



Schedule

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

GSA Professional Services Schedule (PSS)

Period Covered by Contract:

September 10, 2013 through September 9, 2018

GenTech Associates, Inc.

8103 EAST US HWY 36

SUITE 166

AVON, IN 46123

866-432-1040

www.gentechassociates.com

CONTRACT NUMBER: GS-23F-053AA

Industrial Group: 00CORP

DUNS#: 780454034

Business Size: Small

Contract Administrator:

Scott Chaplin, President, scott@gentechassociates.com

For more information on ordering from Federal Supply Schedules, visit <http://www.gsa.gov/portal/content/197989>

GSA PSS Contract Terms and Conditions

Ia. Table of Awarded Special Item Numbers (SINs)

SIN	Description
C520 8/RC	Complementary Audit Services
C520 11/RC	Accounting
C520 13/RC	Complementary Financial Management Services
C520 21/RC	Program Management Services

Ib. Government Price Listing - See Pricing Table Below

Ic. Job Descriptions – See Labor Category Descriptions Below

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

3. Minimum order: \$100.00

4. Geographic Coverage (delivery area): CONUS and OCONUS

5. Point(s) of Production: Same as Company Address

6. Discount from list prices or statement of net price: Government net prices (discount already deducted)

7. Quantity Discounts: None offered

8. Prompt Payment Terms: Net 30 days or per contract agreement

9a. Government Purchase Card Below the micro-purchase level: Yes

9b. Government Purchase Card Above the micro-purchase level: Yes

10. Foreign Items: N/A

I 1a. Time of Delivery: Specific in the Task Order

I 1b. Expedited Delivery: To be negotiated with ordering agency

I 1c. Overnight and 2-day delivery: To be negotiated with ordering agency

I 1d. Urgent Requirements: To be negotiated with ordering agency

12. F.O.B. point(s): Destination

- 13a. Ordering Address:** GenTech Associates, Inc.
8103 East US Highway 36, Suite 166
Avon, IN 46123
Attn: Scott Chaplin
Phone: 866-432-1040, Fax: 866-432-1040
Email: scott@gentechassociates.com
- 13b.** 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.
- 14. Payment Address:** GenTech Associates, Inc.
8103 East US Highway 36, Suite 166
Avon, IN 46123
Attn: Scott Chaplin
Phone: 866-432-1040, Fax: 866-432-1040
Email: scott@gentechassociates.com
- 15. Warranty Provision:** N/A
- 16. Export Packing Charges:** N/A
- 17. Terms and Conditions of Government Purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contract Administrator
- 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 (if applicable):** N/A
- 20a. Terms and Conditions for any other services (if applicable):** N/A
- 21. List of services and distribution points (if applicable):** N/A
- 22. List of participating dealers (if applicable):** N/A
- 23. Preventative Maintenance (if applicable):** N/A
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants):** N/A
- 24b. Section 508 Compliance:** Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services at www.Section508.gov/.
- 25. Data Universal Number System (DUNS) number:** 780454034
- 26. Notification regarding registration in Central Contractor Registration (CCR database):**
Registered

PSS Services Pricing (All SINs)

Labor Category	09/10/2013 - 09/09/2014	09/10/2014 - 09/09/2015	09/10/2015 - 09/09/2016	09/10/2016 - 09/09/2017	09/10/2017 - 09/09/2018
Subject Matter Expert II	-	-	\$206.10	\$210.02	\$214.01
Subject Matter Expert I	-	-	\$183.38	\$186.86	\$190.41
Program Manager	-	-	\$162.06	\$165.14	\$168.28
Partner	\$123.43	\$125.77	\$128.16	\$130.60	\$133.08
Director	\$110.59	\$112.70	\$114.84	\$117.03	\$119.25
Business Analyst III	-	-	\$99.44	\$101.33	\$103.25
Senior Consultant	\$91.94	\$93.68	\$95.47	\$97.28	\$99.12
Consultant	\$84.89	\$86.50	\$88.14	\$89.81	\$91.52
Business Analyst II	-	-	\$81.85	\$83.41	\$84.99
Analyst	\$64.80	\$66.03	\$67.28	\$68.56	\$69.86
Technical Writer	-	-	\$61.49	\$62.66	\$63.85
Technical/Administrative Assistant	\$44.00	\$44.84	\$45.69	\$46.56	\$47.45

The contractor acknowledges 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 contract 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.

Labor Category Descriptions

Subject Matter Expert II

Minimum General Experience:

More than fifteen years' progressive experience with six years in respective knowledge area.

Minimum Education/Training:

Bachelor's Degree and Master's Degree. Bachelor's Degree and relevant work experience may be substituted.

Functional Responsibility:

The subject matter expert provides demonstrated and specialized expertise on specific business, technical or management subject.

Subject Matter Expert I

Minimum General Experience:

More than ten years' progressive experience with at least four years in respective knowledge area.

Minimum Education/Training:

Bachelor's Degree. Relevant work experience may be substituted.

Functional Responsibility:

The subject matter expert provides demonstrated and specialized expertise on specific business, technical or management subject.

