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: GSAAdvantage.gov.

Schedule Title
Schedule for - Multiple Award Schedule (MAS)
FSC Group: Professional Services

Contract Number: GS-10F-0054Y
For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov
Contract Period: 10 NOV 2021 – 09 NOV 2026

Price list current as of Modification # PO-0030 effective November 10, 2021

Contractor: Advanced Survey Design, LLC
1193 10th Street, Suite A
Monterey, CA 93940-3611

Business Size: Small, Veteran Owned, Service-Disabled Business

Telephone: (831) 641-9701
FAX Number: (831) 886-3620
Web Site: https://www.AdvancedSurveyDesign.com
E-mail: Management@AdvancedSurveyDesign.com
Contract Administration: Michael W. Schimpf

CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td></td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support and Business Program and Project Management Services</td>
</tr>
<tr>
<td>SIN OLM</td>
<td></td>
<td>Order-Level Materials</td>
</tr>
</tbody>
</table>

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.

See bottom of page 3 for rate table.

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: $1,000,000.00

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Worldwide

5. Point(s) of production (city, county, and state or foreign country): Same as company address


7. Quantity discounts: None Offered

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 (list items by country of origin): None

10a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

10b. 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

10c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

10d. 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

11. F.O.B Points(s): Destination

12a. Ordering Address(es): Same as Contractor

12b. Ordering procedures: For supplies and services, the ordering procedures and information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address(es): Same as company address
14. Warranty provision: Contractor’s standard commercial warranty.

15. Export Packing Charges (if applicable): N/A

16. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

17. Terms and conditions of installation (if applicable): N/A

18. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

18a. 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. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

22b. 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. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/. N/A

23. Unique Entity Identifier (UEI) Number: 605454557

24. Notification regarding registration in System for Award Management (SAM) database: Registered

<table>
<thead>
<tr>
<th>Labor Category/Service</th>
<th>Minimum Education</th>
<th>Minimum Experience</th>
<th>Awarded Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional Services</td>
<td>Bachelors</td>
<td>6</td>
<td>133.60</td>
</tr>
<tr>
<td>Administrative Services</td>
<td>Associates</td>
<td>2</td>
<td>59.38</td>
</tr>
<tr>
<td>Website Hosting (low volume: &lt;5,000 respondents per year)</td>
<td></td>
<td></td>
<td>$216.09 per month</td>
</tr>
<tr>
<td>Website Hosting (medium volume: 5,000-50,000 respondents per year)</td>
<td></td>
<td></td>
<td>$540.22 per month</td>
</tr>
<tr>
<td>Website Hosting (high volume: &gt;50,000 respondents per year)</td>
<td></td>
<td></td>
<td>$1,080.44 per month</td>
</tr>
<tr>
<td>Scantron Machine Leasing</td>
<td></td>
<td></td>
<td>$270.10 per month</td>
</tr>
</tbody>
</table>

Title: Professional Services

Functional Duties/Responsibilities: Professional Services include all tasks requiring higher education and extensive experience. Professional Services include the following tasks:

- Identifying customer’s assessment goals and intended metrics
- Survey content development and refinement to achieve intended metrics
(CUSTOMER INFORMATION: Continued)

- Interfacing with customers regarding technical or contracting issues
- Research and statistical analysis of survey results
- Producing written reports based on statistical analyses of survey results
- Briefing organizational leaders on their survey results
- Providing presentations concerning surveys and survey results
- Hours spent in traveling to/from customer locations
- Software development of survey website functionality
- Database management in support of survey websites and data analysis

Professional Service tasks require working on complex problems involving all phases of survey services. They demand at least five years of experience in the field of survey development, administration, and analysis. Software engineering with at least five years of professional software development experience is also a skillset that falls under this labor category.

**Minimum Education:** Bachelor’s degree in science, administration, or business, or an equivalent combination of education and practical systems analysis is required.

**Substitution Methodology:** 6 Years experience = BA Degree

**Minimum Experience Requirements:** Must have six years of experience which exhibit strength in the areas of survey content design, data analysis, written report generation, software engineering, and database management. Professional Services are conducted by individuals who are knowledgeable in generic areas relating to survey services and are also able to solve complex programs in any technical area.

**Required/Supplemental Certifications:** No security clearance is required.

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**Title:** Administrative Services

**Functional Duties/Responsibilities:** Administrative Services primarily involve processing organizations' requests to take surveys. This task generally involves a brief phone conversation and/or e-mail to assist the customer in preparing to conduct surveys. Administrative Services include the following tasks:

- Responding to telephone or e-mail inquiries about how to conduct surveys
- Processing survey requests by organizations to allow them to begin to survey conduct

Administrative Services tasks require basic understanding of the survey process, the customer’s organizational structure, and the software used to conduct the surveys. It demands at least two years of experience in the workplace to demonstrate communication skills and the ability to assimilate new information.

**Minimum Education:** Associate degree in science, administration, or business, or an equivalent combination of education and practical systems analysis is required.

**Substitution Methodology:** 2 Years experience = Associate Degree

**Minimum Experience Requirements:** Must have two years of experience which exhibit an ability to communicate clearly by phone and in writing. Also, requires demonstration of an ability to understand survey processes and work with software to process customer requests for survey conduct.

**Required/Supplemental Certifications:** No security clearance is required.
Title: Website Hosting

- Running web server, database server, VPN concentrator, code repository server, and load balancer in Amazon Web Services to ensure the customer’s website has high availability, scalability, and strong security.
- Maintaining and managing database backups to ensure survey data persistence.
- Maintaining and monitoring security on the website through firewall, event logs, and event notifications.
- Configuring server software (Microsoft IIS 10.0) to run the .NET 4.8 survey software ASD has created.
- Installing patches and security updates onto the various server.

Title: Scantron Machine Leasing

- Monthly leasing fee that reserves access to the Scantron machine owned by ASD when customer chooses to conduct some or all surveys via paper Scantron rather than via survey website.

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS) are applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and/or when the contractor adds SCLS labor categories/employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.