



*180 Sunset Circle N.  
St. Augustine, Florida 32080  
Toll Free: (877) 477-3988  
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**GS&S and Associates was founded in 1999 and is comprised of experts possessing over 120 years of combined experience with all laws and regulations governing Workers' Compensation for federal employees. GS&S services are designed to help control escalating program costs and to assist in returning injured workers to productive employment. Services include but are not limited Program Diagnostics, Case Management, Program Automation, Reemployment Initiatives, Claimant Outreach, Employee / Management Training, Policy letters, Desk Reference / Handbooks, Case Reviews, Chargeback Monitoring and Analysis, Investigations, Light Duty, Program Assessments and Cost reduction and cost avoidance procedures.**

**GS&S is one of the few companies with an established network with and within the Department of OWCP district and national offices. GS&S has a proven track record of controlling and reducing agency's chargeback costs. Visit our website at [www.gss-compsolutions.com](http://www.gss-compsolutions.com),**



U.S. General Services Administration



**General Services Administration  
Federal Acquisition Service  
Authorized Federal Supply Schedule Pricelist**

**Human Resources General Support Services & EEO Services**

**FSC Group 738X, Class R499 & R799**

**Contract Number:**

**GS-02F-0047W**

**Period Covered by Contract:**

**November 12, 2009 through November 11, 2014**

**GS&S and Associates, Inc.  
180 Sunset Circle N.  
St. Augustine, Florida 32080  
Phone: (904) 461-5520  
Fax: (904) 460-1371**

**Business Size: Woman-Owned, Small Business**

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>.

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

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## Customer Information

- 1a. Authorized Special Item Number (SIN)  
**Special Item No. 595-21/595-21RC (Human Resource Services (Excluding EEO Services))**
- 1b. Lowest priced model number and lowest unit price for that model for each SIN awarded in the contract: **Not Applicable**
- 1c. Description of all commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services. **Please see the attached labor category descriptions on pages 5 and 6**
2. Maximum order: **\$1,000,000**
3. Minimum order: **\$100.00**
4. Geographic coverage: **Domestic**
5. Point(s) of production: **Not Applicable**
6. Discount from list prices or statement of net price: **Prices listed are net, discounts have been deducted and the industrial funding fee has been added.**
7. Quantity discounts: **None**
8. Prompt payment terms: **None, Net 30 days ARO**
- 9a. Government purchase cards **are** accepted below the micropurchase threshold.
- 9b. Government purchase cards **are** accepted above the micropurchase threshold.
10. Foreign items: **Not Applicable**
- 11a. Time of delivery: **As negotiated**
- 11b. Items available for expedited delivery: **Not Applicable**
- 11c. Overnight and 2-day delivery: **Not Applicable**
- 11d. Urgent Requirements: **Not Applicable**
12. F.O.B. Point: **Destination**
13. Ordering address:  
**GS&S and Associates, Inc.**  
**180 Sunset Circle N.**  
**St. Augustine, Florida 32080**

- 13b. Ordering Procedures: **For supplies and service the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA may be found at the GSA/FAS Schedule homepage ([www.gsa.gov/schedule](http://www.gsa.gov/schedule)).**
14. Payment address:  
**GS&S and Associates, Inc.  
180 Sunset Circle N.  
St. Augustine, Florida 32080**
15. Warranty provision: **Standard Commercial Warranty**
16. Export packing charges: **As Negotiated**
17. Terms and conditions of Government purchase card acceptance: **Not Applicable**
18. Terms and conditions of rental, maintenance, and repair: **Not Applicable**
19. Terms and conditions of installation: **Not Applicable**
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices. **Not Applicable**
- 20a. Terms and conditions for any other services: **Not Applicable**
21. List of service and distribution points: **Not Applicable**
22. List of participating dealers: **Not Applicable**
23. Preventive maintenance: **Not Applicable**
24. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: **Not Applicable**
25. Data Universal Number System (DUNS) number: **096848408**
26. GS&S and Associates, Inc. is registered in the Central Contractor Registration (CCR) database. Cage Code: **1WQQ0**

**GS&S and Associates, Inc.'s Labor Category Descriptions and Rates**

**Substitutions:**

GS&S and Associates, Inc. reserves the right to make the following substitutions in the education and/or experience requirements of any of the service skill categories set forth herein.

1. One year of experience is the equivalent of one year of education.
2. One year of education is the equivalent of one year of experience.

**Senior Human Resource Manager**

**GSA Price: \$143.58**

*Minimum/General Experience:* Five (5) years

*Functional Responsibilities:* Responsible for agency record and procedure review, DOL and OPM record and Agency procedure review. Works with customers to analyze and evaluate all aspects of workers compensation management system and transaction processing requirements. Applies a broad knowledge of federal competitive and excepted service, program administration resource management laws, rules, regulations, programs, principles and practices to analyses of emerging requirements and opportunities and the implementation of continuing vital activities. Adapts processes and applies theories across business management disciplines to varying organizations of all sizes. Participates in organizational, strategic planning and analysis, change management, information systems, or program development related to workers' compensation management, transaction processing, and outsourcing support activities. Assists in providing multi-function processing support for a wide range of workers' compensation functions including organizational program diagnostics, training, program management, development/analysis, return to work staffing, classification, compensation and employee relations (benefits, performance management, etc.)

*Minimum Education:* Bachelor's Degree

**Senior HR Specialist**

**GSA Price: \$85.64**

*Minimum/General Experience:* Five (5) years

*Functional Responsibilities:* Responsible for DOL On-Site, update requests, and synopsis. Leads or manages highly complex, difficult or sensitive consulting projects; provides expert advice, assistance and mentoring to clients and staff on workers' compensation specialized management topics; reviews and approves deliverables; ensures overall customer satisfaction; nurtures long-term client relationship; and identifies and plans for future projects.

*Minimum Education:* Bachelor's Degree

**HR Assistance****GSA Price: \$56.32**

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**Minimum/General Experience:** Two (2) years**Functional Responsibilities:** Provides project support services to more senior staff, including research, analysis, facilitation assistance and document preparation.**Minimum Education:** Associates Degree**Training Specialist****GSA Price: \$95.72**

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**Minimum/General Experience:** Five (5) years**Functional Responsibilities:** Responsible for ensuring that consistent, high quality training is developed and implemented. Responsibilities include assisting with developing, delivering, and evaluating training programs (including on-line courses, self-study, and blended learning opportunities) for support, professional, and managerial staff, coordinating training activities, schedules, and instructors for professional development programming and performing special projects and other duties as assigned.**Minimum Education:** Bachelor's Degree