

# **GENERAL SERVICES ADMINISTRATION**

## **Federal Acquisition Service** *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 is available through **GSA Advantage!**<sup>TM</sup>, a menu-driven database system. The INTERNET address for **GSA Advantage!**<sup>TM</sup> is: <http://www.GSAAdvantage.gov>.

### **Schedule for - Consolidated**

**Federal Supply Group:** CORP    **Class:**

**Contract Number:** GS-00F-014BA

**For more information on ordering from Federal Supply Schedules**  
**click on the FSS Schedules button at <http://www.gsa.gov/schedules-ordering>**

**Contract Period:** August 25, 2014 - August 24, 2019

**Contractor:** SIGMA INFORMATION MANAGEMENT CORP  
8252 Roseland Drive  
Fairfax Station, VA 22039 2534

**Business Size:** Small, Woman Owned Business

**Telephone:** (703) 690-9843

**Extension:**

**FAX Number:** (703) 690-9834

**Web Site:** <http://www.sigmainfocorp.com>

**E-mail:** [sigma@erols.com](mailto:sigma@erols.com)

**Contract Administration:** DR. DARYAO S KHATRI

## **CUSTOMER INFORMATION:**

### **1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:**

SIN	Recovery	SIN Description
132-51	132-51RC	IT Professional Services, Pages 4-10
595-21	595-21RC	Career Counseling, Pages 4-10

**1b. Identification of the lowest priced model number and lowest unit price for that model 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. 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.**

**1c. 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. If hourly rates are not applicable, indicate "Not applicable" for this item.**

2. **Maximum Order:** \$1,000,000.00
3. **Minimum Order:** \$100
4. **Geographic Coverage (delivery Area):** Domestic and Overseas
5. **Point(s) of production (city, county, and state or foreign country):** Same as company address
6. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted). See Attachment.
7. **Quantity discounts:** None Offered
8. **Prompt payment terms:** Net 30 days
- 9a. **Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes
- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:**
10. **Foreign items (list items by country of origin):** None
- 11a. **Time of Delivery (Contractor insert number of days):** Specified on the Task Order
- 11b. **Expedited Delivery.** The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor
- 11c. **Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor
- 11d. **Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor
12. **F.O.B Points(s):** Destination
- 13a. **Ordering Address(es):** Same as Contractor
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
14. **Payment address(es):** Same as company address
15. **Warranty provision.:** Contractor’s standard commercial warranty.
16. **Export Packing Charges (if applicable):** N/A

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 (if applicable):** N/A
19. **Terms and conditions of installation (if applicable):** N/A
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. **Terms and conditions for any other services (if applicable):** N/A
21. **List of service and distribution points (if applicable):** N/A
22. **List of participating dealers (if applicable):** N/A
23. **Preventive maintenance (if applicable):** N/A
- 24a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 24b. **If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).**
25. **Data Universal Numbering System (DUNS) number:** 175323674
26. **Notification regarding registration in Central Contractor Registration (CCR) database:** Registered
27. **Final Pricing:**  
The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.  
Pricing--Tables on pages 4-10.

**Service Contract Act:** The Service Contract Act (SCA) is applicable to this contract as it applies to the entire **00CORP** 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 CRF 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor 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 WD number. Failure to do so may result in cancellation of the contract.

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Counts

1. Special Item Number C595-21 is hereby added to the contract.
2. The Career Counseling labor category is hereby added to the contract.
3. Sigma Information Management Corp’s Commercial Sales Practices (CSP) Format (2 pages) and the proposal price list (PPL) (1 page) are attached and incorporated into the contract and identify Department of State and Bureau of Broadcasting Path as the Most Favored Customers (MFC). The MFC(s) do not receive any discounts off the Contractor’s commercial market prices. The GSA Contract prices exclusive of the .75 IFF are .75% less than the prices charged to the customers identified in the CSP.
4. Future Economic Price Adjustments will be in accordance with: I-FSS-969 (b)(2), Economic Price Adjustment – FSS Multiple Award Schedule Contracts. The agreed-upon Market Indicator is CIU2015400000000A (B, I) Not Seasonally Adjusted, Total Compensation, Private Industry, 12-month percent change, Professional, Scientific, and Technical Services.
5. **Service Contract Act (SCA):** The following language remains in effect in the contract:

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire 00CORP: Consolidated 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 CRF 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the Contractor 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 WD number. Failure to do so may result in cancellation of the contract.

6. The hourly pricing for awarded SINs C132-51, C132-51 RC, C595-21, and C595-21 RC is shown in the table below and will remain in effect until changes IAW clause I-FSS-969 paragraph (b)(2).

Labor Category	GSA Hourly Price
Career Counseling	\$ 114.00
PC USER and Support/Admin.	\$ 66.13
Home Page	\$ 119.25

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Development	
Web Page with Text Only	\$ 88.88
Web Page with Graphics	\$ 119.25
HTML Programming	\$ 119.25
Workshop-Introductory	\$ 115.47
Workshop- Intermediate	\$ 123.07
Workshop-Advanced	\$ 150.42
Gen & Admin Support	\$ 63.67
Project Coordination	\$ 73.08
Project Management	\$ 135.30
Marketing & Outreach	\$ 110.70
Program Development	\$ 110.70
Dev. Of Training Plans	\$ 99.12
Technical Writing	\$ 106.35
Network Admin.	\$ 130.96
ASCW-Course Development- 1/2 day	\$ 102.19
ASCW-Course Development- One day	\$ 106.88
ASCW-Course Development- two days	\$ 99.03
COTS-Course Development- 1/2 day	\$ 102.19
COTS-Course Development- 1 day	\$ 106.88
COTS-Course Development- 2 days	\$ 99.03

The above prices are inclusive of the .75% IFF.

