GSA CONTRACT NUMBERS
GS-07F-0225U
(SIN(s) 512110/512110RC; 541430/541430RC; 561920/561920RC; 541810ODC/541810ODC(RC)

MULTIPLE AWARD SCHEDULE
Professional Services Schedule
Industrial Group: OLM (Order-Level Materials)

CONTRACT PERIOD
March 01, 2018 through February 28, 2023

LAST MODIFICATION
July, 2020

CONTRACTOR
Multi Media Marketing Associates, Inc.
20841 Johnson Street, Suite 111
Pembroke Pines, FL 33029
www.multimediamktg.com

CONTRACTOR’S ADMINISTRATIVE SOURCE
Jose Luya
Phone: 954-433-0988
Fax: 954-438-1472
Email: jose@multimediamktg.com

BUSINESS SIZE
Small

The Service Contract Act (SCA) is applicable to this contract and as it applies to the entire Multiple Award Schedule (MAS) / Order-Level Materials (OLM) and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29CFR 5413.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the Contractor adds SCA labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.
CUSTOMER INFORMATION

1a. **TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINS):**
   - 51210/51210RC Video/Film Production
   - 541430/541430RC Graphic Design Services
   - 561920/561920RC Conference, Meeting, Event and Trade Show Planning Services
   - 541810DC Other Direct Costs

1b. **IDENTIFICATION OF THE LOWEST PRICED MODEL NUMBER/UNIT PRICE:**
    See Price List (Government net price based on a unit of one).

1c. **HOURLY RATES:**
    See Price List

2. **MAXIMUM ORDER:** $1,000,000.00

3. **MINIMUM ORDER:** $100.00

4. **GEOGRAPHIC COVERAGE:** Domestic

5. **POINTS OF PRODUCTION:** Pembroke Pines, FL

6. **STATEMENT OF NET PRICE:** Prices shown herein are Net (discount already deducted under GSA rate).

7. **QUANTITY DISCOUNTS:** None

8. **PROMPT PAYMENT TERMS:** 1% 15 Days, Net 30 days

9a. **GOVERNMENT PURCHASE CARDS ACCEPTED AT OR BELOW THE MICRO-PURCHASE THRESHOLD:**

9b. **GOVERNMENT PURCHASE CARDS ACCEPTED ABOVE THE MICRO-PURCHASE THRESHOLD:**

10. **FOREIGN ITEMS:** None

11a. **TIME OF DELIVERY:** In accordance with the requirements of the task order.

11b. **EXPEDITED DELIVERY:** Contact Contractors Representative.

11c. **OVERNIGHT AND 3-DAY DELIVERY:** Services N/A

11d. **URGENT REQUIREMENTS:** Agencies can contact the Contractor’s representative to effect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. **F.O.B. POINT:** Destination

13a. **ORDERING ADDRESS:**
    Multi Media Marketing Associates, Inc.
    20841 Johnson Street, Suite 111
    Pembroke Pines, Florida 33029
    Tel: 954.433.0988

13b. **ORDERING PROCEDURES:** As per FAR 8.405-3.

14. **PAYMENT ADDRESS:** Same as contractor.

15. **WARRANTY PROVISION:** Standard Commercial Warranty. Customer should contact contractor for a copy of warranty.

16. **EXPORT PACKING CHARGES:** N/A

17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** None

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:** N/A

20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES:** N/A

21. **LIST OF SERVICE AND DISTRIBUTION POINTS:** N/A

22. **LIST OF PARTICIPATING DEALERS:** N/A

23. **PREVENTIVE MAINTENANCE:** N/A

24a. **SPECIAL ENVIRONMENTAL ATTENTION:** N/A

24b. **BIT SUPPLIES AND SERVICES:** N/A

25. **DATA UNIVERAL NUMBER SYSTEM (DUNS) NUMBER:** 79-9647032

26. **NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE:**
Multi Media is a full service production and post-production facility specializing in public outreach, educational, training, orientation, and safety videos. As an added value to the Government, our main office features an in-house 1,200 sq. ft. cyc wall studio.

