 12,960.00         | 10,960.00         | 10,960.00         | 10,960.00         | 10,960.00         | 10,960.00         | 10,960.00         | 153,520.00          |
| 5050 Direct Travel                     | 2,134.47          | 1,469.07          | 5,316.12          | 3,739.58          | 1,838.63          | 2,203.49          | 1,740.54          | 28,658.38           |
| 5055 Direct Supplies                   | 8.00              | 17.51             | 517.66            | 522.96            | 8.00              | 8.00              | 8.00              | 2,170.41            |
| 5060 Direct Equipment                  | 3,991.99          |                   |                   |                   | 11,250.00         |                   |                   | 32,622.33           |
| 5065 Direct Web Hosting                | 5,000.00          | 5,000.00          | 5,000.00          | 5,000.00          | 5,000.00          | 5,000.00          | 5,000.00          | 60,000.00           |
| 5075 Software As A Service             | 2,015.00          | 2,000.00          | 2,000.00          | 2,000.00          | 2,000.00          | 2,000.00          | 2,000.00          | 30,152.76           |
| 5175 Direct Printing                   | 765.46            | 132.90            |                   | 80.90             |                   |                   | 21.14             | 1,381.67            |
| 6010 Payroll Taxes                     | 11,557.13         | 11,557.13         | 11,557.13         | 11,557.13         | 12,707.82         | 12,707.82         | 12,707.82         | 137,758.14          |
| 6100 Group Insurance                   | 7,500.00          | 8,000.00          | 8,000.00          | 8,000.00          | 8,500.00          | 8,500.00          | 8,500.00          | 93,000.00           |
| 6375 Severance Pay                     | 6,540.72          | 2,247.78          |                   |                   |                   |                   |                   | 8,788.50            |
| 6400 Workman's Compensation            | (463.70)          | 225.25            | 234.18            | 345.80            | 116.11            | 239.87            | (2,497.14)        | 2,061.36            |
| 6800 Payroll Processing Fees           | 770.56            | 1,135.28          | 244.30            | 1,545.58          | 523.48            | 456.34            | 1,243.16          | 9,535.34            |
| 8010 G&A Labor                         | 5,520.83          | 5,520.83          | 5,520.83          | 5,520.83          | 7,291.67          | 7,291.67          | 7,291.67          | 72,270.83           |
| 8100 Accounting Fees                   | 0.00              |                   | 15,483.94         | 15,330.00         | 5,000.00          | 1,000.00          | 5,000.00          | 78,224.10           |
| 8105 Bank Fees                         | 110.30            | 85.60             | 96.30             | 80.75             | 121.12            | 199.30            | 63.30             | 2,168.57            |
| 8120 Recruiting Exp                    | 303.38            | 648.66            | 535.14            | 400.14            | 460.28            | 255.00            | 180.00            | 5,008.43            |
| 8125 Books, Subscriptions, Ref         | 0.00              | 30.64             | 62.55             | 0.00              | 0.00              | 0.00              | 0.00              | 93.19               |
| 8225 Insurance                         |                   | 342.77            | 48.97             | 1,963.97          | 1,660.97          | 4,416.97          | 0.00              | 13,016.65           |
| 8300 Supplies                          | 115.12            | 285.04            | 608.15            | 108.11            | 86.93             | 247.45            | 557.76            | 4,470.65            |
| 8325 Postage, Mailing Service          |                   | 13.52             | 0.00              | 0.00              | 12.24             | 0.00              | 0.00              | 51.33               |
| 8350 Printing and Copying              | 39.98             | 67.95             | 0.00              | 0.00              | 6.33              | 0.00              | 0.00              | 114.26              |
| 8375 Office Rent (Indirect)            | 255.00            | 255.00            | 255.00            | 255.00            | 255.00            | 255.00            | 255.00            | 3,060.00            |
| 8400 Software                          | 10.00             | 30.56             | 20.56             | 633.91            | 616.24            | 70.31             | 70.31             | 1,693.32            |
| 8425 Telephone, Telecom, Internet      | 351.19            | 235.66            | 235.66            | 253.66            | 215.83            | 235.66            | 235.66            | 2,585.83            |
| 8460 Office equipment                  | 103.00            | 0.00              | 52.74             | 0.00              | 0.00              | 0.00              | 0.00              | 2,502.30            |
| 8470 Office furniture                  | 3,301.86          | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 4,792.27            |
| 8500 Travel & Meetings                 |                   | (71.50)           | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 621.09              |
| 8525 Business Registration Fees        |                   | 386.32            | 0.00              | 0.00              | 0.00              | 299.00            | 0.00              | 1,876.88            |
| 8600 Professional Development          |                   | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 182.21              |
| 9000 Unallowable                       |                   | 116.00            | 200.00            |                   |                   |                   |                   | 316.00              |
| <b>Grand Total</b>                     | <b>290,035.33</b> | <b>274,967.58</b> | <b>271,784.52</b> | <b>272,887.76</b> | <b>321,375.18</b> | <b>276,210.23</b> | <b>269,861.06</b> | <b>3,363,895.85</b> |

