Federal Supply 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 are available through GSA Advantage®, a menu-driven database system. The INTERNET address GSA Advantage!® is: GSAAdvantage.gov.

Multiple Award Schedule

FSC Group: Professional Services  FSC Class:

Contract number: 47QRAA18D00FC

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov

Contract period:
September 07, 2018 – September 06, 2023

GPI Enterprises Inc.
3637 Medina Road, Suite 60
Medina, Ohio 44256
Phone: 330-952-1108
Fax: 330-247-9911

Contractor’s internet address/web site where schedule information can be found (as applicable). www.e-gpi.com

Contract administration: Christopher Murillo.
Business size: Small
Veteran and economically disadvantaged owned.
Prices Shown Herein are Net (discount deducted)

Price List current as of Modification PS-0008, effective 3/26/2021
CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Management and Financial Consulting, Acquisition and Grants Management</td>
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<tr>
<td></td>
<td></td>
<td>Support, and Business Program and Project Management Services</td>
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<tr>
<td>561110</td>
<td>561110RC</td>
<td>Office Administrative Services</td>
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<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order Level Materials (OLM's)</td>
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</table>

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. See Page 5.

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item. See Page 7.

2. Maximum order: $1,000,000

3. Minimum order: $100

4. Geographic coverage (delivery area). 48 States, D.C.

5. Point(s) of production (city, county, and State or foreign country).
   3637 Medina Road, Ste. 60, Medina, Medina County, Ohio 44256

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

7. Quantity discounts. None.

8. Prompt payment terms: Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.
9. Foreign items: Not Applicable

10a. Time of delivery: Contact Contractor

10b. Expedited Delivery: Contact Contractor

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

10d. Urgent Requirements. Contact Contractor or To Be Determined at the Task Order level

11. F.O.B. point(s). Destination

12a. Ordering address(es). Same as contractor’s.

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address(es). Same as contractor’s address

14. Warranty provision. Standard Commercial Warranty Terms & Conditions

15. Export packing charges, if applicable. Not Applicable

16. Terms and conditions of rental, maintenance, and repair (if applicable). Not Applicable

17. Terms and conditions of installation (if applicable). Not Applicable

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). Not Applicable

18b. Terms and conditions for any other services (if applicable). Not Applicable

19. List of service and distribution points (if applicable). Not Applicable

20. List of participating dealers (if applicable). Not Applicable

21. Preventive maintenance (if applicable). Not Applicable

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). Not Applicable

22b. 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/.
Not Applicable

23. Data Universal Number System (DUNS) number. 188603661

24. Notification regarding registration in System for Award Management (SAM) database. Contractor registered and active in SAM.
### Awarded Labor Categories and Rates

<table>
<thead>
<tr>
<th>SIN’s</th>
<th>Labor Category</th>
<th>Unit of Issue</th>
<th>GSA Price Including IFF Year 3 9/2020 - 9/2021</th>
<th>GSA Price Including IFF Year 4 9/2021 - 9/2022</th>
<th>GSA Price Including IFF Year 5 9/2022 - 9/2023</th>
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</tbody>
</table>
Labor Category Descriptions

Program Manager SIN(s) 541611, 561110

Responsibilities
Responsible for overall program performance and ensures compliance with contractual requirements. Leads strategic planning, budgeting, and staffing efforts in response to task requirements. Formulates, communicates, and enforces quality work standards. Monitors progress and resolves identified issues impacting service delivery. Primary POC with government for reporting project/contract/task order status/administration.

Education/Experience
Master’s Degree and 1 or more years of relevant experience.

Project Manager SIN(s) 541611, 561110

Responsibilities
Responsible for day-to-day management of a project and related tasks. Develops detailed work plans and schedules to support service requests. Assigns staff responsibilities, supervises all staff efforts and directs available resources as necessary to complete scheduled milestones and budgetary constraints. Performs quality checks of all work products. Interacts continually with government technical representatives to present interim results, discuss concerns, and ensure total product/service satisfaction.

