PSI Services, LLC
611 N Brand Blvd. 10th FL
P. 317-814-8910 ● F. 317-814-8888

Contract Number: 47QRAA21D0004
Contract period: October 14, 2020 through October 13, 2025
Pricelist Version: PO-0001 dated October 14, 2020
WEB: www.psionline.com
Business size: Other than Small Business

Contact for Contract Administration:
David Annunziata, Senior Vice President, Federal Solutions
dannunziata@psionline.com

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

For more information on ordering from Federal Supply Schedules click on the GSA Schedules link at fss.gsa.gov
# Table of Contents

1a. Table of Awarded Special Item Numbers (SINs): ................................................................. 2
1b. Identification of the lowest priced model number and lowest unit price for each SIN: ....................... 2
1c. Description of All Labor Categories: ..................................................................................... 2
2. Maximum order: .................................................................................................................... 2
3. Minimum order: .................................................................................................................... 2
4. Geographic coverage (delivery area): ..................................................................................... 2
5. Point(s) of production (city, county, and State or foreign country): ............................................ 2
6. Discount from list prices or statement of net price. .................................................................... 2
7. Quantity Discounts: .............................................................................................................. 2
8. Prompt payment terms: .......................................................................................................... 2
9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: ........... 2
9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: 2
10. Foreign Items (list items by country of origin): ......................................................................... 2
11a. Time of Delivery: (Contractor insert number of days.) .......................................................... 2
11b. Expedited Delivery: ............................................................................................................ 2
11c. Overnight and 2-day delivery: .............................................................................................. 2
11d. Urgent Requirements: ........................................................................................................ 2
12. F.O.B. point(s): .................................................................................................................... 2
13a. Ordering address(es): .......................................................................................................... 2
13b. Ordering procedures: .......................................................................................................... 2
14. Payment address(es): .......................................................................................................... 3
15. Warranty provision: .............................................................................................................. 3
16. Export packing charges, if applicable: ................................................................................... 3
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): 3
18. Terms and conditions of rental, maintenance, and repair (if applicable). ........................................... 3
19. Terms and conditions of installation (if applicable): .................................................................. 3
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). 3
20a. Terms and conditions for any other services (if applicable). .................................................... 3
21. List of service and distribution points (if applicable). ............................................................... 3
22. List of participating dealers (if applicable). ............................................................................. 3
23. Preventive maintenance (if applicable). .................................................................................. 3
24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants) ................................................................. 3
24b. Section 508 compliance for EIT: .......................................................................................... 3
25. Data Universal Number System (DUNS) number. ...................................................................... 3
26. Notification regarding registration in System for Award Management (SAM) database. ..................... 3
Exhibit A: Labor Category Rates .................................................................................................. 4
Exhibit B: Labor Category Descriptions ......................................................................................... 5
About

We are PSI, your leading workforce solutions provider

For over 70 years, PSI has been providing Assessment and Talent Management solutions to a range of private and public sector organizations. We have acquired leading technology, content and consulting companies both in the US and internationally, as part of our ambitious growth plans to offer clients the ultimate combination in emerging technologies, world-class content and consulting expertise.

We now work with over 2,000 experts in 160 countries and we deliver over 15 million tests & assessments per year globally.

A True Partnership with Every Client

PSI works in partnership with our clients to deliver results-oriented, value-focused, and service-driven testing solutions with uncompromised integrity. Employers, governments, professional associations, certifying and licensing bodies, and leading educational institutions trust us to deliver on our mission of helping people succeed through testing excellence, including test development, administration, multi-channel delivery, and licensure management services. Let us show you how easy testing can be with the experts and technology at PSI on your side.

The Best Experience for Every Candidate

Every day, tens of thousands of candidates take a PSI test to improve their lives or earning potential and experience our first-class service around the globe to complete their exams and be assessed or certified, often in their local language. In over 160 countries, PSI delivers mission critical testing programs in every sector, with an outstanding track record in industries such as aviation, finance, healthcare, manufacturing, IT certification, real estate, cosmetology, insurance and construction.