# Job Labor & Non-Labor Detail

| PID                                 | Type | Name                                    | Sum of Jul. 18    | Sum of Aug. 18    | Sum of Sep. 18    | Sum of Oct. 18   | Sum of Nov. 18   | Sum of Dec. 18   | Totals              |
|-------------------------------------|------|---|-------------------|-------------------|-------------------|------------------|------------------|------------------|---------------------|
| <b>241</b>                          |      | <b>NAVY Contract Total</b>              | <b>156,901.81</b> | <b>136,723.79</b> | <b>134,765.45</b> | <b>24,272.05</b> |                  |                  | <b>1,341,439.31</b> |
| <input checked="" type="checkbox"/> | L    | 242 Navy Bridge Contract                |                   |                   |                   |                  |                  |                  |                     |
|                                     |      | AR                                      |                   |                   |                   | 1,600.00         | 1,600.00         | 1,600.00         |                     |
|                                     |      | BF                                      |                   |                   |                   | 5,666.66         | 5,666.66         | 5,666.66         |                     |
|                                     |      | CP                                      |                   |                   |                   | 5,250.00         | 5,250.00         | 5,250.00         |                     |
|                                     |      | GH                                      |                   |                   |                   | 6,875.00         | 6,875.00         | 6,875.00         |                     |
|                                     |      | KO                                      |                   |                   |                   | 6,666.67         | 6,666.67         | 6,666.67         |                     |
|                                     |      | LD                                      |                   |                   |                   | 5,416.67         | 5,416.67         | 5,416.67         |                     |
|                                     |      | MS                                      |                   |                   |                   | 6,666.67         | 6,666.67         | 6,666.67         |                     |
|                                     |      | MH                                      |                   |                   |                   | 4,166.67         | 4,166.67         | 4,166.67         |                     |
|                                     |      | PH                                      |                   |                   |                   | 4,166.67         | 4,166.67         | 4,166.67         |                     |
|                                     |      | TBD DS                                  |                   |                   |                   | 0.50             |                  |                  |                     |
|                                     |      | TP                                      |                   |                   |                   | 1,600.00         | 1,600.00         | 1,600.00         |                     |
|                                     |      | <b>L Total</b>                          |                   |                   |                   | <b>48,075.49</b> | <b>48,074.99</b> | <b>48,074.99</b> |                     |
|                                     | NL   | Consultants: Various Curriculum Writers |                   |                   |                   | 1,516.67         | 1,516.67         | 1,516.67         |                     |
|                                     |      | Contract Services (Non-Technical)       |                   |                   |                   | 6,470.00         | 6,470.00         | 6,470.00         |                     |
|                                     |      | JZ                                      |                   |                   |                   | 1,960.00         | 1,960.00         | 1,960.00         |                     |
|                                     |      | BT Solutions PVT, Ltd                   |                   |                   |                   | 9,000.00         | 9,000.00         | 9,000.00         |                     |
|                                     |      | Consultants: AW + CS                    |                   |                   |                   | 3,525.00         | 3,525.00         | 3,525.00         |                     |
|                                     |      | Copyright permissions                   |                   |                   |                   | 5,625.00         | 5,625.00         | 5,625.00         |                     |
|                                     |      | Direct Web Hosting                      |                   |                   |                   | 5,000.00         | 5,000.00         | 5,000.00         |                     |
|                                     |      | Software as a Service                   |                   |                   |                   | 2,000.00         | 2,000.00         | 2,000.00         |                     |
|                                     |      | <b>NL Total</b>                         |                   |                   |                   | <b>35,096.67</b> | <b>35,096.67</b> | <b>35,096.67</b> |                     |
| <b>242</b>                          |      | <b>Navy Bridge Contract Total</b>       |                   |                   |                   | <b>83,172.16</b> | <b>83,171.66</b> | <b>83,171.66</b> | <b>249,515.49</b>   |

