

**Federal Supply 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 are available through *GSA Advantage!*, a menu-driven database system.

The internet address *GSA Advantage!* is: [GSAAdvantage.gov](http://GSAAdvantage.gov).

**PROFESSIONAL SERVICES SCHEDULE (PSS)**  
**Industrial Group 00CORP**

**Contract Numbers:**

**GS-23F-0011M (For SINs 1000, 1000RC, 2, 2RC, 5, & 5RC)**

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

**Contract Period: October 1, 2016 to October 10, 2021**

Business Size: Large business for SINs 541-1000, 541-2 and 541-5.



**2941 Fairview Park Dr.**  
**Suite 900**

**Falls Church, VA 22042**

**Phone: (703) 208-3000**

**Fax: (703) 205-2943**

**[www.cessi.net](http://www.cessi.net)**

*Prices Shown Herein are Net  
(discount deducted)*

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## Customer Information

- 1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s):

<b>541-2</b>	<b>Public Relations Services</b>
<b>541-2RC</b>	<b>Public Relations Services – Disaster Recovery</b>
<b>541-5</b>	<b>Integrated Marketing Services</b>
<b>541-5RC</b>	<b>Integrated Marketing Services – Disaster Recovery</b>
<b>541-1000</b>	<b>Other Direct Costs (ODCs) are expenses other than labor hours</b>
<b>541-1000RC</b>	<b>Other Direct Costs (ODCs) – Disaster Recovery</b>

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: **(See Attached Authorized Price List)**
- 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: **(No Commercial Rates Available)**

2. Maximum Order: **\$1,000,000**
3. Minimum Order: **\$100**
4. Geographic Coverage (delivery area): **Domestic Only**
5. Point(s) of production (city, county and State or foreign country): **Falls Church, Virginia and various customer locations.**
6. Discount from list prices or statement of net price: **Net all discounts deducted.**
7. Quantity discounts: **None**

**Media Buying Commissions: CESSI will not charge commission on media buys. CESSI will charge the Government by projects in the same manner it charges for other services under the task categories. Any commissions provided by media placement will (a) be either returned to the ordering agency or (b) be applied as a credit to the cost of the project, whichever the ordering agency prefers.**

8. Prompt payment terms: **CESSI is offering a prompt payment discount of +1% Net 20 days.**
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: **CESSI will accept the Government Commercial Credit Card.**

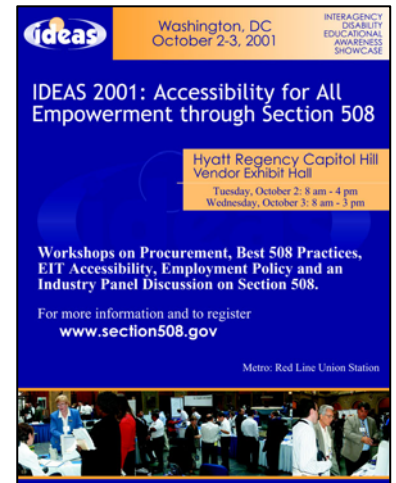
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: **N/A**
10. Foreign items (list items by country of origin): **N/A**
- 11a. Time of delivery: **Time of delivery for Services will vary depending upon the complexity of the task requested.**
- 11b. Expedited Delivery: **Contact Vendor**
- 11c. Overnight and 2-day delivery: **Contact Vendor**
- 11d. Urgent Requirements: **Contact Vendor**
12. F.O.B. point(s): **Destination**
- 13a. Ordering Address: **CESSI  
2941 Fairview Park Dr.,  
Suite 900  
Falls Church, VA 22042**
- 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 ([www.fss.gsa.gov/schedules](http://www.fss.gsa.gov/schedules)).**
14. Payment Address: **CESSI, Attn: Accounts Receivable, 2941 Fairview Park Dr.,  
Suite 900, Falls Church, VA 22042**
15. Warranty Provision: **N/A**
16. Export packing charges, if applicable: **N/A**
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): **CESSI accepts Government Purchase Cards.**
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 services and distribution points (if applicable): **N/A**

22. List of participating dealers (if applicable): **N/A**
23. Preventive 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. 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.): **Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services. For more details please contact CESSI at (703) 998-0327 or visit our website at [www.cessi.net](http://www.cessi.net).**
25. Data Universal Number System (DUNS) number: **933508301**
26. Notification regarding registration in Central Contractor Registration (CCR) database: **CESSI is registered in the Central Contractor Registration (CCR) System.**

## Description of Services

### **SIN 541-2 Public Relations Services**

CESSI is familiar with developing customized media campaigns and strategies and works closely with clients to determine the specific message to be disseminated and the target audiences to be reached. Once these determinations have been made, CESSI develops a marketing plan that incorporates the various media to be utilized in reaching the most number of people in the targeted groups.



