

**FEDERAL SUPPLY SERVICE
FINANCIAL AND BUSINESS SOLUTIONS (FABS)**



Creative Computing Solutions, Inc.
1901 Research Blvd., Suite 600
Rockville, MD 20850
(301) 294-3653
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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 is available through GSA Advantage!TM, a menu-driven database system. The INTERNET address for GSA Advantage!TM is: <http://www.GSAAdvantage.gov>.

Schedule for – FINANCIAL AND BUSINESS SOLUTIONS (FABS)

Federal Supply Group: 520

Contract Number: GS-23F-0014T

For more information on ordering from Federal Supply Schedules

Click on the FSS Schedule button at <http://www.fss.gsa.gov>

Contract Period: December 22, 2006 – December 21, 2011

Pricelist Current through Modification 1 effective January 28, 2009

Contractor: Creative Computing Solution, Inc (CCSi)
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Rockville, MD 20850-3292

Contracts Administrator: William Hardy
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Web site: www.ccsin.com

Business Size: Woman-Owned Certified Small Disadvantaged Business

CUSTOMER INFORMATION:

1. Table of Awarded Special Item Number(s).

<u>SIN</u>	<u>Description</u>
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SIN 520-5:	Loan Servicing and Asset Management
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SIN 520-13:	Complementary Financial Management Services
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Awarded prices and item descriptions are provided in the following two sections: **FABS Pricing** and **GSA Financial and Business Solutions (FABS) Labor Category Descriptions**

2. Maximum order: **\$1,000,000 per SIN**
3. Minimum order: **\$300.00**
4. Geographic Coverage (delivery area): **Domestic Only**
5. Point(s) of production (city, county, and State or foreign country): **Same as company address**
6. Discount from list prices or statement of net price: **List rates shown. Further discounts per individual order may be negotiated.**
7. Quantity Discounts:
 1. **For Individual Task Orders that exceed \$2,000,000 per year CCSi will give a 0.5% discount.**
 2. **For Individual Task Orders that exceed \$5,000,000 per year CCSi will give a 1.0% discount**
8. Prompt Payment Terms: **Net 30 days**
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: **Yes**
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: **will accept over \$2,500.00**
10. Foreign Items (list by country of origin): **None**
- 11a. Time of Delivery: **Specified with individual Task Orders**
- 11b. Expedited Delivery. **Contact Contractor**
- 11c. Overnight and 2-day delivery. **Contact Contractor**
- 11d. Urgent Requirements. **Contact Contractor**
12. F.O.B. Points(s): **Destination**

- 13a. Ordering Address(es): **Same as Company address**
- 13b. Ordering procedures: **For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).**
14. Payment address(es): **Same as Company address**
15. Warranty provision: **Contractor's standard commercial warranty**
16. Export Packing Charges (if applicable): **N/A**
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): **Contact Contractor**
18. Terms and conditions of rental, maintenance, and repair (if applicable): **N/A**
19. Terms and conditions of installations (if applicable): **N/A**
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): **N/A**
- 20a. Terms and conditions for any other services (if applicable): **N/A**
21. List of service and distribution points (if applicable): **N/A**
22. List of participating dealers (if applicable): **N/A**
23. Preventive maintenance (if applicable): **N/A**
- 24a. Special attributes such as environmental attributes, (e.g., recycled content, energy efficiency, and/or reduction pollutants): **N/A**
- 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 Numbering Systems (DUNS) number: **00-5193037**
26. Notification regarding registration in Central Contractor Registration (CCR) database: **Registered**

FABS Pricing

Creative Computing Solutions, Inc. (CCSi)

GS-23F-0014T

Effective 1/28/09

For Special Item Numbers:

520-5 - Loan Servicing and Asset Management

520-13 - Complementary Financial Management Services

Labor Category	Price*		UNIT/ISSUE
	On Site	Off Site	
Senior Program Manager	\$118.11	\$126.42	Hour
Project Manager	\$97.56	\$105.87	Hour
Subject Matter Expert I	\$149.00	\$157.31	Hour
Subject Matter Expert II	\$124.78	\$132.21	Hour
Systems Analyst, Lead	\$108.50	\$116.81	Hour
Systems Analyst I	\$95.37	\$103.67	Hour
Systems Administrator	\$78.78	\$87.09	Hour
Senior Financial Analyst	\$103.05	\$111.36	Hour
Financial Analyst	\$71.25	\$79.55	Hour
Case Processing Supervisor	\$65.68	\$73.98	Hour
Senior Information Specialist	\$90.85	\$99.16	Hour
Information Specialist	\$55.55	\$63.85	Hour
Technical Writer/Editor	\$41.03	\$49.33	Hour
Quality Assurance Specialist	\$53.01	\$61.31	Hour
Systems Engineer	\$73.99	\$82.30	Hour
Documentation Specialist	\$52.08	\$60.39	Hour
Administrative Specialist	\$29.02	\$37.33	Hour

* Prices are inclusive of the Industrial Funding Fee of 0.75%. These are the maximum rates that can be charged. Lower rates may be quoted.

Dollar Volume Discount for Individual Task Orders:

1. For Individual Task Orders that exceed \$2,000,000 per year CCSi will give a 0.5% discount
2. For Individual Task Orders that exceed \$5,000,000 per year CCSi will give a 1.0% discount

GSA Financial and Business Solutions (FABS) Labor Category Descriptions

Senior Program Manager

Minimum/General Experience: Minimum of twelve years experience is required, of which five years must be specialized. General experience required includes increasing responsibilities in the overall management of financial management information systems. Specialized experience required includes complete program development from inception to deployment and the demonstrated ability to provide guidance and direction in multiple tasks across several functional areas, including using of different technologies. Proven expertise in the management and control of funds and resources and demonstrated capability in managing complex multi-task contracts. Requires extensive knowledge of Federal and State Government support.

Functional Responsibility: Responsible for the effective management of funds and personnel, and is accountable for the quality and timely delivery of contractual items. Operates within client guidance, contractual limitations, and company business and policy directives. Serves as focal point-of-contact with client on program activities. Ensures that all required resources including manpower, production standards, computer time, and facilities are available for program implementation. Manages programs consisting of multiple projects including project identification, design, development and delivery. Confers with project manager to provide advice and assist with problem resolution. Participates in contract negotiations.

Education: Bachelor's degree in Finance, Accounting, Information Systems, Business, or other related functional or technical discipline.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
Ph.D.	8	3
MA/MS/MBA	10	4
BS/BA	12	5
Associate's	15	6

Project Manager

Minimum/General Experience: At least five years of progressive responsibility supervising and managing major Federal or State Government-supported projects. Demonstrated ability to manage numerous complex and time critical client activities simultaneously. Requires expert knowledge of government support, outstanding writing skills, excellent oral communication skills, and excellent management skill. Must be able to anticipate client needs and develop and execute detailed plans for addressing them.

Functional Responsibility: Primary responsibility for all support provided to a particular project and is the client's primary point-of-contact. Project Managers are generally responsible for more than one activity at a time. The Project Manager is responsible for planning and managing all support activities, including monitoring work flow, progress reporting, identifying and assigning staff, budget development and tracking, and acquiring other resources as required. Performs an active quality assurance role to ensure high quality work is delivered on time and under budget. Ensures that proper security is maintained over all project materials, in accordance with security standards and procedures. Coordinates with other Contractor components as required.

Education: Bachelor's degree in Finance, Accounting, Information Systems, Business, or other related functional or technical discipline.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
BS/BA	5	2
Associate's	7	3
None	10	6

Subject Matter Expert I

Specialized Experience: The candidate will have both technical and management experience, from inception to deployment, of two or more large-scale complex Projects in one or more of the following areas:

- Information Engineering – including demonstrated experience as the senior technical member of a team responsible for the implementation of financial projects.
- System Architecture and Administration – Must be able to demonstrate use of structured analysis, design methodologies and design tools and experience with the logical and physical functional, operational, and technical architecture of large and complex financial information systems.
- Business Process Reengineering – including facilitation, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, activity and data modeling, or financial system development methods and practices.

General experience includes demonstrated exceptional written and oral communications skills, including White Papers and formal presentations. Must have demonstrated experience in execution of key project areas. Demonstrated ability to work independently or under only general direction.