Video production services include, but are not limited to:

- Writing
- Directing
- Filming
- Editing
- Motion Graphics
- Video scoring
- Narration
- Music
- Sound Effects
- Casting
- Duplication
- Distribution

### 512110/512110RC Video/Film Production

<table>
<thead>
<tr>
<th>GSA Labor/Task Category</th>
<th>GSA Rate</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director</td>
<td>$135.66</td>
<td>Hour</td>
</tr>
<tr>
<td>Producer</td>
<td>$113.49</td>
<td>Hour</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$85.12</td>
<td>Hour</td>
</tr>
<tr>
<td>Project Administrator</td>
<td>$72.71</td>
<td>Hour</td>
</tr>
<tr>
<td>Director of Photography (Video)</td>
<td>$77.14</td>
<td>Hour</td>
</tr>
<tr>
<td>Production Supervisor</td>
<td>$75.37</td>
<td>Hour</td>
</tr>
<tr>
<td>Lighting Director</td>
<td>$72.71</td>
<td>Hour</td>
</tr>
<tr>
<td>Audio Technician</td>
<td>$79.80</td>
<td>Hour</td>
</tr>
<tr>
<td>Key Grip</td>
<td>$54.09</td>
<td>Hour</td>
</tr>
<tr>
<td>Production Assistant</td>
<td>$36.35</td>
<td>Hour</td>
</tr>
<tr>
<td>Non-linear Editing - Digital Betacam</td>
<td>$113.49</td>
<td>Hour</td>
</tr>
<tr>
<td>Non-linear Editing – HD</td>
<td>$180.88</td>
<td>Hour</td>
</tr>
<tr>
<td>Editing - Audio Production</td>
<td>$90.44</td>
<td>Hour</td>
</tr>
<tr>
<td>3D Animator</td>
<td>$163.14</td>
<td>Hour</td>
</tr>
<tr>
<td>2D Graphics &amp; Animation</td>
<td>$96.64</td>
<td>Hour</td>
</tr>
<tr>
<td>Illustrator</td>
<td>$95.76</td>
<td>Hour</td>
</tr>
<tr>
<td>Script Writer</td>
<td>$72.71</td>
<td>Hour</td>
</tr>
<tr>
<td>Digital Betacam Camera Package</td>
<td>$1,153.53</td>
<td>Day</td>
</tr>
<tr>
<td>Hi-Definition (HD) Camera Package</td>
<td>$1,673.99</td>
<td>Day</td>
</tr>
<tr>
<td>Photography (Digital Photos)</td>
<td>$72.71</td>
<td>Hour</td>
</tr>
<tr>
<td>Photography (Commercial)</td>
<td>$110.83</td>
<td>Hour</td>
</tr>
<tr>
<td>Lighting Truck</td>
<td>$428.25</td>
<td>Day</td>
</tr>
<tr>
<td>Teleprompter - Operator with Equipment</td>
<td>$436.23</td>
<td>Day</td>
</tr>
<tr>
<td>Voice Over Narration - (up to 120 seconds)</td>
<td>$339.59</td>
<td>Each</td>
</tr>
<tr>
<td>Voice Over Narration - (up to 5 minutes)</td>
<td>$436.23</td>
<td>Each</td>
</tr>
<tr>
<td>Voice Over Narration - (up to 10 minutes)</td>
<td>$774.05</td>
<td>Each</td>
</tr>
</tbody>
</table>

### 5418100DC Video/Film Production - Other Direct Costs

<table>
<thead>
<tr>
<th>GSA Labor/Task Category</th>
<th>GSA Rate</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Talent – Speaking</td>
<td>$916.88</td>
<td>Day</td>
</tr>
<tr>
<td>Talent Non-Speaking</td>
<td>$362.72</td>
<td>Day</td>
</tr>
<tr>
<td>Digital Betacam Camera Package</td>
<td>$584.38</td>
<td>Day</td>
</tr>
<tr>
<td>Hi-Definition (HD) Camera Package</td>
<td>$1,410.58</td>
<td>Day</td>
</tr>
</tbody>
</table>
GRAPHIC DESIGN

