

# GENERAL SERVICES ADMINISTRATION

## **Federal Acquisition Service** *Authorized Federal Supply Schedule Price List*

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

### **Schedule for - Professional Services Schedule (PSS)**

**Federal Supply Group:** PSS      **Class:**

**Contract Number:** 47QRAA18D001Z

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

**Contract Period:** December 5, 2017 – December 4, 2022

**Contractor:** SCHULER SOLUTIONS, LLC  
2914 HICKORY ST  
ALEXANDRIA VA 22305 2513

**Business Size:** Small

**In accordance with 13 C.F.R. 121.404, the Contractor is ineligible to participate in any RFQ that is set aside for small business where the subject contract's awarded size status for the preponderance NAICS designated in the RFQ is "other than small".**

**Telephone:** 202-251-1263  
**Extension:**  
**FAX Number:** (703) 783/0232  
**Web Site:**  
**E-mail:** [ajs@schulersolutions.com](mailto:ajs@schulersolutions.com)  
**Contract Administration:** Andrew Schuler

## CUSTOMER INFORMATION:

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

SIN	Recovery	SIN Description
874 1	874 1RC	Integrated Consulting Services
874 4	874 4RC	Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration, Learning Management Internships

### **1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one,**

exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

- 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.
2. **Maximum Order:** \$1,000,000.00
3. **Minimum Order:** \$100.00
4. **Geographic Coverage (delivery Area):** Domestic Only
5. **CAGE Code:** 78DH4
6. **Point(s) of production (city, county, and state or foreign country):** Same as company address
7. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted). See Attachment.
8. **Quantity discounts:** None
9. **Prompt payment terms:** 1.00%, 10 Days, Net 30
- 10a. **Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes
- 10b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:**
11. **Foreign items (list items by country of origin):** None
- 12a. **Time of Delivery (Contractor insert number of days):** Specified on the Task Order
- 12b. **Expedited Delivery.** The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor
- 12c. **Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor
- 12d. **Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor
13. **F.O.B Points(s):** Destination
- 14a. **Ordering Address(es):** Same as Contractor

- 14b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
15. **Payment address(es):** Same as company address
16. **Warranty provision.:** Contractor's standard commercial warranty.
17. **Export Packing Charges (if applicable):** N/A
18. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
19. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
20. **Terms and conditions of installation (if applicable):** N/A
21. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 21a. **Terms and conditions for any other services (if applicable):** N/A
22. **List of service and distribution points (if applicable):** N/A
23. **List of participating dealers (if applicable):** N/A
24. **Preventive maintenance (if applicable):** N/A
- 25a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 25b. **If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).**
26. **Data Universal Numbering System (DUNS) number:** 028053389
27. **Notification regarding registration in Central Contractor Registration (CCR) database:** Registered

**GSA AWARDED LABOR CATEGORIES AND RATES**

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

SIN(s)	Labor Category	Minimum Education / Certification Level	Minimum Years of Experience	Contractor or Customer Facility or Both	Domestic or Overseas	Unit of Issue	GSA Price (including IFF)
874-1, 874-4	Senior Consultant	Bachelors	20	Both	Domestic Only	hour	\$249.37

874-1, 874-4	Consultant 5	Bachelors	15	Both	Domestic Only	hour	\$226.43
874-1, 874-4	Consultant 4	Bachelors	12	Both	Domestic Only	hour	\$187.03
874-1, 874-4	Consultant 3	Bachelors	10	Both	Domestic Only	hour	\$164.58
874-1, 874-4	Consultant 2	Bachelors	5	Both	Domestic Only	hour	\$149.62
874-1, 874-4	Consultant 1	Bachelors	2	Both	Domestic Only	hour	\$124.69