Education/Experience
Bachelor’s Degree and 1 years relevant experience and certified as a project management professional.

Task/Team Manager SIN(s) 541611, 561110

Responsibilities
Serves as the task or team manager for a large or small task orders and/or teams, assisting the project or program manager in working with the Government COTR, the task-order level TMs, Government management personnel and customer agency representatives. Under the guidance of the program/project manager, the Task/Team Manager is responsible for the overall management of the specific task order(s) and ensuring that the technical solutions and schedules in the TO are implemented in a timely manner.

Education/Experience
Bachelor’s Degree and 1 years relevant experience, additional experience may be substituted for degree.
**Project Control Specialist SIN(s) 541611, 561110**

**Responsibilities**
Leads tasks and supervises staff in providing full financial management and administrative support to include cost estimation and analysis, budget formulation and execution, human resource planning and scheduling, and resource allocation.

**Education/Experience**
Bachelor’s degree and 1 years relevant experience, additional experience may be substituted for degree.

**Operations Analyst SIN(s) 541611, 561110**

**Responsibilities**
Provides top-level strategizing, planning, and forecasting. Helps allocate resources, measure performance, schedule, design facilities\systems, manage supply chains, set prices, coordinate transportation\distribution, or analyze large databases. Works closely with senior managers to identify and solves a variety of problems. Determines the most appropriate analytical technique. Based on the results of the analysis, presents recommendations to managers. Works with others in the organization to ensure the plan’s successful implementation.

**Education/Experience**
Operations Analyst: Bachelor’s degree and 1 years of relevant experience.

**Management Analyst SIN(s) 541611, 561110**

**Responsibilities**
Leads tasks and teams in organizational/operations analysis and enterprise reengineering. Evaluates and designs organizational structures to eliminate functional redundancies, increase efficiency, and establish clear managerial accountability. Facilitates work measurement and process improvement as well as develops organizational and process standards and determinants. Performs cost per output and/or cost per function analysis to facilitate improvement. Facilitates benchmarking, process mapping, work measurement, metrics, performance evaluation, and manpower budget estimates.

**Education/Experience**
Management Analyst: Bachelor’s degree and 1 years of relevant experience.
Business Process Analyst SIN(s) 541611, 561110

Responsibilities
Works with customers to understand business processes and workflows and builds models of processes using information such as process times and workflow routing. Analyzes business models to identify bottlenecks and constraints as well as identifies potential improvements and processes that can be implemented. Documents improved processes provides guidance and training to staff on improved processes and provides presentations to management on risks and benefits of new processes. Integrates system or organizational process models into enterprise-level models, oversees and provides guidance on testing of improved processes and ultimate implementation of new processes.

Education/Experience
Business Process Analyst: Bachelor’s degree and 1 years relevant experience.

Research Analyst SIN(s) 541611, 561110

Responsibilities
Demonstrated ability to analyze, understand, and evaluate highly complex research and data. Proven record of developing strategies and actions to assist clients solve those problems and/or improve organizational performance. Evaluates data and draws conclusions for management.

Education/Experience
Bachelor’s Degree and 1 years experience, additional years of experience may be substituted for Degree.

Subject Matter Expert SIN(s) 541611, 561110

Experience
Provides advanced specialized functional support required to complete IT tasks. Provides high-level advice, planning, troubleshooting, integration, research, design, development, testing, modeling, simulation and training on complex work requirements. Participates as needed in all life cycle phases. Applies principles, methods, and knowledge of specific functional or subject matter areas of expertise to specific task order requirements.

Education/Experience
Master’s degree and 1 years of related experience.
ACCOUNTING CLERK I SINS 541611, 561110  
SCLS Code 01011, Accounting Clerk I  
Responsibilities  
This position is responsible for performing one or more routine accounting clerical operations such as: examining, verifying, and correcting various accounting documents to ensure completeness and accuracy of data in accordance to accounting procedures. Specific tasks/duties are assigned under adequate supervision. Entry-level reconciliation and posting will be assigned under detailed guidance. In most instances, an employee in this position will rely on the supervisors’ instructions. Completed work will be reviewed for accuracy and compliance with procedures.  

