



**U.S. General Services Administration**

Federal Supply Service (FSS)

Authorized Federal Supply Schedule

**Professional Services Schedule (PSS)**

Centeva, LLC  
10813 S River Front Parkway  
Suite 135  
South Jordan, UT 84095  
Tel: 801-967-0077  
Fax: 866-596-7639  
[www.centeva.com](http://www.centeva.com)

**Contract Number: GS-00F-132DA**  
**SINS: 874-1 and 874-7**  
**Period Covered by Contract: April 25, 2016 – April 24, 2021**  
**Industrial Group: 00CORP**  
**Business Size: Small, Disadvantaged, 8(a), WOSB**

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

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 for GSA Advantage is <http://www.GSAAdvantage.gov>.

GSA PSS Schedule: GS-00F-132DA

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# CUSTOMER INFORMATION

## 1a. Awarded Special Item Number (SINs)

Special Item No. 874-1: Integrated Consulting Services

Special Item No. 874-7: Integrated Business Program Support Services

## 1b. Lowest Priced Model Number and Lowest Unit Price

See the section in this price list titled "Services Price List" for hourly/daily firm fixed and training prices.

## 1c. Hourly Rates

See the section in this price list titled "Services Price List" for hourly/daily firm fixed and training prices.

## 2. Maximum Order

\$1,000,000

## 3. Minimum Order

\$100

## 4. Geographic Coverage (Delivery Area)

Domestic only.

## 5. Point(s) of Production

If in the performance of any order under this contract CENTEVA, LLC uses one or more facilities located at a different address than in this price list, the place of performance is as specified in the individual order.

## 6. Discount from List Prices or Statement of Net Price

Prices shown are NET prices (discounts already deducted).

## 7. Quantity Discounts

As stated on individual orders.

## 8. Prompt Payment Terms

Net 30 calendar days.

## 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.

CENTEVA, LLC will accept the Government Purchase Card for payments equal to or less than

the micro-purchase threshold of \$2,500.00.

**9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.**

Centeva, LLC will accept the Government Purchase Card for payments above the micro-purchase threshold of \$2,500.00.

**10. Foreign Items**

Not applicable under this Schedule.

**11a. Time of Delivery**

As negotiated between Contractor and Ordering Agency.

**11b. Expedited Delivery**

As negotiated between Contractor and Ordering Agency.

**11c. Overnight and 2-day Delivery**

As negotiated between Contractor and Ordering Agency.

**11d. Urgent Requirements**

When the Contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within three (3) workdays after receipt (telephonic replies shall be confirmed by the Contractor in writing). If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all the other terms and conditions of the Contract.

**12. F.O.B. Point(s)**

Destination.

**13a. Ordering Address(es)**

Centeva, LLC  
10813 S River Front Parkway  
Suite 135  
South Jordan, UT 84095  
Tel: 801-967-0077  
Fax: 866-596-7639  
Attn: John Esplin  
John.esplin@centeva.com

### **13b. Ordering Procedures**

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

### **14. Payment Address(es)**

#### **Electronic Funds Transfer (EFT)**

University Federal Credit Union  
811 E 12300 S  
Draper, UT 84020  
ABA No.: 324079416  
Acct No.: 9000012178665

#### **Mail and Federal Express**

Centeva, LLC  
10813 S River Front Parkway  
Suite 135  
South Jordan, UT 84095

### **15. Warranty Provision**

CENTEVA, LLC warrants that it will perform services under PSS services engagements in good faith, with qualified personnel in a competent and workmanlike manner in accordance with applicable industry standards. Centeva, LLC disclaims all other warranties, either expressed or implied, including, without limitation, warranties of merchantability and fitness for a particular purpose.

### **16. Export Packing Charges**

As stated on individual orders.

### **17. Terms and Conditions of Government Purchase Card Acceptance**

CENTEVA, LLC will accept the Government Purchase Card for payments equal to or less than the micro-purchase threshold of \$2,500.00.

### **18. Terms and Conditions of Rental, Maintenance, and Repair**

Not applicable under this Schedule.

### **19. Terms and Conditions of Installation**

Not applicable under this Schedule.

### **20. Terms and Conditions of Repair Parts**

Not applicable under this Schedule.

### **20a. Terms and conditions for any other Services**

Not applicable under this Schedule.

**21. List of Service and Distribution Points**

Not applicable under this Schedule.

**22. List of Participating Dealers**

Not applicable under this Schedule.

**23. Preventative Maintenance**

Not applicable under this Schedule.

**24a. Special attributes such as Environmental Attributes (e.g., Recycled Content, Energy Efficiency, and/or Reduced Pollutants)**

Not applicable under this Schedule.

**24b. Section 508 Compliance**

If applicable, Section 508 compliance information on the supplies and services in this Contract are available in Electronic and Information Technology (EIT) at the following:

The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).

