



**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 for GSA Advantage! is: <http://www.gsaadvantage.gov>*

**General Services Administration  
Federal Supply Service  
Financial and Business Solutions (FABS)  
Schedule 520**

CONTRACT NUMBER:  
**GS-23F-0005U**

Period Covered by Contract:  
**October 24, 2007 to October 23, 2012**

**GuideStar**  
4801 Courthouse St., Suite 220  
Williamsburg, VA 23188-2678  
Phone: (757) 229-4631  
Fax: (757) 229-8912  
<http://www.guidestar.org/>

General Services Administration  
Management Services Center Acquisition Division  
Supplement # \_\_\_\_\_, dated \_\_\_\_\_.

Business Size: **Small**  
DUNS: **95-953-6582**

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

---

## GSA AWARDED TERMS AND CONDITIONS

### GuideStar

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

**520-16: Business Information Services**

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.

**Please see attached pricelist for details.**

- 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.

**Not Applicable**

2. Maximum order.

**\$1,000,000**

3. Minimum order.

**\$100**

4. Geographic coverage (delivery area).

**48 contiguous states, Washington, DC, Alaska, Hawaii & Puerto Rico**

5. Point(s) of production (city, county, and State or foreign country).

**GuideStar  
4801 Courthouse Street, Suite 220  
Williamsburg, VA 23188-2678  
USA**

6. Discount from list prices or statement of net price.

**Net GSA pricing is listed in the attached pricing tables**

7. Quantity discounts.

**None**

8. Prompt payment terms.

**0%, Net 30**

- 9a. Government purchase cards *are accepted* at or below the micro-purchase threshold.

- 9b. Government purchase cards *are not accepted* above the micro-purchase threshold.

10. Foreign items (list items by country of origin).

**Not Applicable**

- 11a. Time of delivery.  
**520-16: 30 Days ARO**
- 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.  
**Expedited delivery time is to be negotiated between Contractor and Ordering Agency**
- 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.  
**Overnight and 2-day delivery time is to be negotiated between Contractor and Ordering Agency**
- 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.  
**Urgent Requirements delivery time is to be negotiated between Contractor and Ordering Agency**
12. F.O.B. point(s).  
**Destination**
- 13a. Ordering address(es).  
**GuideStar  
4801 Courthouse Street, Suite 220  
Williamsburg, VA 23188-2678  
Phone: (757) 229-4631  
Fax: (757) 229-8912**
- 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).  
**GuideStar  
4801 Courthouse Street, Suite 220  
Williamsburg, VA 23188-2678  
Phone: (757) 229-4631  
Fax: (757) 229-8912**
15. Warranty provision.  
**Standard Commercial Warranty will apply**
16. Export packing charges, if applicable.  
**Not Applicable**
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).  
**GuideStar will accept Government Purchase Cards for purchases up to, but not above the micro-purchase threshold of \$2,500.**

18. Terms and conditions of rental, maintenance, and repair (if applicable).  
**Not Applicable**
19. Terms and conditions of installation (if applicable).  
**Not Applicable**
- 20a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).  
**Not Applicable**
- 20b. Terms and conditions for any other services (if applicable)  
**Not Applicable**
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).  
**None**
- 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/).  
**Not Applicable**
25. Data Universal Number System (DUNS) number:  
**95-953-6582**
26. Notification regarding registration in Central Contractor Registration (CCR) database.  
**CAGE Code No. 3S3M5 active in CCR; Effective through October 2, 2008**



