



**General Services Administration
Federal Acquisition Service
Authorized Federal Supply Schedule Price List**

**Professional Audio/Video, Telemetry/Tracking,
Recording, Reproducing and Signal Data Solutions**

Special Item Number:

58 8-Professional Audio/Video Assessment, Design, and Integration

58 9-Professional Audio/Video Production

**Conference Technologies, Inc.
11653 Adie Road
Maryland Heights, MO 63043-3509
Phone: (800) 743-6051
Fax: (314) 993-0122
<http://www.conferencetech.com>**

Contract Number:

GS-03F-0124Y

Period Covered by Contract:

June 15, 2012 through June 14, 2017

On-line access to contract ordering information, terms and conditions, and up-to-date pricing, as applicable, is available on GSA *Advantage!* at <https://www.gsaadvantage.gov>.

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Customer Information

1a. Table of Awarded Special Item Numbers:

58-8/58-8RC-Professional Audio/Video Assessment, Design, and Integration
58-9/58-9RC-Professional Audio/Video Production

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

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. If hourly rates are not applicable, indicate "Not applicable" for this item.

2. Maximum Order: \$250,000

3. Minimum Order: \$100.00

4. Geographic Coverage (delivery Area): Domestic only

5. Points of production (city, county, and state or foreign country): Maryland Heights, MO

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).

7. Quantity discounts: None

8. Prompt payment terms: Net 30 days

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted above the micro-purchase threshold: Yes

10. Foreign items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): 30 Days ARO

11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor

may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

- 11c. **Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery is available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery:
Contact Contractor
- 11d. **Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor
- 12. **F.O.B Points(s):** Origin, Freight prepaid
- 13a. **Ordering Address(es):** Same as Contractor
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
- 14. **Payment address:** Same as company address
- 15. **Warranty provision:** Contractor’s standard commercial warranty.
- 16. **Export Packing Charges (if applicable):** N/A
- 17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
- 18. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
- 19. **Terms and conditions of installation (if applicable):** N/A
- 20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. **Terms and conditions for any other services (if applicable):** N/A
- 21. **List of service and distribution points (if applicable):** N/A
- 22. **List of participating dealers (if applicable):** N/A
- 23. **Preventive maintenance (if applicable):** N/A

- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A**
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor's website or other location.) The EIT standards can be found at: www.Section508.gov/.**
- 25. Data Universal Numbering System (DUNS) number: 619503634**
- 26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered CAGE Code 0K420**

Conference Technologies, Inc. Office Locations

HEADQUARTERS

11653 Adie Road
Maryland Heights, MO 63043
Office: 314.993.1400

BROOKINGS

520 3rd Avenue, Suite 1
Brookings, SD 57006
Office: 605.692.2666

LITTLE ROCK

1419 Westpark Drive, Suite B
Little Rock, AR 72204
Office: 501.375.2800

MEMPHIS

5425 East Raines Road, Suite 2
Memphis, TN 38115
Office: 901.360.8332

OMAHA

11205 South 150th Street, Suite 500
Omaha, NE 68138
Office: 402.593.6750

PEORIA

512 High Point Lane
East Peoria, IL 61611
Office: 309.698.8150

OVERLAND PARK

8830 Bond St.
Overland Park, KS 66214
Office: 913.894.2500

WICHITA

248 North Cleveland Avenue
Wichita, KS 67214
Office: 316.651.00119

Conference Technologies, Inc. Authorized GSA Pricing

SCA Categories				
	Wage Determination No.: 2005-2309 Revision No.: 11 Date Of Revision: 06/13/2011			
Labor Categories	Possibility 1	Possibility 2	Possibility 3	
Cad Operator / drafting	DRAFTER/CAD OPERATOR III			
Electrician	ELECTRICIAN, MAINTENANCE			
Fabrication Technician	EXHIBITS SPECIALIST			
High Rigger	RIGGER			
Lead Rigger	RIGGER			
Low Rigger	RIGGER			
Installation Technician I	EXHIBITS SPECIALIST I			
Installation Technician II	EXHIBITS SPECIALIST II			
Installation Technician III	EXHIBITS SPECIALIST III			
Master Electrician	ELECTRICIAN, MAINTENANCE			
Projectionist	EXHIBITS SPECIALIST			
Service Technician	PERIPHERAL EQUIPMENT OPERATOR			
Stage Hand	01310 SECRETARY			I 01311: LS1/LR1
Video Camera Operator	PHOTOGRAPHER			
Video Playback Operator	PERIPHERAL EQUIPMENT OPERATOR			MEDIA SPECIALIST

Producer \$136.02

Minimum Education /General Experience

Seven years general experience or four years experience combined with two year of technical training in the audio visual field.

