



General Services Administration

Federal Supply Service

Authorized Federal Supply Schedule Pricelist

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order system are available through GSA Advantage!™, a menu-driven database system.

The INTERNET address for **GSA Advantage!™** is **www.gsaadvantage.com**

Schedule Title: Multiple Award Schedule (MAS)
Federal Supply Group: Professional Services
Contract Number: GS00F296DA
Contract Period: September 22, 2016 – September 21, 2021
Contractor: Forfeiture Support Assoc
20110 Ashbrook Place, Suite 220
Ashburn, VA 20147
www.FSAFederal.com
Phone: (571) 291-8900 Fax: (571) 291-8957
Contract Administrator: Carla Michaels, CFCM, CPCM
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Business Size: Large

Why FSA Federal?

Recognized for our focused industry experience and superior customer service, FSA Federal serves the U.S. federal law enforcement and national security communities by providing high-quality administrative, legal, and investigative support services within the highest ethical framework. Our teams effectively respond to the evolving priorities of our customers, our workforce, and our country.

With a track record of exceptional performance, a legacy rich in accomplishment, and a base of passionate and highly skilled employees, we have a deep understanding of our customers and their missions, and lasting relationships because of it.



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SECTION I: CUSTOMER INFORMATION

1a. Special Item Numbers (SINs):

SIN 531210	Financial Asset Resolution Services
SIN 541110	Professional Legal Services
SIN 541219	Budget and Financial Management Services
SIN OLM	Order-Level Materials (OLM)

1b. Hourly Rates: See Section II, FSA Price List. **The prevailing** Industrial Funding Fee (IFF) imposed by GSA (currently .75%) is included in the itemized rates. FSA’s compensation policy as it relates to “time and a half” payment for authorized overtime performed by our non-professional staff is incorporated into this Contract. Overtime is generally defined as hours performed over 40 hours per work week. Any overtime ordered for non-professional staff will be subject to “time and a half” billing rates. Overtime must be approved in advance by government authorized personnel and FSA management.

1c. Labor Category Descriptions and Minimum Qualifications: See Section III, *Labor Category Descriptions and Minimum Qualifications*.

2. Maximum Order Guideline: \$1,000,000. This maximum order is a dollar amount at which it is suggested that the ordering agency request higher discounts from the contractor before issuing the order. The contractor may: 1) Offer a new lower price, 2) Offer the lowest price available under the contract, or 3) Decline the order within five (5) days. Order(s) in excess of the maximum order amount may be placed against the Schedule contract.

3. Minimum Order: \$100.00

4. Geographic Coverage: The 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington DC and U.S. territories

5. Point(s) of Production: None

6. Discount from List Prices: Prices shown are Net-Discount already deducted

7. Quantity Discount(s): None



- 8. **Prompt Payment Terms:** Net 30 days

- 9. a. **FSA will accept government purchase cards for task orders placed that are below the micro-purchase threshold.**

- 9. b. **FSA will accept government purchase cards for task orders placed that are above the micro-purchase threshold.**

- 10. **Foreign Items:** None

- 11. a. **Time of Delivery:** 30 days

- 11. b. **Expedited Delivery:** Contact Contractor for availability.

- 11. c. **Overnight and 2-day Delivery:** N/A

- 11. d. **Urgent Requirements:** N/A

- 12. **FOB Point:** Destination

- 13. a. **Ordering Address:** Same as contractor address

- 13. b. **Ordering Procedures:** The ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

- 14. **Payment Address:** Same as contractor address

- 15. **Warranty Provision:** None

- 16. **Export Packing Charges:** N/A

- 17. **Terms and Conditions of Government Purchase Card Acceptance:** Contact Contractor

- 18. **Terms and Conditions of Rental, Maintenance, and Repair:** N/A

- 19. **Terms and Conditions of Installation:** N/A



20. Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and Any Discounts From List

Prices: N/A

20. a. Terms and Conditions for Other Services: N/A

21. List of Service and Distribution Points: N/A

22. List of Participating Dealers: N/A

23. Preventative Maintenance: N/A

24. a. Special Attributes such as Environment Attributes: N/A

24. b. Section 508 Compliance for EIT: N/A

25. DUNs Number: 134510648

26. Notification regarding registration in System for Award Management (SAM) database:

Expiration Date: 05/14/2021



SECTION II: FSA PRICE LIST

Hourly rates shown are ceiling rates for each labor category at the highest cost location possible.

