MULTIPLE AWARD SCHEDULE (MAS)  
FEDERAL SUPPLY SERVICE (FSS)  
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST  
Schedule Title: Multiple Award Schedule  
Federal Supply Group: Professional Services

Note: 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 GSA Advantage! is: GSAAAdvantage.gov

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

**Contract # GS-10F-0279U**

**Contract Period:** July 3, 2013 – July 2, 2023

**Scantron Corporation**

1313 Lone Oak Road  
Eagan, MN  55121  
Telephone: 651-683-6366  
Fax: 651-683-6394  
Internet: [www.scantron.com](http://www.scantron.com)  
Contractor Administrator Angie Weadge  
E-mail: angie.weadge@scantron.com  
Business Size: Large

Pricelist current through Modification #PS-0024 effective 04/14/2020
Information for Ordering Offices:

1a. Table of Awarded Special Item Numbers (SIN):
   541611 / 541611RC,
   ANCILLARY / ANCILLARYRC, ANCILLARYSTLOC,
   OLM/OLMRC, OLMSTLOC

1b. Lowest Price Item and Model:
    $0.28 – Postcard (Machinable Rate)

1c. Hourly Rates:
    See Labor Category Descriptions below.

2. Maximum Order:
   $1,000,000.00

3. Minimum Order:
   $100.00

4. Geographic Coverage (delivery area):
   Domestic only.

5. Point(s) of Production (city, county, state):
   Same as company address

6. Discount From List Price or Statement of Net Price:
   Prices shown herein are NET Prices; Basic Discounts have been deducted. See below.

7. Quantity Discount:
   For Support Products (Ancillary) a 15% discount is offered for a quantity of 500,000+ surveys
   (discount does not apply to postage and handling rates).

8. Prompt Payment Terms. Information for Ordering Offices: Prompt payment terms cannot be
    negotiated out of the contractual agreement in exchange for other concessions. Net 30 days

9. Foreign Items (list by country of origin):
   None.

10a. Time of delivery: (Contractor insert number of days.) Contact Contractor

10b. Expedited Delivery: Items available for expedited delivery are noted in this price list. Contact
     Contractor

10c. Overnight and 2-day Delivery: Contact Contractor

10d. Urgent Requirements: Contact Contractor

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

12a. Ordering Address:
     Scantron Corporation

Scantron Corporation
1313 Lone Oak Road
Eagan, MN 55121
Eagan, MN 55121
Telephone: 651-683-6366 Telephone: 651-683-6366
Fax: 651-683-6394 Fax: 651-683-6394
Website: www.scantron.com Email: angie.weadge@scantron.com
Website: www.scantron.com Email: angie.weadge@scantron.com
Contract Period: July 3, 2008 – July 2, 2023
Contract Period: July 3, 2008 – July 2, 2023
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:**
Scantron Corporation  
PO Box 93038  
Chicago, IL 60693-3038

14. **Warranty Provision:**
Standard Commercial Warranty Terms & Conditions

15. **Export Packaging Charges (if applicable):**  Not Applicable.

16. **Terms and conditions of rental, maintenance, and repair (if applicable):**  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

19. **List of service and distribution points (if applicable):**  Not Applicable

20. **List of participating dealers (if applicable):**  Not Applicable

21. **Preventive maintenance (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 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](http://www.Section508.gov/). Not Applicable

23. **Data Universal Number System (DUNS) number:** 809887578

24. **Notification regarding registration in System for Award Management (SAM) database.** Contractor registered and active in SAM
Labor Category Descriptions

SIN – 541611 – Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services

Survey Services

Survey Research Analyst

Hourly Rate: $239.29

This position is a senior level survey researcher, responsible for consulting with Scantron clients for all aspects of a survey project including: needs analysis, survey question development, focus groups, sampling, administration, analysis/data interpretation, action planning, and reporting. Minimum education PhD, plus at least 15 years of survey research experience.

Survey Project Manager

Hourly Rate: $114.86

The Project Manager at Scantron is the single point of contact with the customer. He/she manages the multi-functional activities within the Scantron processing center to meet project commitments and ensure timely and high quality service delivery. Functional areas may include forms design and printing, personalization, inserting/mailing, scanning, data preparation and reporting. The Survey Project Manager prepares a complete project plan agreed to by both Scantron and the customer and updates that plan as processing requirements change. Responsible for generating changes of scope and coordinating approval with the government contracting authority. Minimum Education: Bachelor’s degree. (Degree may be substituted with equivalent eight (8) years of experience.) Minimum/General Experience: a minimum of 10 years of experience.