Functional Job Responsibility

Formulate the business and production decisions involving all aspects of the event or stage production. Establish project team, event concept, approve the development of ideas, arrange technical details, and determine the size and cost of the endeavor. Hire and or approve directors, cast members, and key production staff members. Negotiate contracts with artistic, technical & design personnel in accordance with event(s) requirements.

Technical Director \$177.88

Minimum Education /General Experience

Six years general experience or four years experience combined with two year of technical training in the audio visual field.

Functional Job Responsibility

Responsible for turning the event proposals, schemes, design of the all the theatrical equipment & audio visual equipment into practical set of working techniques, while ensuring a safe staging/working space for presenters onstage. Approve the design elements of a production, including the sets, costumes, choreography, and music. Assistant directors cue the performers and technicians, telling them when to make entrances or light, sound, or set changes.

The Technical Director is also responsible for the actual setup and the communication of the set onstage

Production Coordinator \$108.82

Minimum Education /General Experience

Five years general experience or three years experience combined with two year of technical training in the audio visual field.

Functional Job Responsibility

Realize the visions of the producer and the technical director within constraints of technical possibility. Coordinate the operations of various production sub-disciplines (scenic, lighting, sound, projection, automation, video, pyrotechnics, stage management, etc.) of the presentation. In addition to management and financial skills, a production coordinator must have detailed knowledge of all production disciplines including a thorough understanding of the interaction of these disciplines during the production process. This may involve dealing with matters ranging from the procurement of staff, materials and services, to freight, customs coordination, telecommunications, labor relations, logistics, information technology, government liaison, venue booking, scheduling, operations management and workplace safety.

Stage Manager \$81.61

Minimum Education /General Experience

Five years general experience or four years experience combined with two year of technical training in the audio visual field.

Functional Job Responsibility

Organize the production, communicating across different disciplines (e.g., between the technical director and the backstage crew and production management), and keeping everything running smoothly. This refers not only to seamless management of the technical aspects of a production, but of the human aspects as well.

Video Director \$88.87

Minimum Education/General Experience

Seven years general experience or four years experience combined with two year of technical training in the audio visual field.

Functional Job Responsibility

The director is responsible for overseeing the creative aspects of an event, including controlling the content and flow of the video / event plot, directing the performances of actors, organizing and selecting the locations in which the video / event will be shot, and managing technical details such as the positioning of cameras, the use of lighting, and the timing and content of the video / event soundtrack.

Video Engineer \$88.87

Minimum Education/General Experience

Five years of experience in the audio visual field or five years of video production.

Functional Job Responsibility

A Video Engineer duty include design, and build technical solutions for video compression using system integration techniques and digital video quality assurance systems to satisfy the requirements for complex video projects for the new digital growth markets including VOD (Video on Demand), DVD, Streaming Media, Internet, and other media models. Provide specifications and workflows for video file formats like Windows Media, Quicktime, MPEG1, MPEG2, ISO MPEG4 Part 2 as well as Part 10 (H.264/AVC), distribution via satellite or FTP/UDP applications with quality control using tools and filewrapping (AAF/MXF) with metadata containers (XML).

Video Playback Operator \$68.01

Minimum Education/General Experience

Two year of technical training.

Functional Job Responsibility

A Video Playback Operator must be proficient in the set-up and operation of standard and specialized video playback/recording equipment. Individual must be capable of handling the demands of live event operation.

Video Camera Operator \$68.01

Minimum Education/General Experience

Two years of technical training in the audio visual field.

Functional Job Responsibility

Video Camera Operator proficient in the set-up and operation of standard and specialized camera equipment.

Projectionist \$68.01

Minimum Education/General Experience

Technical training in the audio visual field or CTS.

Functional Job Responsibility

Projectionist must show proficiency in the set-up, operation and troubleshooting of standard and specialized projection equipment. Projections responsibilities also include the set-up and use of projection screen and surfaces.

Audio Engineer (A1) \$90.68

Minimum Education/General Experience

Five years of experience in the audio visual field or Five years of audio - live or recorded production.

