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: www.GSAAdvantage.gov

MULTIPLE AWARD SCHEDULE

MAS Solicitation Number: 47QSMD20R0001
Contract Number: GS-35F-0129N
UEI Number: LQMNYRXC7SH7
Cage Code: 3RUZ8

NAICS code 541512-preponderance of work
Contract Period: November 21, 2017, through November 20, 2022

Latest Revision: July 12, 2022
Pricelist current through Modification # A847 – Schedule MAS Refresh 13, dated July 7, 2022

For more information on ordering from Federal Supply Schedules go to the internet address: http://www.gsa.gov/schedules. Find link to GSA Schedules. Then find link to Customers Ordering from Schedules. Next, find links to Ordering Procedures for Services Requiring a Statement of Work and Ordering Procedures for Services not Requiring a Statement of work.
CUSTOMER INFORMATION

1a. Table of awarded Special Item Numbers (SINs):

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>511210</td>
<td>Software Licenses Includes both term &amp; perpetual software licenses &amp; maintenance.</td>
</tr>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
</tr>
<tr>
<td>611420</td>
<td>Information Technology Training</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced service for each special item number awarded in the 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.

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Title</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>511210</td>
<td>Software Licenses Includes both term &amp; perpetual software licenses &amp; maintenance.</td>
<td>$ 19</td>
</tr>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
<td>$ 99</td>
</tr>
<tr>
<td>611420</td>
<td>Information Technology Training</td>
<td>$ 475</td>
</tr>
</tbody>
</table>

1c. The Contractor is proposing hourly rates. See “Labor Categories” for a description of all corresponding commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services.

2. Maximum price per order for each SIN:

<table>
<thead>
<tr>
<th>SIN</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>511210</td>
<td>$ 500,000</td>
</tr>
<tr>
<td>54151S</td>
<td>$ 500,000</td>
</tr>
<tr>
<td>611420</td>
<td>$ 25,000</td>
</tr>
</tbody>
</table>

3. Minimum order: $19.00

4. Geographic coverage (delivery area): Domestic & Overseas

5. Point(s) of production: Peabody, MA USA

6. Discounts: Prices listed herein are NET prices to GSA, discounts have been deducted.
   a. Prompt Payment: ½ %, net 10
   b. Quantity: None
   c. Dollar Volume: None
   d. Government Educational Institutions are offered the same discounts as all other Government customers.
7a. Government purchase cards are accepted at or below the micro-purchase threshold.
7b. Government purchase cards are accepted above the micro-purchase threshold.
8. Foreign items: N/A
9a. Time of delivery: 30 days ARO
9b. Expedited delivery: contact the contractor
9c. Overnight and 2-day delivery: contact the contractor
9d. Urgent requirements: contact the contractor
10. F.O.B. point(s): Destination

11a. Ordering address(es):
OFMS Inc. dba INSITE
1R Newbury St, Ste 209
Peabody, MA 01960-3816 USA

11b. Ordering procedures: Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.
   a. FAR 8.405-1 Ordering procedures for supplies & services not requiring a statement of work.
   b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

12. Payment address:
OFMS Inc. dba INSITE
1R Newbury St, Ste 209
Peabody, MA 01960-3816 USA

15. Warranty provisions:

Unless specified otherwise in this contract, the Contractor’s standard commercial guarantee/warranty as stated in the contract’s commercial pricelist will apply to this contract.

Contractor warrants that for a period of ninety (90) days from date of delivery of the Software to Customer ("Warranty Period"), the Software will, if properly installed and used in accordance with the documentation delivered therewith, perform as described in the Documentation delivered therewith to Customer. Contractor shall use its best efforts to correct any defect within the Warranty Period. However, should such defects, as identified by Customer, not be corrected by the Contractor during the Warranty Period, then Customer is entitled to return the Software in exchange for a full refund of the Software license fees paid to Contractor hereunder.

Contractor normally provides the Software via electronic transfer of files. Should the Customer request physical media in writing, the remainder of this paragraph applies to that supplied media. Contractor warrants that, during the Warranty Period, the media on which the Software is furnished will be free from defects in materials
and workmanship under normal use. Should Customer discover a media defect within the Warranty Period, Contractor will, as Customer's sole remedy, replace the media at no charge upon return of the media to Contractor at the address of Contractor noted above provided that Customer is not in default under this Agreement.

