



**WEB AND WRITING
SOLUTIONS COMPANY**

General Services Administration
Federal Supply Service

AUTHORIZED FEDERAL SUPPLY SCHEDULE
PRICE LIST

Contractor

Web and Writing Solutions Company

Schedule Title

Professional Services Schedule

Contract Administration

Diana Hallman, CEO
8221 Ritchie Highway, Suite 202
Severna Park, MD 21122
1-410-544-8515 voice
1-410-544-6395 fax
diana@wwsc.us
www.wwsc.us

FSC Class

Industrial Group: 00CORP

Contract Number

GS-07F-464AA

Cage # 3DK36

Contract Period

11/17/03 to 11/16/18

Business Size

 Contract Holder

Woman-Owned Small Business

For more information on ordering from
Federal Supply Schedules, click on the

Online 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

Customer Information

1a. Table of Award Special Items Numbers:

- SIN 541-3 Website Marketing Services (see price list below).
- SIN 541-3RC Disaster and Recovery Website Marketing Services (see price list below).
- SIN 541-1000 Other Direct Costs
- SIN 541-1000RC Other Direct Costs

GS-07F-464AA SIN 541-3, SIN 541-3RC Labor Categories	Contract Anniversary Date 11/17/13	Contract Anniversary Date 11/17/14	Contract Anniversary Date 11/17/15	Contract Anniversary Date 11/17/16	Contract Anniversary Date 11/17/17
Consultant	\$110.30	\$113.61	\$117.02	\$120.53	\$124.14
Planner	\$110.30	\$113.61	\$117.02	\$120.53	\$124.14
Analyst	\$110.30	\$113.61	\$117.02	\$120.53	\$124.14
Graphic Designer	\$76.53	\$78.83	\$81.20	\$83.63	\$86.14
Technical and Web Writer	\$76.53	\$78.83	\$81.20	\$83.63	\$86.14
Programmer	\$76.53	\$78.83	\$81.20	\$83.63	\$86.14
Trainer	\$76.53	\$78.83	\$81.20	\$83.63	\$86.14
Maintenance Specialist	\$54.02	\$55.65	\$57.31	\$59.03	\$60.80

1b. The lowest labor category under this contract is:

Maintenance specialist at \$54.02 on 11/17/2013.

1c. The following is a description of all job titles under the contract:

- Consultant —Web Services Consultant is responsible for initial and ongoing meetings with the client to determine project scope, develop timeline, and assign project components. Will have a college degree and at least 10 years experience.
- Planner—Web Services Planner is responsible for developing and implementing the detailed plan for the project. Will have a college degree and at least 5 years of experience.
- Analyst—Web Services Analyst is responsible for development requirements, usability analysis, and the user interface, as well as oversight of testing and troubleshooting. Will have a college degree and at least 5 years of experience.



- Graphic Designer—Graphic Designer develops graphics, images and other visual components for a project. Will have a college degree and at least 5 years of experience.
- Programmer—Programmer is responsible for carrying out all coding and programming functions necessary to implement the project. Will have a college degree and at least 3 years of experience.
- Technical and Web Writer—Technical and Web Writer is responsible for content development of a project, including drafting of text and data components, style adherence, and final review. Will have college training and at least 2 years of experience.
- Trainer—Trainer is responsible for meeting client's needs for one-time or ongoing training regarding the use of the web site or other web-related products or services. Will have college training and at least 2 years of experience.
- Maintenance Specialist—Maintenance Specialist is responsible for ongoing web site maintenance. Will have college training and at least 2 years of experience.

2. **Maximum order:** \$1 million.

3. **Minimum order:** \$100.

4. **Geographic Coverage:** Domestic and Worldwide.

5. **Point of Production:** Pasadena, Maryland.

6. **Statement of Net Price:** Net, all discounts deducted. See price list in 1a above.

7. **Quantity Discounts:** 10 percent discount for orders of \$10,000 or more.

8. **Prompt Payment Terms:** Net 30.

9a. **Government purchase cards:** Are accepted for orders at or below the micro-purchase threshold.



- 9b. **Government purchase cards:** Are accepted above the micropurchase threshold.
10. **Foreign items:** *Not Applicable*
- 11a. **Time of Delivery:** Will adhere to the delivery schedule negotiated with the buyer.
- 11b. **Expedited Delivery:** Contact the contractor for expedited delivery.
- 11c. **Overnight and 2-Day Delivery:** Contact the contractor for rates for overnight and 2-day delivery.
- 11d. **Urgent requirements:** Contact contractor for faster delivery or rush requirements.
12. **F.O.B. Points:** Destination.
- 13a. **Ordering Address:**

Web and Writing Solutions Company
Diana Hallman, CEO
8221 Ritchie Highway, Suite 202
Pasadena, MD 21122

13b. **Ordering procedures:**

For supplies and services: the ordering procedures, information on Blanket Purchase Agreements (BPAs) and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules) and are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. **Payment address:**

Web and Writing Solutions Company
8221 Ritchie Highway, Suite 202
Pasadena, MD 21122



15. Warranty provision:

The contractor warrants and implies that the items delivered hereunder are fit for the particular purpose described in this contract.

16. Export Packing Charges: *Not Applicable*

17. Terms and conditions of purchase card acceptance: *Not Applicable*

18. Terms and conditions of rental, maintenance and repair: *Not Applicable*

19. Terms and conditions of installation: *Not Applicable*

20. Terms and conditions of repair parts, etc: *Not Applicable*

20a. Terms and conditions for any other services: *Not Applicable*

21. List of services and distribution points: *Not Applicable*

22. List of participating dealers: *Not Applicable*

23. Preventive maintenance: *Not Applicable*

24a. Environmental attributes: *Not Applicable*

24b. Section 508 compliance information:

Web Sites, their features and other Electronic and Information Technology (EIT) supplies and services are developed to meet Section 508 accessibility guidelines and requirements. The EIT standards can be found at: www.Section508.gov.

25. DUNS number: 13-304-1454

26. Notification Regarding Registration in SAM Database: Registered.

27. Uncompensated Overtime: *Not Applicable*



28. Service Contract Act: The Service Contract Act (SCA) is applicable to this contract and as it applies to the entire Professional Services Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA 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 SCA labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.



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Web and Writing Solutions Company (WWSC) provides a full range of attractive, accessible web communication and outreach solutions and tools to government agencies, associations and nonprofit organizations. Our clients share a love for good design, a need for usability, a requirement to program web sites in an accessible manner, and short project turn-around times. The WWSC team brings over 20 years experience working with organizations to enhance their brand and over 14 years experience working with electronic and web site formats.

WWSC is experienced in bringing eye-catching, easy-to-navigate sites into the Federal public web site arena. We bring knowledge of good design, Federal and accessibility standards, and a willingness to listen to our customers' needs. The Web and Writing Solutions team works on many platforms with a variety of web programming tools, including but not limited to HTML, ColdFusion, ASP.NET, PHP, Javascript, social media, and mobile-friendly programming. We work with Federal content management tools and develop custom content management tools to manage data-driven web content. Web and Writing Solutions Company (WWSC) is a woman-owned small business.



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