

**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 are available through GSA Advantage!®, a menu-driven database system. The INTERNET address GSA Advantage!® is: [GSAAdvantage.gov](http://GSAAdvantage.gov).*

**Multiple Award Schedule (MAS)  
Federal Supply Group: Professional Services  
FSC Class: R408**

**Contract Number: 47QRAA21D002E**

**Contract Period: 02/05/2021 – 02/04/2026**

*For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at [gsa.gov](http://gsa.gov).*



**THRIVNER, INC.  
1400 KENESAW AVENUE, SUITE 13S  
KNOXVILLE, TN 37919  
TELEPHONE: 865-523-2828  
FAX: 865-674-5872  
WWW.THRIVNER.COM**

**BUSINESS SIZE/STATUS: SMALL**

**CONTRACT ADMINISTRATION**

Dori Stiefel, PhD  
Telephone: 865-523-2828  
Email: [thrivner@thrivner.com](mailto:thrivner@thrivner.com)



**Contract Holder**

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## CUSTOMER INFORMATION

### 1a. Table of Awarded Special Item Numbers (SINs):

SIN	Recovery	SIN Title
541611	541611-RC	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services

Our GSA MAS Contract can also support state and local agencies under the following programs:



- Disaster Recovery Purchasing Program. Section 833 of the National Defense Authorization Act allows state and local governments to purchase products and services to facilitate recovery from a major disaster. This includes advance and pre-positioning in preparation for a disaster.

- 1b. Lowest Priced Model Number and Lowest Price: Please refer to page #[7](#)
- 1c. Labor Category Descriptions: Please refer to page #[8](#)
2. Maximum Order: \$1,000,000
3. Minimum Order: \$100
4. Geographic Coverage: Domestic only – 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. territories.
5. Point(s) of Production: Thrivner, Inc.  
1400 Kenesaw Avenue, Suite 13s  
Knoxville, TN 37919
6. Discount from list prices: Government Net Prices (discounts already deducted)
7. Quantity Discounts: None
8. Prompt Payment Terms: Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.
9. Foreign Items: None
- 10a. Time of Delivery: To Be Negotiated with Ordering Agency
- 10b. Expedited Delivery: To Be Negotiated with Ordering Agency
- 10c. Overnight and 2-Day Delivery: To Be Negotiated with Ordering Agency
- 10d. Urgent Requirements: To Be Negotiated with Ordering Agency
11. F.O.B. Point(s): Destination
- 12a. Ordering Address: Thrivner, Inc.  
Attention: Dori Stiefel  
1400 Kenesaw Avenue, Suite 13s  
Knoxville, TN 37919  
865-523-2828  
thrivner@thrivner.com
- 12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3.

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|--|---|
| 13. Payment Address:   | Thrivner, Inc.<br>Attention: Dori Stiefel<br>1400 Kenesaw Avenue, Suite 13s<br>Knoxville, TN 37919<br>865-523-2828<br>thrivner@thrivner.com |
| 14. Warranty Provision:  | Standard Commercial Warranty  |
| 15. Export Packing Charges:  | Not Applicable  |
| 16. Terms and conditions of rental, maintenance, and repair:   | Not Applicable  |
| 17. Terms and conditions of installation (if applicable):  | Not Applicable  |
| 18a. Terms and conditions of repair parts indicating date of parts, price lists and any discounts from list prices:  | Not Applicable  |
| 18b. Terms and conditions for any other services (if applicable):  | Not Applicable  |
| 19. List of service and distribution points (if applicable):   | Not Applicable  |
| 20. List of participating dealers (if applicable):   | Not Applicable  |
| 21. Preventative maintenance (if applicable)   | Not Applicable  |
| 22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants.):  | Not Applicable  |
| 22b. 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.)<br>The EIT standards can be found at:<br><a href="http://www.Section508.gov/">www.Section508.gov/</a> : | Not Applicable  |
| 23. Data Universal Number System (DUNS) Number:  | 011684205   |
| 24. Thrivner, Inc. <i>is</i> registered in the System for Award Management (SAM) Database.   |   |

**CONTRACT OVERVIEW**

GSA awarded Thrivner, Inc. a GSA Multiple Award Schedule (MAS) contract for Professional Services No. 47QRAA21D002E. The current contract period is 2/5/2021 - 2/4/2026. GSA may exercise a total of up to three additional 5-year option periods. This contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

