



GLP SOLUTIONS GROUP

A DIVISION OF GREEN LEAF PRODUCTIONS, INC



U.S. General Services Administration

**General Services Administration
Federal Acquisition Service
Authorized Federal Supply Schedule FSS Price List**

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 GSA Advantage!® is: [GSAAdvantage.gov](https://www.gsa.gov/advantage).

Multiple Award Schedule

Federal Supply Group: Professional Services

Contract Number: 47QRAA24D0011

For more information on ordering, go to the following website: <https://www.gsa.gov/schedules>.

Contract Period: October 31, 2023 through October 30, 2028

Company: Green Leaf Productions, Inc.
161 North Commerce Way
Bethlehem, PA 18017
Phone: (610) 625-4844
Fax: (610) 625-2517

Website: www.GLPsolutionsGroup.com

Contract Administrator: Francisco Vegliante

Business Size: Small business

CUSTOMER INFORMATION

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

| SIN | SIN Title |
|--------|---|
| 541430 | <i>Graphic Design Services</i> |
| 512110 | <i>Video/Film Production</i> |
| 561110 | <i>Office Administrative Services</i> |
| 541614 | <i>Deployment, Distribution and Transportation Logistics Services</i> |

See labor categories, descriptions, and pricing on page 4.

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. Photographer 1 \$34.50/hour (page 4).**

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. Please see labor categories, descriptions, and pricing on page 4.**

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

3. **Minimum order:** \$1,000.00.

4. **Geographic coverage (delivery area):** Worldwide.

5. **Point(s) of production:** Same as company address.

6. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted).

7. **Quantity discounts:** None offered.

8. **Prompt payment terms:** Net 30. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. **Foreign items:** Not applicable.

10a. **Time of delivery:** Specified at the task order level.

- 10b. **Expedited delivery:** Not available.
- 10c. **Overnight and 2 day delivery:** Not applicable.
- 10d. **Urgent Requirements:** Contact Contractor.
- 11. **F.O.B point(s):** Destination.
- 12a. **Ordering address(es):** Same as company address.
- 12b. **Ordering procedures:** See Federal Acquisition Regulation (FAR) 8.405-3.
- 13. **Payment address(es):** Same as company address.
- 14. **Warranty provision:** Not applicable.
- 15. **Export packing charges:** Not applicable.
- 16. **Terms and conditions of rental, maintenance, and repair:** Not applicable.
- 17. **Terms and conditions of installation:** Not applicable.
- 18a. **Terms and conditions of repair parts:** Not applicable.
- 18b. **Terms and conditions for any other services:** Not applicable.
- 19. **List of service and distribution points:** Not applicable.
- 20. **List of participating dealers:** Not applicable.
- 21. **Preventive maintenance:** Not applicable.
- 22a. **Special attributes:** Not applicable.
- 22b. **Section 508 compliance:** Not applicable.
- 23. **Unique Entity Identifier (UEI) Number:** VATXSF76YR93
- 24. **Notification regarding registration in System for Award Management (SAM) database:** Registered.

| Labor Category | Service Description | Minimum Education | Minimum Years of Experience | Price, Year 1 | Price, Year 2 | Price, Year 3 | Price, Year 4 | Price, Year 5 |
|----------------------|---|-------------------|-----------------------------|---------------|---------------|---------------|---------------|---------------|
| Graphic Artist | Designs for display such visual materials as photographs, illustrations, diagrams, graphs, objects, models, slides, and charts for use in books, magazines, pamphlets, exhibits, live or video recorded speeches or lectures, and other means of communicating. Applies principles of visual design and knowledge of the technical characteristics associated with various methods of visual display to present subject matter information in a visual form that will convey the intended message to, or have the desired effect on, the intended audience. | High School | 1 | \$56.91 | \$59.01 | \$61.20 | \$63.47 | \$65.81 |
| Illustrator I | Ability to use common media such as tempera, oils, pen-and-ink, or pencil. Copies drawings, either by tracing or freehand; applies coloring or wash to line drawings; letters by hand or by use of templates, and does detail or background work on illustrations which have been prepared by an illustrator of higher grade. When working with scientific subjects and technical equipment this Illustrator acquires basic knowledge of subject matter field and develops information about the field of work that will be illustrated. When working in the general fields of illustrating, someone in this position acquires necessary information about subject of the illustrations or applies general knowledge to the subject. | High School | 1 | \$50.45 | \$52.31 | \$54.25 | \$56.25 | \$58.34 |
| Photographer I | Takes routine pictures in situations where several shots can be taken. Uses standard still cameras for pictures lacking complications, such as speed, motion, color contrast, or lighting. Photographs are taken for identification, employee publications, information, or publicity purposes. Typical subjects are employees who are photographed for identification, award ceremonies, interviews, banquets or meetings; or external views of machinery, supplies, equipment, building, damaged shipments, or other subjects photographed to record conditions. Assignments usually are performed without direct guidance due to the clear and simple nature of the desired photograph. | High School | 1 | \$34.50 | \$35.78 | \$37.10 | \$38.47 | \$39.89 |
| Photographer III | Selects from a range of standard video and photographic equipment for assignments demanding exact renditions, normally without opportunity for later retakes, when there are specific problems or uncertainties concerning lighting, exposure time, color, artistry, etc. May be required to discuss technical requirements with operating officials or supervisor and customize treatment for each situation according to a detailed request, vary camera processes and techniques, and use the setting and background to produce aesthetics, as well as accurate and informative pictures. Works independently; solves most problems through consultations with more experienced photographers, if available, or through reference sources. | Bachelors | 3 | \$50.45 | \$52.31 | \$54.25 | \$56.25 | \$58.34 |
| Photographer V | Exercises imagination and creative ability in response to photography situations requiring novel and unprecedented treatment. Typically performs one or more of the following assignments: (1) develops and adapts photographic equipment or processes to meet new and unprecedented situations, e.g. works with engineers and physicists to develop and modify equipment for use in extreme conditions such as excessive heat or cold, radiation, high altitude, under water, wind and pressure tunnels, or explosions; (2) plans and organizes the overall technical photographic coverage for a variety of events and developments in phases of a scientific, industrial, medical, or research project; or (3) creates desired illusions or emotional effects by developing trick or special effects photography for novel situations requiring a high degree of ingenuity and imaginative camera work to heighten, simulate, or alter reality. Independently develops, plans, and organizes the overall technical photographic aspects of assignments in collaboration with operating officials who are responsible for project substance. Uses imagination and creative ability to implement objectives within the capabilities and limitations of cameras and equipment, and may exercise limited control over the substance of events to be photographed by staging actions, suggesting behavior of the principals, and rehearsing activities before images are taken. | Bachelors | 5 | \$69.25 | \$71.81 | \$74.47 | \$77.22 | \$80.08 |
| Secretary II | Provides principal secretarial support in an office, usually to one individual, and, in some cases, also to the subordinate staff of that individual. Handles differing situations, problems, and deviations in the work of the office according to the supervisor's general instructions, priorities, duties, policies, and program goals. | High School | 2 | \$40.79 | \$42.30 | \$43.86 | \$45.48 | \$47.16 |
| Warehouse Specialist | As directed, performs a variety of warehousing duties which 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. Exclude workers whose primary duties involve shipping and receiving work, order filling, or operating forklifts. | High School | 1 | \$37.16 | \$38.53 | \$39.95 | \$41.43 | \$42.96 |