Education/Experience: Highschool Diploma and 1 year of relevant experience.

ACCOUNTING CLERK II SINS 541611, 561110  
SCLS Code 01012, Accounting Clerk II  
Responsibilities  
This position uses knowledge of double entry bookkeeping in performing one or more of the following: posting actions to journals, identifying subsidiary accounts affected, making debit and credit entries, and assigning proper codes. The Accounting Clerk II may review computer printouts against manually maintained journals, detect and correct erroneous postings, and prepare documents to adjust accounting classifications and other data, or review lists of transactions rejected by an automated system. In this instance, the Accounting Clerk II will determine reasons for rejections, and prepare necessary correcting material. On routine assignments, an employee will select and apply established procedures and techniques. Detailed instructions are provided for difficult or unusual assignments. Completed work and methods used, are reviewed for technical accuracy.  

Education/Experience: Highschool Diploma and 2 years of relevant experience.

ACCOUNTING CLERK III  
SCLS Code 01013, Accounting Clerk III  
The Accounting Clerk III maintains journals or subsidiary ledgers of an accounting system and balances and reconciles accounts. Typical duties include one or both of the following: 1.) reviewing invoices and statements verifying information, ensuring sufficient funds have been obligated, and if questionable, resolving with the submitting unit determining accounts involved. The review will include coding transactions, and processing material through data processing for application in the accounting system; 2.) analysis and reconciliation of computer printouts with operating unit reports (contacting units, researching causes of discrepancies, and taking action to ensure that accounts balance). Supervisor provides suggestions for handling unusual or non-recurring transactions. Conformance with requirements and technical soundness of completed work are reviewed by the supervisor or are controlled by mechanisms built into the accounting processes.  

Education/Experience: Associate degree and 1 years of relevant experience.
ADMINISTRATIVE ASSISTANT I  SIN'S 541611, 561110
SCLS Code 01020, Administrative Assistant I

Responsibilities

Administrative Assistant must exhibit many varied skills and qualifications. At the core, the Administrative Assistant is a support position, meaning that communications and decision-making are paramount. A few of the specific skills that all administrative assistants should possess include: Administrative Assistants have to make independent decisions on a daily basis, addressing the best way to handle specific tasks. An Administrative Assistant must collaborate with other administrators and support personnel, management and clients on a regular basis. Organization and prioritization are the core elements of the Administrative Assistant's responsibilities. Must know how to keep themselves and others organized and how to determine which tasks are the most important in a given list. Spelling, punctuation, sentence structure and writing are essential to an Administrative Assistant.

Education/Experience: Highschool diploma and 1 year of relevant experience.

ADMINISTRATIVE ASSISTANT II, SIN'S 541611, 561110
SCLS Code 01020, Administrative Assistant II

Responsibilities

In addition to the skills outlined in Administrative Assistant I, Administrative II shall possess an associate’s degree or a minimum of one years’ experience as an Administrative Assistant.

Education/Experience: Associate degree and 1 years of experience as an Administrative Assistant.

ADMINISTRATIVE ASSISTANT III, SIN'S 541611, 561110
SCLS Code 01020, Administrative Assistant III

Responsibilities

In addition to the requirements outlined in Administrative Assistant I & II they shall be tasked with secretarial duties (filing, taking phone calls, scheduling appointments, making travel arrangements), this position will provide administrative support to executive staff with office management responsibilities to include budgeting, personnel records and payroll. The Administrative Assistant may be required to work independently on projects requiring research and preparation of briefing charts and other presentation materials.

