

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

Schedule for-Multiple Award Schedule (MAS)

Federal Supply Group: MAS

Contract Number: 47QRAA18D0022

For more information on ordering from Federal Supply

Schedules click on the FSS Schedules button at

<http://www.gsa.gov/schedules-ordering>

Contract Period: December 6, 2017 through December 5, 2022

Contractor: Gilburg Leadership, Incorporated
110 Lincoln St.
Holyoke, MA 01040-25589
Telephone: 413-534-6934
Web Site: www.gilburgleadership.com
E-mail: Deborah@gilburgleadership.com
Contract Administration: Deborah Gilburg

Business Size: Small, Woman Owned Business

Pricelist current as of Modification #PS-0004, effective March 25, 2020

CUSTOMER INFORMATION:

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

SIN	Recovery	SIN Description
541611	541611-RC	Management and Financial Consulting, Acquisition, and Grants Management Support, and Business Program and Project Management Services
OLM	OLM-RC	Order Level Materials
611430	611430-RC	Professional and Management Development Training

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.

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.

2. **Maximum Order:** \$1,000,000.00

3. **Minimum Order:** \$100.00

4. **Geographic Coverage (delivery Area):** 48 States, DC

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

8. **Prompt payment terms:** Net 30 "Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions"

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 accept

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), are found in Federal Acquisition Regulation (FAR) 8.405-3"**
- 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. Special 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. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov**
- 25. Data Universal Numbering System (DUNS) number: 967303983**
- 26. Notification regarding registration in System for Award Management (SAM) database: Registered**
- 27. Final Pricing:**
The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

SIN	SERVICE (LABOR CATEGORY)	GSA PRICE WITH IFF (Year 1)	GSA PRICE WITH IFF Year 2	GSA PRICE WITH IFF Year 3	GSA PRICE WITH IFF Year 4	GSA PRICE WITH IFF Year 5
541611 611430	Consulting	\$196.47	\$200.40	\$204.41	\$208.50	\$212.67
541611 611430	Facilitation	\$188.92	\$192.70	\$196.55	\$200.48	\$204.49
541611 611430	Executive Coaching	\$196.47	\$200.40	\$204.41	\$208.50	\$212.67
541611 611430	Graphic Recording	\$237.78	\$242.54	\$247.39	\$252.34	\$257.38
541611 611430	Leadership Laboratory Training (Price per person, per day)	\$569.52	\$580.91	\$592.53	\$604.38	\$616.47

28. Service Contract Act (SCA) Matrix

Service Contract Labor Standards (SCLS) is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories/services have been identified as being subject to SCLS 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 SCLS labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

29. Labor Categories Descriptions

Consultant

Minimum/General Experience:

5 years working with Government, non-profit or business as Organizational Development consultant

Functional Responsibilities:

Consults with client to assess and define need or problem, conducts interviews and surveys to obtain data, and recommends approach for addressing challenge or determining solution, using knowledge of theory, principles and practices of adaptive change in field of organizational development and change management. Consultants maintain the particular skill set needed to assess the climate, suggest changes towards process improvement, and business planning to best serve the needs of each individual client.

Minimum Education:

Bachelors Degree

Facilitator

Minimum/General Experience:

5 years working with Government, non-profit or business as Organizational Development consultant

Functional Responsibilities:

Develops and conducts leadership development and train-the-trainer programs for leaders and employees of non-profit, corporate, education, health care or government establishments.

Minimum Education:

Bachelor's Degree.

Executive Coach

Minimum/General Experience:

5 years of executive coaching experience working with leaders and executives in government, non-profit or corporate organization.

Functional Responsibilities:

Coaches and consults with leaders at multiple levels in organization to support their individual leadership development on a one-to-one basis, providing guidance and perspective on internal and external leadership challenges that the client chooses to work on.

Minimum Education:

Bachelors Degree

Graphic Recording

Minimum/General Experience:

5 years working with Government, non-profit or business as Organizational Development consultant

Functional Responsibilities:

A form of facilitation where the graphic recorder creates a visual "map" or artifact from the shared output and thinking of a team or group activity. Using metaphor, imagery and words, graphic recorders organize information in ways that engage both hemispheres of the brain, creating a visual record of the learning the group has just experienced. As a facilitative tool, graphic recording augments traditional note taking by integrating left and right brain learning processes and aiding participants in making meaning of complex information. Created live, during the event, the graphic record becomes a quick, whole brain way to help participants recall conversations and be reminded of the value of the experience.

Minimum Education:

Bachelors degree

Leadership Laboratory

This program is designed to help **senior and mid-level managers** elevate and refine their leadership practices. The Leadership Lab helps leaders to:

- Increase their competence, confidence and courage in these challenging and complex times
- Amplify personal strengths, peer networking, and team collaboration opportunities to tackle difficult and imminent organizational challenges
- Promote sustainable leadership through self-care and personal mastery
- Cultivate higher levels of thinking and wiser decision-making at every level of the organization