Are you ready to define the future of testing and workforce assessment together? Explore how our innovative technology, trusted content and world-class expertise enables our clients to help people meet their potential - at school, at home, at work, or at one of our global testing centers.

Testing the Foundation of Our Future

As the preferred assessment technology provider for leading federal agencies, we understand the complexity of the market and are constantly innovating new ways for our technology to make your hiring process better. Whether it’s using our own validated assessments, content from the industry’s best publishers or your own proprietary tests, our platform provides you with one view of critical characteristics to help you make strategic decisions. We’re contracted with GSA and can offer a comprehensive assessment program that meets your needs.
1a. Table of Awarded Special Item Numbers (SINs):
OLM, OLM/RC – Order Level Materials (OLMs)
541611/RC – Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
611430/RC - Professional and Management Development Training

1b. Identification of the lowest priced model number and lowest unit price for each SIN:
See Exhibit A.

1c. Description of All Labor Categories:
See Exhibit B.

2. Maximum order:
OLM, OLM/RC – $250,000
541611/RC, 611430/RC – $1,000,000

3. Minimum order:
$100.00

4. Geographic coverage (delivery area):
Domestic Delivery Only (the 48 contiguous states, D.C., Hawaii, Alaska, and US Territories). Domestic Delivery also includes a port of consolidation point, within the aforementioned areas, for orders received from overseas activities.

5. Point(s) of production (city, county, and State or foreign country).
PSI Services, LLC
611 N Brand Blvd. 10th FL
Glendale, CA 91203-3290

6. Discount from list prices or statement of net price.
Prices are listed as GSA Net. Discount deducted and IFF included.

7. Quantity Discounts:
Additional 1% discount applies once the dollar amount of the award at or above $500K on any task order or supplemental orders that makes the award contract above $500K. On BPA each call that result in an award at or above $500K 1% discount will apply.

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

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold:
Yes, PSI Services accepts Government purchase cards at or below the micro-purchase threshold.

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:
Yes, PSI Services accepts Government purchase cards at or below the micro-purchase threshold.

10. Foreign Items (list items by country of origin):
None

11a. Time of Delivery: (Contractor insert number of days.)
Yes, PSI Services will adhere to the delivery schedule stipulated in each delivery order and/or delivery order amendment.

11b. Expedited Delivery:
See Urgent Requirements (11d) below.

11c. Overnight and 2-day delivery:
See Urgent Requirements (11d) below.

11d. Urgent Requirements:
See contract clause I-FSS-140-B. Agencies can contact the contact for contract administration to obtain faster delivery.

12. F.O.B. point(s):
Destination, Point of Exportation

13a. Ordering address(es):
PSI Services, LLC
611 N Brand Blvd. 10th FL
Glendale, CA 91203-3290

13b. 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.
14. Payment address(es).
   PSI Services, LLC
   611 N Brand Blvd. 10th FL
   Glendale, CA 91203-3290

15. Warranty provision:
   Not Applicable

16. Export packing charges, if applicable:
   Not Applicable

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):
   Contact Contractor

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

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

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

20a. Terms and conditions for any other services (if applicable).
   Not Applicable

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

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

23. Preventive maintenance (if applicable).
   Not Applicable

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).
   Not Applicable

24b. Section 508 compliance for EIT:
   The EIT standards can be found at: www.Section508.gov/

25. Data Universal Number System (DUNS) number.
   043091602

26. Notification regarding registration in System for Award Management (SAM) database.
   Contractor has an Active Registration in the SAM database.
### Exhibit A: Labor Category Rates