Multi Media provides creative support services to agencies through the development of commercial art, graphic design, illustrations, and other artwork necessary to educate a specific or general audience about products and services. Types of services may include, but are not limited to:

- Conceptual design and layout
- Copywriting and technical writing services
- Custom and stock artwork
- Logo design
- Newsletters and publications
- Brochures
- Invitations
- Exhibits and displays
- Signage
- Presentations
- Web and interactive design
- Business stationery
- Direct mail
- Illustration
- Photo manipulation
- Promotional design
- Posters and flyers

541430/541430(RC) Graphic Design Services

<table>
<thead>
<tr>
<th>GSA Labor/Task Category</th>
<th>GSA Rate</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager</td>
<td>$85.12</td>
<td>Hour</td>
</tr>
<tr>
<td>Web Designer</td>
<td>$79.80</td>
<td>Hour</td>
</tr>
<tr>
<td>Artist / Graphic Designer</td>
<td>$62.07</td>
<td>Hour</td>
</tr>
<tr>
<td>Illustrator</td>
<td>$95.76</td>
<td>Hour</td>
</tr>
<tr>
<td>Art Director</td>
<td>$73.59</td>
<td>Hour</td>
</tr>
<tr>
<td>Media Planning</td>
<td>$66.50</td>
<td>Hour</td>
</tr>
</tbody>
</table>
CONFERENCE, EVENTS & TRADESHOWS

Multi Media will make the necessary arrangements for agencies to attend or host conferences, seminars and trade shows. Event-marketing services may include, but are not limited to the following services for a show, event and/or booth:

- Project management
- Coordination and implementation of third-party participation
- Liaison support with venue
- Audiovisual equipment and information technology support
- Topic and speaker identification
- Site location research
- Reservation of facilities
- On-site meeting and registration support
- Editorial services
- Automation and telecommunications support
- Design and editing productions
- Mailing and other communication with attendees including pre/post meeting mailings/travel support and computer database creation
- Event website design and development for pre-registration
- Event website maintenance

<table>
<thead>
<tr>
<th>GSA Labor/Task Category</th>
<th>GSA Rate</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Director</td>
<td>$121.47</td>
<td>Hour</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$85.12</td>
<td>Hour</td>
</tr>
<tr>
<td>Project Administrator</td>
<td>$72.71</td>
<td>Hour</td>
</tr>
<tr>
<td>Technical Engineer</td>
<td>$55.86</td>
<td>Hour</td>
</tr>
<tr>
<td>Meeting Coordinator</td>
<td>$48.77</td>
<td>Hour</td>
</tr>
<tr>
<td>Special Event Planning</td>
<td>$59.41</td>
<td>Hour</td>
</tr>
<tr>
<td>Staff Assistant</td>
<td>$33.69</td>
<td>Hour</td>
</tr>
<tr>
<td>Registration Desk Support</td>
<td>$226.10</td>
<td>Day</td>
</tr>
<tr>
<td>Meeting Minutes</td>
<td>$72.71</td>
<td>Hour</td>
</tr>
<tr>
<td>Sr. Translator (Eng-Spanish)</td>
<td>$65.61</td>
<td>Hour</td>
</tr>
<tr>
<td>Photography (Digital Photos)</td>
<td>$72.71</td>
<td>Hour</td>
</tr>
<tr>
<td>Photography (Digital Photos)</td>
<td>$110.83</td>
<td>Hour</td>
</tr>
<tr>
<td>Audio (2-speaker system)</td>
<td>$656.12</td>
<td>Day</td>
</tr>
<tr>
<td>Audio (4-speaker system)</td>
<td>$859.16</td>
<td>Day</td>
</tr>
<tr>
<td>Audio- Standing Mics</td>
<td>$49.65</td>
<td>Each</td>
</tr>
<tr>
<td>Wireless Handheld Mic</td>
<td>$31.92</td>
<td>Each</td>
</tr>
<tr>
<td>Wireless Table Top Mics</td>
<td>$35.47</td>
<td>Each</td>
</tr>
<tr>
<td>Wireless Lapel Mic</td>
<td>$110.83</td>
<td>Each</td>
</tr>
<tr>
<td>Conference One Delegate Console</td>
<td>$45.22</td>
<td>Each</td>
</tr>
<tr>
<td>Conference One Chairman Console</td>
<td>$72.71</td>
<td>Each</td>
</tr>
<tr>
<td>16-Channel audio mixer</td>
<td>$180.88</td>
<td>Each</td>
</tr>
<tr>
<td>Self Powered Speaker w/stand (75w)</td>
<td>$77.14</td>
<td>Each</td>
</tr>
<tr>
<td>Projector-LCD (3000 Lumen)</td>
<td>$294.37</td>
<td>Day</td>
</tr>
<tr>
<td>Projection Screen (6’ x 8’ w/dress mount)</td>
<td>$226.10</td>
<td>Day</td>
</tr>
</tbody>
</table>

