



**GENERAL SERVICES ADMINISTRATION  
Federal Supply Service  
Authorized Federal Supply Schedule Price List**

**PROFESSIONAL SERVICE SCHEDULE (PSS)**

**INDUSTRIAL GROUP: 00CORP**

**CONTRACT NUMBER:  
GS-10F-0311U**

**Period Covered by Contract:  
August 01, 2008 through July 31, 2018**

Corporate Allocation Services, Inc.  
12110 N. Pecos Street, Suite 210  
Westminster, CO 80234  
Telephone: (303) 920-4725  
Fax: (303) 920-4769  
www.corporateallocation.com  
Contract Administration: Todd Bontrager  
todd@corporateallocation.com

General Services Administration  
Management Services Center Acquisition Division  
Business Size: 8a, Small, Disadvantaged, Woman-Owned Business

DUNS Number: 084-339287

**Pricelist current dated January 11, 2016**

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: <http://www.gsaadvantage.gov>.

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<b>CUSTOMER INFORMATION</b>
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- 1a. Table of awarded special item numbers  
  
SIN 874-1 & 874-1RC Integrated Consulting Services  
SIN 874-7 & 874-7RC Integrated Business Program Support Services  
SIN 871-1 & 871-1RC Strategic Planning for Technology Programs/Activities
- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. *Please see attached pricing.*
2. Maximum order: *\$1,000,000*
3. Minimum order: *\$100.00*
4. Geographic coverage (delivery area). *All domestic locations*
5. Point of production: *N/A*
6. Discount from list prices or statement of net price: *Government prices are net.*
7. Quantity discounts: *None*
8. Prompt payment terms: *0% Net 30 Days*
- 9a. Government purchase cards are accepted below the micro-purchase threshold.
- 9b. Government purchase cards are accepted above the micro-purchase threshold.
10. Foreign items (list items by country of origin): *None*
- 11a. Time of delivery: *Contact Contractor*
- 11b. Expedited Delivery: *Contact Contractor*
- 11c. Overnight and 2-day delivery: *Contact Contractor*
- 11d. Urgent Requirements: *Contact Contractor*
12. F.O.B. point: *Destination*
- 13a. Ordering address: *Corporate Allocation Services, Inc.  
12110 N. Pecos St. Suite 210  
Westminster, CO 80234*
- 13b. Ordering Procedures: *For supplies and services, the ordering procedures, information on Blanket Purchasing Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).*

14. Payment address: *Corporate Allocation Services, Inc.  
12110 N. Pecos St. Suite 210  
Westminster, CO 80234*
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*
24. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: *N/A*
25. Data Universal Number System (DUNS) number: *084-339287*
26. Corporate Allocation Services, Inc. is registered in the Central Contractor Registration (CCR) database.  
*CAGE Code: 3CEM3*

**CORPORATE ALLOCATION SERVICES INC.**  
**PSS LABOR CATEGORY DESCRIPTIONS**

**BUSINESS SUPPORT SPECIALIST II**

**FUNCTIONAL RESPONSIBILITY:** Supports program and project management professionals in preparation of deliverables, internal reports, charts and briefings associated with the project. Works with client to define needs and translate to programs. May exercise discretion in documentation preparation and maintenance.

**MINIMUM EDUCATION/EXPERIENCE:** High School Diploma and 1+ years experience.

**BUSINESS SUPPORT SPECIALIST III**

**FUNCTIONAL RESPONSIBILITY:** Assists program and project management with evaluations of existing procedures, processes, or models related to management tasks. Works with client to define needs and translate to programs. May exercise discretion in documentation preparation and maintenance.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Two-year Degree and 2+ years experience.

**BUSINESS SUPPORT SPECIALIST IV**

**FUNCTIONAL RESPONSIBILITY:** Assists program and project management with evaluations of existing procedures, processes, or models related to management tasks. Works with client to define needs and translate to programs. Receives guidance on unusual or complex project tasks.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Two-year Degree and 4+ years experience. One year relevant experience can be substituted for one year education.

**BUSINESS SUPPORT SPECIALIST V**

**FUNCTIONAL RESPONSIBILITY:** Assists program and project management with evaluations of existing procedures, processes, or models related to management tasks. Works with client to define needs and translate to programs. Demonstrated experience in preparing written responses to project tasks.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Two-year Degree and 8+ years experience.

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**FUNCTIONAL SUBJECT MATTER EXPERT I**

**FUNCTIONAL RESPONSIBILITY:** Considered an expert in a functional area through experience and education. Reviews processes and procedures, makes recommendations or leads the effort to address deficiencies. A wide degree of creativity and latitude is required.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree, or equivalent, in area of specialty and 8+ years of relevant experience.

