

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 is available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is <http://www.gsaadvantage.gov>

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

**Schedule:** Professional Services Schedule

**Industrial Group:** 00CORP: **Class:** R499

**Contract Number:** GS10F233AA

**Contract Period:** August 23, 2013 through August 22, 2018

**Contractor:** **MIRACORP, Inc.**  
2218 E. Williams Field Rd. Suite 255  
Gilbert, AZ 85295  
(480) 726-7747—Phone  
(480) 726-7757—Fax  
[www.miracorp.us](http://www.miracorp.us)



<b>Contact for Contract Administration:</b>	
Cynthia M. Reed 480-726-0621	<a href="mailto:Creed@miracorp.us">Creed@miracorp.us</a>

**Business Size:** SMALL

<b>SMALL BUSINESS DESIGNATION</b>
1) SBA 8(a)
2) Small Disadvantaged Business (SDB)
3) Service-Disabled Veteran-Owned Small Business (SDVOSB)
4) Women-Owned Small Business (WOSB)
5) Economically Disadvantaged Women-Owned Small Business (EDWOSB)
6) Veteran-Owned Small Business (VOSB)

**CUSTOMER INFORMATION:**

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

<b>SIN</b>	<b>Recovery</b>	<b>SIN Description</b>
874-1	874-1RC	Integrated Consulting Services
874-4	874-4RC	Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration
874-7	874-7RC	Integrated Business Program Support Services
874-501	874-501RC	Supply and Value Chain Management

**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): Domestic only**

**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: 2% for orders equal to or exceeding \$500,000.00**

**8. Prompt payment terms: Net 30 days**

**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 over \$3,000**

**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 affect 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), and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
- 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. Environmental 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/](http://www.Section508.gov/).**

**25. Data Universal Numbering System (DUNS) number: 069354038**

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

**AWARDED LABOR CATEGORIES AND RATES**

<b>SIN(s)</b>	<b>Labor Category</b>	<b>Min Education</b>	<b>Minimum Years of Experience</b>	<b>Contractor or Customer Site</b>	<b>Domestic or Overseas</b>	<b>U/I</b>	<b>GSA Price (including IFF)</b>
874-1 874-7 874-501	Program Manager III	Masters	10	Both	Domestic	hour	\$157.99
874-1 874-4 874-7 874-501	Program Manager II	Bachelors	8	Both	Domestic	hour	\$113.99
874-1 874-4 874-7 874-501	Program Manager I	Bachelors	4	Both	Domestic	hour	\$83.29
874-1 874-7 874-501	Subject Matter Expert (SME) III	PhD	15	Both	Domestic	hour	\$345.38
874-1 874-7 874-501	SME II	Masters	12	Both	Domestic	hour	\$263.34
874-1 874-7 874-501	SME I	Masters	8	Both	Domestic	hour	\$246.11
874-1 874-7 874-501	Functional Specialist	Masters	8	Both	Domestic	hour	\$203.58
874-1 874-4 874-7 874-501	Project Administrator	Bachelors	4	Both	Domestic	hour	\$65.96
874-1 874-4 874-7 874-501	Analyst II	Bachelors	6	Both	Domestic	hour	\$74.09
874-1 874-4 874-7 874-501	Analyst I	Bachelors	2	Both	Domestic	hour	\$54.59

SIN(s)	Labor Category	Min Education	Minimum Years of Experience	Contractor or Customer Site	Domestic or Overseas	U/I	GSA Price (including IFF)
874-1 874-7 874-501	Admin Sprt	HS	6	Both	Domestic	hour	\$65.83
874-1 874-4 874-7 874-501	Clerical Sprt III*	HS	6	Both	Domestic	hour	\$45.99
874-1 874-4 874-7 874-501	Clerical Sprt II*	HS	4	Both	Domestic	hour	\$39.53
874-1 874-4 874-7 874-501	Clerical Sprt I*	HS	2	Both	Domestic	hour	\$28.24
874-501	Utility Warehouse Services*	HS	2	Both	Domestic	hour	\$34.09
874-501	Facility Mechanic*	HS	2	Both	Domestic	hour	\$39.13
874-501	Heavy Equipment Mechanic*	HS	2	Both	Domestic	hour	\$39.13
874-501	Supply Technician*	HS	2	Both	Domestic	hour	\$43.65
874-501	Warehouse Office Support*	HS	2	Both	Domestic	hour	\$43.65
874-501	Stationary Engineer*	HS	2	Both	Domestic	hour	\$42.37
874-501	Ground Support Equipment Mechanic*	HS	2	Both	Domestic	hour	\$34.51
874-501	Fleet Specialist	Bachelor's	5	Both	Domestic	hour	\$58.04
874-501	Safety Technician	Bachelor's	2	Both	Domestic	hour	\$43.89

