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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

MOBIS Consulting Services, Training Aids and Devices, Instructor-Led Training, Course Development, Test Administration, MOBIS Support Products

FSS Group 874 **MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)**

SINS 874.1 – Consulting Services

SINS 874.4 – Training Services

SINS 874.5 – Support Products

Contract number **GS-02-F-0110U**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Contract period: **Effective June 23, 2008 to June 22, 2023**



Contractor's name, address, and phone numbers

Michael W Allen

Chief Executive Officer

Allen Interactions Inc.

1120 Centre Pointe Drive, Suite 800

Mendota Heights, MN 55120-1277

Main Phone: 651-203-3700

Fax: 651-203-3799

Consulting Sales: 1-800-799-6280

Website: www.alleninteractions.com

Email: info@alleninteractions.com

Allen Interactions Inc. May 23, 2018 (DUNS). 883595449 - Contract number **GS-02-F-0110U**

Contractor's internet address/web site where schedule information can be found as www.alleninteractions.com

Contract administration source www.alleninteractions.com

Business size. Small Business

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

SINS	Labor Category Title	GSA Price w/IFF
874.4; 874.5	Project Manager- Senior Producer	\$201.75
874.4; 874.5	Project Manager- Producer	\$179.34
874.4; 874.5	Instructional Designer- Senior	\$201.75
874.4; 874.5	Instructional Designer	\$134.50
874.4; 874.5	Developer – Senior	\$156.92
874.4; 874.5	Developer – Junior	\$134.50
874.4; 874.5	Developer - Production	\$67.25
874.4; 874.5	Media Artists – Senior	\$147.95
874.4; 874.5	Media Artist – Junior	\$107.60
874.4; 874.5	Media Artist – Production	\$67.25
874.4; 874.5	Audio Producer	\$201.75
874.4; 874.5	Audio Producer	\$179.34
874.4; 874.5	Writer/Editor	\$201.75
874.4; 874.5	Writer/Editor	\$134.50
874.4; 874.5	Quality Assurance Testers	\$201.75
874.4; 874.5	Quality Assurance Testers	\$179.34
874.4; 874.5	Quality Assurance Testers	\$134.50
874.4; 874.5	Quality Assurance Testers	\$67.25
874.4; 874.5	Project Documentation	\$201.75
874.4; 874.5	Project Documentation	\$179.34
874.4; 874.5	Project Documentation	\$134.50
874.4; 874.5	Project Documentation	\$67.25
874.1; 874.4; 874.5	Senior Learning Consultant	\$358.67
874.1; 874.4; 874.5	Learning Consultant	\$215.20

1b. Job Titles

Job Title: Project Manager- Senior Producer

Manages the day-to-day of medium to large projects. Prepares project plans, time and cost estimates. Prepares and presents status reports, weekly updates for accounting, manages personnel working on the project. Works closely with the client throughout production. Conducts initial quality assurance testing for deliveries, monitors customer feedback, adjusts work schedules and demands from the client.

Minimum Education: Bachelor's Degree or equivalent professional experience.

Minimum Experience: 7-10 years in the field of custom eLearning development. 3-4 years managing projects.

Job Title: Project Manager- Producer

Manages the day-to-day operations of small to medium projects. Prepares project plans, time and cost estimates. Prepares and presents project status reports, weekly updates for accounting, manages personnel working on the project. Works closely with the client throughout production. Conducts initial quality assurance testing for deliveries, monitors customer feedback, adjusts work schedule and demands from the client.

Minimum Education: Bachelor's Degree or equivalent professional experience.

Minimum Experience: 3-5 years in the field of custom eLearning development.

Job Title: Instructional Designer- Senior

Possesses a thorough understanding of the application of instructional Design principles and techniques. Possesses the ability to direct the production of eLearning applications, by learning developers, subject matter experts, and graphic artists. Organized team leader that develops high quality instructional processes and learns to ensure their quality completion of all projects.

Minimum Education: Bachelor's Degree with some Master's program classes/advanced instructional Design preferred or extensive experience in Instructional Design.

Minimum Experience: 3-5 years in the field of Instructional Design.