Education/Experience: Associate degree and 2 years’ experience as an Administrative Assistant.
CUSTOMER SERVICE REPRESENTATIVE I, SIN'S 541611, 561110  
SCLS Code 01041, Customer Service Representative I

Responsibilities

The Customer Service Representative (CSR) provides information and solutions in response to inquiries pertaining to products, services and/or customer complaints. Duties may include, but are not limited to, accessing databases to retrieve and/or record information such as customer complaints or orders; responding to customer complaints or inquiries; taking orders for products or merchandise; calculating charges; processing billing or payments; processing; handling returns, refunds, and exchanges; keeping records of customer interactions; and updating customer account information.

This position receives, comprehends, provides, and responds to routine informational inquiries and service requests through the use of various communication technologies including but not limited to telephones, e-mail, facsimile, postal mail, and the Internet.

Education: Highschool diploma and 1 year relevant experience.

CUSTOMER SERVICE REPRESENTATIVE II, SIN'S 541611, 561110  
SCLS Code 01042, Customer Service Representative II

Responsibilities

Position is responsible for performing duties detailed in Customer Service Representative I job description. In addition, Customer Service Representative II is responsible for responding to escalated and more complex inquiries on a broader scope of topics. Tasks may require simple adaptation and interpretation of provided reference materials.

Education/Experience: Highschool diploma and 2 years of relevant experience.

CUSTOMER SERVICE REPRESENTATIVE III, SIN'S 541611, 561110  
SCLS Code 01043, Customer Service Representative III

Responsibilities

This position is responsible for performing duties detailed in Customer Service Representative I and II job descriptions. In addition, they are responsible for supervising and advising Customer Service Representative I and II.

Education/Experience: Associate degree and 1 years of relevant experience.
DATA ENTRY OPERATOR I, SIN'S 541611, 561110
SCLS Code 01051, Data Entry Operator I

Responsibilities
This position operates keyboard-controlled data entry devices such as a computer, key-operated magnetic tape, or disc encoder to transcribe data into a format suitable for computer processing. Job task requires skill in operating an alphanumeric keyboard, and an understanding of transcribing procedures and relevant data entry equipment. This position works under close supervision and follows specific procedures or detailed instructions. The Data Entry Operator I works from various standardized source documents that have been coded and require little or no selecting, coding or interpreting of data. Problems such as erroneous items and codes, or missing information are resolved at the supervisory level. Work is routine and repetitive.

Education/Experience: Highschool diploma and 1 year of relevant experience.

DATA ENTRY OPERATOR II, SIN'S 541611, 561110
SCLS Code 01052, Data Entry Operator II

Responsibilities
This position requires the application of experience and judgment in selecting procedures to be followed, and searching for interpreting, selecting, or coding items to be entered from a variety of document sources. The Data Entry Operator II may occasionally perform routine work as described for Data Entry Operator I.

Education/Experience: Highschool diploma and 2 years relevant experience.

GENERAL CLERK I, SIN'S 541611, 561110
SCLS Code 01111, General Clerk I

Responsibilities
This position follows clearly detailed specific procedures in completing several repetitive clerical steps performed in a prescribed or slightly varied sequence, such as coding and filing documents in an extensive alphabetical file; could involve simple posting to individual accounts, opening mail, calculating and posting charges to departmental accounts, operating basic office equipment, e.g., photocopier, facsimile, multi-line phone/voicemail systems, mailing machines, and minimal computer programs. Little or no subject-matter knowledge is required, but the clerk uses his or her own judgment in choosing the proper procedure for each task.

Education/Experience: Highschool diploma and 1 year of relevant experience.
GENERAL CLERK II, SIN’S 541611, 561110  
SCLS Code 01112, General Clerk II  

Responsibilities  
This position requires familiarity with the terminology of the office unit. The General Clerk selects appropriate methods from a wide variety of procedures or makes simple adaptations and interpretations of a limited number of substantive guides and manuals. The clerical steps often vary in type or sequence, depending on the task. Recognized problems are referred to others.  

Education/Experience:  Associate degree and 1 year of relevant experience.  