Functional Job Responsibility

Confers with Technical Director, Production Coordinator, and others in order to determine and achieve the desired sound for the audience. Mix and edit voices, music, and taped sound effects for live performances and for prerecorded events, using sound mixing boards. Regulate volume level and sound quality during recording sessions, using control consoles. Set up, test, and adjust recording equipment for recording sessions and live performances; tear down equipment after event completion. Synchronize and equalize prerecorded dialogue, music, and sound effects with visual action of motion pictures or television productions, using control consoles. Create musical instrument digital interface programs for music projects, commercials or post-production. Prepare for recording sessions by performing activities such as selecting and setting up microphones.

Audio Engineer (A2) \$81.61

Minimum Education/General Experience

Two year or technical training in the audio or CTS.

Functional Job Responsibility

A2 works closely with the A1 with the project. A2 is making sure that cabling and signal is run correctly. Understand the functionality of consoles and speakers. Sometimes running the monitor console is a requirement, responsible for the upkeep, acquisition, and use of microphones, backstage monitors, communication systems, and the audio system

Lighting Designer \$88.87

Minimum Education/General Experience

Four years of experience in lighting design.

Functional Job Responsibility

The Lighting Designer, in cooperation with the director, decides on exactly how a production should be lit, using natural or artificial light sources. Designers are responsible for figuring out the specifications of the particular theater, working within the physical space and inventory, drawing up a plot, focusing said plot, and writing the light cues.

Master Electrician \$86.15

Minimum Education/General Experience

Licensed Commercial or Master Electrician

Functional Job Responsibility

When sets need to be built or lights hung, the Lighting Engineer requires an assistant. Often, the Light Technician Assistant serves in these roles and when quick changes are requested. The Light Technician Assistant is responsible for taking the light plot and making sure that all lighting units on the plot are hung in the correct locations and actually work. Coordinating the numbers of lights and circuits and allocating cabling, gels, and other accessories are the most important aspects of his role. The Light Engineer often ends up sharing many of the typical his assistant roles, so the job gets done by both.

Lighting Programmer / Board Operator \$68.01

Minimum Education/General Experience

Two years of technical training in theater lighting or production lighting.

Functional Job Responsibility

Lighting Programmer is responsible for all console operation including patching and programming of scenes, cues. Working with the Lighting Designer and understanding the functionality of the lighting fixtures that they are programming.

Stage Hand \$65.29

Minimum Education/General Experience

High School Diploma

Functional Job Responsibility

Stagehands ensure that the equipment's are in place at the beginning of a meeting/conference and that they are collected at the end of a meeting/conference. Stagehands may also be responsible for locating and obtaining props. When a production is completed, the grip dismantles the scenery or set pieces and stores them or prepares them for return to the storage. Theatrical stagehands are called flyers if they hand the scenery up into the roof and lower it down onstage. Some stagehands work with electricians or lighting people. They set up lights for the lighting director, make sure the equipment is working, and put the equipment away.

Lead Rigger \$88.87

Minimum Education/General Experience

ETCP Certified Rigger - Arena / Theatre

Functional Job Responsibility

Lead Rigger is responsible for supervision of all rigging activities. Duties are focused on safety and load specification as related to building structure and show elements.

High Rigger \$88.87

Minimum Education/General Experience

ETCP Certified Rigger - Arena / Theatre

Functional Job Responsibility

High Rigger is responsible for the hanging of rigging points (this may include banners), safety and integrity of the hang. Has all of the skills and responsibility of a Ground Rigger and must also be able to operate an aerial work platform, must be able to Identify suitable structure and attachment for rigging, be able to apply rope work mechanical advantages, as well as knowledge of materials, manufacturing methods and the proper applications of different rigging systems.

Low Rigger \$66.20

Minimum Education/General Experience

High School Diploma or equivalent education. Completion of or enrollment in a formal apprentice.

Functional Job Responsibility

Maintains safe perimeters underneath high work being done, maintains a safe path and perimeter around aerial work platforms, monitors the movement of aerial work platforms, assembles rigging on the ground for high work being done, attaches gear and assemblies to lines for high work being done, marks or "lays " out points on the floor and moves designators for high work (Rigging Points and Laser Plumbs), assembles and checks out motion control systems, makes attachments to lifting frames, lighting trusses, audio, Video and Scenery for hoisting or Flying, does Visual and Mechanical Safety Inspections.

Functional Job Responsibilities Duties include but are not limited to preparing documentation, filing, maintaining library databases, preparing data for transmittal, and other duties as required. Assists in creating, submitting and tracking written documentation of projects, services and repairs. Assembles or constructs standard operations manuals for systems.

