GENERAL SERVICES ADMINISTRATION
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 for GSA Advantage!® is: www.GSAAdvantage.gov.

Schedule Title: Multiple Award Schedule (MAS)
FSC Group: Information Technology, Professional Services
FSC/PSC Codes: D399, R408

Contract Number: GS-00F-244DA

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

Contract Period: July 29, 2016 - July 28, 2026

CERTIFI, INC.
10125 CROSSTOWN CIR STE 200
EDEN PRAIRIE, MN 55344-3317
Phone Number: (612) 235-6194
Fax Number: (952) 938-0614
www.certifi.net
Contact for contract administration: Jay Belschner
jay.belschner@certifi.net

Business size: Small Business
Current through Modification # PS-0019 effective September 14, 2021
CUSTOMER INFORMATION

1a. Table of awarded Special Item Numbers (SINs):

<table>
<thead>
<tr>
<th>SIN #</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
</tr>
<tr>
<td>541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>OLMP</td>
<td>Order-Level Materials (OLM)</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced service for each special item number awarded in the contract.

<table>
<thead>
<tr>
<th>SIN #</th>
<th>Labor Category</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Application Developer</td>
<td>$117.73</td>
</tr>
<tr>
<td>541611</td>
<td>Project Analyst</td>
<td>$76.57</td>
</tr>
</tbody>
</table>

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.

   See page 4

2. Maximum order for each SIN:

<table>
<thead>
<tr>
<th>SIN#</th>
<th>MAXIMUM ORDER*</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>$ 500,000</td>
</tr>
<tr>
<td>541611</td>
<td>$ 1,000,000</td>
</tr>
<tr>
<td>OLMP</td>
<td>$ 250,000</td>
</tr>
</tbody>
</table>

   *If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. Minimum order: **$100**

4. Geographic coverage (delivery area): **CONUS**

5. Point(s) of production: **Not applicable**

6. Discount from list prices or statement of net price: **Net prices**

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: Specified per individual Task Order

10b. Expedited delivery: Contact Contractor

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

10d. Urgent requirements: Not applicable

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

12a. Ordering address(es): 10125 Crosstown Cir Ste 200, Eden Prairie, MN 55344 -3317

12b. 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.

13. Payment address: 10125 Crosstown Cir Ste 200, Eden Prairie, MN 55344 -3317

14. Warranty provision: Not applicable

15. Export packing charges: Not applicable

16. Terms and conditions of rental, maintenance, and repair: Not applicable

17. Terms and conditions of installation: Not applicable

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

18b. Terms and conditions for any other services: Not applicable

19. List of service and distribution points: Not applicable

20. List of participating dealers: Not applicable

21. Preventative maintenance: Not applicable

22a. Special attributes such as environmental attributes: Not applicable

22b. Section 508 compliance: Not applicable

23. Data Universal Number System (DUNS) number: 784217999

24. Notification regarding registration in the System for Award Management (SAM) database.

CERTIFI, INC. is registered and active in SAM
The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract and as it applies to the entire Multiple Award 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, 22.1102 and 29CRF 5413.300), 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 matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.

**Labor Descriptions**

**Project Analyst**
Education/Experience: Associate’s Degree or equivalent certification in project management, and one year in a related position.
Responsibilities: Support the Project Manager in administration of project management tasks, including work tracking, deadline management, and project status reports. Project administration will be performed in support of systems analysis and design, programming, conversion and implementation support.

**Project Manager**
Education/Experience: Bachelor’s Degree and a minimum of four years as a Project Manager in a corporate environment. Formal Project Management Certification is preferred but can be waived with equivalent work experience.
Responsibilities: Managing all aspects of a project, including developing project timelines, managing completion of tasks based on the project timeline, providing direction to project team members in the execution of assigned tasks, reporting project status and issues/risks to clients and project sponsors. Project administration will be performed in support of systems analysis and design, programming, conversion and implementation support.

**Business Analyst**
Education/Experience: Bachelor’s Degree and a minimum of four years as a Business Analyst in a corporate environment.
Responsibilities: Gather customer requirements, document business needs, identify key success criteria for delivery of processes and systems, interface with the client to present requirements documents and gain client signoff, perform software testing. Business Analysis will be performed in support of systems analysis and design, programming, conversion and implementation support.

**Senior Business Analyst**
Education/Experience: Bachelor’s Degree and a minimum of seven years as a Business Analyst in a corporate environment, including at least two years providing direction to junior staff.
Responsibilities: Includes all responsibilities of the Business Analyst plus providing oversight and mentoring to Business Analyst resources. Business Analysis will be performed in support of systems analysis and design, programming, conversion and implementation support.

**Application Developer**
Education/Experience: Associate’s degree (Professional Certification in computer programming or equivalent degree plus two years) of relevant work experience
Responsibilities: Develop software based on requirements developed by Business Analysts to meet the needed business solution. All work is within the application development framework used by the organization. Work performed by the Application Developer is side by side with a Business Analyst to meet the requirement of fulfilling the client’s goals to implements the business solution. Proficiently execute the work using the tools and techniques implemented for the particular project. Development will be performed in support of systems analysis and design, programming, conversion and implementation support.

**Senior Application Developer**
Education/Experience: Bachelor’s Degree plus four years of relevant work experience
Responsibilities: Includes all responsibilities of the Application Developer plus providing oversight and mentoring to Application Developer resources. Work directly with Systems Architect to develop and implement new third-party applications, tools, and programming libraries to meet the business development goals of the client. Work performed is in effort to aid in the larger scope of the Business Development goals to the client project and goals. Develop patterns for software construction that are used by Application Developers to build software which is incidental to the business solutions provided with client goals. Development will be performed in support of systems analysis and design, programming, conversion and implementation support.
Systems Architect**
Education/Experience: Bachelor’s Degree required plus at least five years as a systems architect. Responsibilities: Develop enterprise architecture patterns for the development of high availability, high volume transactional systems. Implement tools and development libraries into the core development practice of the organization. Review the work of senior application developers for compliance with coding standards. Evaluate technologies for their applicability within the organization. Architecture will be performed in support of systems analysis and design, database planning and design, programming, conversion and implementation support which is an integral part of meeting the needs of the business solutions provided by Certifi.

Program Manager
Education/Experience: Bachelor’s Degree required (Master’s Degree preferred), plus at least ten years as a senior relationship manager with a high degree of client interaction. Responsibilities: Interface directly with client resources to direct the internal work required to meet the client’s needs. Serve as a liaison between the client and internal resources, including regular status reporting, issue escalation, prioritization, and obtaining final client signoff on completed projects. Program Management will be in support of projects designed to assist the client in systems analysis and design, programming, conversion, and implementation support.