



**Personal Group Incorporated**  
**431 South Pierre Street**  
**Pierre, SD 57501**  
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**605.224.1904**  
**Fax 605.224.9005**

[www.pergroup.com](http://www.pergroup.com)



**Contract Holder**  
Contract 23F0223P

**GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE**

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. Access *GSA Advantage!* at [www.GSAAdvantage.gov](http://www.GSAAdvantage.gov)

For more information on ordering from Federal Supply Schedules, click on the FSS schedules button at [fss.gsa.gov](http://fss.gsa.gov)

**FINANCIAL AND BUSINESS SOLUTIONS**

**520-15 Outsourcing Recurring Commercial Activities for Financial Management Services**

**Schedule Number GS-23F-0223P**

**Contract Period: April 23, 2014 - April 22, 2019**

Personal Group, Inc. (Pergroup) is healthcare services company serving clients nationally from our home office in South Dakota. We have a consistent track record of delivering prompt, precise and resourceful healthcare business process solutions.

Combining time-proven processes and a solutions-based approach, our foremost indicator of client success is efficient revenue generation. We measure this indicator by our client's lead: meeting the desired objectives and timelines. We do this through core capabilities of superior quality and timely medical coding, data entry, coding, third party billing, accounts receivable and training services.

Pergroup's mission is to provide prompt service, precise knowledge and resource-driven efficiency in delivering business process solutions on behalf of our clients. Our company is equipped with the resources necessary to deliver solutions to our client's needs. In the ever-changing healthcare industry in which we operate, being flexible and diverse is a hallmark of success. Our effective and open communications in addition to the deliverables we provide enhance the services that we will provide to you.

1. Special Item Number (SINS)
  - a. Awarded special item number(s): **520-15**
  - b. Lowest priced service: **Not Applicable**
  - c. Hourly rates: **Not Applicable**
2. Maximum order: **\$1,000,000**
3. Minimum order: **\$300**
4. Geographic coverage: **Domestic**
5. Point of production: **Pierre, Hughes, South Dakota**
6. Discount from list prices or statement of net price: **None.**
7. Quality discounts: **None.**
8. Prompt payment terms: **Not applicable.**
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold:  
**Personal Group accepts Government purchase cards at or below the micro-purchase threshold.**
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: **Not applicable**
10. Foreign items: **None**
- 11a. Time of delivery: **Negotiated**
- 11b. Expedited delivery: **Items available for expedited delivery are noted in this price list.**
- 11c. Overnight and 2-day delivery: **Not available**
- 11d. Urgent requirements:  
**When agencies have a bona fide urgent delivery requirement, they are encouraged to contact the Personal Group Contract administrator for the purpose of obtaining accelerated delivery. Personal Group will reply to the inquiry within three workdays after receipt. If Personal Group offers an accelerated delivery time acceptable to the ordering agency in any order placed pursuant to the agreed upon accelerated delivery timeframe shall be delivered within this shorter delivery time. All other terms and conditions apply.**
12. F.O.B. point: **Destination**
- 13a. Ordering Information:  
**Personal Group, Inc.  
431 South Pierre Street  
Pierre, South Dakota 57501**

- 13b. For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) can be found at [www.fss.gsa.gov/schedules](http://www.fss.gsa.gov/schedules)
14. Payment Information:
- Personal Group, Inc.  
431 South Pierre Street  
Pierre, South Dakota 57501.**
15. Warranty provision:
- Personal Group warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.**
16. Export packing charges, if applicable: **Not applicable.**
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):
- Government purchase card is not accepted above the micro-purchase level.**
18. Terms and conditions of rental, maintenance, and repair: **Not applicable.**
19. Terms and conditions of installation: **Not applicable.**
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: **Not applicable.**
- 20a. Terms and conditions for any other services: **Not applicable.**
21. List of service and distribution points: **Not applicable.**
22. Participating Dealers: **Not applicable.**
23. Preventive maintenance: **Not applicable.**
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): **Not applicable.**
- 24b. Section 508 Compliance: **Not Applicable**
25. Data Universal Number System (DUNS) number: **61-247-5525.**
26. Personal Group is registered with the System for Award Management (SAM) database.

## GSA Schedule Pricelist

Category	GSA Price
Offsite Outpatient Encounter Diagnostic Certified Medical Coding (ICD-9 only) and Electronic Data Entry	\$4.64 per chart
Offsite Outpatient Encounter Comprehensive Certified Medical Coding (ICD-9, CPT, HCPCS) and Electronic Data Entry	\$4.94 per chart