Federal Supply Schedule Price List

This is an outline of what your price list should look like in accordance with the I-FSS-600 Contract Price List clause, found in your MAS contract.

The text document consists of two parts, the cover page which list basic vendor and contract information and the customer information sections. As shown in the below pages, the information in the customer information section should be placed under this heading in consecutively numbered paragraphs in the sequence set forth below. If this information is placed in another part of the Federal Supply Schedule Price List, a table of contents must be shown on the cover page that refers to the exact location of the information.

In addition to the information required in I-FSS-600 some Large Category, Subcategory, and/or SINs have additional requirements for the price list as follows:

Category Specific Guidance and Addendums for your Price List

❖ Category A: Office Management
  ➢ Products: Provide Manufacturer Part Number (MPN) data for all products -- per SCP-FSS-001 (j)(1)(xiii)
    • Toners shall be identified as: New OEM, Non-OEM New Build, Remanufactured, or Refilled
  ➢ EULAs/CSAs: If Commercial Supplier Agreement (CSA) terms (e.g. standard terms of sales or lease, Terms of Service (TOS), End User License Agreements (EULA), or other similar legal instruments or agreements) have been awarded and incorporated into this contract, then a copy of the awarded EULA/CSA must be listed on the Contract Price List. Contractors must clearly define what products, services, and prices are included with its EULA/CSA.
  ➢ A10. Printing and Photographic Equipment Subcategory
    • List leasing/rental terms and conditions
  ➢ A11. Records Management Subcategory
    • SIN 518210ERM - Electronics Records Management Solutions
      ■ Contractors proposing services under SIN 518210ERM must list a copy of their previously completed Vendor Certification for Electronic Records Management Solutions that identifies which of the 11 elements they provide, and certifies that they are capable of meeting all standards associated with the identified elements. For reference, the Universal Electronic Records Management (ERM) Requirements outlines 11 specific elements of ERM Services and the corresponding requirements established and administered by the National Archives & Records Administration (NARA).

❖ Category B: Facilities
➢ No additional large category requirements.

❖ Category C: Furniture and Furnishings
  ➢ No additional large category requirements.

❖ Category D: Human Capital
  ➢ SIN 561320SBSA: Temporary Staffing, regardless of pricing method selected, Wage Determination(s), including determination number, revision date, state and counties for the preponderance of work location must be submitted.

  ➢ SIN 561EEO EEO Services: Contractors shall specify Labor Category(ies) proposed and hourly rates. Reference Material MUST include all material(s) (i.e. posters) to be provided in varying quantities for ordering agencies. Licensing fees may not be included. They are to be negotiated with the ordering agency separately. GSA will not negotiate or award licensing fees of any type.

  ➢ 611430TD Talent Development: Contractors shall indicate the minimum and maximum number of participants per course and whether the rate is priced per student or per course. Rates for each course MUST include all material (i.e. notebooks, index tabs, etc) to be provided to trainees.

❖ Category E: Industrial Products and Services
  ➢ No additional large category requirements.

❖ Category F: Information Technology
  ➢ F01. Electronic Commerce Subcategory
    • SIN 54151ECOM Electronic Commerce and Subscription Services
      ■ Normal commercial installation, operation, maintenance, and engineering interface training on the system shall be provided. If there is a separate charge, it must be stated in an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).

      ■ If an electronic commerce service plan is offered the following must be included as an attachment the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)):
        ◆ Describe the electronic service plan and eligibility requirements;
        ◆ Describe charges, if any, for additional usage guidelines; and
        ◆ Describe corporate volume discounts and eligibility requirements, if any.
F02. IT Hardware Subcategory
- Offerors shall include as an attachment in the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016):
  - if the equipment is self-installable; and/or
  - If the equipment is not self-installable, include any fees for installation, training, or maintenance
- SIN 33411REF Purchase of Used or Refurbished Equipment
  - The words “used” or “refurbished” shall be the first word in the product title/name for the SIP file for GSA Advantage. The word “used” or ”refurbished” shall be the first word in the product title/name for the Price Proposal Template and GSA Pricelist pricing charts (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016).
- SIN 532420L Leasing of New Electronic Equipment
  - The terms and conditions for each option type(s) offered shall be attached to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).
- SIN 532420R Daily/Short Term Rental of IT Equipment
  - Rental payments shall be included as an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).
  - Include as an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)) the following statement: If the sum of the payments exceeds [offeror proposed %] of the stated initial value of the rented property, then ownership of the rented property transfers to the renting ordering activity.
- SIN 811212 Computer and Office Machine Repair and Maintenance
  - The terms and conditions for each repair and/or maintenance terms offered shall be attached to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).

