GSA Federal Supply Schedule

Multiple Award Schedule (MAS)
Human Capital: Human Resources

Contract: 47QREA18D000V

GSA Price Catalog for EEO Counseling, Alternative Dispute Resolution, EEO Investigations, Final Agency Decisions, and Misconduct Investigations

Modification A826

Effective February 24, 2021

JDG Associates, Inc.
27 Scenic Loop
Boerne, TX  78006
(830) 981-8980 (phone)
(830) 755-4743 (fax)
www.jdgassociates.com
Online Access to contract ordering information, terms and conditions, up-to-date printing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is: GSAAdvantage.gov

Schedule Title: Multiple Award Schedule (MAS)

Large Category: Human Capital
Sub Category: Human Resources
PSCs: R499, R418

Contract Number: 47QREA18D000V
For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at http://www.fss.gsa.gov

Contract Period: July 24, 2018 – July 23, 2023

Contractor: JDG Associates, Inc.
27 Scenic Loop
Boerne, TX  78006
(830) 981-8980 (phone)
(830) 755-4743 (fax)
www.jdgassociates.com

Contract Administration: Andrea M. Garza, President
andrea@jdgassociates.com

Roland Cavazos, Senior Vice President
Roland.Cavazos@jdgassociates.com

Business Size: Small Disadvantaged Business (SDB)
Woman-Owned Business
Minority-Owned Business

Customer Information

1a. Table of Awarded Special Item Number(s): See pages [pp] 5-6 for pricing of below listed services:

SIN 561EEO (EEO Services)
SIN 541612ER (Employee Relations)
1b. Lowest Priced Item: Prices are net; all discounts deducted; valid for all areas. See pricing on pp. 5-6)

1c. Commercial job titles, experience, functional responsibility, and education for employees or subcontractors who will perform services on an hourly basis. Please refer to pricing at pp. 5-6.

2. Maximum Order: $1,000,000.00
   The Contractor may, but is not obligated to accept orders over $1,000,000.

3. Minimum Order $100.00


5. Point(s) of Production: Boerne, Kendall County, Texas

6. Discount From List Prices or Statement of Net Price: Prices shown are net Government awarded discount

7. Quantity Discounts for Orders, including Blanket Purchase Agreements:
   i. Annual orders exceeding $250,000: 5% discount
   ii. Annual orders exceeding $300,000: 6% discount

8. Prompt Payment Terms: 1% 10 Days; Net 30 Days

9. Government Purchase Cards: Government credit cards are accepted. Government credit cards are accepted above the Micro-purchase Threshold.

10. Foreign Items: None

11a. Time of Delivery: Will adhere to the delivery schedule as specified by the purchase order.

11b. Expedited Delivery: All items noted in this price list are available for negotiated expedited delivery.

11c. Overnight and 2-day delivery: Available; Contact contractor for overnight and 2-day delivery.

11d. Urgent Requirements: Contact Contractor for fast delivery or rush requirements.

12. F.O.B. Point(s): Destination
27 Scenic Loop
Boerne, TX  78006
Email:  andrea@jdgassociates.com

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.

27 Scenic Loop
Boerne, TX 78006
Email:    jdgaccountspayable@jdgassociates.com

15. Warranty Provision:  The contractor warrants and implies that the items delivered hereunder are merchantable and fit for the particular purpose described in this contract.

16. Export Packing Charges:  Not Applicable

17. Terms and Conditions of Government purchase card acceptance:  Not applicable; government credit cards are accepted for all orders below and/or above the micro-purchase level.

18. Terms and Conditions of Rental, maintenance and Report: Not applicable

19. Terms and Conditions of Installation:  Not applicable

20. Terms and Conditions of Repair Parts:  Not applicable

20a. Terms and Conditions of any other Services:  Not applicable

21. List of Service and Distribution Points:  Boerne, TX

22. List of Participating Dealers:  Not applicable

23. Preventative Maintenance:  Not applicable

24. Environmental Attributes:  Not applicable

24a. 508 Compliance for Electronic and Information Technical services:  Not applicable

25. Data Universal Number System (Duns) Number:  62-440-8167

26. Active in Central Contract Registration (CCR) Database:  1SWG4
PRICES FOR EEO AND HR SERVICES CONDUCTED AT THE CONTRACTOR OR GOVERNMENT FACILITY

All EEO and HR Services are conducted in full compliance with applicable EEOC regulations and adhere to each client’s Statement of Work requirements. Pricing is exclusive of travel; travel will be negotiated on a case-by-case basis and will adhere to GSA travel regulations.