Contractor agrees that subsequent to the 90-day Warranty Period Contractor shall continue to remedy any defect to the Software for as long as Customer continues to pay Contractor a Support fee. Contractor reserves the right to provide such remedies as part of future scheduled releases of the Software to be released in a timely fashion.

Contractor will defend, at its expense, any action brought against Customer to the extent that it is based upon a claim that the Software infringes a United States or Canadian copyright or violates any third-party trade secret or other proprietary right and the Contractor will pay direct damages finally awarded against Customer.

Contractor’s obligations under the foregoing paragraph are conditional upon (i) its being given prompt written notice of each such claim received by Customer, (ii) its being given the right to control and direct the investigation, defense and settlement of each such claim, and (iii) Customer cooperating fully with Contractor during such proceedings. This indemnity shall not apply if such damage, liability, cost or expense results (a) solely from or is caused solely by an intentional tortious act or the negligence of Customer, (b) any claim based upon the use of the Software by Customer in an application or environment for which the Software was not designed or contemplated, (c) modifications and/or improvements of the Software introduced or made by Customer, (d) use of other than a current unaltered release of the Software available from Contractor if such infringement would have been avoided by the use of a current unaltered release of the Software available from Contractor, or (e) use or combination of the Software with modifications or other programs not supplied or approved by Contractor.

The foregoing states the entire liability of Contractor with respect to infringement of any intellectual property rights by the Software or any parts thereof.

Should the Software become or in Contractor’s opinion be likely to become the subject of such a claim, then the Contractor may, at its election and sole option, obtain for Customer the right to continue using the Software, or replace or modify the Software so that it becomes non-infringing or non-violating, or if such remedies are not reasonably available (as determined at the sole and absolute discretion of the Contractor), accept Customer’s return of the Software and refund to Customer a pro-rated portion of the License fees for the Software, based upon a straight-line sixty (60) month amortization from the initial delivery of the Software.

EXCEPT FOR THE EXPRESS LIMITED WARRANTY STATED IN THIS PARAGRAPH, CONTRACTOR DISCLAIMS ALL WARRANTIES AND CONDITIONS WITH RESPECT TO THE SOFTWARE AND ITS PERFORMANCE, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR THOSE ARISING BY STATUTE, OPERATION OF LAW, USAGE OF TRADE, COURSE OF DEALING OR OTHERWISE RELATED TO THE SOFTWARE, ITS USE OR ANY INABILITY TO USE IT, THE RESULTS OF ITS USE AND THIS AGREEMENT. CUSTOMER ACKNOWLEDGES THAT CONTRACTOR IS NOT LIABLE, AMONG OTHER THINGS, IF THE SOFTWARE DOES NOT MEET THE REQUIREMENTS OF CUSTOMER OR IF THE SOFTWARE WILL NOT OPERATE FREE OF ERRORS, UNINTERRUPTED OR IF THE SOFTWARE WILL NOT FUNCTION IN CUSTOMER’S HARDWARE ENVIRONMENT.
16. **Technical Services:**

The Contractor, without additional charge to the ordering activity, shall provide a hot line technical support number _978-536-0129___ for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from ___9:00 am________ to __5:00 pm___ Eastern Time.

17. **Software Maintenance:**

Software maintenance service shall include the following:

For the period of use of the INSITE technology, maintenance of the software is provided as follows:

a) For Basic Level (Space or Assets), to a single (1) point of contact for the ordering agency.
b) For Advanced Level (Space and Assets, to two (2) points of contact for the ordering agency.

**Maintenance**
Contractor resolves all system anomalies uncovered by its own staff or users, and reproducible by the Contractor, then releases the fixes to all users. A release scheduling system enables each user to run the latest software. Minor fixes occur as needed; major version releases occur periodically. A comprehensive, private support site for users provides many tools for the effective running of the software and serves as the vehicle for user forums, upgrades and most version releases.

**System Development and Enhancement**
The engineering staff continuously develops innovative technology based on user feedback, staff research and market forces. All systems undergo periodic review and enhancements.