F03. IT Services Subcategory
- For each labor category/professional service awarded, the minimum/general experience and functional responsibility shall be included as an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).

F04. IT Software Subcategory
- Descriptions and Equipment Compatibility: Offerors shall include as an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016) a complete description of each software product including the operating systems on which the software can be used. Also included shall be a brief, introductory explanation of the modules and documentation which are offered.
Right-to-Copy Pricing: Offerors shall include the discounted pricing for right-to-copy licenses, if commercially available, as an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).

SIN 511210 Software Licenses

- The words “term” or “perpetual” shall be the first word in the product title/name for the SIP file for GSA Advantage. The word “term” or “perpetual” shall be the first word in the product title/name for the Price Proposal Template and GSA Pricelist pricing charts (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).
- Term License Cessation: Fill-in data and specific terms shall be attached to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).
- Reallocation of Perpetual Software (Option 2 Perpetual License): Fill-in data and specific terms shall be attached to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).

F05. IT Solutions Subcategory

- For each labor category/professional service awarded under a solutions SIN that allows professional services, the minimum/general experience, functional responsibility, functional responsibility shall be included as an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).

SIN 518210C Cloud and Cloud-Related IT Professional Services

- If there are separate training charges, it should be included as an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).

SIN 541519CDM Continuous Diagnostics and Mitigation (CDM) Tools

- Installation and Technical Services for equipment: Offerors shall include as an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)):
  - if the equipment is self-installable; and/or
  - If the equipment is not self-installable, include any fees for installation, training, or maintenance.
  - Offerors should provide commercial practices for installation, deinstallation and/or reinstallation for review and possible inclusion in the contract.
- Term License Cessation: Fill-in data and specific terms shall be attached to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).
- Right-to-Copy Pricing: Offerors shall include the discounted pricing for right-to-copy licenses, if commercially available, as an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016)).
F06. IT Training Subcategory
- SIN 611420 Information Technology Training
  - Any training provided with equipment and/or software provided under this contract, free of charge should be included as an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016).
- SIN 541519PIV Homeland Security Presidential Directive 12 Product and Service Components
  - Fill-in data and specific terms shall be attached to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016).

F07. Telecommunications Subcategory
- SIN 517312 Wireless Mobility Solutions
  - Wireless Service Plans: include the following as an attachment to the GSA Price List (I-FSS-600 CONTRACT PRICE LISTS (OCT 2016).
    - Describe the wireless service plan and eligibility requirements, including, but not limited to, service area, monthly service charge, minutes included, etc.
    - Describe charges, if any, for additional minutes, domestic wireless long distance, roaming, nights and weekends, etc.
    - Describe corporate volume discounts and eligibility requirements, if any.

Category G: Miscellaneous
- No additional large category requirements.

Category H: Professional Services
- No additional large category requirements.

Category I: Scientific Management and Solutions
- No additional large category requirements.

Category J: Security and Protections
- No additional large category requirements.

Category K: Transportation and Logistics Services
➢ No additional large requirements.

❖ Category L: Travel
 ➢ No additional large category requirements.

All black text in the below pages would remain the same, Blue text should be replaced with the information based on your company’s awarded contract. Text in Blue is provided as informational or a sample only and should not constitute your company’s response.
General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List
Online 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: GSAAdvantage.gov.