Wireless Audience Response System: $4,055.61 Per 100
Conference Facility: $3,192.99 8 hr Day
Security: $65.18 Hour
LABOR DESCRIPTIONS

DIRECTOR
The director is responsible for directing the production activities of the cast and crew and translating the storyboard/script into a high-quality, effective, audiovisual project.

Experience:
Bachelor’s Degree in Film and Television Studies, equivalent training or experience required. 5+ years of experience in Video Production, Film, Digital Media or related field.

DIRECTOR OF PHOTOGRAPHY - VIDEO
The Director of Photography (DP) is responsible for translating the script/storyboard into visual images and establishing the lighting of all location sets.

Experience:
Bachelor’s Degree in Film and Television Studies, equivalent training or experience required. 5+ years of experience in Video Production, Film, Digital Media or related field.

PRODUCTION SUPERVISOR
The production supervisor assists the director in the translation of the script and storyboard by coordinating all activities necessary for pre-production and production.

Experience:
Associate’s Degree (A. A. / A. S.) in Film and Television Studies or equivalent training or experience required. 3+ years of experience in Video Production, Film, Digital Media or related field.

EDITOR
The editor organizes, modifies, and composites the visual story using production footage, sound, special effects, and motion graphics. The editor is responsible for providing the producer with a rough cut, a fine cut, and the final edits for the piece.

Experience:
Bachelor’s Degree in Film and Television Studies, equivalent training or experience required. 3+ years of experience in Video Production with emphasis on post-production.

LIGHTING DIRECTOR
Lighting directors are in charge of all aspects of lighting required to enhance the footage, adding production value.

Experience:
Associate’s Degree (A. A. / A. S.) in Film and Television Studies or equivalent training or experience required. 4+ years of experience in designing lighting schemes for both indoor and outdoor video productions.

AUDIO TECHNICIAN
The audio technician is responsible for sound and audio quality during production. The audio technician also provides audio support required for narration, music and sound effects to enhance the quality of the finished product.

Experience:
Associate’s Degree (A. A. / A. S.) in Audio/Visual Studies or Sound Engineering or equivalent from technical school. 3+ years of experience in sound engineering.

KEY GRIP
The key grip provides support on-set with set-up, breakdown, and proper/safe use of production equipment and accessories, such as cables, stands, distribution boxes, camera mounts, etc.

Experience:
Technical school Certificate of Completion or 3+ years of experience in related field.

PRODUCTION ASSISTANT
The production assistant aids in the coordination and implementation of administrative tasks needed to support the director and/or producer.

Experience:
Associate’s Degree (A. A. / A. S.) in Film and Television Studies or related field. 3+ years of experience in Video Production, Film, Digital Media or related field.

3D ANIMATOR
A 3D animator develops 3-dimensional characters and/or objects and adds visual effects to enhance content and message.