\*SCA Labor Categories

**Service Contract Act (SCA) Matrix**

<b>SCA MATRIX</b>		
<b>SCA ELIGIBLE TITLE</b>	<b>SCA EQUIVALENT CODES</b>	<b>WD NUMBER</b>
Clerical Support I	General Clerk 01111	WD 2005-2023
Clerical Support II	General Clerk 01112	WD 2005-2023
Clerical Support III	General Clerk 01113	WD 2005-2023
Utility Warehouse Services	Warehouse Specialist 21410	WD 2005-2023
Facility Mechanic	Ground Support Equipment Mechanic 23370	WD 2005-2023
Heavy Equipment Mechanic	Heavy Equipment Mechanic 23430	WD 2005-2023
Supply Technician	Supply Technician 01410	WD 2005-2023
Warehouse Office Support	Administrative Assistant 01020	WD 2005-2023
Stationary Engineer	Stationary Engineer 25070	WD 2005-2023
Ground Support Equipment Mechanic	Ground Support Equipment Mechanic 23380	WD 2005-2023

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (\*\*) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).

**LABOR CATEGORY DESCRIPTIONS**

<b>Program Manager (PM)</b>	
<b>Functional Responsibility:</b> Provides oversight and executive level management to contract. The Program Manager maintains and manages relationships with senior level management within the customer organization. Responsible for managing multiple contract operations including planning, organizing, and overseeing work efforts, assigning resources, facilitating support services, providing risk management, regulating development assistance, and ensuring adherence to quality standards and excellent work performance on all task orders and projects.	
<b>PM III</b>	Master’s degree and 10 years of experience.
<b>PM II</b>	Bachelor’s degree and 8 years of relevant experience.
<b>PM I</b>	Bachelor’s degree and 4 years of relevant experience.

<b>Subject Matter Expert (SME)</b>	
<b>Functional Responsibility:</b> The Subject Matter Expert offers the project knowledge and experience that is unique and/or extensive in a technical area directly related to the project. These subject areas include, but are not limited to engineering, science, medicine, information technology, operations, foreign languages, finance, acquisition, management, etc. Provides technical analyses and advice in specific technical areas to support management, organizational, and business decisions; participates in meetings, task groups, teams, reviews, and other quorums to assist in collaborative results. Collaborates with customer to determine specific needs and requirements and to counsel within the area of expertise, may include task oversight.	
<b>SME III</b>	Ph.D. degree and 15 years of experience in related discipline.
<b>SME II</b>	Master’s degree and 12 years of experience in related discipline.
<b>SME I</b>	Master’s degree and 8 years of experience in related discipline.

**FUNCTIONAL SPECIALIST**

**Functional Responsibility:** Possesses knowledge in field or discipline and significant experience providing solutions to an organization’s challenges through the application of knowledge gained through similar prior engagements. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy, and/or standard methodologies.

**Minimum Experience:** Eight (8) years relevant experience.

**Minimum Education:** Master’s Degree in related field.

<b>ANALYST</b>	
<b>Functional Responsibility:</b> Collects and analyzes data to evaluate operational difficulties and make recommendations to solve problems. Develops and follows established modeling and evaluation processes to determine the effectiveness of current operational activities and to determine problem areas and develop solutions. May support cost/price analysis, quality assurance surveillance, testing, training development, and/ or procurement services. Familiar with a variety of complex concepts, practices, and procedures.	
<b>Analyst II</b>	Bachelor’s Degree and 6 years of experience in related discipline.
<b>Analyst I</b>	Bachelor’s Degree and 2 years of experience in related discipline.

**PROJECT ADMINISTRATOR**

**Functional Responsibility:** Provides project management and support. The Project Administrator prepares reports for management and clients regarding status of project. Performs a variety of tasks in support of mission-oriented business functions including management, research, evaluations, studies, analyses, scenarios/simulations, reports, and regulation development assistance. Leads and directs the work of others under the supervision of the Program Manager.

**Minimum Experience:** Four (4) years relevant experience.

**Minimum Education:** Bachelor’s Degree in related field.

**ADMINISTRATIVE SUPPORT**

**Functional Responsibility:** Use subject-matter knowledge and judgment to complete assignments consisting of numerous steps varying in nature and sequence. May perform tasks such as: developing reports, data analysis, survey administration, and business activity support. Scope of experience may include research, survey administration, drafting presentations; maintain complex report configuration management activities. Requires extensive knowledge of various office software packages.