**Systems Administration**
The support staff guide and assist users in accomplishing the one-time and regular technical activities for the technology and the computing environment in which it runs. This support is accomplished remotely.

**New Versions**
Contractor agrees that any new release versions or updates of the Software, which contain either minor enhancements to the Software or corrections to deficiencies where the Software does not perform according to the Documentation (“New Versions”) and which become generally available during the Support Period, shall be provided to Customer free of charge for as long as Customer continues to pay the Annual Support Fee as referenced in Section 12 of the Agreement. New Versions do not include any new releases which contain an enhanced application, in Contractor’s sole discretion. Thereafter, Customer will be advised of any such New Versions and the support fee therefor. Any of these New Versions also shall be considered "Software" for all purposes of this License Agreement.
**Annual Support**

Customer acknowledges that, for so long as Customer pays the Annual Support Fee, Contractor shall, in addition to New Versions, provide to Customer technical support. Technical support shall be limited to a maximum hourly allotment during each annual Support Period based on the Annual Support Fee. Any unused Support hours at the end of an Annual Support Period are not transferable to a subsequent annual Support Period. After the annual allotment is used, additional support may be purchased by Customer at the then-current hourly rate set by the Contractor. On-line telephone support is offered by the Contractor between the hours of 9:00 a.m. and 5:00 p.m., EST, Monday through Friday, to assist Customer in using the Software and the correction of any defects in the Software which cause the Software not to perform as described in the Documentation. Customer acknowledges that Contractor is not obligated to support other than the current version of the Software.

18. **Invoices:**

Invoices for maintenance service shall be submitted by the Contractor on a quarterly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

19. **Export packing charges:** Not applicable; only services are provided under this contract

20. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Government credit cards are accepted. Terms and conditions remain the same.

21. **Terms and conditions of rental maintenance, and repair:** Rental, maintenance, and repair services are not available.

22. **Installation is available.** Terms and conditions remain the same.

23. **Terms and conditions of repair parts:** N/A

24. **Terms and conditions for any other services:** To Be Determined

25. **List of service and distribution points:** Peabody, MA USA

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

27. **Preventative maintenance:** Preventative maintenance is not available.

28a. **Special attributes such as environmental attributes:** Installation in hazardous or weather extreme environments is not available.
28b. **Section 508 compliance:** As applicable

29. **Data Universal Number System (DUNS) number:** 95-9328881

30. **Active registration in the System for Award Management (SAM) database:** thru 03/14/2023.

31. **Company’s policy regarding uncompensated overtime:** as applicable
### 30. Software Support / Maintenance Pricing:
(All Prices are Net to GSA - discounts have been deducted)

<table>
<thead>
<tr>
<th>Technology / Applications</th>
<th>Gross Sq. Ft.</th>
<th>Support Level</th>
<th>Support Hrs Reserved</th>
<th>Monthly Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net-FM Decision Support System</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Space Management</td>
<td>3</td>
<td>Under 1</td>
<td>Basic 6</td>
<td>3</td>
</tr>
<tr>
<td>OR Asset Management</td>
<td>4</td>
<td>1 to &lt; 3</td>
<td>5</td>
<td>1,503</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3 to &lt; 5</td>
<td>7</td>
<td>2,106</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5 to &lt; 10</td>
<td>10</td>
<td>3,010</td>
</tr>
<tr>
<td>▪ Linked Floor Plan Application</td>
<td>5</td>
<td>10 to &lt; 15</td>
<td>12</td>
<td>3,613</td>
</tr>
<tr>
<td>▪ One (1) Point of Contact for Support</td>
<td></td>
<td>15 to &lt; 20</td>
<td>14</td>
<td>4,216</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Over 20</td>
<td>TBD</td>
<td>TBD</td>
</tr>
<tr>
<td><strong>Net-FM Decision Support System</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Space Management</td>
<td>3</td>
<td>Under 1</td>
<td>Advanced 7</td>
<td>5</td>
</tr>
<tr>
<td>AND Asset Management</td>
<td>4</td>
<td>1 to &lt; 3</td>
<td>8</td>
<td>2,407</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3 to &lt; 5</td>
<td>11</td>
<td>3,312</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5 to &lt; 10</td>
<td>15</td>
<td>4,518</td>
</tr>
<tr>
<td>▪ Linked Floor Plan Application</td>
<td>5</td>
<td>10 to &lt; 15</td>
<td>18</td>
<td>5,413</td>
</tr>
<tr>
<td>▪ Two (2) Points of Contact for Support</td>
<td></td>
<td>15 to &lt; 20</td>
<td>21</td>
<td>6,327</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Over 20</td>
<td>TBD</td>
<td>TBD</td>
</tr>
</tbody>
</table>