GENERAL CLERK III, SIN’S 541611, 561110  
SCLS Code 01112, General Clerk III  

Responsibilities  
This position uses some subject-matter knowledge and judgment to complete assignments consisting of numerous steps varying in nature and sequence. The General Clerk III selects from alternative methods and refers problems not solvable by adapting or interpreting substantive guides, manuals, or procedures. Typical duties include assisting in a variety of administrative matters; maintaining a wide variety of financial or other records (stored both manually and electronically); verifying statistical reports for accuracy and completeness; compiling information; and handling and adjusting complaints. The General Clerk III may also direct lower-level clerks. Positions above level IV are excluded. Such positions (which may include supervisory responsibility over lower-level clerks) require workers to use a thorough knowledge of an office’s work and routine to: 1) choose among widely varying methods and procedures to process complex transactions; and 2) select or devise steps necessary to complete assignments. Typical jobs covered by this exclusion include administrative assistants, clerical supervisors, and office managers.  

Education/Experience:  Associate degree and 2 years of relevant experience.  

ORDER CLERK I, SIN’s 541611, 561110  
SCLS Code 01191, Order Clerk I  

Responsibilities  
The Order Clerk receives written or verbal purchase orders. Work typically involves some combination of the following duties: quoting prices, determining availability of ordered items and suggesting
substitutes when necessary, advising expected delivery date and method of delivery, recording order and customer information on order sheets. The Order Clerk is responsible for checking order sheets for accuracy and adequacy of information; ascertaining credit rating of customer; furnishing customer with confirmation of receipt of order; order follow up or informing customer of a delay in delivery. The Order Clerk I may refer to a catalog, manufacturer's manual or similar document to ensure that the proper item is supplied or to verify the price of order.

**Education/Experience:** Highschool diploma and 2 years of relevant experience.

**ORDER CLERK II, SIN's 541611, 561110**
**SCLS Code 01192, Order Clerk II**

**Responsibilities**
In addition to the responsibilities for Order Clerk I, this position handles orders that involve making judgments such as choosing which specific product or material from the establishment's product lines will satisfy the customer's needs or determining the price to be quoted when pricing involves more than merely referring to a price list or making some simple mathematical calculations.

**Education/Experience:** Associates degree and 1 years’ experience

** SECRETARY I, SIN'S 541611, 561110**
**SCLS Code 01311, Secretary I**

**Responsibilities**
Carries out recurring office procedures independently and selects the guideline or reference that fits the specific case. The supervisor provides specific instructions on new assignments and checks completed work for accuracy. Performs varied duties including or comparable to the following: Respond to routine telephone requests that have standard answers; refer calls and visitors to appropriate staff. Control mail and assure timely staff response and send form letters. As instructed, maintain supervisor's calendar, make appointments, and arrange for meeting rooms. Review materials prepared for supervisor's approval for typographical accuracy and proper format. Maintain recurring internal reports, such as time and leave records, office equipment listings, correspondence controls, and training plans. Requisition supplies, printing, maintenance or other services, type, take and transcribe dictation, create and maintain office files.

**Education/Experience:** Associate degree and 1 year of relevant experience.
SECRETARY II, SIN'S 541611, 561110
SCLS Code 01312, Secretary II

Responsibilities
Handles differing situations, problems, and deviations in the work of the office according to the supervisor's general instructions, priorities, duties, policies, and program goals. Supervisor may assist secretary with special assignments. Duties include or are comparable to the following: Screen telephone calls, visitors, and incoming correspondence; personally, respond to requests for information concerning office procedures; determine which requests should be handled by the supervisor, appropriate staff member or other offices, prepare and sign routine non-technical correspondence in own or supervisor's name. Schedule tentative appointments without prior clearance. Make arrangements for conferences and meetings and assemble established background materials as directed. May attend meetings and record and report on the proceedings. Review outgoing materials and correspondence for internal consistency and conformance with supervisor's procedures; assure that proper clearances have been obtained, when needed. Collect information from the files or staff for routine inquiries on office program(s) or periodic reports and refer non-routine requests to supervisor or staff. Explain to subordinate staff supervisor's requirements concerning office procedures, coordinate personnel and administrative forms for the office and forwards for processing.