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7. The following labor category descriptions are hereby incorporated into the contract and must be included on the firm's GSA Advantage price list.

<b>SIN</b>	<b>POSITION DESCRIPTION</b>	<b>MINIMUM EDUCATION</b>	<b>EXPERIENCE (Years)</b>	<b>FUNCTIONAL RESPONSIBILITIES</b>
C132-51, C132-51 RC, C595-21, C595-21RC	Career Counseling	Master's	10	Prepares, conducts, and delivers seminars, workshops, and other career-related presentations. The counselor also coaches and counsels all levels of employees including executive level personnel. Moreover, the counselor markets career services within an organization.  In addition, the counselor facilitates and interprets a variety of assessment instruments, such as Holland's Self-Directed Search Inventory, Campbell's Interest and Skills Survey, and the Myers-Briggs Type Indicator.
C132-51, C132-51 RC, C595-21, C595-21RC	PC USER and Support/Admin.	Associates	3	Provides administrative and Personal Computer support for office personnel and clients.
C132-51, C132-51 RC, C595-21, C595-21RC	Home Page Development	Bachelors	5	Develops and implements technical and functional requirements of clients' homepage requirements.
C132-51, C132-51 RC, C595-21, C595-21RC	Web Page with Text Only	Bachelors	3	Develops and implements technical and functional requirements of clients' Webpage requirements with text only.
C132-51, C132-51 RC, C595-21, C595-21RC	Web Page with Graphics	Bachelors	7	Develops and implements technical and functional requirements of clients' homepage requirements with text and graphics.
C132-51, C132-51 RC, C595-21, C595-21RC	HTML Programming	Bachelors	3	Writes HTML codes for clients' Web pages.

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C132-51, C132-51 RC, C595-21, C595-21RC	Workshop-Introductory	Bachelors	5	Develops outlines, table of contents, and course content for introductory-level topics in agency specific programs and computer software, specifically designed for employees with no experience.
C132-51, C132-51 RC, C595-21, C595-21RC	Workshop- Intermediate	Bachelors	7	Develops outlines, table of contents, and course content for Intermediate-level topics in agency specific programs and computer software, specifically designed for employees with experience at proficiency level.
C132-51, C132-51 RC, C595-21, C595-21RC	Workshop-Advanced	Bachelors	10	Develops outlines, table of contents, and course content for advanced-level topics in agency specific programs and computer software, specifically designed for Power Users.
C132-51, C132-51 RC, C595-21, C595-21RC	Gen & Admin Support	Associates	3	Provides administrative support for office and clients.
C132-51, C132-51 RC, C595-21, C595-21RC	Project Coordination	Masters	5	Provides general-purpose non-technical coordination for projects and offices in terms of completion of projects and employee relationships.
C132-51, C132-51 RC, C595-21, C595-21RC	Project Management	Masters	10	Provides specialized and technical management for projects and offices in terms of completion of projects with special technology needs.
C132-51, C132-51 RC, C595-21, C595-21RC	Marketing & Outreach	Bachelors	5	Provides services and marketing to other offices and agencies that require services that are similar to current offerings.
C132-51, C132-51 RC, C595-21, C595-21RC	Program Development	Masters	5	Develops and writes feasibility study for new programs that are highly technical in nature and that require the integration of various technologies and services.
C132-51, C132-51 RC, C595-21, C595-21RC	Dev. Of Training Plans	Masters	5	Creates a time-line for all of the seminar and training days throughout an agency and evaluates the effectiveness of these activities.
C132-51, C132-51 RC, C595-21,	Technical Writing	Masters	5	Provides expertise in technical writing to individuals and groups of employees of an agency.

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C595-21RC				
C132-51, C132-51 RC, C595-21, C595-21RC	Network Admin.	Masters	3	Maintains, modifies, and implements the needed infrastructure of computer systems configured in a networking environment.
C132-51, C132-51 RC, C595-21, C595-21RC	ASCW-Course Development-1/2 day	Masters	5	Provides outline, table of contents, and other specifics for a half-day course for Agency Specific Computer Courseware.
C132-51, C132-51 RC, C595-21, C595-21RC	ASCW-Course Development-One day	Masters	5	Provides outline, table of contents, and other specifics for a one-day course for Agency Specific Computer Courseware.
C132-51, C132-51 RC, C595-21, C595-21RC	ASCW-Course Development-two days	Masters	5	Provides outline, table of contents, and other specifics for a two-day course for Agency Specific Computer Courseware.
C132-51, C132-51 RC, C595-21, C595-21RC	COTS-Course Development-1/2 day	Masters	5	Provides outline, table of contents, and other specifics for a half-day course for of the Shelf Computer Software.
C132-51, C132-51 RC, C595-21, C595-21RC	COTS-Course Development-1 day	Masters	5	Provides outline, table of contents, and other specifics for a one-day course for of the Shelf Computer Software.
C132-51, C132-51 RC, C595-21, C595-21RC	COTS-Course Development-2 days	Masters	5	Provides outline, table of contents, and other specifics for a two-day course for of the Shelf Computer Software.