



**General Services Administration
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!TM, a menu-driven database system. The Internet address for GSA-Advantage!TM is: <http://www.gsaadvantage.gov>

Human Resources & Equal Employment Opportunity Services

FSC Group 738-X

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



Contract No. GS-22F-9736H

Contract Period: November 1, 2007 – October 31, 2012

**US Investigations Services, Inc.
Investigative Services Division
7799 Leesburg Pike, Suite 1100 North Tower
Falls Church, VA 22043-2413**

Phone: 703-219-9960

Fax: 703-219-9973

Web: www.usis.com

Business Size/Status: Large

Pricelist current through modification #16 dated 01/08/2009

CUSTOMER INFORMATION:

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

SIN	Description	Cross Reference
595-27	Human Resources General Support Services: Pre-Employment Screening	Page 4
595-25	EEO Services: <ul style="list-style-type: none"> ▪ Investigation of Discrimination Complaints and Preparation of Reports of Investigation ▪ Preparation of an analysis and Recommended FAD in Discrimination Complaints (Individual Case & Consolidated Case) ▪ Additional Copies of Investigation Files 	Page 4

1b. Identification of the lowest priced model number and lowest unit price:

SIN	Lowest Price Model	Unit Price
595-27	Clerical Specialist	\$43/per hour
595-25	<ul style="list-style-type: none"> ▪ Individual Case per additional Issue ▪ Individual Case – One Issue ▪ Additional Copies of Investigation Report 	\$280 \$3,590 \$0.07 per piece

1c. Labor Category Descriptions

Project Director - Provides high quality, efficient and cost effective management of projects within customer specific contract requirements and timelines. Performs complex activities to direct and oversee projects for a department, business unit or contract. May recruit, select and hire and train staff. Distributes and coordinates work assignments and resources. Monitors daily operations and provides direction to subordinate staff. Creates and tracks project budgets. Manages client relationships and resolves client issues. **Minimum Education:** Bachelors degree or equivalent experience. **Minimum Experience:** At least three years of prior project management or equivalent experience.

Technical Specialist - Duties may include but are not limited to, providing guidance to junior analysts, analysis of complex cases, updating of database material as appropriate, reviewing files, performing detailed analytical/research support services, assisting in the preparation of entries into databases, reviewing and comparison of records for accuracy against database material and conducting background investigations. Ability to track and monitor progress to performance goals. **Minimum Education:** Bachelors degree or equivalent experience. **Minimum Experience:** At least one year of related experience

Clerical Specialist - Provides clerical support to a department or clients in a timely manner. Performs administrative duties which may include: data entry, filing, mail processing, office reception, records tracking, budget administration, handling and receiving of client service questions, and other

tasks as assigned by manager of department. **Minimum Education:** High school diploma or equivalent certification (i.e. GED). **Minimum Experience:** No previous experience required.

2. **Maximum order:** \$1,000,000.
3. **Minimum order:** \$100.00
4. **Geographic coverage** (delivery area): USIS covers all 50 United States and territories worldwide.
5. **Point(s) of production** (city, county, and State or foreign country). Falls Church, Fairfax County, VA, Annandale, Butler County, PA.
6. **Discount:** All price shown herein are net. Discounts have been taken..
7. **Quantity discounts:** For the SSBI and SSBI-PR, USIS offers a 4% volume discount on a guaranteed annual minimum dollar amount of \$3M per case type.
8. **Prompt payment terms.** None
- 9a. **Government purchase cards** are accepted at or below the micro-purchase threshold.
- 9b. **Government purchase cards** are accepted above the micro-purchase threshold.
10. **Foreign items** (list items by country of origin). Not Applicable
- 11a. **Time of delivery.** To be negotiated with the Ordering Agency.
- 11b. **Expedited Delivery.** To be negotiated with the Ordering Agency.
- 11c. **Overnight and 2-day delivery.** To be negotiated with the Ordering Agency.
- 11d. **Urgent Requirements.** To be negotiated with the Ordering Agency.
12. **F.O.B. point(s).** Destination
- 13a. **Ordering address(es).**