SIN	PRODUCT NUMBER	ITEM	GSA PRICE
<b>GuideStar Premium Annual Subscription</b>			
Designed for professional users, from financial firms to philanthropic foundations, GuideStar Premium unleashes the full power of GuideStar. Along with our most robust search and user-friendly tools for narrowing your search results, GuideStar Premium gives you our most in-depth reports on more than 1.5 million nonprofits. Save time while finding everything you need, from financial data and historic filings to EINs (Employer Identification Numbers).			
520-16	GPREM001	1 to 10 Users	\$967.20
520-16	GPREM011	11 to 20 Users	\$870.48
520-16	GPREM021	21 to 40 Users	\$773.76
520-16	GPREM041	41 to 60 Users	\$677.04
520-16	GPREM061	61 to 80 Users	\$580.32
520-16	GPREM081	81 to 100 Users	\$483.60
520-16	GPREM101	101 + Users	\$386.88
<b>GuideStar Select Annual Subscription</b>			
More access, more options. GuideStar Select gives you a glimpse of what GuideStar can really do. With more ways to search, narrow your results, and receive more in-depth reports, GuideStar Select makes it easy to find the information you need fast.			
520-16	GSEL001	1 to 10 Users	\$290.16
520-16	GSEL011	11 to 20 Users	\$261.14
520-16	GSEL021	21 to 40 Users	\$232.13
520-16	GSEL041	41 to 60 Users	\$203.11
520-16	GSEL061	61 to 80 Users	\$174.10
520-16	GSEL081	81 to 100 Users	\$145.08
520-16	GSEL101	101 + Users	\$116.06
<b>Annual National Compensation Report</b>			
Benchmark salary and benefits packages. Find information by job category, program area, gender, and geography. Scan high-level data in the report's executive summary, which highlights key compensation trends in the nonprofit sector.			
520-16	GCOMP001	PDF format 1 user	\$337.55
520-16	GCOMP002	PDF format 2-25 users	\$966.23
<b>Charity Check Annual</b>			
GuideStar Charity Check is a one-stop, comprehensive solution that simplifies an increasingly complex due diligence process. With two clicks, any user can verify a nonprofit's charitable status and identify supporting organizations. Search by name or EIN to find the organizations you want quickly and easily.			
520-16	GCC001	1-5 Seats	\$725.40
520-16	GCC006	6-10 Seats	\$1,088.10
520-16	GCC011	11-20 Seats	\$1,450.80
<b>Analyst Reports Annual</b>			
Instantly create reports detailing individual public charity financial performance. Easy-to-read charts and graphs reveal trends in income, assets, and expenses. Analyze peer group comparisons according to geographic area as well as NTEE code. Perform due diligence, benchmark against other organizations, or report to your board.			
520-16	GANAA001	1-5 Seats	\$1,450.80
520-16	GANAA006	6-10 Seats	\$2,176.20
520-16	GANAA011	11-20 Seats	\$2,901.60
<b>Grant Explorer Annual</b>			
Research the grant activity of both grantmakers and grantees. Grantmakers can analyze funding to potential and current grant recipients as well as benchmark giving against colleague foundations. Grantees can search for potential funders, review historical grant activity, and evaluate past funding for similar organizations.			
520-16	GSEX001	1 User	\$482.63
<b>GovGateway</b>			
Simplify due diligence with one search. GovGateway offers one-click verification of a nonprofit's exempt status; access to current information from IRS Publication 78; descriptions of a nonprofit's mission, programs, and activities; up to 8 years of official IRS Forms 990; up to 8 years of customized GuideStar financial records; and documents provided by a nonprofit to demonstrate best practice.			
520-16	GGOV001	1 Seat	\$1,500.00
520-16	GGOV002	2-5 Users	\$3,000.00
520-16	GGOV006	6-10 Users	\$4,500.00
<b>GovGateway + Complnsights</b>			
GovGateway plus Complnsights supplements GovGateway with tools that access information on executive and board member compensation; verify reported compensation from official IRS filings; reveal interconnections between organizations; access compensation data within subsector groups for best practices comparisons and track information pertaining to individuals and organizations.			
520-16	GGOVC001	1 User	\$2,500.00
520-16	GGOVC002	2-5 Users	\$5,000.00
520-16	GGOVC006	6-10 Users	\$7,500.00
<b>GovGateway + GovInsights</b>			
GovGateway plus GovInsights supplements GovGateway with powerful search tools that provide greater detail for every search; retrieve detailed information on the nonprofit performance; drill down into IRS Forms 990 and 990-PF for important disclosures; track private foundation support for every nonprofit; access key performance ratios; organize data in comprehensive report pages; and create dynamic charts and graphs to analyze performance trends.			
520-16	GGOVG001	1 User	\$2,500.00
520-16	GGOVG002	2-5 Users	\$5,000.00
520-16	GGOVG006	6-10 Users	\$7,500.00