**25. Data Universal Number System (DUNS) Number**

CENTEVA, LLC's DUNS Number is: 806602962

CENTEVA, LLC's CAGE Code is: 5 0 Z F 1

**26. Notification Regarding Registration in Central Contractor Registration (CCR) Database**

CENTEVA, LLC has registered with the Central Contractor Registration (CCR) Database.

**27. Uncompensated Overtime**

CENTEVA, LLC's labor rates are based on a forty-hour work week.

**28. SCA Applicability**

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire 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 and 29 CFR 541-3000), 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 an ACA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.

## CORPORATE EXPERIENCE

Centeva is a an 8(a) certified, minority-owned, woman-owned small business providing a full array of professional and technical services to public and private sector organizations. We have been in business since January 2007 with a knowledgeable team of professionals encompassing more than 100 years of combined federal and private work experience. Centeva's inception was the outcome of its ability to provide in-depth, end-user support to the VA Contracting Community. Through a commitment to *Service Excellence in Pursuit of Customer Excellence*, Centeva has flourished and expanded its service offerings to include additional support services in many domains across the federal space.

We have emerged as a leader in the field of forward thinking, results-oriented service with a passionate team of outside-the-box professionals. Centeva works closely with its clients to help them clearly define their needs, tailoring our approach to meet the needs of each respective engagement. We are specialists in the fields of business and technical consulting, acquisition and financial services, program and project management, auditing and compliance, facilitation services, data management, help desk support, training, and custom software development.

Centeva delivers mission-critical, service-oriented consulting to both private industry and government clients. Although we use a systematic approach to conducting our work, we know that every situation is different and tailor our efforts to meet the unique requirements of our clients. We have proven our skills in these areas as evident by the number of agencies we currently support. We bring expertise in supporting Federal Agencies with all facets of portfolio, program, and project oversight and management. Centeva has Project Management Institute (PMI)-certified experts on staff and are always providing training and certification opportunities to its staff.

## LABOR CATEGORY DESCRIPTIONS

Commercial Job Title:	<b>Senior Project Manager</b>
Min./General Experience:	<p>A Senior Project Manager will manage complex projects at the enterprise level. Must be a specialized expert in the industry encompassing unique technical knowledge and subject matter expertise. Understand the full array of life cycle and project management methodologies. Responsible for staffing, training, and oversight as well as project planning and project financials.</p> <p>Required 12 years of work experience or 8 years of additional relevant experience may be substituted for education.</p>
Functional Responsibility:	Responsible for overall project planning and management. Act as liaison to COTR and to ensure contract compliance.
Min. Education:	A Bachelor's Degree (Master's preferred) in Business or Related Discipline

Commercial Job Title:	<b>Project Manager</b>
Min./General Experience:	<p>A Project Manager will manage complex projects. Must be well versed in life cycle and project management methodologies with the ability to plan, execute, and finalize projects. A Project Manager must have experience in tracking costs, schedule, and performance progress as well as the ability to identify and mitigate risks. Must be able to define the project's objectives and oversee quality control throughout the life cycle in a timely manner.</p> <p>Required 6 years of work experience or 4 years of additional relevant experience may be substituted for education.</p>
Functional Responsibility:	Responsible for enforcing work standards and reviews. Resolve discrepancies and ensure contract requirements compliance. Generate written and oral reports for contractor management and Government representatives.
Min. Education:	A Bachelor's Degree in Business or Related Discipline

<b>Commercial Job Title:</b>	<b>Senior Analyst</b>
<b>Min./General Experience:</b>	<p>A Senior Analyst will create overall cost versus benefit analysis while considering operational improvements, functional benefits, technical performance, risk, and schedule concerns. Must also be proficient at conducting analysis of business operation and business processes, and be able to effectively recommend and implement improvements that will enhance overall business performance. A Senior Analyst provides leadership and vision to clients and project teams assisting them to resolve complex problems. Must be able to define project objectives and strategic direction while providing guidance, training, and support to Analysts.</p> <p>Required 10 years of work experience or 8 years of additional relevant experience may be substituted for education.</p>
<b>Functional Responsibility:</b>	Responsible for overall analysis, validation, research, planning, and design of enterprise-level projects and solutions.
<b>Min. Education:</b>	A Bachelor's Degree in Business or Related Discipline

<b>Commercial Job Title:</b>	<b>Analyst</b>
<b>Min./General Experience:</b>	<p>An Analyst understands enterprise-wide requirement definitions and analysis methodologies. Encompass strong analytical and product management skills to thoroughly understand and interpret customer business needs with the ability to translate them into value added requirements. Must also support the objectives of the project team.</p> <p>Required 5 years of work experience or 4 years of additional relevant experience may be substituted for education.</p>
<b>Functional Responsibility:</b>	Responsible for research and analysis support. Document and summarize data results as well as assisting in the development of processes and implementing solutions.
<b>Min. Education:</b>	A Bachelor's Degree in Business or Related Discipline