### **SIN 541-5 Integrated Marketing Services**

CESSI will obtain optimal coverage for agency sponsored events or programs by utilizing media lists for government-related publications, technology-related publications, and newsletters, publications and web sites associated with the event topic as well as the general media in the geographic area where the event is taking place. In a marketing plan CESSI will document the use of media techniques that include press releases or alerts, press kits, information kits, brochures, and articles written for specialty publications; Email messages, links to web sites and updates to existing web sites; video news releases, public service announcements, radio and television interviews; a calendar of events (for web sites and publications); and press conferences or media events.

## Labor Category Rates

(For All SINs Awarded)

Labor Category	10/1/16- 9/30/17 Year 1 Hourly Price	10/1/17- 9/30/18 Year 2 Hourly Price	10/1/18- 9/30/19 Year 3 Hourly Price	10/1/19- 9/30/20 Year 4 Hourly Price	10/1/20- 10/10/21 Year 5 Hourly Price
Project Director A	\$212.74	\$216.99	\$221.33	\$225.76	\$230.28
Project Director B	\$133.19	\$135.85	\$138.57	\$141.34	\$144.17
Project Director C	\$115.44	\$117.75	\$120.11	\$122.51	\$124.96
Project Director D	\$83.19	\$84.85	\$86.55	\$88.28	\$90.05
Project Manager A	\$118.91	\$121.29	\$123.72	\$126.19	\$128.71
Project Manager B	\$113.33	\$115.60	\$117.91	\$120.27	\$122.68
Project Manager C	\$89.66	\$91.45	\$93.28	\$95.15	\$97.05
Project Manager D	\$87.47	\$89.22	\$91.00	\$92.82	\$94.68
Expert Technical Writer/Editor	\$166.47	\$169.80	\$173.20	\$176.66	\$180.19
Sr. Technical Administrator	\$131.92	\$134.56	\$137.25	\$140.00	\$142.80
Technical Administrator A	\$87.39	\$89.14	\$90.92	\$92.74	\$94.59
Technical Administrator B	\$78.09	\$79.65	\$81.24	\$82.86	\$84.52
Communications Director	\$123.66	\$126.13	\$128.65	\$131.22	\$133.84
Communication Manager	\$62.01	\$63.25	\$64.52	\$65.81	\$67.13
Webmaster A	\$115.44	\$117.75	\$120.11	\$122.51	\$124.96
Webmaster B	\$90.70	\$92.51	\$94.36	\$96.25	\$98.18
Events Coordinator A	\$88.10	\$89.86	\$91.66	\$93.49	\$95.36
Events Coordinator B	\$79.16	\$80.74	\$82.35	\$84.00	\$85.68
Events Assistant A	\$90.70	\$92.51	\$94.36	\$96.25	\$98.18
Events Assistant B	\$75.83	\$77.35	\$78.90	\$80.48	\$82.09
Events Assistant C	\$75.18	\$76.68	\$78.21	\$79.77	\$81.37
Senior Graphic Designer	\$115.44	\$117.75	\$120.11	\$122.51	\$124.96
Graphics A	\$65.95	\$67.27	\$68.62	\$69.99	\$71.39
Graphics B	\$55.50	\$56.61	\$57.74	\$58.89	\$60.07
Administrative Assistant A	\$50.95	\$51.97	\$53.01	\$54.07	\$55.15
Administrative Assistant B	\$49.45	\$50.44	\$51.45	\$52.48	\$53.53
Administrative Assistant C	\$42.86	\$43.72	\$44.59	\$45.48	\$46.39

## Other Direct (Material) Costs

(For All SINs Awarded)

	<b>ODC Item</b>	<b>Not-to-Exceed Amount/Task Order</b>
1	Supplies (badges, tent cards, folders, labels, etc.)	\$761.66
2	Sign Language Interpreters	\$2,200.00
3	Real-time Translation	\$1466.40
4	Catering	\$25,879.89
5	Alternate Formats	\$3,836.00
6	Postage and Shipping	\$4,540.69
7	Audio Visual/Recording (Microphones, LCD projector, Technician, etc.)	\$4,633.74
8	Personal Assistants	\$693.50
9	Meeting/Conference Room	\$3,600.00
10	Assistive Listening System	\$585.00
11	Scooter/Wheelchair Repair and Rental	\$212.00
12	Copying/Binding	\$11,027.35

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Professional Services 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 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.