**CONTRACT ADMINISTRATOR**

Dori Stiefel  
Thrivner, Inc.  
1400 Kenesaw Avenue, Suite 13s  
Knoxville, TN 37919  
865-523-2828  
thrivner@thrivner.com

**CONTRACT USE**

This contract is available for use by all federal government agencies, as a source for Professional Services. Executive agencies, other Federal agencies, mixed – ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

**CONTRACT SCOPE**

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional services as specified in each task order. Services specified in a task order may be performed at the contractor’s facilities or the ordering agencies’ facilities. The government will determine the contractor’s compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material. The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. Thrivner, Inc. has been awarded a contract by GSA to provide services under the following SIN:

**SPECIAL ITEM NUMBER (SIN) DESCRIPTION**

SIN 541611 / 541611-RC	Management & Financial Consulting, Acquisition & Grants Management Support, Business Program & Project Management Services
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A full description of each SIN definition and examples of the types of work covered by the SIN can be found on GSA’s e-library website, <http://www.gsaelibrary.gsa.gov>.

**INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE  
HOURLY RATES**

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that Thrivner, Inc. meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders, facsimile orders, credit card orders, blanket purchase agreement orders or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide GSA Schedule services, follow these simple steps:

<b>Orders under the Micro-Purchase Threshold</b>
<ul style="list-style-type: none"> <li>Select the contractor best suited for your needs and place the order.</li> </ul>
<b>Orders in-between the Micro-Purchase Threshold and the Simplified Acquisition Threshold</b>
<ul style="list-style-type: none"> <li>Prepare a SOW or PWS in accordance with FAR 8.405-2(b).</li> <li>Prepare and send the RFQ (including SOW and evaluation criteria) to at least <b>three</b> GSA Schedule contractors.</li> <li>Evaluate, then make a "Best Value" determination.</li> </ul> <p><b>Note:</b> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</p>
<b>Orders over the Simplified Acquisition Threshold</b>
<ul style="list-style-type: none"> <li>Prepare the RFQ (including the SOW and evaluation criteria) and post on eBuy to afford all Schedule contractors the opportunity to respond, or provide the RFQ to as many Schedule contractors as practicable, consistent with market research, to reasonably ensure that quotes are received from at least <b>three</b> contractors.</li> <li>Seek price reductions.</li> <li>Evaluate all responses and place the order, or establish the BPA with the GSA Schedule contractor that represents the best value (refer to FAR 8.405-2(d)).</li> </ul> <p><b>Note:</b> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</p>

**Developing a Statement of Work (SOW)**

In the SOW, include the following information:

- Work to be performed,
- Location of work,
- Period of performance,
- Deliverable schedule, and
- Special standards and any special requirements, where applicable.

**Preparing a Request for Quote (RFQ)**

- Include the SOW and evaluation criteria;
- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;
- If preferred, request a performance plan from contractors and information on past experience and include information on the basis for selection;
- May be posted on GSA’s electronic RFQ system, e-Buy.

For more information related to ordering services, go to <http://www.gsa.gov/schedules-ordering> and click “Ordering Information.” Also see summary guidelines in the [Multiple Award Schedule \(MAS\) Desk Reference Guide, Ordering Procedures.](#)

## ***BLANKET PURCHASE AGREEMENT***

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (e.g., estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

Ordering from BPAs:

Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

Duration of BPAs. BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA's period of performance.

Review of BPAs:

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.

**HOURLY RATES FOR SERVICES**

<b>Labor Category</b>	<b>GSA Rate 2/5/2021 2/4/2022</b>	<b>GSA Rate 2/5/2022 2/4/2023</b>	<b>GSA Rate 2/5/2023 2/4/2024</b>	<b>GSA Rate 2/5/2024 2/4/2025</b>	<b>GSA Rate 2/5/2025 2/4/2026</b>
Program Manager 1	\$146.70	\$149.93	\$153.22	\$156.60	\$160.04
Program Manager 2	\$137.35	\$140.37	\$143.46	\$146.61	\$149.84
Senior Consultant 1	\$109.81	\$112.23	\$114.69	\$117.22	\$119.80
Senior Consultant 2	\$104.53	\$106.83	\$109.18	\$111.58	\$114.03
Consultant 1	\$87.11	\$89.03	\$90.98	\$92.99	\$95.03
Consultant 2	\$80.08	\$81.84	\$83.64	\$85.48	\$87.36
Consultant 3	\$71.52	\$73.09	\$74.70	\$76.34	\$78.02
Research Associate 1	\$62.94	\$64.32	\$65.74	\$67.18	\$68.66
Research Associate 2	\$35.76	\$36.55	\$37.35	\$38.18	\$39.02