SIN	PRODUCT NUMBER	ITEM	GSA PRICE
<b>GovGateway+GovInsight+Complinsight</b>			
Simplify due diligence with one search. GovGateway offers one-click verification of a nonprofit's exempt status; access to current information from IRS Publication 78; descriptions of a nonprofit's mission, programs, and activities; up to 8 years of official IRS Forms 990; up to 8 years of customized GuideStar financial records; and documents provided by a nonprofit to demonstrate best practice. GovInsights offers a powerful search tools that provide greater detail for every search; retrieve detailed information on the nonprofit performance; drill down into IRS Forms 990 and 990-PF for important disclosures; track private foundation support for every nonprofit; access key performance ratios; Organize data in comprehensive report pages; and create dynamic charts and graphs to analyze performance trends. Complinsights offers access information on executive and board member compensation; verify reported compensation from official IRS filings; reveal interconnections between organizations; access compensation data within subsector groups for best practices comparisons and track information pertaining to individuals and organizations.			
520-16	GGOVGC001	1User	\$3,000.00
520-16	GGOVGC002	2-5 Users	\$6,000.00
520-16	GGOVGC006	6-10 Users	\$9,000.00
<b>Batch Verification of Tax Exempt Status</b>			
The service provides verification of tax status as provided in the Internal Revenue Service. Publication No. 78 is the Cumulative List of Organizations described in Section 170(c) of the Internal Revenue Code of 1986 and the interim Internal Revenue Bulletins. The batch verification service returns a report that identifies the Employer Identification Number (EIN), the organization name, a statement of whether the organization is listed in the Internal Revenue Service Publication No. 78 and the date of the most recent Publication No. 78. The batch verification service provides a similar service as the GuideStar Charity Check. It streamlines the process for verification of many records.			
520-16	GTAX001	1000 - 25,000 records	\$0.97
520-16	GTAX002	25,001 - 50,000 records	\$0.73
520-16	GTAX003	50,001 - 100,000	\$0.48
<b>Data sets for direct mail and outreach purposes</b>			
<b>Basic Outreach Lists *</b>			
Congressional District level, state level and nationally. The service licenses the data for single use or multiple (three times) use.			
<b>A. Congressional District Basic List</b>			
520-16	GCONG001	One-time Outreach	\$483.60
520-16	GCONG003	Three-time Outreach	\$967.20
<b>B. State Basic List</b>			
520-16	GST001	One-time Outreach per congressional district in state	\$483.60
520-16	GST003	Three-time Outreach per congressional district in state	\$967.20
<b>C. National Basic List</b>			
520-16	GNATL001	One-time outreach	\$72,540.00
520-16	GNATL003	Three-time outreach	\$96,720.00
<b>Deluxe Outreach Lists **</b>			
The Deluxe Outreach List includes the fields of data in the Basic Outreach list plus information on the Officers, Directors and Key Employees; the Top Five Highest Paid Employees (over \$50,000); a contact email address (where available); the Type of organization (based on the National Taxonomy of Exempt Entities); total annual revenue; total annual expense; and net fund balance. The list is provided by Congressional District, by state and nationally. The data is licensed for single use or multiple (three times) use.			
<b>A. Congressional District Deluxe List</b>			
520-16	GCONGD001	One-time Outreach	\$967.20
520-16	GCONGD003	Three-time Outreach	\$1,934.40
<b>B. State Deluxe List</b>			
520-16	GSTD001	One-time Outreach per congressional district in state	\$967.20
520-16	GSTD003	Three-time Outreach per congressional district in state	\$1,934.40
<b>C. National Deluxe List</b>			
520-16	GNATLD001	One-time outreach	\$96,720.00
520-16	GNATLD003	Three-time outreach	\$145,080.00
<b>Custom Data Sets</b>			
520-16	GDATA000	<b>Custom Data Set - Account Set-Up Fee</b> This fee Includes telephone consultation with the client, order taking and a pre-delivery data quality assurance process to ensure that the custom data set is organized per customer specifications and to prevent overbilling.	\$967.20
520-16	GDATA100	Additional organizational record for Custom Data Set	\$0.48
<b>Fields in addition to the Basic and Deluxe fields per Organizational Record:</b> GuideStar has developed a catalog of some 300 fields of data on most tax exempt organizations. These data fields track detailed income and expense activities, fund balances, compensation practices, related party transactions, etc.			
520-16	GDATA001	1-5 additional fields	\$0.73
520-16	GDATA006	6-10 additional fields	\$0.97
520-16	GDATA011	11-15 additional fields	\$1.21
520-16	GDATA016	16-20 additional fields	\$1.45
520-16	GDATA021	21 -30 additional fields	\$1.93
520-16	GDATA030	30 or more additional fields	\$2.90

* Basic List Fields:	** Deluxe List Fields:
Employer Identification Number	All Basic fields plus
Organization Name	Officers, Directors and Key Employees
Street Address	Top 5 Highest Paid Employees
City, State and Zip Code	Contact email address
Contact name	Organization Type
Contact telephone number	Total Annual Revenue
Internal Revenue Code	Total Annual Expense
* data not available for every record	Net Fund Balance