



# FACTOR

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

**Schedule for Professional Services Schedule - PSS**

Federal Supply Group: 00CORP

**Contract Number: 47QRAA19D007Q**

**Contract Period: May 03, 2019 – May 02, 2024**

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

**Contractor:** FACTOR, INC.  
210 25th Ave NE, Suite 910  
Nashville, TN 37206

**Business Size:** Small Business

**Telephone:** 615-321-4848  
**FAX Number:** 615-457-8055  
**Web Site:** [www.essentialfactor.com](http://www.essentialfactor.com)  
**E-mail:** [jminor@essentialfactor.com](mailto:jminor@essentialfactor.com)  
**Contract Administration:** John W Minor IV

**CUSTOMER INFORMATION:**

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

SIN	Recovery	SIN Description
874-1	874-1RC	Integrated Consulting Services

- 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. See Pricing Page 4.**
- 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. See Labor Category Descriptions Page 5.**
- 2. Maximum Order: \$1,000,000.00**
- 3. Minimum Order: \$100.00**
- 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: Will not accept over \$3,000**
- 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. contactor'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: 624329736**

**26. Notification regarding registration in System for Award Management (SAM) database:  
Registered.**

**27. Final Pricing: The rates shown on the next page include the Industrial Funding Fee (IFF) of 0.75%.**



**GSA Awarded Pricing**

The rates are inclusive of the Industrial Funding Fee (IFF) of 0.75%.

SIN	Labor Category	5/03/19	5/03/20	5/03/21	5/03/22	5/03/23
		–	–	–	–	–
		5/02/20	5/02/21	5/02/22	5/02/23	5/02/24
874-1	Analyst	\$88.40	\$90.34	\$92.33	\$94.36	\$96.44
874-1	Consultant I	\$133.08	\$136.01	\$139.00	\$142.06	\$145.19
874-1	Consultant II	\$146.39	\$149.61	\$152.90	\$156.27	\$159.70
874-1	Principal Consultant	\$186.32	\$190.42	\$194.61	\$198.89	\$203.26
874-1	Senior Consultant	\$172.07	\$175.85	\$179.72	\$183.67	\$187.71
874-1	Senior Developer II	\$152.22	\$155.56	\$158.99	\$162.48	\$166.06

**Service Contract Act:** 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 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.

## Labor Category Descriptions

### Analyst

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**Functional Responsibilities:** The Analyst supports project execution by gathering data, performing analysis, writing reports, testing software, and assisting other more senior colleagues. May include administrative assignments in support of project tasks. May meet with client for data gathering.

**Minimum Education:** Bachelor's

**Minimum Experience:** 1 year

### Consultant I

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**Functional Responsibilities:** The Consultant I supports project execution by gathering data, performing analysis, writing reports, testing software, and assisting other more senior colleagues. May include managing tasks and/or administrative assignments in support of project tasks. May meet with client for data gathering.

**Minimum Education:** Bachelor's

**Minimum Experience:** 3 years

### Consultant II

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**Functional Responsibilities:** The Consultant II leads and supports project execution by gathering data, performing analysis, writing reports, testing software, and assisting other more senior colleagues. May include administrative assignments in support of task assignments. May meet with client for data gathering.

**Minimum Education:** Bachelor's

**Minimum Experience:** 5 years

### Principal Consultant

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**Functional Responsibilities:** The Principal Consultant provides senior leadership of large, complex projects. Works closely with senior client personnel and project staff to define need or problem area; develop appropriate solution and alternate approaches; negotiating contracts; and ensuring overall project direction and expectations are being met. Provides technical expertise in relevant areas.

**Minimum Education:** Master's

**Minimum Experience:** 12 years

**Senior Consultant**

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**Functional Responsibilities:** The Senior Consultant provides senior leadership of large, complex projects. Works closely with senior client personnel and project staff to define need or problem area; develop appropriate solution and alternate approaches; negotiating contracts; and ensuring overall project direction and expectations are being met. Provides technical expertise in relevant areas.

**Minimum Education:** Bachelor’s

**Minimum Experience:** 8 years

**Senior Developer II**

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**Functional Responsibilities:** The Senior Developer II works directly with the client and end-users to examine and evaluate complex systems requirements, specifications, and design standards. Develops detailed functional requirements and designs, works with Subject Matter Experts (SMEs) and Project Managers (PMs) to specify and prescribe both physical and logical design parameters and establishes testing and validation procedures to ensure product suitability. Develops, deploys, and maintains a wide variety of software and database applications and tools. May provide ongoing leadership and supervision for less senior technical staff to help ensure client requirements meet or exceed functional and timeline requirements.

**Minimum Education:** Bachelor’s

**Minimum Experience:** 10 years

**Experience & Degree Substitution Equivalencies**

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Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

**Equivalent Degree**

**Experience**

High School	1 year of relevant experience
Associate’s	High School or equivalent plus 2 years relevant experience
Bachelor’s	Associate’s degree + 2 years relevant experience or 4 years relevant experience
Master’s	Bachelor’s plus 2 years relevant experience or Associate’s degree + 4 years relevant experience or 6 years relevant experience
PhD	Master’s + 2 years relevant experience, or Bachelor’s + 4 years relevant experience or Associate’s + 6 years relevant experience or 8 years relevant experience