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## GENERAL SERVICES ADMINISTRATION

### FEDERAL SUPPLY SERVICES

#### 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: [GSA Advantage.gov](http://GSA Advantage.gov).

**Schedule Title:** 03FAC: Facilities Maintenance and Management Solutions  
**Schedule For:** EBA Ernest Bland Associates, P.C.

**Federal Supply Group:** 03FAC  
**Service and Product Codes:** R499

**Contract Number:** GS-21F-013BA  
For more information on ordering from Federal Supply Schedules, click on the FSS Schedules button at <http://www.fss.gsa.gov>

**Contract Period:** October 22, 2013 – October 21, 2018

Pricelist current through Modification # \_\_\_\_\_ dated \_\_\_\_\_.

**Contractor:** EBA Ernest Bland Associates, P.C.  
802 Sligo Ave  
Silver Spring, MD 20910-4701

**Business Size:** Small Business

**Telephone:** (301) 589-4811

**FAX Number:** (301) 589-3810

**Website:** [www.ebapc.com](http://www.ebapc.com)

**E-mail:** [ctoibero@ebapc.com](mailto:ctoibero@ebapc.com)

**Contract Administrator:**

NAME	Christina Toibero
TITLE	Business Manager
ADDRESS	802 Sligo Ave, Silver Spring, MD
ZIP CODE	20910-4701
TELEPHONE NO	(301)589-4811
E-MAIL ADDRESS	ctoibero@ebapc.com
	FAX NO. (301) 589-3810



**CUSTOMER INFORMATION:**

1a. Table of Awarded Special Item Numbers (SINs): Pricing included below.

SIN	Description
811-006	Facilities Maintenance and Management Consulting

1b. Identification of the lowest priced model number and lowest unit price for each special item number awarded under 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. Not Applicable

1c. Labor Category Descriptions: 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: See Below

2. Maximum order: \$1,000,000.00

3. Minimum order: \$100.00

4. Geographic coverage (delivery area): CONUS, Alaska, Hawaii and Puerto Rico

5. Point(s) of production: 802 Sligo Ave, Silver Spring, MD 20910-4701

6. Statement of Net Price: Pricing provided below represents Government Net Pricing. Discounts have been deducted.

7. Quantity/Volume Discounts: Not Applicable

8. Prompt Payment Terms: 1% 15 Days; Net 30 days

9a. Notification That Government Purchase Cards Are Accepted at or Below the Micro-purchase Threshold: EBA Ernest Bland Associates, P.C. agrees to accept the government purchase card at or below the micro-purchase threshold.

9b. Notification That Government Purchase Cards Are Not Accepted Above the Micro-purchase Threshold: EBA Ernest Bland Associates, P.C. agrees to accept the government purchase card above the micro-purchase threshold.

10. Foreign Items: Not Applicable



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- 11a. Time of Delivery: As negotiated between EBA Ernest Bland Associates, P.C. and ordering activity
  - 11b. Expedited Delivery: Contact Contractor
  - 11c. Overnight and 2-Day Delivery: Contact Contractor
  - 11d. Urgent Requirements: Contact Contractor
  12. F.O.B. point(s): Destination
  - 13a. Ordering Address: 802 Sligo Ave, Silver Spring, MD 20910-4701
  - 13b. 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.
  14. Payment Address: 802 Sligo Ave, Silver Spring, MD 20910-4701
  15. Warranty Provision: Standard Commercial
  16. Export Packing Charges: Not Applicable
  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: Not Applicable
  19. Terms and Conditions of Installation: Not Applicable
  - 20a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). Not Applicable
  - 20b. Terms and Conditions for any Other Services: Not Applicable
  21. List of Service and Distribution points: Same as company address
  22. List of Participating Dealers: Not Applicable
  23. Preventive maintenance: Not Applicable
  - 24a. Special Attributes such as Environmental Attributes: Not Applicable
  - 24b. Section 508 Compliance: [www.ebapc.com](http://www.ebapc.com)
  25. Data Universal Number System (DUNS) Number: 621255678