## **FUNCTIONAL SUBJECT MATTER EXPERT II**

**FUNCTIONAL RESPONSIBILITY:** Considered an expert in a functional area through experience and education. Reviews processes and procedures, makes recommendations or leads the effort to address deficiencies. A wide degree of creativity and latitude is required.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree, or equivalent, in area of specialty and 10+ years of relevant experience.

## **FUNCTIONAL SUBJECT MATTER EXPERT III**

**FUNCTIONAL RESPONSIBILITY:** Considered an expert in a functional area through experience and education. Reviews processes and procedures, makes recommendations or leads the effort to address deficiencies. A wide degree of creativity and latitude is required.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree, or equivalent, in area of specialty and 12+ years of relevant experience.

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## **PROGRAM ANALYST II**

**FUNCTIONAL RESPONSIBILITY:** Experienced in evaluating, tracking and coordinating projects. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs data collection, project testing, and creation of performance measurements to support project objectives. Supports the development and execution of technical tasks and interfaces with Government and prime contractor personnel.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Two-year AA Degree and 4+ years experience.

## **PROGRAM ANALYST III**

**FUNCTIONAL RESPONSIBILITY:** Possesses significant experience in evaluating, tracking and coordinating projects. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Supports assessments of organization's challenges using specialized skills and knowledge. Contributes to the development and execution of project or task plans and interfaces with Government and prime contractor personnel.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 2+ years experience.

## **PROGRAM ANALYST IV**

**FUNCTIONAL RESPONSIBILITY:** Possesses significant experience in evaluating, tracking and coordinating projects. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Participates in project testing and creation of performance measurements to support project objectives. Contributes to the development and execution of technical tasks and interfaces with Government and prime contractor personnel.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 4+ years experience.

## **PROGRAM ANALYST V**

**FUNCTIONAL RESPONSIBILITY:** Possesses demonstrated knowledge in designated field or discipline. Possesses significant experience providing solutions to an organization's challenges through the application of knowledge gained through similar prior engagements. Participates in the development of solutions by leveraging knowledge of the designated field or discipline.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 8+ years experience.

## **PROGRAM ANALYST VI**

**FUNCTIONAL RESPONSIBILITY:** Possesses demonstrated knowledge in designated field or discipline. Possesses significant experience providing solutions to an organization's challenges through the application of knowledge gained through similar prior engagements. Keeps abreast of new methodologies and makes decisions which demonstrate mature judgment in anticipating and solving complex problems.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 12+ years experience.

## **PROGRAM ANALYST VII**

**FUNCTIONAL RESPONSIBILITY:** Possesses demonstrated knowledge in designated field or discipline. Possesses significant experience providing solutions to an organization's challenges through the application of knowledge gained through similar prior engagements. Keeps abreast of new methodologies and makes decisions which demonstrate mature judgment in anticipating and solving complex problems. Has extensive responsibility for interpreting, organizing, executing, and coordinating assignments.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 16+ years experience.

## **PROGRAM ANALYST VIII**

**FUNCTIONAL RESPONSIBILITY:** Possesses extensive knowledge in designated field or discipline. Provides insight to project strategic direction and outcomes. Resolves complex problems and applies principles and methods of subject matter to specialized solutions. Keeps abreast of new methodologies and makes decisions which demonstrate mature judgment in anticipating and solving complex problems. Has extensive responsibility for interpreting, organizing, executing, and coordinating assignments.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Masters Degree and 10+ years experience.

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## **PROGRAM MANAGER I**

**FUNCTIONAL RESPONSIBILITY:** Manages project operations. Interprets complex client requirements, and interacts closely with the client. Manages and maintains development, production and delivery standards; ensures project assignments are met and completed as directed. Acquires and oversees resources to complete projects. Enforces work standards and reviews/resolves discrepancies to ensure compliance with contract requirements. Maintains project documentation, providing assessment of technical and non-technical project issues. Reports in writing and orally to higher management; communicates directly with clients and/or other contractor personnel, and effectively allocates resources.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 8+ years of experience. Government and/or government contracting experience preferred.

## **PROGRAM MANAGER II**

**FUNCTIONAL RESPONSIBILITY:** Manages project operations. Interprets complex client requirements, and interacts closely with the client. Manages and maintains development, production and delivery standards; ensures project assignments are met and completed as directed. Acquires and oversees resources to complete projects. Enforces work standards and reviews/resolves discrepancies to ensure compliance with contract requirements. Maintains project documentation, providing assessment of technical and non-technical project issues. Reports in writing and orally to higher management; communicates directly with clients and/or other contractor personnel, and effectively allocates resources.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 10+ years of experience. Government and/or government contracting experience preferred.