A/V Instructor \$77.08

Minimum Education/General Experience

High School Diploma or equivalent and/or specialized training or related work experience in related area and/or ICIA CTS audiovisual systems training/certification. Three (3) years of experience related to general training and one (1) or more years of experience related to technical training of leading edge or legacy audiovisual/IT systems.

Functional Job Responsibilities

Duties include but are not limited to developing training courses and materials, specifying learning objectives, and conducting training classes. Assembling or constructing custom training

programs and manuals. Providing technical and operational instruction related to audio and video integrated systems.

Service Technician \$90.68

Minimum Education / General Experience

High School Diploma or equivalent, equivalent work related experience and/or ICIA CTS audiovisual systems training/certification. Specialized training or education may be substituted for experience. Three (3) or more years of experience of installation work, fabrication and/or repair of audio, video, data, computer and/or other related equipment.

Functional Job Responsibilities

Ensures standard work methods or explicit instructions to diagnose, repair, adjust, service audio/video/data equipment, data cabling & system back bone. Operates standard test equipment, interprets test results and make corrections or repairs as needed. Installs equipment as required by specific in the functional areas assigned. Perform standardized or prescribed assignments involving documentation of systems and a sequence of related operations.

Service Installation Manager \$136.02

Minimum Education/General Experience

Bachelor's Degree or equivalent years of work related experience and/or ICIA CTS audiovisual systems training/certification. Specialized training or education may be substituted for experience. Minimum of five (5) years of experience related to audio/video technology, in the fabrication and/or repair of audiovisual systems, and/or other related activities.

Functional Job Responsibilities

Supervises technical staff overseeing diagnose, repair and service of audio/video equipment. Possess knowledge of engineering processes, principles and practices involved in audiovisual technical solutions. Compiles audio, video and control engineering data; processes and computes data using specified procedures; Reports results of analysis in form of documentation(s), presentations or reports. Possess strong oral and written communications skills.

Installation Technician

General Experience

a. Installation Technician I \$77.08

Has basic understanding of drawings, Installation/ building codes, cabling and fabrication repair of audio, video and/or other related equipment.

b. Installation Technician II \$86.15

Two (2) or more years of experience related to general audio/video communications installation, and/or 1 year of technical installation experience. On-site project supervision capabilities for small scale projects.

c. Installation Technician III \$99.75

Four (4) years of experience related to general audio/video communications installation, and/or 3 years of technical installation experience. Working knowledge of DSP devices, and control systems On-site project supervision capabilities for small to medium scale projects.

Functional Job Responsibilities

To build, populate, wire, and terminate equipment for high end Audio Visual and Videoconferencing facilities. Perform standardized or prearranged assignments involving documentation of systems and a sequence of related operations. Follows standard work methods or explicit instructions. Technical adequacy, accuracy, and workmanship of routine work are reviewed on completion, non-routine work methods may also be reviewed in process. Assembles or constructs audiovisual systems based on documentation supplied by engineering and CAD personnel. Creation of systems consisting of standard equipment and parts; sets up and operates standard test equipment; records data.

Minimum Education

High School Diploma or equivalent, equivalent work related experience and/or ICIA CTS audiovisual systems training/certification. Specialized training or education may be substituted for experience

Project Management \$99.75

Minimum Education/General Experience

Bachelor's Degree or 5 years equivalent work related experience, and/or ICIA CTS audiovisual systems

Training/certification. Specialized training or education may be substituted for experience. Five (5) years of experience related to general audio/video communications, and/or 5 years in a technical management capacity.

Functional Job Responsibilities:

Experience in: running meetings, organizing tasks, obtaining and communicating status, schedule and tracking a large project. Possess strong communications skills (written/verbal/electronic) and must have ability to generate minutes, coordinate events and status to customer, skills in public relations. Able to order subcontracted services and oversee implementation activities with satellite vendors, network carriers, equipment vendors and general contractors. Experienced in scheduling multiple locations, establishing lead times, coordinating dissemination of relevant information and contacting vendors for issue resolution.

Project Executive \$136.02

Minimum Education/General Experience

Bachelor's Degree or 10 years equivalent work related experience, and / or ICIA CTS audiovisual systems Training/certification. Specialized training or education may be substituted for experience.