26. Notification regarding registration in SAM: Active on SAM. Cage Code: 1YYY6

**GSA Awarded Labor Rates**

<b>Labor Category</b>	<b>GSA Awarded Rate</b>
Administrative Support I	\$33.01
Administrative Support II	\$44.33
Technical Support I	\$61.02
Technical Support II	\$80.19
Analyst I	\$86.90
Analyst II	\$87.13
Technical Writer	\$110.03
Planner I	\$130.98
Planner II	\$156.17
Program Manager	\$139.04
Subject Matter Expert II	\$231.74
Programmer I	\$216.62
Programmer II	\$246.85
Principal Management Consultant	\$231.43

**GSA Awarded Labor Descriptions**

**Administrative Support I**

**Minimum/General Experience:** One year of general experience

**Functional Responsibilities:** Provide administrative-type support to technical and management-level personnel. This includes, but is not limited to, documentation planning and support, project administration, program management support, event planning and administration, office relocation planning, mail services, records, data input, and other office administration functions. May perform other duties as assigned.

**Minimum Education:** High School Diploma or equivalent



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## Administrative Support II

**Minimum/General Experience:** Two years of general experience

**Functional Responsibilities:** Provides administrative-type support to technical and management-level personnel. This includes, but is not limited to, documentation planning and support, project administration, program management support, event planning and administration, office relocation planning, mail services, records, data input, and other office administration functions. May perform other duties as assigned.

**Minimum Education:** High School Diploma or equivalent

## Technical Support I

**Minimum/General Experience:** Two to four years of general experience or specialized training.

**Functional Responsibilities:** Provides team support to tasks and assignments with direction from the other team members, possesses various skill sets using technical and theoretical applications therein, uses state of the art technology tools and software, possesses, and understands specific technical specialties.

**Minimum Education:** High School Diploma or equivalent

## Technical Support II

**Minimum/General Experience:** Five or more years of general experience or specialized training and three years of general experience.

**Functional Responsibilities:** Provides team support to tasks and assignments with direction from the other team members, possesses various skill sets using technical and theoretical applications therein, uses state of the art technology tools and software, possesses, and understands specific technical specialties.

**Minimum Education:** BS / BA or equivalent

## Analyst I

**Minimum/General Experience:** Two to six years of general experience.

**Functional Responsibilities:** Prepares and conducts analyses, studies, assessments, requirements, surveys, in order to determine the proper solution for a related initiative. Has experience in the development of projections, reports, schedules, review, and interpretation of regulations, recommendations, risk analysis, and cost projections. Duties include but are not limited to the development of cost/benefit studies, case comparisons, procedures manuals, reports, requirements analysis, and recommendations.



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**Minimum Education:** BS / BA or equivalent

<b>Analyst II</b>
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**Minimum/General Experience:** Five to ten years of general experience.

**Functional Responsibilities:** Prepares and conducts analyses, studies, assessments, requirements, surveys, in order to determine the proper solution for a related initiative. Has experience in the development of projections, reports, schedules, review, and interpretation of regulations, recommendations, risk analysis, and cost projections. Duties include but are not limited to the development of cost/benefit studies, case comparisons, procedures manuals, reports, requirements analysis, and recommendations.

**Minimum Education:** BS / BA or equivalent

<b>Technical Writer</b>
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**Minimum/General Experience:** Two to five years of general experience

**Functional Responsibilities:** Experience includes but is not limited to the drafting of narratives, writing of specifications, research of current data and statistical information, editorial reviews, quality control reviews, provision of definitions for content, development of guidelines and schedules, provides structure of content, capacity to format documents, proofreading skills, ability to organize and coordinate tasks and assignments.

**Minimum Education:** BS / BA or equivalent

<b>Planner I</b>
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**Minimum/General Experience:** Eight to twelve years of general experience.