Job Title: Instructional Designer

Possesses a thorough understanding of the application of Instructional Design principles and techniques. Possesses the ability to direct the production of eLearning applications, by learning developers, subject matter experts, and graphic artists. Organized team leader that develops high quality instructional processes and learns to ensure the quality completion of all projects.

Minimum Education: Bachelor's Degree with some Master's program classes/advanced instructional design preferred or extensive experience in Instructional Design.

Minimum Experience: 1-2 years in the field of Instructional Design.

Job Title: Developer – Senior

Leads the development phases of multimedia based applications using a variety of tools. Creates prototypes and custom interactions and navigation structures. Creates model, shells and templates to be used by the development team during production. Manages content stored in libraries, external test files and databases. Assists in the design of effective, original interactions. Leads the transfer of multimedia development skills to the client. Provides assistance in the design of graphic user interface.

Minimum Education: Bachelor's Degree or equivalent in experience.

Minimum Experience: 3-5 years in multimedia development. Expert with several tools such as Authorware, Flash, Director, Dreamweaver, etc...

Job Title: Development – Junior

Leads the development phases of multimedia based applications using a variety of tools. Creates prototypes and custom interactions and navigation structures. Creates model, shells and templates to be used by the development team during production. Manages content stored in libraries, external test files and databases. Assists in the transfer of multimedia development skills to the client. Provides assistance in the design of graphic user interface.

Minimum Education: Bachelor's Degree in equivalent in experience.

Minimum Experience: 1-2 years in multimedia development. Knowledge and experience with several tools such as Authorware, Flash, Director, Dreamweaver, etc... Expert level proficiency with one or two tools.

Job Title: Developer - Production

Using models, shells and templates created by the development team inserts content and graphics. Retrieves content stored in libraries, external test files and databases.

Minimum Education: Bachelor's Degree preferable, Associate Degree with tools certification required.

Minimum Experience: 1-2 years in multimedia development. Proficient with several tools.

Job Title: Media Artists – Senior

Works with interactivity Developers in developing graphic illustrations for courseware material. Essential team member in building the look, feel, and human interface function of the courseware. Courseware may be delivered in a variety of formats, requiring expert proficiency in both graphic tools and delivery media.

Minimum Education: Bachelor's Degree in graphic design, multimedia, and/or digital media.

Minimum Experience: 5-7 years in graphic design.

Job Title: Media Artist – Junior

Works with interactivity Developers in developing graphic illustrations for courseware material. Essential team member in building the look, feel, and human interface function of the courseware. Courseware may be delivered in a variety of formats, requiring expert proficiency in both graphic tools and delivery media.

Minimum Education: Bachelor's Degree in graphic design, multimedia, and/or digital media.

Minimum Experience: 2-3 years in graphic design.

Job Title: Media Artist – Production

Works with Interactivity Developers in inserting graphic illustrations for courseware material. Proficient in a variety of graphic tools.

Minimum Education: Associate Degree in art, graphic, design, multimedia, and/or digital media.

Minimum Experience: 1-2 years in graphic design and multimedia production.

Job Title: Audio Producer

Performed by Senior Producer and Producer. Manages creation of audio content and the processing of audio content into the necessary formats.

Minimum Education: See Senior Producer and Producer.

Minimum Experience: See Senior Producer and Producer.

Job Title: Writer/Editor

Performed by Senior Instructional Designer and Instructional Designer. Creates and/or edits text content, including scenario text, audio/video scripts, feedback and instruction text.

Minimum Education: See Senior Instructional Designer and Instructional Designer.

Minimum Experience: See Senior Instructional Designer and Instructional Designer.

Job Title: Quality Assurance Testers

Performed by Senior Producer, Producer, Junior Developer and Production Developer. Review and document implementation errors in alpha, beta, and final versions of the eLearning applications.

Minimum Education: See Senior Producer, Producer, Junior Developer and Production Developer.

Minimum Experience: See Senior Producer, Producer, Junior Developer and Production Developer.

