



Palmetto GBASM
PARTNERS IN EXCELLENCESM

**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 GSA Advantage! is: GSAAdvantage.gov.

Schedule Title: 2FYA-AR-060001-B-REFRESH #2 for the Multiple Award, Federal Supply Schedule FSC 69, Training Aids & Devices.

FSC Service Code: Special Item Number 27-500 (Course Development; Test Administration).

Contract Number: GS-02F-0089U

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Contract Period: Contract end date May 4, 2013.

Contractor Name and Address:

Palmetto GBA, LLC
17 Technology Circle
Columbia, SC 29203-9591
(803) 763-7130
FAX: (803) 935-0081

<http://www.palmettogba.com/palmetto/aboutarea.nsf/training.htm>

CUSTOMER INFORMATION

1a. Pricing Format for GSA SERVICES as of April 14th, 2008. Palmetto GBA, LLC is principally a contractor that provides services in support of the Medicare Program. As such, the company has not historically offered services on a commercial basis. Palmetto has developed a large and capable organization to design training programs for staff, government officials, Medicare suppliers and beneficiaries. Much of the training has

been developed for web-based delivery. This capability is applicable to almost any training need and the content and delivery method can be specifically tailored.

A single hourly price is offered. Travel, if necessary will be additional and based on government allowances. The hourly rate is based upon a CAS-compliant cost accounting system employed by the company for government contracts. The price includes salary, fringe benefits, overhead and fee.

Palmetto GBA is pleased to offer GSA a five percent (5%) discount for services on this schedule.

SIN	Labor Category	Proposed GSA Rate	% GSA Discount
27-500	Training Specialist	\$55.29	5%
27-500	Instructional Writer	\$51.19	5%
27-500	e-Learning Designer/Developer	\$62.19	5%

1b. We propose to offer a volume discount to any federal customer with a requirement of 7500 or greater hours of services. Volume discounts rates are:

SIN	Labor Category	Proposed GSA Volume Rate	% GSA Volume Discount
27-500	Training Specialist	\$53.88	7%
27-500	Instructional Writer	\$49.86	7%
27-500	e-Learning Designer/Developer	\$60.57	7%

1c. A list of labor categories including minimum education, training and experience requirements are identified below:

Title	Minimum Education / Experience / Training
Training Specialist	4-yr degree + 1 yr training experience
Instructional Writer	4-yr degree with course work in English, Journalism or related field + 1 yr of professional writing
eLearning Designer / Developer I	4 yr degree with course work in English, Journalism, Business, Education or related field

2. Maximum order: Not applicable.
3. Minimum order: Not applicable.
4. Geographic coverage (delivery area): United States.
5. Point(s) of production:
 - Columbia, Richland County, SC
 - Columbus, Franklin County, OH
 - Augusta, Richmond County, GA
6. Palmetto GBA is pleased to offer GSA a five percent (5%) discount for services on this schedule. See above.
7. Additionally, we propose to offer a volume discount to any federal customer with a requirement of 7500 or greater hours of services. See above
8. Prompt Payment Terms: Net 30.
- 9a. Government purchase cards are accepted at or below the micro-purchase threshold.
- 9b. Government purchase cards are accepted above the micro-purchase threshold.
10. Foreign Items: None.
- 11a. Time of delivery: From date of award until time of delivery.
- 11b. Expedited Delivery. Not applicable.
- 11c. Overnight and 2-day delivery: Not applicable.
- 11d. Urgent Requirements. Not applicable.
12. F.O.B. point(s). Not applicable.
- 13a. Ordering Address: Palmetto GBA, LLC
PO Box 100134
Columbia, SC 29202-3134
- 13b. Ordering Procedures: Services ordered under this contract follow the ordering procedures found in Federal Acquisition Regulation (FAR) 8.405-2
14. Payment Address: Palmetto GBA, LLC
PO Box 100134
Columbia, SC 29202-3134

15. Warranty provision. None.
16. Export packing charges: Not applicable.
17. Terms and conditions of Government purchase card acceptance. Palmetto GBA, LLC will accept government purchase card for all orders.
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.
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not applicable.
- 24b. All products delivered will be Section 508 compliant in accordance with the guidelines at www.Section508.gov/
25. Data Universal Number System (DUNS) number: 00-681-1389
26. Contractor is registered in Central Contractor Registration (CCR) database.
27. Uncompensated Overtime Policy. Uncompensated overtime is “hours worked without additional compensation in excess of an average of 40 hours per week by direct charge employees who are exempt from the Fair Labor Standards Act.” Palmetto GBA, LLC employees (exempt and non-exempt from the Fair Labor Standards Act) enter all hours worked in an electronic timekeeping system. Labor is charged using the employee’s actual hourly rate for the pay period based on total hours worked divided into the actual amount of compensation. Uncompensated overtime, where it occurs, is appropriately shared by all cost objectives that utilize the employee’s productive time.