SIN 561EEO – EEO Services: Investigation Of Discrimination Complaints And Preparation Of Reports Of Investigation (ROI)

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<tbody>
<tr>
<td>Individual, One Issue</td>
<td>$3,606</td>
<td>$3,678</td>
<td>$3,751</td>
<td>$3,826</td>
<td>$3,903</td>
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<tr>
<td>Individual, Continuing Violation</td>
<td>$4,617</td>
<td>$4,709</td>
<td>$4,804</td>
<td>$4,900</td>
<td>$4,997</td>
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<tr>
<td>Consolidated, One Issue</td>
<td>$4,269</td>
<td>$4,355</td>
<td>$4,442</td>
<td>$4,531</td>
<td>$4,621</td>
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<tr>
<td>Consolidated, Continuing Violation</td>
<td>$4,740</td>
<td>$4,834</td>
<td>$4,931</td>
<td>$5,030</td>
<td>$5,131</td>
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<tr>
<td>Per Additional Issue</td>
<td>$253</td>
<td>$258</td>
<td>$264</td>
<td>$268</td>
<td>$274</td>
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<tr>
<td>Additional Report Copies</td>
<td>$125</td>
<td>$127</td>
<td>$130</td>
<td>$133</td>
<td>$135</td>
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SIN 561EEO – EEO Services: EEO Counseling And Counselor’s Report

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<tbody>
<tr>
<td>Individual or Class Counseling</td>
<td>$1,525</td>
<td>$1,556</td>
<td>$1,587</td>
<td>$1,619</td>
<td>$1,650</td>
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SIN 561EEO – EEO Services: Analysis And Preparation of Recommended Final Agency Decision

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<tr>
<td>FAD, Individual or Consolidated Case</td>
<td>$1,505</td>
<td>$1,536</td>
<td>$1,565</td>
<td>$1,598</td>
<td>$1,629</td>
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SIN 561EEO – EEO Services: Alternative Dispute Resolution (ADR)

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<tbody>
<tr>
<td>Alternative Dispute Resolution (daily)</td>
<td>$1,506</td>
<td>$1,537</td>
<td>$1,566</td>
<td>$1,599</td>
<td>$1,631</td>
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SIN 541612ER – Employee Relations: Misconduct Investigations

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<tbody>
<tr>
<td>Simple Misconduct Investigations (flat)</td>
<td>$3623</td>
<td>$3696</td>
<td>$3769</td>
<td>$3845</td>
<td>$3921</td>
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<tr>
<td>Complex Misconduct Investigations (flat)</td>
<td>$4871</td>
<td>$4968</td>
<td>$5068</td>
<td>$5170</td>
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Labor Categories and Descriptions for EEO Counselor, Mediator, Misconduct/Management Inquiry Investigator (Hourly Services)

<table>
<thead>
<tr>
<th>Category</th>
<th>Functional Responsibility</th>
<th>Minimum Experience</th>
<th>Minimum Education</th>
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<tbody>
<tr>
<td>561EEO Mediator</td>
<td>Neutral who utilizes mediation techniques to facilitate discussion in an effort to settle EEO-related dispute. Assists in drafting a settlement agreement.</td>
<td>5 years</td>
<td>Certification per 29 CFR 1614, MD-110</td>
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<tr>
<td>561EEO Counselor</td>
<td>Neutral who utilizes resolution techniques in an effort to resolve EEO-related issues at the informal level. Informs employees of rights and responsibilities; conducts informal inquiry; seeks resolution; identifies bases and claims at issue.</td>
<td>5 years</td>
<td>Certification and refresher per 29 CFR 1614, MD-110</td>
</tr>
<tr>
<td>541612ER Investigator (Inquiries)</td>
<td>Neutral who conducts impartial inquiries into misconduct and/or administrative issues.</td>
<td>5 years</td>
<td>N/A</td>
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<tbody>
<tr>
<td>EEO Counselor (hourly)</td>
<td>$152.50</td>
<td>$155</td>
<td>$159</td>
<td>$162</td>
<td>$165</td>
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<tr>
<td>Mediator (hourly)</td>
<td>$200</td>
<td>$204</td>
<td>$209</td>
<td>$213</td>
<td>$218</td>
</tr>
<tr>
<td>Misconduct/Management Inquiry Investigator (hourly)</td>
<td>$145</td>
<td>$148</td>
<td>$151</td>
<td>$154</td>
<td>$157</td>
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