US Investigations Services, Inc. Attn: GSA Orders PO Box 26 1137 Branchton Road Annandale, PA 16018	US Investigations Services, Inc. Attn: GSA Orders 7799 Leesburg Pike, Suite 1100 North Tower Falls Church, VA 22043-2413
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- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.
14. **Payment address(es).**

US Investigations Services, Inc.
Attn: Accounts Receivable
PO Box 26
1137 Branchton Road
Annandale, PA 16018
15. **Warranty provision:** Not Applicable
16. **Export packing charges,** if applicable: Not Applicable.
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): None
18. Terms and conditions of rental, maintenance, and repair (if applicable). Not Applicable.
19. Terms and conditions of installation (if applicable). Not Applicable.

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). Not Applicable.
- 20a. Terms and conditions for any other services (if applicable). Not Applicable.
21. List of service and distribution points (if applicable). Not Applicable.
22. List of participating dealers (if applicable). Not Applicable.
23. Preventive maintenance (if applicable). Not Applicable.
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). Not Applicable.
- 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/. Not Applicable.
25. Data Universal Number System (DUNS) number. **94-723-6667**
26. USIS is registered in the Central Contractor Registration (CCR) database.

GSA Pricing

SIN	Hourly Labor Rate and/or Investigation	11/1/2007 - 10/31/2008	11/1/2008 - 10/31/2009	11/1/2009 - 10/31/2010	11/1/2010 - 10/31/2011	11/1/2011 - 10/31/2012
595-27	Pre-Employment Investigations					
595-27	Investigation, Consulting, Surveying	\$73.00	\$76.00	\$79.00	\$83.00	\$86.00
595-27	SSBI - each	\$ 3,074.13	\$ 3,206.32	\$ 3,344.19	\$ 3,487.99	\$ 3,637.97
595-27	SSBI-PR - each	\$ 2,039.00	\$ 2,126.68	\$ 2,218.12	\$ 2,313.50	\$ 2,412.98
595-27	NACLC - each	\$ 189.00	\$ 198.00	\$ 206.00	\$ 214.86	\$ 224.10
595-27	Project Director - per hour	\$160.00	\$167.00	\$174.00	\$181.00	\$189.00
595-27	Consulting Services - per hour	\$145.00	\$151.00	\$158.00	\$165.00	\$172.00
595-27	Technical Specialist per hour	\$61.00	\$63.00	\$66.00	\$69.00	\$72.00
595-27	Clerical Specialist - per hour	\$ 40.00	\$41.72	\$ 43.51	\$45.39	\$47.34
595-25	EEO Services					
595-25	Individual Case – One Issue	\$ 3,744.30	\$ 3,905.30	\$ 4,073.23	\$ 4,248.38	\$ 4,431.06
595-25	Individual Case Per Additional Issue	\$ 292.34	\$ 304.91	\$ 318.02	\$ 331.70	\$ 345.96
595-25	Individual Case – Continuing Violation	\$ 4,160.45	\$ 4,339.35	\$ 4,525.95	\$ 4,720.56	\$ 4,923.55
595-25	Individual Case	\$ 1,144.41	\$ 1,193.62	\$ 1,244.95	\$ 1,298.48	\$ 1,354.31
595-25	Consolidated Case – One Issue	\$ 4,160.45	\$ 4,339.35	\$ 4,525.95	\$ 4,720.56	\$ 4,923.55
595-25	Consolidated Case – Per Additional Issue	\$ 292.34	\$ 304.91	\$ 318.02	\$ 331.70	\$ 345.96
595-25	Consolidated Case – Continuing Violation	\$ 4,248.50	\$ 4,431.19	\$ 4,621.73	\$ 4,820.46	\$ 5,027.74
595-25	Consolidated Case	\$ 1,555.35	\$ 1,622.23	\$ 1,691.99	\$ 1,764.74	\$ 1,840.63
595-25	Additional Copies of Investigation Report	.07/piece	.08/piece	.08/piece	.08/piece	.09/piece