On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage! a menu-driven database system. The INTERNET address for GSA Advantage! is http://www.gsaadvantage.gov

Schedule: Multiple Award Schedule
Large Category: Office Management
Subcategory: Media Services
Special Item Numbers: 561410 Editorial, Publishing, and Library Media Services
FSC/PSC Code: R499 Other Professional Services

CONTRACT NUMBER: GS-02F-0105Y
Contract Period: March 23, 2022 – March 22, 2027
Pricelist Current through Modification PO-0037, dtd March 4, 2022

CONTRACTOR: StratComm, Inc.
24 Superior Drive, Suite 103
Natick, MA 01760
Office: (508) 907-7000
Fax: (508) 907-6215
www.stratcomminc.com

Business Size: Small, Service-Disabled Veteran Owned Business

CONTRACTOR'S ADMINISTRATION SOURCE:
Michelle Tezduyar, Chief Operating Officer
Office: (508) 907-7000 ext 211
Email: gsaschedule@stratcomminc.com

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

ABOUT STRATCOMM, INC.
StratComm, Inc. is an award-winning content development company specializing in editorial, web-based training, and technical documentation solutions. We distribute our content using virtually all mediums, including online publications with high-quality web design, illustrated print publications, web-based structured documentation, and interactive virtual training platforms. Our services include:

**Content Development** - Editorial planning and development, content writing and editing, copyediting, proofreading, book development and book editing, manuscript development and manuscript editing, instructional design and development, marketing and communications strategy, and 508 and SCORM compliance, including document remediation.

**Publishing** - Development and publishing of e-books, high-quality print books, textbooks, handbooks, guidebooks, and flipbooks; graphic design, photography and image research, printing, and fulfillment.

**Multimedia Development** - Website programming and maintenance, Flash programming, Content Management System (CMS) development and maintenance, graphic design, new media development, mobile and HTML5 application development, website design/website redesign, search engine optimization (SEO), email marketing, social media consulting and development, media archiving, and database management.

**Web-based Training** - Multi-user virtual environments, online employment skills testing and assessments, skills gap analysis, production services, speaker coaching, project management, Learning Management System (LMS) development and maintenance, live and recorded webcasting, and interactive virtual environments, such as career fairs, learning and testing environments, conferences, summits, and expos.

**Technical Publications** - Interactive Electronic Technical Manual (IETM) publishing using both military (S1000D and other specifications) and commercial standards.

1a. **TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)**

<table>
<thead>
<tr>
<th>SIN</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>561410</td>
<td>Editorial, Publishing, and Library Media Services</td>
</tr>
</tbody>
</table>

1b. **LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN**
(Government Net Price Based on a Unit of One)
Refer to GSA Price Section.

1c. **RATES** - Refer to GSA Price Section
2. **MAXIMUM ORDER**: $1,000,000.00 per SIN  
* 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 per SIN

4. **GEOGRAPHIC COVERAGE**: Domestic, 50 states, Washington DC, Puerto Rico, US Territories, and to a CONUS port or consolidation point for orders received from overseas activities.

5. **POINT(S) OF PRODUCTION**: Natick, MA

6. **DISCOUNT FROM LIST PRICES**: Prices listed are GSA Net, discount deducted.

7. **QUANTITY DISCOUNT(S)**: None

8. **PROMPT PAYMENT TERMS**: 1% 10 days, Net 30 Days

9. **FOREIGN ITEMS**: None

10a. **TIME OF DELIVERY**: As specified on task order and as mutually agreed upon

10b. **EXPEDITED DELIVERY**: As specified on task order and as mutually agreed upon

10c. **OVERNIGHT AND 2-DAY DELIVERY**: As specified on task order and as mutually agreed upon

10d. **URGENT REQUIREMENTS**: Agencies can contact the Contractor’s representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

11. **FOB POINT**: Destination

12a. **ORDERING ADDRESS**:  
StratComm, Inc.  
24 Superior Drive, Suite 103  
Natick, MA 01760  
Phone: (508) 907-7000  
Fax: (508) 907-6215  
Email: gsaschedule@stratcomminc.com
12b. **ORDERING PROCEDURES:**
For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3

13. **PAYMENT ADDRESS:**
StratComm, Inc.
24 Prime Park Way, Suite 103
Natick, MA 01760