## **PROGRAM MANAGER III**

**FUNCTIONAL RESPONSIBILITY:** Manages project operations. Interprets complex client requirements, and interacts closely with the client. Manages and maintains development, production and delivery standards; ensures project assignments are met and completed as directed. Acquires and oversees resources to complete projects. Enforces work standards and reviews/resolves discrepancies to ensure compliance with contract requirements. Maintains project documentation, providing assessment of technical and non-technical project issues. Reports in writing and orally to higher management; communicates directly with clients and/or other contractor personnel, and effectively allocates resources.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 12+ years of experience. Government and/or government contracting experience preferred.

## **PROGRAM MANAGER IV**

**FUNCTIONAL RESPONSIBILITY:** Manages project operations. Interprets complex client requirements, and interacts closely with the client. Manages and maintains development, production and delivery standards; ensures project assignments are met and completed as directed. Acquires and oversees resources to complete projects. Enforces work standards and reviews/resolves discrepancies to ensure compliance with contract requirements. Maintains project documentation, providing assessment of technical and non-technical project issues. Reports in writing and orally to higher management; communicates directly with clients and/or other contractor personnel, and effectively allocates resources.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 15+ years of experience. Government and/or government contracting experience preferred.

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## PROJECT CONTROLS I

**FUNCTIONAL RESPONSIBILITY:** Directs and manages teams to solve client problems. Manages projects and tasks; applies intensive and diversified knowledge of technical and management principles. Makes decisions independently on problems and methods. Optimizes human resources needed in solving problems, estimating manpower requirements and schedules, and execution times. May have special skills in strategic planning, alignment, program integration, dispute resolution, statistical analysis, or training methods. Performs high-level analysis, evaluation, integration, documentation, and implementation. May supervise team of employees and subcontractors through project completion. May coordinate the activities of others assigned to specific projects. May perform other duties as assigned.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree, or equivalent, and 5+ years of relevant experience.

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## PROJECT MANAGER I

**FUNCTIONAL RESPONSIBILITY:** Experienced in planning, evaluating, directing, tracking, analyzing and coordinating complex projects. Ability to develop and execute complex technical tasks, apply analytical problem solving methodologies, provide technical direction to support staff, interface with Government and prime contractor personnel, and effectively allocate resources. Capability of managing projects with a high level of independence in client contact, program oversight, and performing mission-oriented project closeout services.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 10+ years of experience with 4 of those years being direct Project Management experience.

## PROJECT MANAGER II

**FUNCTIONAL RESPONSIBILITY:** Experienced in planning, evaluating, directing, tracking, analyzing and coordinating complex projects. Ability to develop and execute complex technical tasks, apply analytical problem solving methodologies, provide technical direction to support staff, communicates directly with Government and prime contractor personnel, and effectively allocate resources.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 12+ years of experience. Government and/or government contracting experience preferred.

## PROJECT MANAGER III

**FUNCTIONAL RESPONSIBILITY:** Experienced in planning, evaluating, directing, tracking, analyzing and coordinating complex projects. Ability to develop and execute complex technical tasks, apply analytical problem solving methodologies, provide technical direction to support staff, communicates directly with Government and prime contractor personnel, and effectively allocate resources.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 15+ years of experience. Government and/or government contracting experience preferred.

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### QUALITY ASSURANCE SPECIALIST

**FUNCTIONAL RESPONSIBILITY:** Responsible For activities involving quality assurance and compliance with applicable regulatory requirements; conducts audits and reviews/analyzes data and documentation. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 5+ years experience in related activities including development and delivery of staff training.

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### TRAINING SPECIALIST

**FUNCTIONAL RESPONSIBILITY:** Designs and conducts training programs. Monitors and reports the effectiveness of training on participants. May be involved in initial plan design and existing plan enhancements. Familiar with a variety of the field's concepts, practices, and procedures.

**MINIMUM EDUCATION/EXPERIENCE:** Requires Bachelors Degree and 5+ years experience in related activities including development and delivery of staff training.

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*Relevant Experience can be substituted for Education as follows:*

Degree	Years of Experience
Associates Degree (AA/AS)	2 years
Bachelors (BA/BS)	4 years
Masters (MA/MS)	6 years
Doctorate (Ph.D)	8 years