### Floor Plan Applications

<table>
<thead>
<tr>
<th>Unit</th>
<th>Seats</th>
<th>Monthly Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>INSITE Visual-FM Floor Plan System Link drawings to INSITE Space Database</td>
<td>Seat</td>
<td>1</td>
</tr>
<tr>
<td>AutoCAD Add-In Link - Floor Plans to Net-FM Link drawings to INSITE Space Database</td>
<td>Seat</td>
<td>1</td>
</tr>
<tr>
<td>INSITE View-FM Floor Plan System Link drawings to INSITE Space Database</td>
<td>Seat</td>
<td>1</td>
</tr>
<tr>
<td>INSITE Visual-FM LT Floor Plan Scenario Builder Link drawings to INSITE Space Database</td>
<td>Seat</td>
<td>1</td>
</tr>
</tbody>
</table>
Notes:

**Note 1:** Gross Square Feet of the Facilities that will eventually be managed with Net-FM

**Note 2:** Monthly fee based on Annual Contract. GSA fee includes discounts and IFF.

**Note 3:** Web-based Net-FM™ Space Accounting, Indirect Cost Accounting, and System Administration applications.

**Note 4:** Web-based Net-FM™ Asset Management; Depreciation, Reconciler, and Systems Administration applications (Barcode Scanner & Software Application separately charged, TBD)

**Note 5:** For a single machine, includes 1 each of Visual-FM™ (Create & maintain floor plans), Visual-FM LT™ (Create floor plan layout scenarios), View-FM™ (Read-only & query floor plans) & ACADLink (Link View-FM to AutoCAD floor plans). Support Fee for additional installations of Visual-FM™ is $100 / Month per copy.

**Note 6:** Monthly Basic Level Support up to the reserved support hours noted above, focused on one (1) POC for support that includes:

1. All current Space and Floor Plan or Asset applications;
2. All Space and Floor Plan, or Asset system enhancements;
3. Support for a single Floor Plan application (See Note 5 for additional Licenses);
4. System Support, Application Guidance, and FM Business Support

**Note 7:** Monthly Advanced Level Support up to the reserved support hours noted above, focused on two (2) POCs for support that includes:

1. All current Space and Floor Plan and Asset applications;
2. All Space and Floor Plan, and Asset system, enhancements;
3. Support for a single Floor Plan application. (See Note 5 for additional Licenses);
4. System Support, Application Guidance, and FM Business Support
31. **Training:**

(All Course Offerings and Prices are Net to GSA - discounts have been deducted)

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course Length</th>
<th>Minimum Participants</th>
<th>Maximum Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Net-FM Space</td>
<td>2 days</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>Net-FM for Administrators</td>
<td>1 day</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>Introduction to Visual-FM</td>
<td>1 day</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>Advanced Visual-FM Techniques</td>
<td>1 day</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>Introduction to View-FM</td>
<td>1/2 day</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>Introduction to ACADLink</td>
<td>1 day</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>Using Net-FM for Asset Management</td>
<td>2 days</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>Planning and Executing a periodic Equipment Inventory in the field</td>
<td>1 day</td>
<td>2</td>
<td>10</td>
</tr>
</tbody>
</table>

**For all offered courses - Costs per Seat**
1 seat = 1 student for 1 day

Courses offered only at Contractor Site

<table>
<thead>
<tr>
<th>Training Activity</th>
<th>Cost / Seat</th>
<th>Seats (Min)</th>
<th>Min Course Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/2 day courses</td>
<td>238</td>
<td>2</td>
<td>478.59</td>
</tr>
<tr>
<td>1 day course (1 seat)</td>
<td>475</td>
<td>2</td>
<td>957.18</td>
</tr>
<tr>
<td>2 day course (1 seat)</td>
<td>950</td>
<td>2</td>
<td>1,914.36</td>
</tr>
</tbody>
</table>

*Additional seats for any course may be added at the same per-seat tuition*
32. **Labor Categories:**

**Director**

Minimum/General Experience: 20 years of relevant work experience. Experience includes consistent exposure to facilities management practices in multiple vertical industries as it relates to information systems design and knowledge of relevant technical management software packages.