Responsibilities: Serves as a Technical Project Lead or Manager across all major technical areas of the project, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise-wide strategic systems planning, business information planning, business and analysis.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
Ph.D.	8	5
MA/MS/MBA	10	6
BS/BA	12	8

Subject Matter Expert II

Specialized Experience: Candidate will have both technical and management experience, from inception to deployment, of one or more large-scale complex Projects in one or more of the following areas:

- Information Engineering – including demonstrated experience as the senior technical member of a team responsible for the implementation of financial projects.
- System Architecture and Administration – Must be able to demonstrate use of structured analysis, design methodologies and design tools and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems.
- Business Process Reengineering – including facilitation, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, activity and data modeling, or financial system development methods and practices.

General experience includes demonstrated exceptional written and oral communications skills. Must have demonstrated experience in execution of key project areas and ability to work independently or under only general direction.

Responsibilities: Serves as a Technical Task Lead or Manager in multiple project tasks, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis.

Education:

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
Ph.D.	6	4
MA/MS/MBA	8	5
BS/BA	10	6
Associate's	12	8

Systems Analyst, Lead

Minimum/General Experience: Minimum of twelve years experience is required, of which nine years must be specialized. Specialized experience required includes the analysis and design of financial applications on complex, large-scale systems, including experience in database management concepts. Knowledge of state-of-the-art storage and retrieval methods is required, as well as the ability to formulate specifications for programmers to use in coding, testing, and debugging of financial programs. General experience required includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.

Functional Responsibility: Works independently or under only general direction on complex financial application problems involving all phases of systems analysis to provide resolutions. Assists in evaluating and determining client requirements. Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the Project Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides technical direction to lower level systems analysts.

Education: Bachelor's Degree in Finance, Information Systems, Engineering, Business, or other related functional or technical discipline.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
Ph.D.	6	4
MA/MS/MBA	7	5
BS/BA	9	6
Associate's	12	9
None	15	12

Systems Analyst I

Minimum/General Experience: Minimum of six years experience, of which at least four years must be specialized. Specialized experience required includes the analysis and design of financial business applications on complex, large-scale systems, including three years experience in database management concepts. Knowledge of state-of-the-art storage and retrieval methods is required, as well as the ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer software, plus one year of systems analysis experience designing technical applications on computer systems. General experience required includes increasing responsibilities in financial information systems design and management, and demonstrated work on requirements that are moderately complex to analyze, plan, program, and implement.

Functional Responsibility: Works independently or under general direction on moderately complex financial information systems. Analyzes and develops computer software drawing on a wide range of experience, including engineering, business, and records management. Develops plans for ADP systems from project inception to conclusion. Analyzes problems and the information to be processed. Defines the problem and develops system requirements and program specifications, from which programmers prepare systems documentation, programs, and tests. Coordinates closely with programmers to ensure proper implementation of program and system specifications. Confers with functional proponents to determine application requirements and recommend system alternative solutions.

Education: Bachelor's Degree in Finance, Information Systems, Engineering, Business, or other related functional or technical discipline.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
MA/MS/MBA	4	2
BS/BA	6	4
Associate's	9	7
None	12	10

Systems Administrator

Minimum/General Experience: Minimum of three years experience is required, of which one year must be specialized. Specialized experience required includes administration of multi-user financial systems. General experience required includes administration of multi-user computer systems. Knowledge of resident applications and financial and business applications software, strong technology performance, and capacity planning and modeling.

Functional Responsibility: Performs systems installation and integration of financial business application software and supporting infrastructure, including computer operating system software, network software, computer hardware, and supporting network or telecommunications systems. Investigates and resolves operational problems with business systems in conjunction with other engineering and technical personnel. Responsible for monitoring and optimizing systems performance and system security.

Education: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
BS/BA	3	1
Associate's	6	4
None	8	6

Senior Financial Analyst

Minimum/General Experience: Minimum of twelve years experience is required, of which six years must be specialized. Specialized experience required includes the preparation and analysis of financial statements. Thorough knowledge of generally accepted accounting principles and generally accepted accounting standards. Extensive experience with appropriate accounting, auditing, tax and financial systems and applications. Working knowledge of appropriate accounting and financial software. General experience required includes progressive responsibility for accounting or management activities.