# Fringe Rate

| Typ | Name                                 | PID                      | Sum of Jul. 18    | Sum of Aug. 18    | Sum of Sep. 18    | Sum of Oct. 18    | Sum of Nov. 18    | Sum of Dec. 18    | Labor Base          | Fringe Pool       |
|-----|--------------------------------------|--------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|-------------------|
| L   | Severance                            | 105 Fringe Benefits      | 2,247.78          |                   |                   |                   |                   |                   |                     |                   |
|     | <b>Severance Total</b>               |                          | <b>2,247.78</b>   |                   |                   |                   |                   |                   |                     | 8,788.50          |
|     | SR                                   | 241 NAVY Contract        | 4,666.67          | 4,666.67          | 4,666.67          |                   |                   |                   |                     |                   |
|     |                                      | 405 Air Force Contract   | 1,666.67          | 1,666.67          | 1,666.67          | 3,333.33          | 3,333.33          | 3,333.33          |                     |                   |
|     |                                      | 210 Dept of Ed 1         | 333.33            | 333.33            | 333.33            | 3,333.33          | 3,333.33          | 3,333.33          |                     |                   |
|     | <b>SR Total</b>                      |                          | <b>6,666.67</b>   | <b>6,666.67</b>   | <b>6,666.67</b>   | <b>6,666.67</b>   | <b>6,666.67</b>   | <b>6,666.67</b>   | 80,000.00           |                   |
|     | TBD DS                               | 241 NAVY Contract        |                   |                   |                   |                   |                   |                   |                     |                   |
|     |                                      | 242 Navy Bridge Contract |                   |                   |                   | 0.50              |                   |                   |                     | 0.50              |
|     | <b>TBD DS Total</b>                  |                          |                   |                   |                   | <b>0.50</b>       |                   |                   |                     |                   |
|     | TP                                   | 241 NAVY Contract        | 1,600.00          | 1,600.00          | 1,600.00          |                   |                   |                   |                     |                   |
|     |                                      | 242 Navy Bridge Contract |                   |                   |                   | 1,600.00          | 1,600.00          | 1,600.00          |                     |                   |
|     | <b>TP Total</b>                      |                          | <b>1,600.00</b>   | <b>1,600.00</b>   | <b>1,600.00</b>   | <b>1,600.00</b>   | <b>1,600.00</b>   | <b>1,600.00</b>   | 17,600.00           |                   |
|     | TBD DCI                              | 405 Air Force Contract   |                   |                   |                   | 12,916.67         | 12,916.67         | 12,916.67         |                     |                   |
|     | <b>TBD DCI Total</b>                 |                          |                   |                   |                   | <b>12,916.67</b>  | <b>12,916.67</b>  | <b>12,916.67</b>  | 38,750.00           |                   |
|     | TBD ML CW                            | 405 Air Force Contract   | 11,340.00         | 11,340.00         | 11,340.00         | 11,340.00         | 11,340.00         | 11,340.00         |                     |                   |
|     | <b>TBD ML CW Total</b>               |                          | <b>11,340.00</b>  | <b>11,340.00</b>  | <b>11,340.00</b>  | <b>11,340.00</b>  | <b>11,340.00</b>  | <b>11,340.00</b>  | 102,060.00          |                   |
|     | AW                                   | 100 G&A                  | 3,750.00          | 3,750.00          | 3,750.00          | 3,750.00          | 3,750.00          | 3,750.00          |                     |                   |
|     | <b>AW Total</b>                      |                          | <b>3,750.00</b>   | <b>3,750.00</b>   | <b>3,750.00</b>   | <b>3,750.00</b>   | <b>3,750.00</b>   | <b>3,750.00</b>   | 45,000.00           |                   |
| L   | <b>Total</b>                         |                          | <b>160,119.77</b> | <b>157,871.99</b> | <b>157,871.99</b> | <b>170,789.16</b> | <b>170,788.66</b> | <b>170,788.66</b> |                     |                   |
|     | <b>Group Insurance Total</b>         |                          | <b>8,000.00</b>   | <b>8,000.00</b>   | <b>8,000.00</b>   | <b>8,500.00</b>   | <b>8,500.00</b>   | <b>8,500.00</b>   |                     | 93,000.00         |
|     | Insurance                            | 100 G&A                  | 342.77            | 48.97             | 1,963.97          | 1,660.97          | 4,416.97          | 0.00              |                     |                   |
|     | Payroll Processing Fees              | 105 Fringe Benefits      | 1,135.28          | 244.30            | 1,545.58          | 523.48            | 456.34            | 1,243.16          |                     |                   |
|     | <b>Payroll Processing Fees Total</b> |                          | <b>1,135.28</b>   | <b>244.30</b>     | <b>1,545.58</b>   | <b>523.48</b>     | <b>456.34</b>     | <b>1,243.16</b>   |                     | 9,535.34          |
|     | Payroll Taxes                        | 105 Fringe Benefits      | 11,557.13         | 11,557.13         | 11,557.13         | 12,707.82         | 12,707.82         | 12,707.82         |                     |                   |
|     | <b>Payroll Taxes Total</b>           |                          | <b>11,557.13</b>  | <b>11,557.13</b>  | <b>11,557.13</b>  | <b>12,707.82</b>  | <b>12,707.82</b>  | <b>12,707.82</b>  |                     | 137,758.14        |
|     | <b>Workman's Compensation Total</b>  |                          | <b>225.25</b>     | <b>234.18</b>     | <b>345.80</b>     | <b>116.11</b>     | <b>239.87</b>     | <b>(2,497.14)</b> |                     | 2,061.36          |
|     |                                      |                          |                   |                   |                   |                   |                   |                   | <b>1,873,030.03</b> | <b>251,143.84</b> |
|     |                                      |                          |                   |                   |                   |                   |                   |                   | <b>Fringe Rate</b>  | <b>13.41%</b>     |