Functional Responsibilities: Overall strategy and direction in the development of solutions and strategic distribution of technology worldwide.

Minimum Education: Bachelor’s Degree or equivalent direct experience

**Management Consultant**

Minimum/General Experience: 15 years of relevant work experience. Experience includes consistent business exposure to facilities management practices in multiple vertical industries, as it relates to information systems design and knowledge of relevant management software packages as well as experience in management of technical resource teams, project financials and scope. Individual must have extensive experience and expertise in strategic organizational needs as they relate to space and facilities-related information, in best practices and effective utilization of resources, and a working knowledge of appropriate regulations and compliance issues.

Functional Responsibilities: Provides appropriate and formal advice to senior management at an organization on the best use of their facilities or in any related area that will enhance the strategic and tactical goals of the organization. Accomplishes research, devises studies, performs analysis, and presents conclusions to the client.

Minimum Education: Bachelor’s Degree or higher level (Masters) or equivalent direct experience

**Senior Project Manager**

Minimum/General Experience: 10 years of relevant work experience. Experience includes consistent exposure to real estate and facilities management practices in multiple vertical industries, as it relates to information systems design and knowledge of relevant management software packages as well as experience in management of technical resource teams, project financials and scope.

Functional Responsibilities: Directs project implementation teams through the design, development, implementation, and support of integrated technical solutions for facilities and real estate management for their clients. The key elements of the role include project communication, project financial management, logistics management and quality assurance.

Minimum Education: Bachelor’s Degree or equivalent direct experience

**Senior Implementation Specialist**

Minimum/General Experience: 8 years of relevant work experience. Experience includes information systems design, understanding of applications programming, experience in various programming languages, and knowledge of contemporary computer equipment and software packages and their application in the Facility Management industry.
Functional Responsibilities: Background and skills to support technology implementations for clients. The role combines client-contact and back-office functions including solution design, technical development, implementation and maintenance, and quality assurance.

Minimum Education: Bachelor’s Degree or equivalent direct experience

Implementation Specialist

Minimum/General Experience: 3 years of relevant work experience. Experience includes information systems design, understanding of applications programming, experience in various programming languages, and knowledge of contemporary computer equipment and software packages.

Functional Responsibilities: Technical Specialist to support technology implementations for clients. The role combines client-contact and back-office functions including technical development, legacy data conversion, implementation and maintenance, quality assurance, and some data administration.

Minimum Education: Bachelor’s Degree or equivalent direct experience

Senior Technical Manager

Minimum/General Experience: 10 years of relevant work experience. Experience includes information systems design, understanding of applications programming, experience in various programming languages, and knowledge of contemporary computer equipment and software packages and their application in our industry. This technical background is coupled with solid experience in project and program management, resource scheduling and leveling and business process knowledge.

Functional Responsibilities: Senior Technical Manager to manage and support technology development efforts including review of specifications, monitoring of programming efforts and strategic development of releases, versioning, and distribution. The role combines client-contact, management of technology efforts and back-office functions including consulting and solution design, technical development, implementation and maintenance, process enhancement, quality assurance, resource scheduling and training, process enhancements and program development.

Minimum Education: Bachelor’s Degree or equivalent direct experience

Technical Specialist

Minimum/General Experience: 5 years of work experience using relevant industry tools such as CAFM, CMMS, CAD and RDBMS platforms and advanced programming languages for database and graphics development.

Functional Responsibilities: Provides services related to the development, implementation, maintenance and upkeep of database and graphics technologies. Devises specifications, constructs and tests programs, supports release versions and distribution methodologies.