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>GSA Net Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative**</td>
<td>$31.92</td>
</tr>
<tr>
<td>Consultant</td>
<td>$125.00</td>
</tr>
<tr>
<td>Director</td>
<td>$159.60</td>
</tr>
<tr>
<td>Executive/Principal</td>
<td>$241.81</td>
</tr>
<tr>
<td>Expert Witness</td>
<td>$261.96</td>
</tr>
<tr>
<td>Junior Project Manager</td>
<td>$64.48</td>
</tr>
<tr>
<td>Managing Consultant</td>
<td>$161.21</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$115.00</td>
</tr>
<tr>
<td>Psychometrician</td>
<td>$161.21</td>
</tr>
<tr>
<td>Senior Consultant</td>
<td>$119.70</td>
</tr>
<tr>
<td>Senior Quality Assurance Analyst/Testing</td>
<td>$75.19</td>
</tr>
<tr>
<td>Senior Scientist/Industrial-Organization Psychologist</td>
<td>$196.47</td>
</tr>
<tr>
<td>Test Developer</td>
<td>$135.00</td>
</tr>
</tbody>
</table>

### SCLS Matrix

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category</th>
<th>SCLS Equivalent Code - Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative</td>
<td>01020 Administrative Assistant</td>
<td>2015-5613</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).
Exhibit B: Labor Category Descriptions

**ADMINISTRATIVE** | SCLS 01020 - Administrative Assistant

Description: Supervises and coordinates work among administrative staff; performs related accounting functions and administrative duties as needed; responsible for maintaining item banks and test versions (both automated and paper-and-pencil). Administers tests, coordinates assessment center activities, and tracks survey completion.

Experience: Zero (0) years’ experience required. General knowledge of Microsoft Word, Excel and Access.

Education: High school diploma

**CONSULTANT**

Description: Works independently on smaller-scale, more straightforward projects that involve designing and/or customizing systems/processes/assessments, deploying and implementing products and services, and/or providing on-going support services. Delivers training (e.g., leadership and management training, train-the-trainer sessions, skills training); conducts meetings, workshops, and focus groups. Provides guidance to technical staff on functional procedures/processes/policies. Interfaces with Government management personnel and functional proponents. Reports in writing and orally to Contractor management and Government representatives, including the Government CO and COR. Contributes to or manages small to mid-sized business improvement design and system implementation projects, which include human capital, information technology, policy, staffing, performance management, compensation, employee development, and training components. Manages and oversees the project work of junior staff.

Experience: 3 years of experience in demonstrated skill in planning and conducting consulting/research projects.

Education: Bachelor’s degree

**DIRECTOR**

Description: Responsible for providing high-level planning and direction for complex, large, or highly technical projects and/or programs.

Designs projects to determine and meet client’s needs, monitors project budgets; develops work plans and timelines (including designing specific project and quality assurance plans, assembling work team and defining roles and job duties; coordinating work efforts and monitoring project progress; overseeing work quality, and ensuring project remains on time and budget).

Performs tasks related to project completion including the design and development of assessment systems (e.g., ability tests, job knowledge tests, licensing or certification tests, in-baskets, assessment centers, surveys, and performance appraisals). Plans and interprets data analyses; conducts statistical analyses using SAS or other programming package, develops and conducts training sessions, conducts meetings, focus groups and workshops

Experience: 7 years’ experience in organizing, planning, conducting, and managing multiple, complex projects simultaneously. Excellent decision making and communication skills, as well as extensive knowledge of statistical analyses and procedures.

Education: PhD in Industrial/Organizational Psychology

**EXECUTIVE/PRINCIPAL**

Description: Defines, oversees, and supports strategic client engagements. Responsible for allocation and management of resources among multiple related projects. Works with customers to define higher-level enterprise or organizational requirements and design strategies, systems, and processes that will meet customer needs and yield maximum results. Assists customers in realizing productivity gains and other organizational results through strategic implementation, application, and use of PSI’s products.
CUSTOMER INFORMATION:

PSI Services

and services. Responsible for overseeing large, complex or technically advanced projects. Has extensive experience in defining the scope of current and future work on multiple related projects. Responsible for allocating and managing resources among multiple related projects. Supervises less experienced project managers. Identifies interdependencies and ensures coordination and integration among related efforts. Responsible for project planning, execution and performance. Oversees project cost control and cost projections. Ensures smooth coordination consistent with the contract and task order procedures for the key personnel approval, consent to subcontract as well as consent to purchase travel, tools and other direct costs. May be responsible for leading less experienced managers. Has well-developed skills in organizing and planning, decision making, interpersonal and communication skills, negotiation, and client management. Identifies interdependencies and ensures coordination and integration among related efforts. Has extensive knowledge and experience in subject matter area of expertise. Advises senior-level government officials. Adept at development of innovative solutions to complex organizational problems.

