

General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List

Schedule 874—MOBIS (Management, Organizational, and Business Improvement
Services)

FCS Group	SIN	Description
874	874-1	Consulting Service

Contract Number: **GS-10F-0076T**

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

Period Covered by Contract: **12/07/06 – 12/06/11**



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Small Business

DUNS No: 081660656

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: <http://www.GSAAvantage.gov>.

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CUSTOMER INFORMATION

1) Table of SINS

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1b) *Lowest priced model*

Not Applicable

2) **Maximum order:**

The maximum dollar amount to be issued is **\$1,000,000**

3) **Minimum order:**

The minimum dollar value of orders to be issued is **\$300.00**

4) **Geographic coverage (delivery area):**

The geographic scope of this contract is the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. territories.

5) **Point(s) of production (city, county, and State or foreign country):**

60 East 42nd Street
Suite 2035
New York, NY 10165

6) **Discount from list prices or statement of net price:**

All Prices herein are net (Discounts have been deducted)

7) **Quantity discounts:**

None

8) **Prompt payment terms:**

None

9) **Notification that Government purchase cards are accepted up to the micro-purchase threshold:**

Interactive Elements, Incorporated will not accept Government purchase cards up to the micro-purchase threshold.

9b) **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:**

Interactive Elements, Incorporated will not accept Government purchase cards above the micro-purchase threshold.

10) Foreign items (list items by country of origin):

Not Applicable

11) Time of delivery:

The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

Special Item Number **874-1**

Interactive Elements, Incorporated will adhere to the delivery schedule stipulated in each delivery order and/or delivery order amendment.

11b) Expedited Delivery:

N/A

11c) Overnight and 2-day delivery:

N/A

11d) Urgent Requirements:

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12) F.O.B. point(s):

Destination

13) Ordering address(es):

Interactive Elements, Incorporated
60 East 42nd Street
Suite 2035
New York, NY 10165

13b). Ordering procedures:

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14) Payment Address(es):

Interactive Elements, Incorporated
60 East 42nd Street

Suite 2035
New York, NY 10165

15)Warranty provision:

N/A

16)Export packing charges, if applicable:

Not Applicable

17)Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):

Interactive Elements, Incorporated will not accept the Government Purchase Card above the micro-purchase threshold.

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

24) A. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:

Not Applicable

24) B. 508 Compliance:

N/A

25) Data Universal Number System (DUNS) number:

081660656

26) Notification regarding registration in Central Contractor Registration (CCR) database:

Interactive Elements, Incorporated has registered with the CCR database.

27) Uncompensated Overtime (Indicate if used):

Interactive Elements, Incorporated (IEI) does not require the use of, or track, uncompensated overtime, nor does the company calculate an uncompensated overtime rate. IEI's commercial practice is to bill clients for the actual hours worked. Our consultants are paid at the standard rate for hours in excess of 40 hours per week. Likewise, we bill our clients for actual hours of work provided.

28) Consulting Services:

Interactive Elements Incorporated (IEI) was founded in 1989 as a public transportation management consulting firm that provides project management staff to oversee program compliance, project evaluation and implementation efforts, and develop customized training for specific business functions. We also provide supporting clerical and administrative personnel. Our senior staff's hands-on experience at some of the nation's largest rail and bus systems brings a special perspective to our assignments.

Since the firm's founding, we have played a role in some of this country's most important transit infrastructure improvements, bringing our program audit, evaluation, and customized training skills to our projects. Since 1994, we have reviewed Federal expenditures for compliance with the Federal Transit Administration's (FTA) mission-oriented business functions. In 2004, we were the first woman-owned business to become a prime consultant for the FTA's Program Management Oversight (PMO) program.

For more information about our consulting services, please log onto our website at: <http://www.ieitransit.com/>.

29) Labor Categories:

Labor Category	Labor Description
Entry Staff	The Entry Staff level member provides data entry, seminar and training logistics, computer support for preparing training manuals and tables for technical management consultants involved in transportation audits. These individuals work as part of a team and follow the instructions from more senior staff members.
Assistant Staff	The Assistant Staff member provides data collection and analysis, document control, budget analysis assessments, questionnaire and training manual preparation for technical management consulting seminars; These individuals work as part of a team, but also are required to work independently and may report directly to Staff and/or Associate Staff and Senior Staff
Staff	Staff members have a solid foundation of experience and knowledge in technical management consulting as it relates to program evaluation, budget analysis, organizational assessments, strategic planning, process & productivity analysis, development of performance measures, document control, and seminar planning and logistics. This individual is expected to work independently and have sufficient problem solving experience to address minor issues that make come up during an engagement; reports directly to a Associate staff and/or Senior Staff member.
Associate Staff	The Associate Staff member has expert level experience in the technical management consulting field with a background in process & productivity, budget, management, organizational, economic, scheduling and operations analysis, program audits, strategic planning, seminar training, and client interaction. This individual may work independently as well as have responsibility for the successful completion of task orders including the review and approval of lower level staff work product; Reports directly to Senior Staff members.
Senior Staff	The Senior Staff member is an expert in the technical management consulting field with a background in process & productivity, budget, management, organizational, economic, scheduling and operations analysis, program audits, strategic planning, seminar training, and client interaction. This individual may have overall program responsibility and manage multiple direct reports.