Functional Responsibility: Performs complex financial analyses of budgets and schedules needed to meet contractual/project requirements for assigned programs. Acts as a key technical expert on financial analysis issues. Coordinates, negotiates and resolves financial compliance issues with various governmental agencies to ensure accurate interpretation of contract requirements. Establishes and defines program plan requirements for assigned work. Coordinates interdepartmental development of program plans and interfaces with vendors and customers as required. Monitors and reports performance against plans to ensure that contractual cost and schedule objectives are met.

Education: Bachelor's Degree in finance, accounting, business or economics.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
Ph.D.	7	4
MA/MS/MBA	9	4
BS/BA	12	6
Associate's	15	9

Financial Analyst

Minimum/General Experience: Minimum of two years experience performing financial analyses and evaluation work. Thorough knowledge of generally accepted accounting principles and generally accepted accounting standards. Extensive experience with appropriate accounting, auditing, tax and financial systems and applications. Working knowledge of appropriate accounting and financial software.

Functional Responsibility: Performs analyses of financial statements, cost data, operating and project reports, etc. Makes initial assessments and recommendations as to areas requiring further review by more senior staff. Reviews and analyzes the records of financial transactions, including operating and investment records, loan histories and related financial portfolio, areas requiring further analysis.

Education: Bachelor's Degree in finance, accounting, business or economics.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
MA/MS/MBA	3	2
BS/BA	4	2
Associate's	6	3
None	8	6

Case Processing Supervisor

Minimum/General Experience: Minimum of five years supervisory experience. Experience in workload organization and measurement. Experience in the review and analysis of documentation, preferably documents of a legal and financial nature.

Functional Responsibility: Supervision of Case Screening Technicians, Data Entry Technicians and other clerical personnel. Responsible for organizing and expediting the handling of incoming and outgoing mail or other documents and files. Ensures the timely processing of all new claims or other financial documents, from receipt through the screening process, data entry, verification, editing; letter generation and disposition. Responsible for ensuring timely and accurate responses to inquiries are provided to system users. Also ensures that up-to-date and accurate records of inquires are maintained and reported.

Education: Bachelor's Degree in a related field.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
BS/BA	4	2
Associate's	6	3
None	8	4

Senior Information Specialist

Minimum/General Experience: Minimum of seven years experience is required, of which three years must be specialized in managing information for financial business systems. Required experience writing or editing technical documents for financial business systems that meet applicable Government and/or industry standards.

Functional Responsibility: Oversees the analysis of problems in terms of management information. Analyzes applicable financial and business documentation. Reviews published materials and recommends revisions or changes in scope, format, content, and methods of reproduction and binding. May supervise documentation staff. Organizes material and writes descriptive copy according to established standards regarding order, clarity, conciseness, style, and terminology. Performs advanced and complex systematic reviews of selected functions to determine application and design of systems or models. Participates in various testing functions (i.e., string and acceptance tests) to verify that results are correct. Develops and updates functional or operating manuals outlining established methods of performing work in accordance with organizational policy. Provides functional guidance on more complex projects.

Education: Bachelor's Degree in a related field.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
MA/MS/MBA	1	0



BS/BA	7	3
Associate's	10	7
None	13	10

Information Specialist

Minimum/General Experience: Minimum of two years experience is required. Required experience writing or editing technical documents for financial business systems that meet applicable Government and/or industry standards.

Functional Responsibility: Analyzes problems in terms of management information. Analyzes applicable financial and business documentation. Organizes material and writes descriptive copy according to established standards regarding order, clarity, conciseness, style, and terminology. Performs advanced and complex systematic reviews of selected functions to determine application and design of systems or models. Participates in various testing functions (i.e., string and acceptance tests) to verify that results are correct. Develops and updates functional or operating manuals outlining established methods of performing work in accordance with organizational policy.

Education: Bachelor's Degree in a related field.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
MA/MS/MBA	1	0
BS/BA	2	0
Associate's	4	1
None	6	1

Technical Writer/Editor

Minimum/General Experience: Minimum of one year required experience including writing or editing technical documents for financial business systems that meet applicable Government and/or industry standards. This position requires a demonstrated fluency in financial industry terminology and the ability to understand complex financial business systems, applications, and processes.

