

### GSA Contract Management Package

\$360 - \$475 / month

You get it and forget it (well the admin part).  
You focus on the selling.  
We'll track the rest.



# GSA Proposal Help

Put our expertise into your hands.



### GSA Contract Management Plus eBuy Package

\$410 - \$610 / month

Everything in the Contract Management Package Plus eBuy tracking and one eBuy proposal per month.

## POST AWARD SERVICES

Cost: \$360 per month with 12-month contract paid annually.  
\$395 per month with 12-month contract paid monthly.  
\$425 per month with 9-month contract paid monthly.  
\$475 per month with 6-month contract paid monthly.

•1 Contractor Product/Service Modification per year. This includes SIN addition (up to three SINs - each additional SIN \$750), LCAT updates and/or product updates including.

- Updated Price Proposal Template
- Cover Letter
- Updated Price List
- Upload Proposal
- Clarification and Negotiation
- SIP Upload

- 1 EPA Modification
- Up to 3 Administrative Modifications
- All Mass Modifications issued by GSA during the year.
- Up to 3 SIP Uploads to keep your GSA Terms & Conditions document (GSA Catalog) current.
- Preparation for GSA Audit / IOA Visit

Cost: \$410 per month with 12-month contract paid annually.  
\$450 per month with 12-month contract paid monthly.  
\$590 per month with 9-month contract paid monthly.  
\$610 per month with 6-month contract paid monthly.

•1 Contractor Product/Service Modification per year. This includes SIN addition (up to three SINs - each additional SIN \$750), LCAT updates and/or product updates including.

- Updated Price Proposal Template
- Cover Letter
- Updated Price List
- Upload Proposal
- Clarification and Negotiation
- SIP Upload

- 1 EPA Modification
- Up to 3 Administrative Modifications
- All Mass Modifications issued by GSA during the year.
- Up to 3 SIP Uploads to keep your GSA Terms & Conditions document (GSA Catalog) current.
- Preparation for GSA Audit / IOA Visit
- Weekly RFQ Review and Report
- One eBuy proposal per month (up to 15 pages)

### **CONTRACT PRODUCT/SERVICE MODIFICATIONS - \$1,900 and up**

From time to time you will need to update your contract. Any time you add products or services; delete products or services; raise or lower your prices; or change points of contact, you will need to modify your GSA Schedule Contract. We have the expertise to help you create that modification and to take the guess work out of the process. Product/Service modifications include product additions, SIN additions and product deletions. Includes the SIP upload.

### **ECONOMIC PRICE ADJUSTMENT (EPA) MODIFICATIONS - \$750 and up**

If your contract award was based on a Commercial Price List, you will need to escalate the prices via modification. You will need to include invoices to bolster the EPA request. We help you make sure you complete the paperwork, and we'll do the upload and post-award terms and conditions update as well.

### **ADMINISTRATIVE MODIFICATIONS - \$100 and up**

Modifications to keep information current and Rapid Action Modifications can be done quickly if done at the time of the change and not ignored until something critical hits. We can complete all the documents required to effect these changes while you serve your customers. Includes the SIP upload.

### **MASS MODIFICATIONS and SALES REPORTING ASSISTANCE OPTIONS**

#### **GSA MASS MODIFICATIONS - \$25 per month paid annually / \$30 per month paid monthly**

From time to time GSA will need to update your contract. We'll accept the modification, file the records, and make sure you understand the changes.

#### **GSA MASS MODIFICATIONS and SALES REPORTING - \$40 per month paid annually / \$45 per month paid monthly**

We will accept the modifications put out from GSA as mass modifications, file the records, and make sure you understand the changes. We will also complete your monthly or quarterly sales reports, file the records, and make sure you're in compliance with sales reporting requirements.