14. **WARRANTY PROVISION:** Standard Commercial Warranty

15. **EXPORT PACKING CHARGES:** Not applicable to Professional Services

16. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** N/A

17. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** N/A

18a. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS, PRICE LISTS, AND ANY Discounts FROM LIST PRICES (IF AVAILABLE):** N/A

18b. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** N/A

19. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** N/A

20. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** N/A

21. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** N/A

22a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):** N/A

22b. **Section 508 Compliance for EIT:** N/A

23. **Unique Entity Identifier (UEI) number:** 093291644

24. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** StratComm, Inc. is currently registered in the SAM.gov.
GSA PRICE SECTION

Labor categories applicable to 561410 Editorial, Publishing, and Library Media Services

**Principal/Management Supervisor**
SIN 561410  
Rate: $137.83

The Principal Management Supervisor is responsible for strategy development (branding, PR/marketing, and awareness), message development, research and analysis; conduct focus groups, message workshops and other high-level meetings, manage contract and client relationships, firm management, and administration.

**Project Director**
SIN 561410  
Rate: $156.01

The project director is responsible for planning, organizing, and controlling all technical, fiscal, operational, and performance activities on assigned projects and task orders. This role develops and controls budgets and schedules, and is responsible for designing, developing, and implementing solutions to anticipated operational challenges on assigned projects. The project director manages all members of the content and production teams and is responsible for ensuring that projects are completed according to the StratComm, Inc. quality standards. This role requires demonstrated project management skills, a minimum of seven years of management experience, and a minimum education of a bachelor’s degree. In some instances, demonstrated skill over fewer than seven years within a company will be substituted for experience, if deemed appropriate. Additionally, the project director position requires an advanced understanding of editorial and design standards, as well as excellent problem-solving skills.

**Executive Editor**
SIN 561410  
Rate: $100.50

The executive editor reports to the project director on assigned projects. This role is responsible for reviewing and editing a variety of complex written materials to ensure their readability, logical organization and supporting detail, applicability to the target audience, grammatical correctness, and adherence to prescribed style guides. The role requires a bachelor’s degree with a graduate degree strongly preferred, as well as five years of experience or demonstrated accomplishment. The executive editor must demonstrate excellent writing and communications skills, a mastery of grammar, spelling, and syntax, as well as the ability to collaborate constructively in a production environment to meet assigned deadlines.

**New Media Designer**
SIN 561410  
Rate: $93.80
The new media designer reports to the project director on assigned projects. This role develops creative concepts for visual communication in various media, and uses text, graphics elements, and custom and stock art to produce attractive layouts and design. The new media designer must be able to work with print vendors as well as with web programmers to ensure that designs meet the required standards for a given project. This role requires a bachelor’s degree plus five or more years of experience, or a demonstrated ability to deliver on provided design concepts. This role also requires a strong creative ability, attention to detail, and hands-on experience with a range of design software applications, including the entire Adobe Creative Suite.

**Writer**

SIN 561410  
Rate: $68.91

The writer reports to the project director on assigned projects. This role performs research, develops, writes, and finalizes a variety of complex written materials. The writer is also responsible for modifying and revising materials in response to feedback from staff members and/or clients. This role requires a minimum of three years of experience, plus a demonstrated ability to work collaboratively in a production environment to meet assigned deadlines.

**Web Developer**

SIN 561410  
Rate: $90.93

The web developer reports to the project director on assigned projects. This role reviews, analyzes, and evaluates user and/or client needs for web-based systems. In addition, this role conducts feasibility analyses, and identifies and implements the steps necessary to develop new sites or modify existing sites. The web developer role requires a bachelor’s degree, preferably in fine arts or information technology, plus a minimum of three years of experience in web design, and familiarity with a variety of web design concepts, practices, procedures, and software applications.

**Proofreader**

SIN 561410  
Rate: $55.51

The proofreader reports to the executive editor on assigned projects. This role performs copyediting of materials to ensure grammatical correctness and compliance with style guides, design requirements, and other client-prescribed guidance. This role requires a degree in English, journalism, or the social sciences, plus a minimum of two years of experience in a production environment. The proofreader also must demonstrate knowledge of correct grammar, syntax, spelling, verb usage, agreement, tense, and number, in addition to the ability to correctly format all citations and references.