**Functional Responsibilities:** Duties include but are not limited to the review of exiting parameters, assessment of conditions, interpretation of data, projection of functional requirements, organization of requirements, coordination between the client and the analyst, interaction with the programmer and program manager, development of resources distribution and placement. Responsible for the development and implementation of data projections, creating tabular instruments as a planning tool, capacity to communicate complex ideas in a easily interpreted fashion, facilities planning and programming, development of survey tools. Additional responsibilities include the drafting of reports, creation of report outlines, coordination of the data collected, translation, and presentation of deliverables.

**Minimum Education:** MS / MA or equivalent



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## Planner II

**Minimum/General Experience:** Ten to fifteen years of general experience.

**Functional Responsibilities:** Duties include but are not limited to the review of exiting parameters, assessment of conditions, interpretation of data, projection of functional requirements, organization of requirements, coordination between the client and the analyst, interaction with the programmer and program manager, development of resources distribution and placement. Responsible for the development and implementation of data projections, creating tabular instruments as a planning tool, capacity to communicate complex ideas in a easily interpreted fashion, facilities planning and programming, development of survey tools. Additional responsibilities include the drafting of reports, creation of report outlines, coordination of the data collected, translation, and presentation of deliverables.

**Minimum Education:** MS / MA or equivalent

## Program Manager

**Minimum/General Experience:** Eight to ten years of experience within the industry with at least three years in the specified functional area.

**Functional Responsibilities:** Is responsible for performing management level tasks for multiple projects, has experience with client relations, versed in contract management and technical aspects of a task or contract. Provides administrative level duties including but not limited to cost projections, scheduling, quality control procedures, operational contract related assignments, management of resources, and monitors the task or contract. Ensures task orders are performed properly reinforces the quality of deliverables, plans, programs, organizes assignments, and coordinates between the team and the client.

**Minimum Education:** BS / BA or equivalent

## Subject Matter Expert II

**Minimum/General Experience:** Ten to fifteen years of general experience.

**Functional Responsibilities:** Senior expert with extensive knowledge in designated field or discipline. Provides advice concerning specific task or project and assists in the strategic direction. Experience includes but is not limited to the analysis, evaluation, and development of recommended solutions. Resolves complex problems, which require an understanding of relevant subject matter specific to the designated field or discipline. Applies principles and methods of the subject matter to specialized solutions. Possesses a general ability and experience in workshops, team coordination and facilitation at a senior level.

**Minimum Education:** MS / MA degree or equivalent



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### Programmer I

**Minimum/General Experience:** Eight to twelve years of general experience.

**Functional Responsibilities:** Provides expert, technical, and managerial leadership and direct support for problem definition, analysis, requirements development, and implementation of complex projects and programs. Proficient in the development and analysis of complex models related to data sets and the redistribution of services and resources. Duties include but are not limited to the review of existing tabular data, assessment and processing of data, reallocation of data, complex projections for various intervals (short-term, mid-term, long-term), develop creative solutions, strategic facilities planning/programming. Develops reports, graphs, charts, and other supporting documentation.

**Minimum Education:** MS / MA degree or equivalent

### Programmer II

**Minimum/General Experience:** Ten or more years of general experience.

**Functional Responsibilities:** Provides expert technical and managerial leadership and direct support for problem definition, analysis, requirements development, and implementation of complex projects and programs. Proficient in the development and analysis of complex models related to data sets and the redistribution of services and resources. Duties include but are not limited to the review of existing tabular data, assessment and processing of data, reallocation of data, complex projections for various intervals (short-term, mid-term, long-term), and develop creative solutions. Develops reports, graphs, charts, and other supporting documentation.

**Minimum Education:** PhD or equivalent

### Principal Management Consultant

**Minimum/General Experience:** Ten years of general experience or equivalent.

**Functional Responsibilities:** Negotiates contracts and task orders, direct interaction with the client and senior client representatives, establishes criteria and agenda for projects and sessions, facilitates meetings and workshops, and ensures that the objectives of a project are in keeping with the contract and best practices. Possess a broad cross section of experience based primarily on professional experience with private and public clients, has the capacity to move the process forward in the direction of the intended objectives.

**Minimum Education:** MS / MA degree or equivalent