Schedule Title: Multiple Award Schedule (MAS)
FSC Group: Furniture and Furnishing/Furniture Services Office Management/Office Services FSC
Class(es)/ Product Code(s): 514611
Contract Number: GS-29F-0004W
Contract Period: November 23, 2019, to November 23, 2024

Company:
Facility Transition Services
410 S Salisbury Street Suite 110
Raleigh NC 27601
919-459-2236

Website: fts.us.com

Contract Administrator:
Christina Lorenzo
919-459-2236
clorenzo@fts.us.com

Business Size: Small

CUSTOMER INFORMATION

1a:

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>541614CF</td>
<td>Comprehensive Furniture Management Services</td>
</tr>
<tr>
<td>541614OR</td>
<td>Office Relocation and Reconfiguration</td>
</tr>
</tbody>
</table>
2. **Maximum order:** $500,000 Orders may be placed above this threshold in accordance with FAR 8.404.

3. **Minimum order:** $100.00

4. **Geographic coverage (delivery area):** Domestic

5. **Point(s) of production:** 410 S Salisbury St. Suite 110 Raleigh, NC 27601

6. **Discount from list prices or statement of net price:** Prices shown are Net (discount deducted). They also include the GSA Industrial Funding Fee (IFF).

7. **Quantity discounts:** N/A

8. **Prompt payment terms:** Net 30 Days

9. **Foreign items:** None

10a. **Time of delivery:** as specified per Task orders

10b. **Expedited delivery:** None

10c. **Overnight and 2 day delivery:** None

10d. **Urgent Requirements:** None

11. **F.O.B point(s):** Destination

12a. **Ordering address(es):** FTS- 410 S. Salisbury St. Suite 110 Raleigh, NC 27601

12b. **Ordering procedures:** N/A

13. **Payment address(es):** FTS- 410 S. Salisbury St. Suite 110 Raleigh, NC 27601

14. **Warranty provision:** Standard

15. **Export packing charges:** Per Task Order

16. **Terms and conditions of rental, maintenance, and repair:** N/A

17. **Terms and conditions of installation:** Established per Job

18a. Terms and conditions of repair parts: N/A

18b. Terms and conditions for any other services: Established per Job

19. **List of service and distribution points:** N/A

20. **List of participating dealers:** N/A

21. **Preventive maintenance:** N/A

22a. **Special attributes:** N/A

22b. **Section 508 compliance:** N/A
23. Data Universal Number System (DUNS) number: 053974151

GSA Price List

Project Management
Supervisor $43.50
Project Manager $43.50
Design $43.50
Installer $30.00
Van $28.00

Reconfigure/Relocation/Installation
Supervisor $43.50
Project Manager $43.50
Design $43.50
Installer $30.00
Van $28.00

Design
Supervisor $43.50
Project Manager $43.50
Design $43.50
Installer $30.00
Van $28.00

Personnel Description
Supervisor
Education: Bachelor’s degree/ Job Experience: 15 Plus years
Description- Works closely with assigned Project Managers and their teams to help provide oversight on projects and team performance. Provides training, guidance, and oversight to PM’s on the team including participating in planning, pre-installation, construction, bid presentation and project planning meetings. All other duties listed under Project Manager below

Project Manager
Education-High School Diploma Job Experience: 1 Plus years
Description-Coordinating initial project meetings, reviewing scope, creating schedules for delivery, and receiving. Identify review changes in scope and timeline as project move along timelines. Management of manufacturer lead times. Run status reports and updates for clients and confirm proper installation and labor schedules.

Design
Education- Bachelors in field of design. Job Experience: 2 Plus years
Description- Lead and formulate design solutions, attend construction meetings, creates 3D renderings, analytical thinking, and planning skills, incorporate CAD based Drawings, Revit use. Run associated bill of materials from drawings. Develop and finalize drawings and space plans supporting furniture placement and specifications. Formal presentation of design intent and works with project manager for schedules.

Installer
Education- High School Diploma
Job Experience-1 or more years in furniture Installation
Description- Unloading product to site, prep for installation and install per drawings. Inspect and ensure product correctly installed.

Van
Description-Used for transporting products and services.