General Services Administration
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 for GSA Advantage!® is: GSAAdvantage.gov.

Schedule Title: Multiple Award Schedule
Industrial Group: Professional Services
Contract Number: GS-07F-449AA

Contractor: Integrated Solutions & Services, Inc.
109 S. Northshore Drive, Suite 300
Knoxville, TN 37919
Phone (865) 524-5223
Fax (865) 524-5175
Web address: www.intsolutions.net

Contractor's Administration Source: Thomas Jones, President
109 S. Northshore Drive, Suite 300
Knoxville, TN 37919
Phone (865) 243-3344
Fax (865) 524-5175
Email: tjones@intsolutions.net

Period Covered by contract: December 15, 2012 – December 14, 2022

Business Size: Small,
Socioeconomic Indicators: SBA Certified HUBZONE

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Prices shown Herein are Net (discount deducted)
Price List current as of #PA-0022 effective July 23, 2021
## PRICE LIST

### Customer Information

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

**SIN 561920**, Conference Events and Tradeshow Planning Services

**(RC) SIN 561920RC**

OLM Supplies or services necessary to support another SIN on a task or delivery order

1b. **LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN**

(Government net price based on a unit of one)

1c. **HOURLY RATES:**

<table>
<thead>
<tr>
<th>SIN(S) AWARDED</th>
<th>SERVICE AWARDED (e.g. Job Title/Task)</th>
<th>UNIT OF ISSUE (e.g. Hour, Task, Sq ft)</th>
<th>GSA PRICE (including IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>561920</td>
<td>Sr. Advisor</td>
<td>Hourly</td>
<td>$169.27</td>
</tr>
<tr>
<td>561920</td>
<td>Conference Manager</td>
<td>Hourly</td>
<td>$77.66</td>
</tr>
<tr>
<td>561920</td>
<td>Meeting Manager I</td>
<td>Hourly</td>
<td>$68.71</td>
</tr>
<tr>
<td>561920</td>
<td>Meeting Manager II</td>
<td>Hourly</td>
<td>$52.17</td>
</tr>
<tr>
<td>561920</td>
<td>Meeting Coordinator</td>
<td>Hourly</td>
<td>$39.83</td>
</tr>
<tr>
<td>561920</td>
<td>Web Page Designer/ Manager I</td>
<td>Hourly</td>
<td>$68.71</td>
</tr>
<tr>
<td>561920</td>
<td>Research Associate I</td>
<td>Hourly</td>
<td>$86.55</td>
</tr>
<tr>
<td>561920</td>
<td>Registration Web Site Access Use Fee</td>
<td>Per Event Website</td>
<td>$995.70</td>
</tr>
<tr>
<td>561920</td>
<td>Participant Name Badge Complete with Barcodes, break-away lanyard and badge</td>
<td>Per Badge</td>
<td>$1.24</td>
</tr>
<tr>
<td>561920</td>
<td>Electronic Readers for Check-in &amp; tracking</td>
<td>Per Device, Per Day</td>
<td>$99.58</td>
</tr>
<tr>
<td>561920</td>
<td>Honorarium for Speakers or Subject Matter</td>
<td>Per Person Per Day Per</td>
<td>$199.50</td>
</tr>
<tr>
<td>561920</td>
<td>Honorarium Processing &amp; Prepayment Fee</td>
<td>Per Person Per Event</td>
<td>$9.95</td>
</tr>
<tr>
<td>561920</td>
<td>Receive, Review, Approve, &amp; Reimburse</td>
<td>Per Expense Report</td>
<td>$24.89</td>
</tr>
<tr>
<td>561920</td>
<td>Expense Report Prepayment Fee</td>
<td>Per Expense Report</td>
<td>$9.95</td>
</tr>
</tbody>
</table>

OLM Supplies or services: These supplies or services cannot be identified or priced until/unless they are required to support another SIN on a task or delivery order. They would be priced at cost plus G&A of 10% and profit of 10%.
2. **MAXIMUM ORDER**: $1,000,000

*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 contactor 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

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**: Knoxville, TN

6. **DISCOUNT FROM LIST PRICES**: Prices awarded under this contract are net with all discounts deducted, and the IFF has been added.

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

8. **PROMPT PAYMENT TERMS**: Net 30 Days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. **FOREIGN ITEMS**: None

10a. **TIME OF DELIVERY**: As specified on agency Task Order

10b. **EXPEDITED DELIVERY**: As specified on agency Task Order

10c. **OVERNIGHT AND 2-DAY DELIVERY**: If available, contact the Contractor for rates.

10d. **URGENT REQUIREMENTS**: Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

11. **FOB POINT**: Destination

12a. **Ordering address**: Integrated Solutions & Services, Inc.
    109 S. Northshore Drive, Suite 300
    Knoxville (Knox County), TN 37919

    **Contact**: Thomas Jones, President
    Phone: 865-243-3344
    Fax: 865-524-5175
    Email: tjones@intsolutions.net
12b. ORDERING PROCEDURES: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in FAR 8.405-3

13. PAYMENT ADDRESS: Integrated Solutions & Services, Inc.
   109 S. Northshore Drive, Suite 300
   Knoxville (Knox County), TN 37919

14. WARRANTY PROVISION: Not Applicable.

15. EXPORT PACKING CHARGES: Not applicable.


17. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): Not Applicable.

18a. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF APPLICABLE): Not Applicable.

18b. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): Not Applicable.


20. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): Not Applicable.


22a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants): Not Applicable.

22b. If applicable, indicate that Section 508 compliance information is available on Electronicand Information technology (EIT) supplies and services and show where full details can be found (e.g. contractor website or other location). The EIT standards can be found at: www.Section508.gov/. NA

23. Unique Entity Identifier (UEI) Number: XEM2H1NVAAWW8

24. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE: Integrated Solutions & Services, Inc is registered in the SAM database as a Small, HUBZone-Certified Business. SAM Registration is active, current, and complete.