The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA) is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories 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 SCLS 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/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

**LABOR CATEGORY DESCRIPTIONS**

Labor Category	Min Edu	Min Exp	Substitutions				
			PhD	Master's	Bachelor's	Associate's	High School
Program Manager 1	Bachelor's	12	7	10		14	16
Program Manager 2	Bachelor's	10	5	8		12	14
Senior Consultant 1	Bachelor's	8	3	6		10	12
Senior Consultant 2	Bachelor's	6	1	4		8	10
Consultant 1	Bachelor's	5	0	3		7	9
Consultant 2	Bachelor's	4	0	2		6	8
Consultant 3	Bachelor's	3	0	1		5	7
Research Associate 1	Bachelor's	2	0	0		4	6
Research Associate 2	Bachelor's	0	0	0		2	4

**Example of how substitutions work when using this chart:** An employee who fulfills the Program Manager 1 role will be qualified if they have a Bachelor's degree & 12 years experience; a PhD and 7 years experience; a Master's degree and 10 years' experience; an Associate's degree and 14 years of experience; or a high school diploma and 16 years experience.

Job Title:	Minimum Education:	Minimum Experience:	Functional Responsibility:
Program Manager 1	Bachelor's	12 years	Provides guidance and direction and supervises the negotiation of delivery/task orders, planning and design phase of the tasks, and interfaces with senior level government officials responsible for projects. Directs the completion of projects within estimated time frames and budget constraints. Coordinates all tasks and reviews work products for completeness and adherence to client's standards. Delivers presentations and leads strategic-level client internal and external meetings.
Program Manager 2	Bachelor's	10 years	Provides supervision of multiple complex projects and principal liaison responsibilities with client on all business, technical and cost matters for task project planning, scheduling and implementation. Directs completion of projects within estimated time frames and budget constraints. Coordinates project-specific efforts and reviews work products for completeness and adherence to client's standards.
Senior Consultant 1	Bachelor's	8 years	Provides guidance and supervision for multiple complex projects and interfaces with the client on all business, technical and cost matters for project planning, scheduling and implementation. Leads the client liaison team and the quality assurance teams to assure completeness and adherence to client's standards.
Senior Consultant 2	Bachelor's	6 years	Works independently and without day-to-day direction to produce assigned outcomes. Facilitates strategy and tactics simultaneously. Defines business process and decision support requirements and priorities while ensuring project requirements are met. Designs solutions based on business needs.
Consultant 1	Bachelor's	5 years	Works independently and without day-to-day direction to produce assigned outcomes. Facilitates strategy and tactics simultaneously. Applies best industry practices and standards, current technology and creative solutions to challenging problems.

<b>Job Title:</b>	<b>Minimum Education:</b>	<b>Minimum Experience:</b>	<b>Functional Responsibility:</b>
Consultant 2	Bachelor's	4 years	Provides guidance and supervision for multiple complex projects and interfaces. Supports client and quality assurance work to assure completeness and adherence to client's standards. Supports staff operations for at least two programs.
Consultant 3	Bachelor's	3 years	Works with some direction to produce assigned outcomes. Facilitates strategy and tactics, assists consultants in gathering data used in developing a process model. Performs technical analysis or implementation as directed.
Research Associate 1	Bachelor's	2 years	Serves as a member of a team performing initial research and data-gathering, including research assistance in support of technical staff. Responsible for planning and executing a major segment of a research project in consultation with and under general supervision.
Research Associate 2	Bachelor's	0 years	Serves as a member of a team performing initial research and data-gathering, including research assistance in support of technical staff. Assists in technical research and evaluation for projects and provides general support to project staff.