**Minimum Experience:** Six (6) years total experience performing the functions described above

**Minimum Education:** H.S.

<b>CLERICAL SUPPORT</b>	
<b>Functional Responsibility:</b> Provides general office support May perform tasks such as: developing routine reports, records management, and business activity support. Scope of experience may include secretarial, records, software, human resources, and accounting; Requires basic knowledge of various office software packages.	
<b>Clerical Support III</b>	High School/GED and 6 years of relevant experience.
<b>Clerical Support II</b>	High School/GED 4 years of relevant experience.
<b>Clerical Support I</b>	High School/GED 2 years of relevant experience.

<b>UTILITY WAREHOUSE SERVICES</b>	
<b>Functional Responsibility:</b> May perform a variety of warehousing duties that require an understanding of the establishment's storage plan. Work involves most of the following: verifying materials (or merchandise) against receiving documents, noting and reporting discrepancies and obvious damages, routing materials to prescribed storage locations; storing, stacking, or palletizing materials in accordance with prescribed storage methods, rearranging and taking inventory of stored materials, examining stored materials and reporting deterioration and damage, removing material from storage and preparing it for shipment. May operate hand or power trucks in performing warehousing duties.	
<b>Min Experience</b>	2 -4 years total experience performing the functions described above
<b>Min Education</b>	H.S. diploma

<b>FACILITY MECHANIC</b>	
<b>Functional Responsibility:</b> Performs preventative maintenance work on building operating equipment in accordance with program requirements and best practices of the trade. Responsible for mechanical inspection tours of building operating equipment and facility and equipment repairs, such as necessary repairs on buildings architectural, mechanical, electrical, plumbing, and HVAC systems. Miscellaneous mechanical services may be required.	
<b>Min Experience</b>	2 - 4 total experience performing the functions described above
<b>Min Education</b>	H.S. diploma

<b>HEAVY EQUIPMENT MECHANIC</b>	
<b>Functional Responsibility:</b> Maintains, modifies, repairs, disassembles, and/or overhauls heavy equipment and construction equipment. May operate and inspect machines or equipment to diagnose defects, dismantle and reassemble equipment, using hoists and hand tools, examine parts for damage or excessive wear, using micrometers and gauges, replace defective engines and subassemblies, such as transmissions, and test overhauled equipment to insure operating efficiency.	
<b>Min Experience</b>	2-4 total experience performing the functions described above
<b>Min Education</b>	H.S. diploma

<b>SUPPLY TECHNICIAN</b>	
<b>Functional Responsibility:</b> This position is responsible for providing office support for the warehouse operations. Duties may include ordering stock for replenishment of supplies, answering phones, taking orders, assisting customers, and clerical functions, such as filing, mail, logs and spreadsheets. Warehouse functions include receiving, issuing, inventory, shipping, stocking, conference room set-ups and warehouse housekeeping. This position may perform limited aspects of technical supply management work (e.g., inventory management, storage management, cataloging, and property utilization) related to depot, local, or other supply activities. Performs various aspects of supply management work (e.g., inventory management, storage management, cataloging, property utilization, and shipping and receiving). Work usually is segregated by commodity area or function, and controlled in terms of difficulty, complexity, or responsibility. Assignments usually relate to stable or standardized segments of technical supply management operations; or to functions or subjects that are narrow in scope or limited in difficulty.	
<b>Min Experience</b>	2 -4 years total experience performing the functions described above
<b>Min Education</b>	H.S. diploma

<b>WAREHOUSE OFFICE SUPPORT</b>	
<b>Functional Responsibility:</b> Receives, stores, and issues equipment, materials, supplies, merchandise, foodstuffs, or tools, and compiles stock records of items in stockroom, warehouse or storage yard. May sort, or weigh incoming articles to verify receipt of items on requisition or invoice, examine stock to verify conformance to specifications, store articles in bins, on floor or on shelves, according to identifying information, such as style, size or type of material, fills orders or issues supplies from stock, prepares periodic, special or perpetual inventory of stock, and requisitions articles to fill incoming orders. May compile reports on use of stock handling equipment, adjustments of inventory counts and stock records, spoilage of or damage to stock, location changes, and refusal of shipments, may mark identifying codes, figures, or letters on articles, may distribute stock among production workers, keeping records of material issued, may make adjustments or repairs to articles carried in stock, and may cut stock to site to fill order.	
<b>Min Experience</b>	2-4 total experience performing the functions described above
<b>Min Education</b>	H.S. diploma

