GENERAL SERVICES ADMINISTRATION SERVICES

FEDERAL SUPPLY SERVICE AUTHORIZED
FEDERAL SUPPLY SCHEDULE CATALOG/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!, a menu-driven database system. The INTERNET address for GSA Advantage! is http://www.gsaadvantage.gov

Schedule Title: Multiple Award Schedule (MAS)

<table>
<thead>
<tr>
<th>Large Category</th>
<th>Subcategory</th>
<th>PSC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Capital</td>
<td>Human Resources</td>
<td>R431</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>Complementary Special Item Numbers (SINs)</td>
<td>0000</td>
</tr>
</tbody>
</table>

For more information on ordering from Federal Supply Schedules click on the GSA Schedules link at www.gsa.gov

Contract Number: 47QREA22D000A
Contract Period: December 10, 2021 to December 9, 2026
Contractor: Excelon Associates, Inc.
98 Main St Lowr Level
Chester, NJ 07930
www.excelonassociates.com

Contractor’s Administration Source:
Susan Forman
Phone: 908-955-7869
Email: susan@excelonassociates.com

Joshua Forman
Phone: 908-955-7869
Email: Joshua@excelonassociates.com

Business Size: Small Business
Woman Owned Business

Prices shown herein are Net (Discount deducted)
CUSTOMER INFORMATION:

1a. Awarded Special Item Numbers (SINs)

<table>
<thead>
<tr>
<th>Large Category</th>
<th>Subcategory</th>
<th>SINs</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Capital</td>
<td>Human Resources</td>
<td>56131</td>
<td>Talent Acquisition</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>Complementary Special Item Numbers (SINs)</td>
<td>OLM</td>
<td>Order Level Materials</td>
</tr>
</tbody>
</table>

1b. Lowest Priced Model Number and Price For Each SIN: N/A

1c. Hourly & Service Rates: See price list on page 4

2. MAXIMUM ORDER:

<table>
<thead>
<tr>
<th>Large Category</th>
<th>Subcategory</th>
<th>SINs</th>
<th>Maximum Order</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Capital</td>
<td>Human Resources</td>
<td>56131</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>Complementary Special Item Numbers (SINs)</td>
<td>OLM</td>
<td>$250,000</td>
</tr>
</tbody>
</table>

3. MINIMUM ORDER: $100

4. GEOGRAPHIC COVERAGE: Domestic

5. POINT(S) OF PRODUCTION: Same as contractor

6. DISCOUNT FROM LIST PRICES: Prices shown are GSA Net, discount deducted.

7. QUANTITY/VOLUME DISCOUNT(S):
   - 2% discount: 10 contracts a year from the same company
   - 1% discount: for contracts totaling $300+

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: Determined on the Task Order Level
10b. **EXPEDITED DELIVERY:** Contact contractor

10c. **OVERNIGHT AND 2-DAY DELIVERY:** Contact contractor

10d. **URGENT REQUIREMENTS:** Agencies can contact the Contractor’s representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

11. **FOB POINT:** Destination

12a. **ORDERING ADDRESS:** Same as contractor

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:** Same as contractor

14. **WARRANTY PROVISION:** Not Applicable

15. **EXPORT PACKING CHARGES:** N/A

16. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** N/A

17. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** N/A

18a. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):** N/A

18b. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** N/A

19. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** N/A

20. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** N/A

21. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** N/A

22a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):** N/A

22b. **Section 508 Compliance for EIT:** N/A

23. **Unique Entity Identifier (UEI) Number:** 023718790

24. **Contractor has an active registration in the SAM database.**
**PROFESSIONAL SERVICES WORK SCOPE**

<table>
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<td>Talent Acquisition</td>
<td>Human Resources</td>
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**DESCRIPTION:** The Talent Acquisition function is the establishment of internal programs and procedures for attracting, recruiting, assessing, and selecting highly qualified, productive employees with appropriate skills and competencies, from all sectors of society, all in accordance with merit system principles. Services include developing a staffing strategy and plan; establishing an applicant evaluation approach; announcing the vacancy, sourcing and evaluating candidates against the competency requirements for the position; initiating pre-employment activities; and hiring employees.

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**PROFESSIONAL SERVICES AWARDED PRICES & LABOR CATEGORIES**

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**Service**

<table>
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<tr>
<th>Recruiting Service</th>
<th>GSA Price w/ IFF</th>
<th>Unit of Issue</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>17.93%</td>
<td>Of first year base salary</td>
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</tbody>
</table>

**Description:** The scope of services will consist of recruitment/marketing strategy, recruitment including advertisements, networking, cold calling and development of a position profile; candidate contacts/evaluations, screening, including review and the development of written progress reports of leading candidates and finalists; performing reference and background checks; regular verbal and written status reports; assisting in the interview process, and candidate negotiation.

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