Job Title: Project Documentation

Performed by Senior Producer, Producer, Junior Developer and Production Developer. Create documentation for the project in the form of project plans, instructional design plans, project progress reports, code documentation and quality assurance reports, as needed.

Minimum Education: See Senior Producer, Producer, Junior Developer and Production Developer.

Minimum Experience: See Senior Producer, Producer, Junior Developer and Production Developer.

Job Title: Senior Learning Consultant

Facilitates the creation and implementation of plans, instructional design principles, graphics, and learning technologies to meet the clients' goals ensuring effective eLearning experiences. Acts as internal and external resource for emerging trends in learning technologies. Expert instructor and superior customer service skills.

Minimum Education: Master's Degree in instructional design/education.

Minimum Experience: 10 years in multimedia design, development, and implementation. Expert in classroom and multimedia instruction techniques and methodologies. Expert in human interface.

Job Title: Learning Consultant

Assists the Senior Learning Consultant with facilitating the creation and implementation of plans, instructional design principles, graphics, and learning technologies to meet the clients' goals ensuring effective eLearning experiences. Acts as internal and external resource for emerging trends in learning technologies.

Minimum Education: Bachelor's Degree in instructional design/education.

Minimum Experience: 5 years in multimedia design, development, and implementation. Expert in classroom and multimedia instruction techniques and methodologies. Expert in human interface.

2. Maximum order. **\$1,000,000.00**

3. Minimum order. **\$100.00**

4. Geographic coverage (delivery area). **50 United States and District of Columbia**

5. Point(s) of production.
San Francisco, CA 94103
Mendota Heights, MN 55120-1277
Tampa, FL 33619-1389

6. Discount from list prices or statement of net price.
Labor rates for custom e-Learning are all discounted 11% from our commercial price list. All prices shown in the attached GSA price lists are net (discount applied).

7. Quantity discounts. **None.**

8. Prompt payment terms. **½% 20 days**

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.
Accepted.

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold. **Accepted.**

10. Foreign items (list items by country of origin). **Not applicable**

11a. Time of delivery. (Contractor insert number of days.)

- **Custom e-Learning delivery is negotiable with the schedule customer.**

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 lists that have expedited delivery.

- **Negotiated with schedule customer**

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day deliveries are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.

- **Negotiated with schedule customer**

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.

- **Negotiated with schedule customer**

12. F.O.B. point(s).

- **Destination**

13a. Ordering address.
Allen Interactions Inc.
1120 Centre Pointe Drive, Suite 800
Mendota Heights, MN 55120-1277

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.
Allen Interactions Inc.
1120 Centre Pointe Drive, Suite 800
Mendota Heights, MN 55120-1277

Allen Interactions Inc. May 23, 2018 (DUNS). **883595449** - Contract number **GS-02-F-0110U**

15. Warranty provision. **Standard warranty**
16. Export packing charges, if applicable. **Not applicable**
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). **None**
18. Terms and conditions of rental, maintenance, and repair (if applicable). **Not applicable**
19. Terms and conditions of installation (if applicable). **Not applicable**
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). **Not applicable**
- 20a. Terms and conditions for any other services (if applicable).
- **Allen Interactions currently provides all clients unlimited bug fixes (i.e., the custom courseware does not perform pursuant to the specifications mutually agreed to with the client, for six months after final acceptance.)**
 - **The labor rates quoted include the 0.75% (3/4 percent) GSA Industrial Funding Fee (IFF) in accordance with Industrial Funding Fee clause 552.238-76**
 - **Allen Interactions agrees that price adjustments will be addressed according to the Economic Price Adjustment clause 552.216-70.**
 - **Any travel required in the performance of custom e-Learning development is to be negotiated with the schedule customer.**
 - **The travel cost will not include the 3/4% IFF.**
21. List of service and distribution points (if applicable). **Not applicable**
22. List of participating dealers (if applicable). **Not applicable**
23. Preventive maintenance (if applicable). **Not applicable**
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). **Not applicable**
- 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 Number System (DUNS) number. **883595449**
26. Notification regarding registration in Central Contractor Registration (CCR) database.
- **Allen Interactions Inc. is registered in the CCR database.**