Functional Job Responsibilities:

Proficiency in running, staffing and coordinating large activities with multiple vendors. Has a significant competency in public relations, coordination, vendor tasking, financial impact analysis and a solid technical background. Technical background includes an understanding of audio & video transmission, broadcast requirements, IP networking standards, ISDN broadband networking criteria and standards. Has knowledge in local area networks and wide area networking. Skills include strong presentation (written and verbal), strong organization, and objective vision for coordinating complex events. Brings forth experience in establishing deliverables, timeframes, scheduling, milestones, and critical success factor to monitor. Knowledgeable in developing short interval implementation plans. Adept to organize, run and deliver kick-off meetings and project progress meetings. Highly motivated, responsive and practice hands on management.

Cad Operator / drafting \$77.08

Minimum Education/General Experience

Trade School Cad Training. Proficient in the use of AutoCAD drafting software, or similar proficiency in the use of other diagrammatic software tools. Demonstrates proficiency in the use of computers and general business software. Two years of related experience directly related to computer aided design.

Functional Job Responsibilities

Possesses experience in audiovisual systems design and architectural construction techniques. Plans, designs, and oversees the creation of custom computer aided drawings suitable for use in construction & documentation of integrated audiovisual systems.

Design Engineer \$99.75

Minimum Education /General Experience

Bachelor's degree or equivalent related work experience and/or ICIA CTS audiovisual systems training/certification. Three (3) years of progressive, professional engineering experience is required. One (1) or more years of experience in audio/video integration and design.

Functional Job Responsibilities

Works under general supervision in field of audio/video systems design and deployment. Uses computer technology and tools, performs abstract or concept studies and analyses of engineering problems to effect custom solutions. Possesses thorough knowledge of principles and practices involved in the audiovisual system implementation and provides engineering systems analysis solutions to implement the means to meet the individual needs of an organization. Possess knowledge of engineering and computer processes, principles and factors involved in computer aided solutions.

Sr. Design Engineer \$136.02

Minimum Education/General Experience

Bachelor's degree or equivalent related work experience and/or ICIA CTS audiovisual systems training/certification. Minimum of Seven (7) years of progressive, professional engineering

experience is required. Five (5) or more years of experience in audio/video integration and design.

Functional Job Responsibilities

Supervises engineering staff in the field of audio/video systems design and deployment. Uses computer technology and tools, performs abstract or concept studies and analyses of engineering problems to effect custom solutions. Possesses thorough knowledge of principles and practices involved in the audiovisual system implementation and provides engineering systems solutions to meet individual needs of an organization. Possess knowledge of engineering and computer processes, principles and factors involved in computer aided solutions.

Technical Design Consultant \$136.02

Minimum Education/General Experience

High School Diploma or equivalent and/or specialized training or related work experience in related area and/or ICIA CTS audiovisual systems training/certification. Five (5) years' experience researching and supporting legacy and leading edge IT and/or communications projects and technologies. Maintains knowledge of advancements in technologies and methodologies pertaining to integrated audio/video systems.

Functional Job Responsibilities

Conducts technology and feasibility studies and analyses, researches new and emerging technologies, evaluates competing hardware or software products against market data, performs IT strategic planning, cost-of-ownership studies, and plays a central role in business process re-engineering. Provides this analysis to assist with system design, construction and service. Employs methodologies for guiding others in problem resolution.

Programmer

General Experience

a. Programmer Level I \$77.08

Maintain basic certifications from audiovisual control systems equipment manufacturers. Creates and integrates control system programs for small to medium scale projects.

b. Programmer Level II \$99.75

Three years of experience is required. Maintain current certifications from audiovisual control systems equipment manufacturers. Creates and integrates control system programs for medium to large scale projects. Holds Security Clearance, if applicable.

c. Programmer Level III \$136.02

Five years of experience or greater is required. Maintains highest level certification from audiovisual control systems equipment manufacturers. Creates and integrates control system programs for complex large scale projects. Holds Security Clearance, if applicable.

Functional Job Responsibilities

Incorporates basic audio/video integration principles and computer aided designs in order to produce custom interface design for audio/video control systems. Prepares and tests software prior to deployment during system fabrication. Uses computer hardware and software to create/modify graphical user interface, source code and hardware interfacing of audiovisual systems components. Develops and executes software documentation and training.

Minimum Education

Two year Associate Degree from an accredited College or University, completion of an apprenticeship program, or equivalent years of work related experience. ICIA CTS audiovisual systems training/certification desired.

Fabrication Technician I \$68.01

Minimum Education/ General Experience

0-2 years of experience in the Audio Visual or associated industry required. Graduate of a technical school or equivalent specialty school or higher preferred.

Functional Job Responsibility

To build, populate, wire, and terminate equipment for high end Audio Visual and Videoconferencing facilities.