<b>STATIONARY ENGINEER</b>	
<p><b>Functional Responsibility:</b> May operate and maintain one or more systems that provide an establishment with services such as heat, air-conditioning (cool, humidify, dehumidify, filter, and circulate air), refrigeration, steam or high temperature water or electricity. May: observe and interpret readings on gauges, meters and charts which register various aspects of the system's operation, adjusting controls to insure safe and efficient operation of the system and to meet demands for the service provided, recording in logs various aspects of the system's operation, keeping the engines, machinery and equipment of the system in good working order. May direct and coordinate activities of other workers in performing tasks directly related to operating and maintaining the system or systems. The classification excludes head or chief engineers in establishments employing more than one engineer. Workers are required to be skilled in the repair of electronic control equipment; workers in establishments producing electricity, steam, or heated or cooled air primarily for sale, and Boiler Tenders.</p>	
<b>Min Experience</b>	2-4 total experience performing the functions described above
<b>Min Education</b>	H.S. diploma

<b>GROUND SUPPORT EQUIPMENT MECHANIC</b>	
<p><b>Functional Responsibility:</b> The Ground Support Equipment Mechanic diagnoses malfunctions and repairs Ground Support Equipment (GSE), advises and trains lower grade workers on diagnosis and repair of less complex repair/maintenance problems, inspects and approves completed maintenance actions, solves repair problems by studying drawings, wiring diagrams and schematics, and technical publications; uses automated maintenance data systems to monitor maintenance trends, analyze equipment requirements, maintain equipment records, and document maintenance actions, and analyzes, diagnosis, and repairs GSE using conventional and digital multi-meters, voltmeters, ohmmeters, frequency counters, oscilloscopes, circuit card testers, transistor testers, and hand tools. May maintain external fuel and grounding systems, perform scheduled and unscheduled maintenance on GSE, inspect, test, and operate GSE to determine equipment serviceability and proper operation, service equipment with fuel, oil, water, coolant, hydraulic fluid, refrigerant, and compressed air, diagnose mechanical and electronic circuitry malfunctions using visual and auditory senses, test equipment, and technical publications. May disassemble and assemble malfunctioning GSE accessories and components, remove, disassemble repair, clean, treat for corrosion, assemble, and reinstalls GSE components and accessories, stencil and marks GSE in accordance with technical publications, store, handle, label, use, and dispose of hazardous materials and waste in accordance with all state, local, and federal environmental standards and regulations. This mechanic may prepare GSE for storage and mobility deployment; and operate, clean, inspect, and service GSE towing vehicles. May maintain and update paper and electronic equipment records, provide dispatch service, including positioning equipment to aircraft maintenance and flying operations, practice good housekeeping, tool control, Foreign Object Damage prevention, and safety at all times.</p>	
<b>Min Experience</b>	2-4 total experience performing the functions described above
<b>Min Education</b>	H.S. diploma

<b>FLEET SPECIALIST</b>	
<b>Functional Responsibility:</b> The main requirement of the position is to have and maintain the fleet of utility equipment and tools, in a ready state. Assists in the administration and coordination of the organization's fleet of motor vehicles. Maintains accurate records of vehicles. Ensures compliance with government rules and regulations and files paperwork in support of this compliance as needed. Schedules repairs or preventative maintenance, ensuring that the necessary numbers of fleet vehicles are available at all times. May perform vehicle ordering, schedule routine maintenance and emergency repair, and miscellaneous administrative services.	
<b>Min Experience</b>	5 years experience performing the functions described above
<b>Min Education</b>	Bachelor's Degree

<b>SAFETY TECHNICIAN</b>	
<b>Functional Responsibility:</b> Inspects work areas and equipment to ensure compliance with company, state, and federal safety policies and regulations. Responsibilities may include documenting safety inspections, citing dangerous areas/procedures and recommending corrective procedures, and maintaining safety equipment supply and availability. May provide safety and security information and administrative support for varying programs within the function and assist with required safety and security training duties and courses.	
<b>Min Experience</b>	2-4 total experience performing the functions described above
<b>Min Education</b>	Bachelor's Degree

**EXPERIENCE & DEGREE SUBSTITUTION**

The above describes the functional responsibilities and education and experience requirements for each labor category. These requirements are a guide to the types of experience and educational background of typical personnel in each labor category.

Education and experience may be substituted for each other. Each year of relevant experience may be substituted for one year of education, and vice versa. In addition, certifications, professional licenses, and vocational technical training may be substituted for experience or education. Degree/Experience Equivalency*		
Degree	Experience Equivalence	Other Equivalence
Bachelors	Associate degree +2 years relevant experience, or 4 years relevant experience	Professional certification
Masters	Bachelors +2 years relevant experience, or Associated + 4 years relevant experience	Professional license
Ph.D.	Masters + 2 years relevant experience, Bachelors + 4 years relevant experience	
* Successful completion of higher education which has not yet resulted in a degree may be counted as 1 for 1 years of experience for each year of college completed.		