# Questions



**GELMAN, ROSENBERG  
& FREEDMAN**



CERTIFIED PUBLIC ACCOUNTANTS

4550 Montgomery Avenue, Suite 650 N  
Bethesda, MD 20814  
301-951-9090 | [www.grfcpa.com](http://www.grfcpa.com)



**Paul H. Calabrese**

*Outsourced Accounting & Advisory Services Principal*

[pcalabrese@grfcpa.com](mailto:pcalabrese@grfcpa.com)



15839 Crabbs Branch Way  
Rockville, MD 20855  
301-670-0858 | [www.sympaq.com](http://www.sympaq.com)



**G Chris Brown**

*President*

[cbrown@sympaq.com](mailto:cbrown@sympaq.com)

# Join us again

*March 12, 2019 | 12:00 pm – 1:30 pm*

***GovCon Webinar Series: Part 3 – Developing Annual  
Indirect Rates using the DCAA ICE Schedule***

*More information and registration at [www.grfcpa.com/resources/webinars](http://www.grfcpa.com/resources/webinars).*

# Disclaimer

*This webinar is not intended as, and should not be taken as, financial, tax, accounting, legal, consulting or any other type of advice. While we use reasonable efforts to furnish accurate and up-to-date information, we do not warrant that any information contained in or made available in this webinar is accurate, complete, reliable, current or error-free. We assume no liability or responsibility for any errors or omissions in the content of this webinar.*

*The use of the information provided in this webinar does not establish any contractual or other form of client engagement between Gelman, Rosenberg & Freedman P.C., Aldebaron, Inc. (SYMPAQ) and the reader or user. Any U.S. federal tax advice contained in this webinar is not intended to be used for the purpose of avoiding penalties under U.S. federal tax law. Readers and users of this webinar information are advised not to act upon this information without seeking the service of a professional accountant.*