Experience: 10 years’ experience in organizing, planning, conducting, and managing multiple, complex projects simultaneously. Excellent decision making and communication skills, as well as extensive knowledge of statistical analyses and procedures.

Education: Bachelor's Degree

EXPERT WITNESS

Description: Provides fact or expert opinion pertaining to issues raised in litigation or quasi-litigation contexts regarding products and services implemented in organization of client or opposing party. Includes communication and coordination with clients, opposing parties, and oversight entities (e.g., Department of Justice, District/Federal Court Judges, Special Masters, Receivers) along with their counsel and experts. May involve review of documents; literature reviews; collection and analysis of data; complex statistical analyses; preparation of reports to address issues and provide expert opinion and/or rebut opinions of opposing parties/experts; observing and/or appearing to give depositions, appearing and/or testifying at hearings, bench trials, jury trials; participating in meetings and mediation; providing assistance to client counsel in preparing legal documents (e.g., settlement agreements), etc.

Experience: 8 years’ experience in organizing, planning, conducting, and managing multiple, complex projects simultaneously. Excellent decision making and communication skills, as well as extensive knowledge of statistical analyses and procedures.

Education: PhD

JUNIOR PROJECT MANAGER

Description: Performs administrative support to program and project managers in the areas of word processing, document production, invoicing, scheduling, and other administrative duties as assigned to support internal and external customers in the organization, performs data scanning and cleanup, customization of scan sheets and generation of standard reports.

Experience: One (1) year of experience required. Knowledge providing administrative support to projects.

Education: High School

MANAGING CONSULTANT

Description: Responsible for large, complex or technically advanced projects. Demonstrates project management and subject matter expertise as well as communication skills to interface with all levels of management. Has full authority to act for the contractor on all matters relating to the daily operation of the project. Acquires, allocates and supervises project resources to assure quality deliverables on time and within budget. The Senior Consultant provides senior-level management for projects and is the primary point of contact with clients. The Senior Consultant is accountable for directing projects to fulfill contractual obligations and to ensure client satisfaction. This entails responsibility for the technical quality, timeliness, and budget for projects. Responsibilities include:
monitoring project budgets; developing project plans and procedures; performing program evaluations; collection of data; conducting interviews; planning and interpreting data analyses; developing and executing statistical analyses; conducting benchmarking (standard setting) sessions; developing procedures and processes for strategic planning; writing technical reports and project reports; developing and delivering briefings regarding project plans, activities, interim products, and deliverables; developing training and career development curricula and associated materials; deliver training (e.g., train-the-trainer sessions, item writing workshops); conducting meetings, workshops, and focus groups.

Experience: 5 years of experience in a relevant discipline

Education: Master’s degree in business, psychology, human resources

**PROJECT MANAGER**

Description: Specific responsibilities include: monitoring project budgets; developing project plans and procedures, including research designs; assembling project teams and other resources needed to complete contract requirements; implementing quality control systems; performing program evaluations; directing assessment center activities; planning and interpreting data analyses; developing procedures and processes for strategic planning; writing technical and project reports; developing and delivering briefings regarding project plans, activities, interim products, and deliverables. Works closely with the client to ensure products meet client needs. Acquires, allocates and supervises project resources to assure quality deliverables on time and within budget. Maintains the project schedule and ensures that deliverables are completed in timely manner.

Supports the customer and/or team in use of the project management tools used for activity assignment, resource planning, and cost control. Ensures problem resolution and customer satisfaction for individual task orders.