Functional Responsibility: Collects and analyzes applicable technical documentation. Organizes material and writes descriptive copy according to establish standards regarding order, clarity, conciseness, style, and terminology. Reviews published materials and recommends revisions or changes in scope, format, content, and methods of reproduction and binding. Conducts research and retrieves photographs, drawings, sketches, diagrams, and charts to illustrate material. May assist in laying out material for publication. Uses automated tools, including word processing or desktop publishing software in performing assigned duties. May coordinate the production and distribution of material.

Education: Associate's Degree or related Technical Certificate.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
BS/BA	1	1
Associate's	3	2
None	5	3

Quality Assurance Specialist

Minimum/General Experience: Minimum of three years experience is required applying quality assurance procedures and techniques to business systems and services. This position requires a demonstrated knowledge of financial business systems, applications, and processes, and excellent communication skills.

Functional Responsibility: Computes results of audits or test programs. Verifies test procedures, maintains proficiency in statistical methodology, including sampling techniques, procedures and forms. Ensures QA results are recorded accurately. Stays current with applicable technology, concepts, and procedures.

Education: Bachelor's Degree in Finance, Information Systems, Business, or other related functional, or technical discipline.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
BS/BA	3	0
Associate's	6	3
None	9	6

Systems Engineer

Minimum/General Experience: Minimum of five years engineering experience is required, of which three years must be specialized working with financial systems or applications.

Functional Responsibility: Under minimal direction, works from specifications to develop or modify complex financial software programs to enhance an operating system. May give some direction and guidance to less experienced software systems engineers. Investigates and resolves operational problems in conjunction with other engineering and technical personnel. Develops logic, codes, tests and debugs software packages. Modifies, tests, and debugs retail utilities. Packages and engineers releases to integrate with the company's operating systems. Develops and modifies complex software, such as routines supporting multiprogramming, telecommunications and file management.

Education: Bachelor's degree in Computer Science or related fields.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
MA/MS/MBA	2	0
BS/BA	5	3
Associate's	8	6
None	11	9

Documentation Specialist

Minimum/General Experience: Specialized experience includes preparing technical documents for financial business systems, which includes research or application of applicable Government and industry documentation standards. Must have demonstrated knowledge of financial industry terminology and excellent communication skills. General experience includes technical writing and documentation experience pertaining to any aspect of automatic data processing.

Responsibilities: Responsible for documentation including directing the work of others in the accomplishment of assigned documentation work. Collects and analyzes technical literature available. Organizes material and writes descriptive copy according to established standards regarding order, clarity, conciseness, style, and terminology. Reviews published materials and recommends revisions or changes in scope, format, content, and methods of reproduction and binding. May select photographs, drawings, sketches, diagrams, and charts to illustrate material. May assist in laying out material for publication. Uses automated tools, including word processing or desktop publishing software in performing assigned duties. May coordinate the production and distribution of material.

Minimum Requirements Matrix (Degree plus Experience)

Highest Degree Earned	Years of General Experience	Years of Specific Experience
MA/MS/MBA	4	3
BS/BA	6	4
Associate's	8	4
None	10	6

Administrative Specialist

Minimum/General Experience: This position requires understanding of financial terminology and knowledge of applicable policies, procedures, operations and organization. Specialized experience includes performing diversified clerical, administrative, and general office duties within a financial services business environment. This position also requires experience using automation tools including word processing and graphics, such as Word, WordPerfect, and PowerPoint. Strong verbal and written communication skills are essential. General experience includes the ability to work independently or under general direction.

Responsibilities: Communicates and/or coordinates instructions with various individuals and/or departments. Furnishes and obtains information from multiple sources. Organizes and maintains files of correspondence and records. Follows up on pending matters. Schedules appointments, maintains and disseminates schedules and work plans, and coordinates arrangements for meetings and conferences, and transcribes dictation, often of a confidential nature. Routes or answers business correspondence not requiring manager's attention. Prepares special reports, gathering and summarizing data. Organizes and expedites flow of work through manager's office. Initiates follow-up actions.

Minimum Requirements Matrix (Degree plus Experience)		
Highest Degree Earned	Years of General Experience	Years of Specific Experience
Associate's	1	1
None	3	1