Experience:
Bachelor’s Degree in Computer Animation or related field. 4+ years of 3D modeling/rendering experience.

2D GRAPHICS AND ANIMATION
A 2D designer/ animator creates the motions, gestures and expressions of computer graphic characters and objects that best conveys the story and characters necessary to support the script.

Experience:
Bachelor’s Degree in Film and Television Studies, equivalent training or experience required. 3+ years of experience in video post-production emphasis on motion graphics and special effects.

ILLUSTRATOR
An illustrator is responsible for drawing concepts that can be difficult to explain by using graphic art. An Illustrator may act as a technical consultant on matters of design, composition and methods of presenting technical data.

Experience:
Bachelor’s Degree in Graphic Design or related field. 3+ years of experience in graphic design with emphasis on sketching.
LABOR DESCRIPTIONS continued

SCRIPT WRITER
The script writer develops the plot outline, narrative synopsis, treatment of production, and script; conduct research to ensure accurate factual background information; provides script edits and other changes.

Experience:
Bachelor’s Degree in English or Journalism. 5+ years of experience in script writing.

PROJECT DIRECTOR
The project director oversees the creative direction of the project, manages account receivables, and implements quality control procedures for the project manager, support staff, and subcontractors.

Experience:
Bachelor’s Degree in Marketing, Communications, Business Management or related field. 3+ years of experience in management.

PROJECT MANAGER
The project manager is responsible for managing all aspects of the project from concept to completion including schedule, budget, creative direction, and client approval.

Experience:
Bachelor’s Degree in Marketing, Communications, Business Management or related field. 3+ years of experience in project management.

PROJECT ADMINISTRATOR
The project administrator serves as an assistant to the project manager to ensure successful and timely implementation and completion of projects.

Experience:
Associate’s Degree (A. A. / A. S.) in Marketing, Communications or related field. 2+ years of experience in task management.

MEETING COORDINATOR
The meeting coordinator is responsible for providing management oversight and planning of pre-on-site, and post-meeting conference and event activities.

Experience:
Associate’s Degree (A. A. / A. S.) in Hospitality or related field. 2+ years of experience in event planning.

TECHNICAL ENGINEER
The Technical Engineer is responsible for the set-up and strike of all audio/visual components necessary to support a multitude of events.

Experience:
Associate’s Degree (A.A./A.S.) in Audio/Visual Studies, Sound Engineering or equivalent from technical school. 3+ years of experience in audio/visual support.

SR. TRANSLATOR
The Sr. Translator is responsible for the translation of a specific language, with the ability to translate conversations and print material that may be scientific in nature.

Experience:
Master’s Degree in Linguistics or specific foreign language. 5+ years of experience conducting complex translations.

STAFF ASSISTANT
The Staff Assistant offers a wide range of clerical and administrative support.

Experience:
High School or equivalent, 1+ years of experience in customer support related fields.

ART DIRECTOR
The Art Director oversees any one, all or combination of creative art departments (Photography, Graphic Design, Video, 3D Animation, etc.). The Art Director translates marketing and branding strategies into innovative and impressive campaigns that stimulate targeted audiences.

Experience:
Bachelor’s Degree in Marketing, Communications, or creative field. 5+ years of experience in creative arts management.

WEB DESIGNER
The web designer creates the design, layout, and navigation infrastructure of web pages and websites.

Experience:
Associate’s Degree (A. A. / A. S.) in Interactive Design or related field. 3+ years of experience in web site development and design.

INTERACTIVE PROGRAMMER
The interactive programmer writes instructions and coding that enable computers to implement a web or software program. The programmer is responsible for the functionality of approved web designs and developing web based applications.

Experience:
Bachelor’s Degree in Computer Science, Interactive Design or related field. 5+ years of experience in computer programming.

GRAPHIC DESIGNER
The graphic designer produces original designs, layouts, graphics and illustrations to support the clients overall message.

Experience:
Bachelor’s Degree in Graphic Design or related field. 3+ years of experience in graphic design with emphasis on marketing and branding.