Education/Experience: Associate degree and 2 years of relevant experience.

SECRETARY III, SIN'S 541611, 561110
SCLS Code 01313, Secretary III

Responsibilities
Uses greater judgment and initiative to determine the approach or action to take in non-routine situations, interprets and adapts guidelines, including unwritten policies, precedents, and practices, which are not always completely applicable to changing situations. Duties include or are comparable to the following:

Based on knowledge of the supervisor's views, compose correspondence on own initiative about administrative matters and general office policies for supervisor's approval. Anticipate and prepare materials needed by the supervisor for conferences, correspondence, appointments, meetings, telephone calls, etc., and informs supervisor on matters to be considered. Read publications, regulations, and directives and take action or refer those that are important to the supervisor and staff. Prepare special or one-time reports, summaries, or replies to inquiries, selecting relevant information from a variety of sources such as reports, documents, correspondence, other offices, etc., under general directions. Advise secretaries in subordinate offices on new procedures; request information needed from the subordinate office(s) for periodic or special conferences, reports, inquiries, etc., and shifts clerical staff to accommodate workload needs. Acting as office manager for the executive's organization, e.g.,
determines when new procedures are needed for changing situations and devises and implements alternatives; revising or clarifying procedures to eliminate conflict or duplication; identifying and resolving various problems that affect the orderly flow of work in transactions with parties outside the organization. Preparing agenda for conferences; explain discussion topics to participants; drafts introductions and develops background information and prepares outlines for executive or staff member(s) to use in writing speeches.

**Education/Experience:** Associate degree and 3 years of relevant experience.

*Economic Price Adjustment (EPA) for these occupational listings are the same as the existing EPA for this GSA schedule.

Work experience relevant to each position may be substituted in the following manner:

- HS Diploma and 3 years’ additional work experience = Associates Degree
- HS Diploma and 5 years’ additional work experience = Bachelor’s Degree
- HS Diploma and 7 years’ additional work experience = Master’s Degree
### Service Contract Labor Standards Matrix

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category/Fixed Price Service</th>
<th>SCLS Equivalent Code Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting Clerk I</td>
<td>01011 Accounting Clerk I</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Accounting Clerk II</td>
<td>01012 Accounting Clerk II</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Accounting Clerk III</td>
<td>01013 Accounting Clerk III</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Administrative Assistant I</td>
<td>01020 Administrative Assistant</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Administrative Assistant II</td>
<td>01020 Administrative Assistant</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Administrative Assistant III</td>
<td>01020 Administrative Assistant</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Customer Service Representative I</td>
<td>01041 Customer Service Representative I</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Customer Service Representative II</td>
<td>01042 Customer Service Representative II</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Customer Service Representative III</td>
<td>01043 Customer Service Representative III</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Data Entry I</td>
<td>01051 Data Entry Operator I</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Data Entry II</td>
<td>01052 Data Entry Operator II</td>
<td>2015-4727</td>
</tr>
<tr>
<td>General Clerk I</td>
<td>01111 General Clerk I</td>
<td>2015-4727</td>
</tr>
<tr>
<td>General Clerk II</td>
<td>01112 General Clerk II</td>
<td>2015-4727</td>
</tr>
<tr>
<td>General Clerk III</td>
<td>01113 General Clerk III</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Order Clerk I</td>
<td>01191 Order Clerk I</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Order Clerk II</td>
<td>01192 Order Clerk II</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Secretary I</td>
<td>01311 Secretary I</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Secretary II</td>
<td>01312 Secretary II</td>
<td>2015-4727</td>
</tr>
<tr>
<td>Secretary III</td>
<td>01313 Secretary III</td>
<td>2015-4727</td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (***) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).