Program Manager

Minimum General Experience:

More than ten years' progressive experience managing complex functional tasks of projects. Demonstrated experience in the financial success of complex projects.

Minimum Education/Training:

Bachelor's Degree. Relevant work experience may be substituted.

Functional Responsibility:

Responsible for managing some aspects of a projects and providing guidance for specific tasks and subtasks. Manages day-to-day activities and reviews work products for completeness and adherence to customer requirements. Provides supervision of multiple complex projects and principle liaison responsibilities with client on all business, technical and cost matters for task project planning, scheduling and implementation. Directs completion of projects within estimated time frames and budget constraints. Coordinates project specific efforts and reviews work products for completeness and adherence to client's standards.

Partner

Minimum General Experience:

More than twelve years' progressive experience with six years managing complex projects. Demonstrated experience in the financial success of complex projects.

Minimum Education/Training:

Master's degree or advanced certification. Bachelor's degree and relevant work experience may be substituted.

Functional Responsibility:

Responsible for overall contract management of personnel, operations, and business/financial life cycle projects. Communicates with all levels of management, personnel, subcontractors, and client agency representatives. Responsible for implementing GenTech's and client organization's policies and objectives. Actively applies quality assurance measures to the contract's management and performance.

Director

Minimum General Experience:

More than eight years' progressive experience with at least four years managing tasks or projects.

Minimum Education/Training:

Bachelor's degree. Relevant work experience may be substituted.

Functional Responsibility:

Responsible for managing all aspects of a project and provides guidance and direction for specific tasks or subtasks. Increasing responsibility in implementing and managing task orders. Interfaces with the client on a day-to-day basis. Directs the completion of tasks within estimated time frames and budget constraints. Manages the day-to-day activities and reviews work products for completeness and adherence to customer requirements. Delivers presentations and leads client meetings. Responsible for implementing GenTech's and the client organization's policies and objectives.

Business Analyst III

Minimum General Experience:

More than six years' progressive experience.

Minimum Education/Training:

Bachelor's Degree. Relevant work experience may be substituted.

Functional Responsibility:

Prepares and conducts business analyses and studies, needs assessments, requirements analysis/definition and cost/benefits analyses in an effort to align business systems, solutions and initiatives. Areas of focus include but are not limited to: business performance, business and economic case analysis, internal control and enterprise risk assessment.

Senior Consultant

Minimum General Experience:

Five to eight years' progressively responsible experience in the individual's field of study and specialization.

Minimum Education/Training:

Bachelor's degree. Relevant work experience may be substituted.

Functional Responsibility:

Guides and directs specific subtasks of a project. Provides expertise in one or more key areas of a task and is knowledgeable in the others. Develops plans and strategies. Interfaces with the client on a day-to-day basis. Directs the completion of specific project tasks within estimated time frames and budget constraints. Contributes to presentations and client meetings.

Consultant

Minimum General Experience:

Three to five years' experience in the individual's field of study and specialization.

Minimum Education/Training:

Bachelor's degree. Relevant work experience may be substituted.

Functional Responsibility:

Provides support and expertise in a key task area. Supports more experienced, senior consultants in performing task activities. Manages, processes, and tracks project documentation

Business Analyst II

Minimum General Experience:

More than three years' progressive experience.

Minimum Education/Training:

Bachelor's Degree. Relevant work experience may be substituted.

Functional Responsibility:

Prepares and conducts business analyses and studies, needs assessments, requirements analysis/definition and cost/benefits analyses in an effort to align business systems, solutions and initiatives. Areas of focus include but are not limited to: business performance, business and economic case analysis, internal control and enterprise risk assessment.

Analyst

Minimum General Experience:

Up to two years of experience in a business environment.

Minimum Education/Training:

Bachelor's degree. Relevant work experience may be substituted.

Functional Responsibility:

Provides general or focused support to senior analysts. Conducts research, surveys literature or market data, summarizes data, and compiles analyses, reports, and other documentation.

Technical Writer

Minimum General Experience:

Two to seven years' experience performing technical writing, research and editing functions in order to prepare briefings, manuals and other contract deliverables.

Minimum Education/Training:

Bachelor's Degree. Relevant work experience may be substituted.

Functional Responsibility:

Provides skilled technical writing support for projects. Assists in collecting and organizing information required for preparation of reports, studies, and analyses. Edits functional descriptions, system specifications, special reports, or any other customer deliverables and documents and has a demonstrated ability to work independently or only under general direction.

Technical/Administrative Assistant

Minimum General Experience:

More than three years' progressive experience in areas relevant to the task. Demonstrated skills relevant to the task.

Minimum Education/Training:

Associate's Degree or high school diploma and relevant work experience. Training in skills relevant to the task optional.

Functional Responsibility:

Provides skilled administrative or technical support for projects. May participate in writing, preparing, editing, and reviewing documents; producing graphics, reports, proposals, presentations, and other materials; providing skilled equipment or information technology operation; supervising data entry and management; coordinating administrative projects; or performing other similar services. Ensures the quality and timely completion of work.