**CORPORATE ALLOCATION SERVICES, INC. AUTHORIZED GSA RATES**

SIN 874-1, 874-1RC, 874-7, & 874-7RC, 871-1, 871-1RC	8/1/2008 - 7/31/09	7/31/09 - 04/20/2011	04/21/2011 - 04/20/2012	04/21/2012 - 07/31/2013	
LABOR CATEGORIES					
Business Support Specialist II	\$21.65	\$21.65	\$22.34	\$23.06	
Business Support Specialist III	\$26.41	\$26.41	\$27.26	\$28.13	
Business Support Specialist IV	\$29.24	\$29.24	\$30.18	\$31.14	
Business Support Specialist V	\$34.43	\$34.43	\$35.53	\$36.67	
Program Analyst II	\$28.03	\$28.03	\$28.93	\$29.85	
Program Analyst III	\$30.53	\$30.53	\$31.51	\$32.52	
Program Analyst IV	\$35.26	\$35.26	\$36.39	\$37.55	
Program Analyst V	\$34.10	\$34.10	\$35.19	\$36.32	
Program Analyst VI	\$43.55	\$43.55	\$44.94	\$46.38	
Program Analyst VII	\$47.92	\$47.92	\$49.45	\$51.04	
Program Analyst VIII	\$51.96	\$51.96	\$53.62	\$55.34	
Project Manager I	\$75.83	\$75.83	\$78.26	\$80.76	
Project Manager II			\$86.43	\$89.20	
Project Manager III			\$108.04	\$111.50	
Quality Assurance Specialist			\$58.33	\$60.20	
Training Specialist			\$59.31	\$61.21	
Functional Subject Matter Expert I			\$96.51	\$99.60	
Functional Subject Matter Expert II				\$138.24	
Functional Subject Matter Expert III				\$197.48	
Program Manager I				\$131.72	
Program Manager II				\$159.53	
Program Manager III				\$173.92	
Program Manager IV				\$200.73	
Project Controls I				\$75.83	

See the following page for out-year pricing

\* The Service Contract Act (SCA) is applicable to this contract as it applies to the entire PSS Schedule 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 29 CFR 541.300), 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 the applicable wage determination number. Failure to do so may result in cancellation of the contract.

Option 1					
SIN 874-1, 874-1RC, 874-7, & 874-7RC, 871-1, 871-1RC	Year 6	Year 7	Year 8	Year 9	Year 10
LABOR CATEGORIES	08/01/2013 - 07/31/2014	8/01/2014- 07/31/2015	8/01/2015- 07/31/2016	8/01/2016- 07/31/2017	8/01/2017- 07/31/2018
Business Support Specialist II	\$23.80	\$24.56	\$25.34	\$26.15	\$26.99
Business Support Specialist III	\$29.03	\$29.96	\$30.91	\$31.90	\$32.93
Business Support Specialist IV	\$32.14	\$33.17	\$34.23	\$35.32	\$36.45
Business Support Specialist V	\$37.84	\$39.05	\$40.30	\$41.59	\$42.92
Program Analyst II	\$30.81	\$31.79	\$32.81	\$33.86	\$34.94
Program Analyst III	\$33.56	\$34.63	\$35.74	\$36.88	\$38.06
Program Analyst IV	\$38.75	\$39.99	\$41.27	\$42.60	\$43.96
Program Analyst V	\$37.48	\$38.68	\$39.92	\$41.19	\$42.51
Program Analyst VI	\$47.87	\$49.40	\$50.98	\$52.61	\$54.29
Program Analyst VII	\$52.67	\$54.35	\$56.09	\$57.89	\$59.74
Program Analyst VIII	\$57.11	\$58.94	\$60.82	\$62.77	\$64.78
Project Manager I	\$83.35	\$86.01	\$88.76	\$91.61	\$94.54
Project Manager II	\$92.05	\$95.00	\$98.04	\$101.17	\$104.41
Project Manager III	\$115.07	\$118.75	\$122.55	\$126.47	\$130.52
Quality Assurance Specialist	\$62.12	\$64.11	\$66.16	\$68.28	\$70.46
Training Specialist	\$63.17	\$65.19	\$67.27	\$69.43	\$71.65
Functional Subject Matter Expert I	\$102.79	\$106.07	\$109.47	\$112.97	\$116.59
Functional Subject Matter Expert II	\$142.66	\$147.23	\$151.94	\$156.80	\$161.82
Functional Subject Matter Expert III	\$203.80	\$210.32	\$217.05	\$224.00	\$231.17
Program Manager I	\$135.93	\$140.28	\$144.77	\$149.40	\$154.18
Program Manager II	\$164.63	\$169.90	\$175.34	\$180.95	\$186.74
Program Manager III	\$179.49	\$185.23	\$191.16	\$197.28	\$203.59
Program Manager IV	\$207.15	\$213.78	\$220.62	\$227.68	\$234.97
Project Controls I	\$78.26	\$80.76	\$83.34	\$86.01	\$88.76

See the following page for out-year pricing

\* The Service Contract Act (SCA) is applicable to this contract as it applies to the entire PSS Schedule 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 29 CFR 541.300), 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 the applicable wage determination number. Failure to do so may result in cancellation of the contract.