Labor Category	Level	Minimum Education	Minimum Experience	Minimum Training	Required Certification/Clearances
Entry Staff	1	HS/GED	None	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Entry Staff	2	HS/GED	1 year	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Entry Staff	3	BA/BS	None	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Assistant Staff	1	Associate's Degree	5 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Assistant Staff	2	BA/BS	3 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Assistant Staff	3	BA/BS	5 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Staff	1	BA/BS	7 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position

Labor Category	Level	Minimum Education	Minimum Experience	Minimum Training	Required Certification/Clearances
Staff	2	BA/BS – in certain disciplines, 10 years of relevant experience will be accepted in lieu of undergraduate degree	10 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Associate Staff	1	BA/BS	5 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Associate Staff	2	BA/BS	7 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Associate Staff	3	BA/BS	10 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Associate Staff	4	BA/BS	12 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Associate Staff	5	BA/BS, Advanced degree preferred	15 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Associate Staff	6	BA/BS, Advanced degree preferred	18 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position

Labor Category	Level	Minimum Education	Minimum Experience	Minimum Training	Required Certification/Clearances
Senior Staff	1	BA/BS, Advanced degree preferred	20 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Senior Staff	2	BA/BS, Advanced degree preferred	22 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Senior Staff	3	BA/BS, Advanced degree preferred	25 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Senior Staff	4	BA/BS, Advanced degree preferred	27 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position
Senior Staff	5	BA/BS, Advanced degree preferred	29 years	There is no special training required that may affect the offered rate	There are no certifications or clearances needed for this position

30) Prices:

All prices are Net, discounts have been deducted.

SINs 874-1:

Labor Category	Year 1		Year 2		Year 3		Year 4		Year 5	
	Onsite	Offsite	Onsite	Offsite	Onsite	Offsite	Onsite	Offsite	Onsite	Offsite
Entry Staff 1	35.43	N/A	36.14	N/A	37.58	N/A	39.09	N/A	40.65	N/A
Entry Staff 2	37.89	N/A	38.65	N/A	40.19	N/A	41.80	N/A	43.47	N/A
Entry Staff 3	42.90	N/A	43.76	N/A	45.51	N/A	47.33	N/A	49.22	N/A
Assistant Staff 1	48.56	N/A	49.53	N/A	51.51	N/A	53.57	N/A	55.72	N/A
Assistant Staff 2	N/A	63.00	N/A	64.26	N/A	66.83	N/A	69.50	N/A	72.28
Assistant Staff 3	60.28	N/A	61.49	N/A	63.95	N/A	66.50	N/A	69.16	N/A
Staff 1	N/A	89.90	N/A	91.70	N/A	95.37	N/A	99.18	N/A	103.15
Staff 2	80.53	N/A	82.14	N/A	85.43	N/A	88.84	N/A	92.40	N/A
Associate Staff 1	N/A	104.60	N/A	106.69	N/A	110.96	N/A	115.40	N/A	120.01
Associate Staff 2	91.77	112.32	93.61	114.57	97.35	119.15	101.24	123.92	105.29	128.87
Associate Staff 3	106.43	N/A	108.56	N/A	112.90	N/A	117.42	N/A	122.11	N/A
Associate Staff 4	N/A	142.64	N/A	145.49	N/A	151.31	N/A	157.37	N/A	163.66
Associate Staff 5	N/A	156.91	N/A	160.05	N/A	166.45	N/A	173.11	N/A	180.03
Associate Staff 6	N/A	162.12	N/A	165.36	N/A	171.98	N/A	178.86	N/A	186.01
Senior Staff 1	137	N/A	139.74	N/A	145.33	N/A	151.14	N/A	157.19	N/A
Senior Staff 2	N/A	190	N/A	193.80	N/A	201.55	N/A	209.61	N/A	218.00
Senior Staff 3	N/A	213.59	N/A	217.86	N/A	226.58	N/A	235.64	N/A	245.06
Senior Staff 4	N/A	225.95	N/A	230.47	N/A	239.69	N/A	249.28	N/A	259.25
Senior Staff 5	N/A	227.68	N/A	232.23	N/A	241.52	N/A	251.18	N/A	261.23

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

Interactive Elements, Incorporated provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrates our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact **Susan Gilbert, President, Phone: 212.490.9090, Fax: 212.490.9611, [sbq@jeitransit.com](mailto:sbg@jeitransit.com).**

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity Date

Contractor Date

BPA NUMBER _____

**(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Activity):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER BPA DISCOUNT/PRICE	*SPECIAL
--	----------

_____	_____
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
-------------	----------------------------

_____	_____
_____	_____
_____	_____

(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
--------	------------------

_____	_____
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

(a) Name Of Contractor;

-
- (b) Contract Number;
 - (c) BPA Number;
 - (d) Model Number or National Stock Number (nsn);
 - (e) Purchase Order Number;
 - (f) Date Of Purchase;
 - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
 - (h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer's needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer's requirement.
- Customers make a best value selection.