

Authorized Federal Supply Service SCHEDULE PRICE LIST

Mission, Oriented Business Integrated Services (MOBIS) FSC Group 8742

ISI Professional Services **GENERAL SERVICES ADMINISTRATION**

Contract Number: GS-10F-0061L

Contract Period: November 2, 2000 to November 1, 2010

ISI is a Service-Disabled Veteran-Owned Small Business (SDVOSB) and a graduate of the Small Business Administration's 8(a) program.



1201 15th Street, N.W.
Suite 200
Washington, D.C. 20005
(202) 393-1515
(202) 393-0630 (fax)

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 for GSA Advantage![™] is: <http://www.fss.gsa.gov>.

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

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Section 1. MOBIS Services

ISI Professional Services, Inc. (ISI) offers management, organizational and business improvement services and products (MOBIS) to enable government agencies to improve performance, quality, timeliness and efficiency throughout their organizations. These services will facilitate agencies' response to dynamic, evolutionary influences and mandates and will enable them to continuously improve mission performance, resulting in increased customer satisfaction and an enhancement of the public's confidence in their Government.

Some examples of these influences and mandates are the Government Performance and Results Act; Federal Acquisition Streamlining Act; government reinvention initiatives such as improving customer service, benchmarking and streamlining; strategic sourcing; downsizing; and privatization.

Under SIN 874-7, Program Integration and Project Management Services, ISI shall provide a full range of services and products for consulting, facilitation, survey, training, privatization support, program management, alternative dispute resolution, and related support products. These services may include, but are not limited to:

- program management
- program integration (team leader)
- program oversight
- project management

Whether services and products are commercial off-the-shelf, customized off-the-shelf, or designed to suit, they must fit into and support the system-wide model of management excellence and performance improvement embodied efforts and programs such as the Malcolm Baldrige National Quality Award, the President's Award for Quality, National Partnership for Reinvention initiatives, the Government Performance and Results Act, and/or individual agency management plans and strategies.

MOBIS is designed to provide agencies with expert advice in all areas of management and management improvement. When tasking under MOBIS, agencies shall not use this vehicle for the acquisition of supplies other than that integral to the task and incidental to its central role of management improvement. The acquisition of IT is not forbidden under MOBIS, however, it must be clear that the software, hardware, or IT services acquired must be incidental to the management improvement effort, and directly linked to the successful performance of the task.

Section 2. MOBIS Rate Table

Please contact ISI at (202) 393-1515 for a current rate table.

Section 3. Customer Information

3.1. Contract Data

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

SIN 874-7 Program Integration and Project Management 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 Section 3.

2. Maximum order: \$1,000,000.00

3. Minimum order: \$300.00

4. Geographic coverage (delivery area): Domestic

5. Point(s) of production (city, county, and State or foreign country): Services performed at the Government site with support services provided from ISI headquarters and other office locations.

6. Discount from list prices or statement of net price: N/A

7. Quantity discounts: N/A

8. Prompt payment terms: Net 30

9a. Notification that Government purchase cards are accepted below the micropurchase threshold. :Yes. Government purchase cards are accepted for orders under \$2,500.00.

9b. Notification whether Government purchase cards are accepted or not accepted above the micropurchase threshold. Yes. Government purchase cards are accepted for orders above \$2,500.00.

10. Foreign items (list items by country of origin): None

11a. Time of delivery: As specified on individual task order.

11b. Expedited Delivery: N/A

11c. Overnight and 2-day delivery: N/A

11d. Urgent Requirements: N/A

12. F.o.b. point(s).

13. Ordering address.

Interior Systems, Inc.
1201 15th Street, NW
Suite 200
Washington, D.C. 20005
(202) 393-1515
(202) 393-0630 (fax)

14. Payment address.

Interior Systems, Inc.
1201 15th Street, NW
Suite 200
Washington, D.C. 20005

15. Warranty provision: None

16. Export packing charges, if applicable: N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micropurchase level): ISI will accept payment through the Government purchase card for any size order.

Data Universal Number System (DUNS) number: #55-617-0926

Interior Systems, Inc. is registered in the Central Contractor Registration (CCR) database.

3.2. How to Order Services

ISI recognizes the need to make this schedule as easy to use as possible in order for Government managers to benefit from the services offered. In that regard, ISI recommends that the Government user clearly specify the work to be done or present a clear statement of the requirements. Both the work requirement and your intentions to satisfy the requirement using this MOBIS Services schedule should be reviewed with your contracting organization.

Total price for program integration and project management services will be established at the time the Task Order is placed and will be based on the prices offered herein. The estimated number of hours negotiated with the ordering agency and the labor category (ies) provided will be shown on the resultant Task Order.

ISI does possess an adequate and auditable labor hour recording and invoicing system capable of fully supporting hour invoices, therefore, the firm is approved to accept labor hour task orders. If the agency Contracting Officer chooses to purchase from this SIN on a Labor Hour basis, the resultant Task Order shall specify the Not To Exceed price, the Labor Category(ies) proposed (with the hourly and daily rates for each), and any applicable Other Direct Costs (ODCs).

3.2.1. Ordering Mechanisms

Agencies may use written orders, EDI orders, credit card orders, blanket purchase orders, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Orders shall not extend beyond the end of the contract period.

3.2.2. Initiating and Finalizing Orders

With the authorization of your contracting organization, a statement of work should be faxed to ISI at the fax number shown on the cover. Upon receipt of the requirement, an initial consultation meeting will be scheduled to ensure that ISI understands the requirement and that it can be satisfied under the schedule.

ISI will provide the government with a technical proposal, work plan, and price proposal to satisfy the requirement. Project management plans shall be reviewed by the COTR, who has the right to approve or disapprove them. ISI must satisfy the requirements of the Government for approval.

If agreement is reached in a timely manner on services to be performed, a finalized task order may be executed. The firm fixed price for task orders shall be based on fixed hourly rates, the negotiated level of effort for each discipline, deliverables, and all other terms agreed upon.

Task orders are finalized when signed by the COR and ISI. ISI will sign before the COR, so that the task order is ready for execution upon presentation to the COR. No work shall be performed on an individual task order until it is signed by both ISI and the COR.

Upon review and approval of ISI's proposal, the Government will issue, via the appropriate contracting office, a task order and Notice to Proceed.

3.2.3. Invoices and Payment

Invoices for MOBIS Services shall be submitted by the contractor as soon as possible after completion of the work. Payment under blanket purchase orders will be made quarterly or monthly, except where cash payment procedures are used. Invoices shall be submitted separately to each Government office ordering services under the contract.

3.2.4. Travel and Lodging

The hourly labor rates for MOBIS Services do not include the cost of travel and lodging for personnel. These costs will be billed at government per diem rates.