<b>Commercial Job Title:</b>	<b>Senior Procurement Analyst</b>
<b>Min./General Experience:</b>	<p>A Senior Procurement Analyst provides advice, guidance, and direction on a range of procurement issues. Provides informed research and recommendations to support a wide variety of acquisition policy issues. Demonstrated experience in all life cycle phases of contracting, including the pre-award phase (acquisition planning, solicitation, source selection and award), and post award contract administration. Must have a thorough knowledge of FAR and DFARS based procurements.</p> <p>Required 10 years of work experience or 8 years of additional relevant experience may be substituted for education.</p>
<b>Functional Responsibility:</b>	Responsible for planning, budgeting, and allocating resources as well as leading complex acquisition administrative activities including program control and tracking.
<b>Min. Education:</b>	A Bachelor's Degree in Business or Related Discipline

<b>Commercial Job Title:</b>	<b>Procurement Analyst</b>
<b>Min./General Experience:</b>	<p>A Procurement Analyst has knowledge of the organization and contents of the Federal Acquisition Regulation (FAR), and be current and knowledgeable of acquisition processes and protocols. Should have an understanding of the uses of the various acquisition approaches, such as full and open competition, cost plus and fixed price contracts, Government Wide Agency Contracts and blanket purchase agreements. Should be able to formulate documentation for these various approaches. Experience in handling large and complex procurements from planning through contract execution. Maintains good organization and writing skills.</p> <p>Required 4 years of work experience or 2 years of additional relevant experience may be substituted for education.</p>
<b>Functional Responsibility:</b>	Assist in planning, budgeting, and allocating resources. Provide support in maintaining current acquisition plans and over program office acquisition administrative functions.
<b>Min. Education:</b>	A Bachelor's Degree in Business or Related Discipline

<b>Commercial Job Title:</b>	<b>Technical Writer</b>
Min./General Experience:	<p>The Technical Writer will assist in collecting and organizing information for preparation of user manuals, training materials, installation guides, proposals and reports. Edit functional descriptions, system specifications, user manuals, requirements documentation, special reports, or any other customer deliverables and documents. They will be skilled in the application of a variety of word processing, spreadsheet and scheduling tools.</p> <p>Required 4 years of work experience or 2 years of additional relevant experience may be substituted for education.</p>
Functional Responsibility:	Responsible for documenting the technical aspects of a project and generating technical materials as needed
Min. Education:	A Bachelor's Degree in English or Related Discipline

<b>Commercial Job Title:</b>	<b>Technical Editor</b>
Min./General Experience:	<p>A Technical Editor will develop, draft, revise, and edit technical documents using rough outlines and materials. They must have experience in the application of a variety of word processing, spreadsheet and scheduling tools.</p> <p>Required 5 years of work experience or 3 years of additional relevant experience may be substituted for education.</p>
Functional Responsibility:	Responsible for conducting research and ensuring proper technical terminology usage. Assist in translating technical information for clarity and readability for use by technical and non-technical personnel.
Min. Education:	A Bachelor's Degree in English or Related Discipline

## FINAL PRICING

Rates shown below include the Industrial Funding  
Fee (IFF) of 0.75%

SIN	Labor Category	Unit	Year 1 (04/25/2016 – 04/24/2017)	Year 2 (04/25/2017 – 04/24/2018)	Year 3 (04/25/2018 – 04/24/2019)	Year 4 (04/25/2019 – 04/24/2020)	Year 5 (04/25/2020 – 04/24/2021)
874-1 874-7	Senior Project Manager	Hourly	\$120.91	\$123.33	\$125.79	\$128.31	\$130.88
874-1 874-7	Project Manager	Hourly	\$117.19	\$119.53	\$121.92	\$124.36	\$126.85
874-1 874-7	Senior Analyst	Hourly	\$103.46	\$105.53	\$107.64	\$109.79	\$111.98
874-1 874-7	Analyst	Hourly	\$82.62	\$84.27	\$85.96	\$87.68	\$89.43
874-1 874-7	Senior Procurement Analyst	Hourly	\$130.21	\$132.81	\$135.47	\$138.18	\$140.94
874-1 874-7	Procurement Analyst	Hourly	\$94.51	\$96.40	\$98.33	\$100.29	\$102.30
874-1 874-7	Technical Writer	Hourly	\$68.81	\$70.19	\$71.59	\$73.02	\$74.48
874-1 874-7	Technical Editor	Hourly	\$90.44	\$92.25	\$94.10	\$95.98	\$97.90