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

#### POSITION DESCRIPTIONS

Service Category	Description	Minimum Qualifications
<b>Senior Consultant</b>	Senior expert with extensive experience and demonstrated expertise in the development of strategies, recommendations, or other problem -solving solutions for client challenges. Assesses client situation and provides thoroughly researched recommendations and detailed approaches to solve business problems across multiple complex tasks in multiple organizations. Provides expertise, guidance, consultation, thought leadership, and education to the client and/or project team based on specialized deep expertise in such fields as leadership and business management, change management, organizational design, instructional design, strategic communications. Coaches C-level and other executives. Recognized in the professionally community as an expert in their specific field.	Bachelor's Degree and 20 years of Experience
<b>Consultant V</b>	Confers with client executive leadership to help the client shape their organization/program vision and communicating that vision to project team and other critical stakeholders. Serves as a key facilitator between multiple teams. Directs the staff assigned to client projects. Responsible for reviewing and ensuring that all project deliverables are of the highest quality. May coach executives and managers in the client organization. Recognized in the professional community as expert in technical or specialty areas included in training programs.	Bachelor's Degree and 15 years of Experience

Service Category	Description	Minimum Qualifications
	<p>Manages complex learning and development programs often involving multiple learning events and courses. Has demonstrated expertise in program and/or systems management, planning, and development. Organizes, directs, and coordinates planning and production of all learning and development activities. Provides expert knowledge, advice, research, analysis, and leadership to learning and development team and client executives. Provides leadership to influence objectives of complex efforts aimed at organization development, leadership development, or individual development. May also deliver training.</p>	
<b>Consultant IV</b>	<p>Confers with client executive management using line of business expertise to define the client’s strategic business goals, and advises in identifying solutions to address operational inefficiencies and create strategic alignment within the organization. Applies appropriate theories and methodologies to the analysis to identify root causes of problems and develop appropriate solutions. Applies best practices. May coach executives and managers in the client organization. Recognized in the professional community as an expert in the technical/specialty area being addressed. Manages larger, more complex or technically advanced products and courseware materials (such as, training aids, course workbooks, instructor guides) with input from project and customer stakeholders and best practices in course subject matter, in support of project-specific requirements. May be responsible for instructional development tasks among multiple projects. May lead less experienced instructional. May also deliver training.</p>	<p>Bachelor’s Degree and 12 years of Experience</p>
<b>Consultant III</b>	<p>Confers with client management to define the client’s strategic business goals, and advises on strategies to achieve them. Develops plans that outline the overall scope of work and leads activities aimed at achieving them. Key contributor to deliverables such as data collection plans and activities, communications plans and activities, change management plans and activities. Designs and leads workshops, meetings, and discussion sessions aimed at problem solving. Executes work associated with plans above and with plans developed by others. Has demonstrated relevant experience in one or more specialty areas. Designs and develops instructional products and courseware materials (such as, training aids, course workbooks, instructor guides) with input from project and customer stakeholders and best practices in course subject matter in support of project-specific requirements. Includes design of story boards and concepts for technology based training. May also deliver training.</p>	<p>Bachelor’s Degree and 10 years of Experience</p>
<b>Consultant II</b>	<p>Works together with the more senior project team members in completing major portions of the overall scope of work of the</p>	<p>Bachelor’s Degree and 5 years of</p>

Service Category	Description	Minimum Qualifications
	project. Leads activities such as data collection, writing, research, facilitation, analysis, etc. in support of project team's objectives. Executes work associated with plans and strategies developed by others.	Experience
<b>Consultant I</b>	Works together with more senior project team members in completing portions of the overall scope of work of the project. Conducts activities, such as data collection, writing, research, facilitation, analysis, etc. in support of project team's objectives.	Bachelor's Degree and 2 years of Experience

**SUBSTITUTION METHODOLOGY**

The minimum experience/education criteria cited for each labor category may be substituted for the following equivalencies:

<b>Master's</b>	Bachelor's plus 2 years experience
<b>PhD</b>	Master's plus 2 years experience, or Bachelor's plus 4 years experience