Minimum Education: Bachelor’s Degree or equivalent direct experience
Applications Specialist
Minimum/General Experience: 5 years of work experience using relevant industry tools such as CAFM, CMMS, CAD and RDBMS platforms and computer applications
Functional Responsibilities: Provides services related to INSITE technology applications, either for office testing or for client analysis and trouble shooting.
    Minimum Education: Bachelor’s Degree or equivalent direct experience

Administrative Support Specialist
Minimum/General Experience: 5 years of work experience providing general administrative support for a service-oriented company, preferable in a technical / software environment.
Functional Responsibilities: Provide administrative support of contract activities, including documentation, financial matters, staff support, and client communications
    Minimum Education: Bachelor’s Degree or equivalent direct experience

Trainer
Minimum/General Experience: 5 years of work experience conducting professional training classes in computer technology with focus on floor plans and database management systems. Experience will include devising and producing custom training materials and composing online help files. Must have ability to set up training facilities including implementing software on multiple computers. Experience in presentation software to convey concepts and operations of computer technology is desired.
Functional Responsibilities: Provides services related to the development, implementation, maintenance and upkeep of database and graphics technologies. Devises specifications, constructs and tests programs, supports release versions and distribution methodologies.
    Minimum Education: Bachelor’s Degree or equivalent direct experience

33. Description of IT Services and Pricing
INSITE founders, starting in 1966 at MIT, pioneered the development of INSITE™, the world’s first space, asset, and indirect cost management system. With continuous development nearly 50 years by practicing Facilities Managers, INSITE™ is a comprehensive suite of intelligent solutions for planning, allocating, and managing physical assets; providing indirect cost recovery and space charging capability; meeting OMB A-21 and A-110, and GASB 34 depreciation requirements; and uniquely providing built-in business rules to comply with government-mandates including the 2006 FICM space inventory classification, use and area rules.

Some of the world’s leading institutions are members of the INSITE Consortium. They enjoy the competitive advantages of no capital cost for acquisition; unparalleled user support of Net-FM™ via a non-profit Consortium; nominal implementation and support fees; decades of FM staff expertise; a
development history longer than any known competitor in the world, Visual-FM™, requiring no polylines for FICM or BOMA area database links while providing these polylines for AutoCAD drawings.

In nearly fifty years of assisting organizations working to enhance their space and property management functions, we have learned that the key to success is process expertise and refinement. Expertise in these areas requires an understanding of appropriate data gathering and maintenance procedures, regulatory requirements, software applications, and an appreciation of the political and business realities of the organization. Ultimately, INSITE’s goal is to help Government Agencies and non-profit organizations meet their business goals through an enhanced management process. To that end, we provide consulting services that fall into six major categories:

- System Implementation Services
- Software Services
- Maintenance Services for Space Data
- Data Analysis
- Custom report writing
- Equipment Inventory
- Policies & Procedures

We select the appropriate INSITE™ staff team to deliver pertinent services and work with our clients to define project deliverables and business goals. The prices for these services are determined by client project scope.

34. **IT Professional Service Pricing:**
   (All Service Prices are Net to GSA- discounts have been deducted)

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Unit</th>
<th>GSA Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director</td>
<td>hour</td>
<td>159.85</td>
</tr>
<tr>
<td>Management Consultant</td>
<td>hour</td>
<td>159.85</td>
</tr>
<tr>
<td>Senior Project Manager</td>
<td>hour</td>
<td>159.85</td>
</tr>
<tr>
<td>Senior Implementation Specialist</td>
<td>hour</td>
<td>159.85</td>
</tr>
<tr>
<td>Implementation Specialist</td>
<td>hour</td>
<td>99.55</td>
</tr>
<tr>
<td>Senior Technical Manager</td>
<td>hour</td>
<td>159.85</td>
</tr>
<tr>
<td>Technical Specialist</td>
<td>hour</td>
<td>99.55</td>
</tr>
<tr>
<td>Application Specialist</td>
<td>hour</td>
<td>99.55</td>
</tr>
<tr>
<td>Administrative Support Specialist</td>
<td>hour</td>
<td>99.55</td>
</tr>
<tr>
<td>Trainer</td>
<td>day</td>
<td>1,000.25</td>
</tr>
</tbody>
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