Experience: 5 years’ experience in project management

Education: Bachelor’s Degree

**PSYCHOMETRICIAN**

Description: The psychometrician delivers test development and test maintenance services. This position may perform any or all of the following tasks: test design, item development workshops/training seminars, item pool management, item reviews, domain analysis, objectives development, blueprint design and finalization, content validity studies, item analysis and selection, test forms assembly and analysis, standard setting, scaling, equating, and norming studies, criterion and construct validity studies, adaptive exam development, test driver specifications development, and authoring tools training. The psychometrician is expected to collaborate with the senior manager, program manager, test developer, senior scientist, and other internal teams as necessary to architect client solutions and resolve problems. This position is also expected to conduct custom research, provide custom consultation, and perform audits of internal and external test programs as needed.

Experience: 4 years of direct related experience.

Education: PhD

**SENIOR CONSULTANT**

Description: Responsible for management of large, complex, or highly technical projects. Manages day-to-day project progress, including coordination and monitoring of all completed project steps. Serves as primary liaison with client. Responsible for directing projects to ensure compliance with contractual obligations as well as client satisfaction

Performs tasks related to project completion including the development of assessment and/or measurement systems (e.g., ability tests, job knowledge tests, licensing or certification tests, in-baskets, assessment centers, surveys, and performance appraisals). Conducts and interprets statistical analyses using SAS or other programming package, develops and conducts training sessions, meetings, focus groups and workshops.
Experience: 5 years’ experience and strong organizational, communication, and data analytic skills.

Education: PhD

**SENIOR QUALITY ASSURANCE ANALYST/TESTING**

Description: Provides quality assurance testing and support for systems software, including utility and sort software, transaction processing software, communications software, and any other application or system level programs providing general support to multiple users. Conducts independent quality assurance testing and develops test models to evaluate application / system competency and to identify deficiencies and makes recommendations on certification and acceptance. Creates robust and sustainable coded automated tests to expand test coverage and increase speed, efficiency, and quality of systems software.

Experience: 5 years applied experience in quality assurance evaluation of software applications; evaluating source codes produced from automated generation process.

Education: Bachelor's Degree

**SENIOR SCIENTIST/INDUSTRIAL-ORGANIZATION PSYCHOLOGIST**

Description: Applies principles of psychology to human resources, administration, management, sales, and marketing problems. Activities may include advising project teams and customers on policy planning, employee testing and selection, training and development, and organizational development and analysis. Conducts research studies of work environments, organizational structures, communication systems, group interactions, morale and motivation to assess organizational functioning. The Senior Scientist is responsible for ensuring that all test development projects and processes are based upon sound psychometric principles and industry approved standards. Senior Scientists are the final point of question/problem escalation within all test development domains (test design, item development, test construction, test maintenance). The Senior Scientist is responsible for defining test design, item analysis, forms assembly, standards setting, and test maintenance services; creating and maintaining documentation for services; recruiting, training, and managing contract, full-time, and part-time resources to fulfill the services; provides consultation on all aspects of test development. Depending on background, the Senior Scientist may perform any of the following development tasks: test design, job-task analysis, objectives development, blueprint analysis, validation studies, item development work shop’s /training seminars, test analysis and selection, test forms assembly and analysis, and standard setting. The Senior Scientist is also expected to capably interface with clients, conduct custom research and provide custom consultation as needed, collaborate on internal technology development initiatives, and perform audits of internal and external test programs.

Experience: 4 years of direct related experience.

Education: PhD

**TEST DEVELOPER**

Description: The test developer delivers test development and maintenance services. Depending on background, this position may perform any or all of the following tasks: test design, domain analysis, objectives development, blueprint design and finalization, item development workshops/training seminars, item technical and congruence reviews, statistical analysis, analysis of content frameworks and development of test blueprints. Develops, reviews, and revises test items/scenarios. Pilot tests and selects items/scenarios. Conducts research to determine pass scores. Monitors test administration. Directs a team of research support staff involved in test development efforts.

Experience: 2 years’ experience as a test developer or item writer.

Education: Master’s degree in related field required