SIN(s)	LABOR CATEGORY	HOURLY BILL RATE
531210 541110 541219 OLM	Transaction Specialist II	\$179.14
531210 541110 541219 OLM	Transaction Specialist I	\$153.55
531210 541110 541219 OLM	Attorney	\$92.34
531210 541110 541219 OLM	Senior Paralegal **	\$73.36
531210 541110 541219 OLM	Accounting Analyst I	\$58.38
531210 541110 541219 OLM	Research Specialist II	\$69.80
531210 541110 541219 OLM	Research Specialist I	\$67.65
531210 541110 541219 OLM	Senior Program Manager	\$179.14
531210 541110 541219 OLM	Program Manager	\$90.05
531210 541110 541219 OLM	Project Manager	\$73.99
531210 541110 541219 OLM	Program Financial Advisor III	\$179.14
531210 541110 541219 OLM	Program Financial Advisor II	\$153.55
531210 541110 541219 OLM	Program Financial Advisor I	\$116.37
531210 541110 541219 OLM	SME II	\$179.14
531210 541110 541219 OLM	SME I	\$153.55
531210 541110 541219 OLM	Cost Analyst II	\$72.22
531210 541110 541219 OLM	Financial Analyst	\$58.37
531210 541110 541219 OLM	Documentation Specialist **	\$52.21

****NOTE:** Denotes Labor Categories covered under the Service Contract Act (SCA).



SECTION IV: FSA FEDERAL CORPORATE OVERVIEW

Experienced Workforce

Our diverse team of seasoned and experienced professionals take great pride and enthusiasm in helping our U.S. government customers accomplish missions that are critical to the safety of communities across the nation. From administrative and data analysis services to financial investigations, operations management and legal support, FSA recruits, hires and manages a broad range of professionals in numerous skill sets. Our team of professionals possess the insight, experience, and expertise to support the federal, state and local law enforcement agencies in their efforts to serve and protect our nation.

Unsurpassed Service

We are honored to serve, support, and work side-by-side with our customers, with our teammates, and with each other. FSA's core competencies are deeply rooted in our long-term relationships with the Federal Government. Responsible for more than 1,500 billable positions in nearly 400 government worksites located throughout the United States, Puerto Rico and Guam,

Proven Results

FSA understands the unique challenges of Federal law enforcement agencies. We use our deep customer knowledge to define what is needed to ensure mission success. Our company insists on excellence. Our reputation depends on reliably and consistently delivering on our promises to earn and keep the trust of our customers.

Ethics

Our culture of service is rooted in our passion for doing what is right and delivering on our commitments. We always act with honor and truthfulness even when no one is watching. Integrity has been an integral part of our company since day one and is fundamental to our decisions and behaviors. Our culture reflects our core values – mission, integrity, trust, respect, and accountability.

Qualified Candidates

FSA understands that good hiring decisions are critical to our success. We take the recruiting process seriously and select only those individuals who meet rigorous security requirements and are motivated to learn, grow, and take pride in a job well done. Our recruitment staff is highly trained and committed to teaming with our customer to provide the most talented resources available. All FSA recruiting and hiring practices are in compliance with EEO (Equal Employment Opportunity) standards and within OFCCP (Office of Federal Contract Compliance) guidelines.



Employee Benefits

At FSA Federal, we recognize the diverse needs of our employees and we provide an excellent benefits package to ensure those needs are met. In addition to the legally required programs, we offer comprehensive medical, dental and vision plans, 401(k), tuition reimbursement, commuter benefits, bonus opportunities, and more. Our total rewards model, among the best in the industry, helps ensure we retain our top talent.

Security Requirements

Many positions require a U.S. Citizenship and a 7-10 year U.S. Government background investigation for successful placement at any Federal Agency. Applicants are alerted that this investigation will require them to truthfully answer questions related to past illegal drug use, credit worthiness, and other questions of a personal nature. Irresolvable credit issues or any history of illegal drug use are generally disqualifying events. Additionally, FSA participates in E-Verify and will confirm work authorization with the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS).

Pre-Screening Process

FSA Federal requires all potential employees to meet rigorous U.S. Government security requirements so they meet the high standards of our customers. Once a candidate is selected for consideration, they are pre-screened through the FSA Security department to ensure criminal history, drug usage history, and credit history requirements are met. If passed, our selected candidates are then required to obtain fingerprints and submit to a drug test within 48 hours. The selected candidate will also be required to start the full security background investigation processing by completing a U.S. Government security packet through the Electronic Questionnaires for Investigations Processing (e-QIP) tool via the U.S. Office of Personnel Management website.

Quality Assurance

Consistent with our commitment to achieve ongoing customer satisfaction within the highest ethical framework, we are committed to managing our talented workforce through continuous employee engagement and the continual improvement of our Quality Management System (QMS). FSA is registered with National Quality Assurance, USA against the provisions of ISO 9001:2015 and maintains certification through regular audits.