Survey Process Developer

Hourly Rate: $203.38

This labor category is used for more complex programming tasks in the survey administration area: small-scale system design, construction, and testing, including Internet and Web-based programming; performing program maintenance, complex programming, and small-scale system analysis and design; writing and reviewing programs, jobstream, and system documentation. Minimum Education: Bachelor’s degree in Computer Science, MIS, or equivalent. Minimum/General Experience: A minimum of 15 years experience in solving survey processing related problems.

Survey Design Specialist

Hourly Rate: $141.95

Survey designers perform all aspects of developing a scannable survey instrument based on government specifications, including: graphic design, question lay-out, ensuring that a survey is scannable using Scantron scanning systems, creating proofs for the customer, coordinating with the program/project managers, and web-site graphic design and support. Survey Design Specialists also support the development/design of all collateral and packaging materials (Envelopes, instruction sheets, promotional materials). Minimum Education: Associate Arts degree or Bachelor’s degree. Minimum/General Experience: A minimum of 10 years of design experience

Survey Processing Specialist

Hourly Rate: $86.14

Survey Processing Specialists are responsible for survey receipts from the time the survey receipts arrive at the processing center until they are prepared for scanning and data entry. Tasks include: receiving, opening, removing booklet spines, batching, queuing, booklet security, numbering, pre-editing, tracking, and completing production paperwork. Minimum Education: High school graduate or equivalent. Minimum/General Experience: A minimum of 5 years experience.
SIN – ANCILLARY – Ancillary Supplies and Services

Survey Administration (8 ½" x 11" – 2 sides):
Survey Administration consists of a 8 ½" x 11" survey sheet (both sides – containing 2 survey pages). The survey preparation portion of this item includes the necessary secure computer resources, and telecommunications to transfer, store and process the sample data, paper, creation of an 8½" x 11" survey personalized on 2-sides; printing of outer window envelope, Business Reply Envelope, a 2-sided 8½" x 11" personalized cover letter, a 1-sided 8½" x 11" insert; folding, inserting, and production support. Additionally, this item includes non-standard tasks such as quality checking of printing, folding and inserting/assembly, and preparation for mailing. For mailing purposes, the items will be specially prepared with techniques such as a zip code sort to maximize postage savings. The items will also be prepared for pickup or taken directly to the post office. The postage will be billed separately. Minimum order quantity is 10,000 surveys.

10,000 – 499,999 Surveys = $0.804/ea
500,000+ Surveys = $0.719/ea

Survey Administration (11" x 17" - 4 sides):
Survey Administration consists of a printed 11" x 17" sheet (both sides – containing 4 survey pages). The survey preparation portion of this item includes the necessary secure computer resources and telecommunications to transfer, store and process the sample data, paper, creation of an 8½" x 11" survey personalized on 2-sides; printing of outer window envelope, Business Reply Envelope, a 2-sided 8½" x 11" personalized cover letter, a 1-sided 8½" x 11" insert; folding, inserting, and production support. Additionally, this item includes non-standard tasks such as quality checking of printing, folding and inserting/assembly, and preparation for mailing. For mailing purposes, the items will be specially prepared with techniques such as a zip code sort to maximize postage savings. The items will also be prepared for pickup or taken directly to the post office. The postage will be billed separately. Minimum order quantity is 10,000 surveys.

10,000 – 499,999 Surveys = $0.900/ea
500,000+ Surveys = $0.805/ea

Outbound Rates
Postcards (Machinable Rate) = $0.280/ea
Letter < 1 ounce = $0.396/ea
Letter < 2 ounce = $0.521/ea
Letter < 3 ounce = $0.646/ea
Letter < 3.5 ounce = $0.771/ea
Flat < 1 ounce = $0.82/ea
Flat < 2 ounce = $0.99/ea
Flat < 3 ounce = $1.16/ea
Flat < 4 ounce = $1.33/ea
Flat < 5 ounce = $1.50/ea

QBRM Rates
BRM Permit = $550.00
PO Box 1 year (incl. $38 box reservation fee) = $830.00
BRM Postcards (Machinable rates) = $0.280/ea
BRM Letter < 1 ounce = $0.453/ea
BRM Letter < 2 ounce = $0.675/ea
BRM Letter < 3 ounce = $0.845/ea
BRM Letter < 3.5 ounce = $1.015/ea
BRM Flat < 1 ounce = $89.50/ea
BRM Flat < 2 ounce = $1.065/ea
BRM Flat < 3 ounce = $1.235/ea
BRM Flat < 4 ounce = $1.405/ea
BRM Flat < 5 ounce = $1.575/ea