



**GENERAL SERVICES ADMINISTRATION**  
Federal Supply Service  
Authorized Federal Supply Schedule Price List

WORLDWIDE FEDERAL SUPPLY SCHEDULE CONTRACT FOR  
STANDARD INDUSTRY GROUP: 738 X  
**SERVICE: Human Resources General Support Services & EEO Services**

SERVICE CODE(S): R499 & R799

Business Size: Large

**Contract number GS-02F-086AA**

Contract period. January 22, 2013 – January 21, 2018  
Current through Modification PO-0017, effective May 11, 2017

PERSONNEL DECISIONS RESEARCH INSTITUTES, LLC  
111 WASHINGTON AVENUE SOUTH, SUITE 600  
MINNEAPOLIS, MN 55401

Telephone Number: 612.465.7312  
FAX Number: 612.623.7614

Website Address: [www.pdri.com](http://www.pdri.com)

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov). 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 is: [GSAAdvantage.gov](http://GSAAdvantage.gov).

**1a.** Table of awarded special item number:

595 21 -- AGENCY HUMAN CAPITAL STRATEGY, POLICY, and OPERATIONAL PLANNING

595-2 -- TALENT ACQUISITION

595-3 -- TALENT DEVELOPMENT

595-4 -- EMPLOYEE PERFORMANCE MANAGEMENT

595-9 -- WORKFORCE ANALYTICS AND EMPLOYEE RECORDS

595-10 -- AGENCY HUMAN CAPITAL EVALUATION

595-11 -- ANCILLARY SERVICES: ADMINISTRATIVE SUPPORT SERVICES

**1b.** Lowest priced model number and lowest unit price : See Pricing Tables

**1c. Labor Category Descriptions**

The labor category definitions in our schedule describe the functional responsibilities and education and experience requirements for each labor category. These requirements are a guide to the types of experience and educational background of typical personnel in each labor category.

Education and experience may be substituted for each other. Each year of relevant experience may be substituted for 1 year of education, and vice versa. In addition, certifications, professional licenses, and vocational technical training may be substituted for experience or education with the written approval of the ordering activity.

Degree	Experience Equivalence*	Other Equivalence
Associate's	1 year relevant experience	Vocational or technical training in work-related field
Bachelor's	Associate's degree + 2 years relevant experience, or 4 years relevant experience	Professional certification
Master's	Bachelor's + 2 years relevant experience, or Associate's + 4 years relevant experience	Professional license
Doctorate	Master's + 2 years relevant experience, or  Bachelor's + 4 years relevant experience	

\* Successful completion of each year of higher education that has not yet resulted in a degree may be counted 1-for-1 for a year of experience.

Further, both parties recognize that, on occasion, there may be a need to waive the requirements in order to use the best individual for the task. Therefore, waivers to the education/experience requirements may be granted by either the task order contracting officer or contracting officer technical representative. If such a waiver is included in our proposal, award of said proposal shall be deemed a grant of the waiver.

### **Senior Manager**

*Functional Role.* Defines, oversees, and supports strategic client engagements, assisting customers in realizing productivity gains and other bottom line organizational results through strategic implementation, application, and use of PDRI's assessment products and services. Works with customers to define higher-level enterprise or organizational assessment requirements and design assessment strategies, systems, and processes that will meet customer needs and yield the maximum return on investment.

*Minimum Education.* BS or BA in business, psychology, human resources or other field related to delivering assessment services; PhD, Master's, or other advanced degree is a plus.

*Minimum Experience.* At least seven years of experience designing assessment or assessment-related strategies and working with organizations to implement assessment services. At least three years of managing projects and client engagements.

### **Assessment Expert**

*Functional Role.* Offers seasoned expertise to customers in how to design, customize, deploy, implement, and optimize assessment processes and services. Assists customers in properly interpreting, using, and understanding the implications of assessment results at the enterprise, work group, or individual level. Provides expert-level advice and support, consistent with professional, regulatory, and federal guidelines, about the proper use of assessments within the federal government context (e.g., how to apply veteran's preference when using assessments).

*Minimum Education.* PhD, Master's, or other advanced degree in psychology, or other field related to delivering assessment services.

*Minimum Experience.* Five years of relevant experience designing assessment or assessment-related strategies and working with organizations to implement assessment services.

### **Program Director**

*Functional Role.* Works customers to define their assessment requirements and identify assessment products and services that will best meet their needs, consistent with professional, regulatory, and federal guidelines. Manages all aspects of the delivery of PDRI's assessment

products and services to customers to include design, customization, deployment, implementation, and on-going support of assessment products, systems, and processes. Ensures quality assurance and timely, efficient delivery of engagements.

*Minimum Education.* BS or BA in business, psychology, human resources, or other field related to delivering assessment services

*Minimum Experience.* Three years of experience delivering assessment or assessment-related products and services. One year of project or program management experience.

**Senior Assessment Consultant**

*Functional Role.* Works independently on more complex projects and guides junior team members in designing and/or customizing assessment systems/processes, deploying and implementing assessment products and services, and/or providing on-going assessment support services. Applies knowledge of assessment implementation and use consistent with professional, regulatory, and federal guidelines.

*Minimum Education.* BS or BA in business, psychology, human resources, or other field related to delivering assessment services

*Minimum Experience.* Three years of relevant experience

**Assessment Consultant**

*Functional Role.* Works independently on smaller-scale, more straightforward projects that involve designing and/or customizing assessment systems/processes, deploying and implementing assessment products and services, and/or providing on-going assessment support services. Applies knowledge of assessment implementation and use consistent with professional, regulatory, and federal guidelines.

*Minimum Education.* AS or AA in business, human resources, or other field related to delivering assessment services.

*Minimum Experience.* Six months of relevant experience

2. Maximum order. \$1,000,000
3. Minimum order. \$100
4. Geographic coverage (delivery area). Domestic & Overseas
5. Point(s) of production (city, county, and State or foreign country). Not Applicable
6. Discount from list prices or statement of net price. All Prices Net

7. Quantity Discounts: None

8. Prompt Payment Terms: 30 days

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 (Contractor insert number of days): As Negotiated

11b. Expedited Delivery: Not Applicable

11c. Overnight and 2-day Delivery: Not Applicable

11d. Urgent Requirements: Not Applicable

12. F.O.B. Point: USA

13a. Ordering Address:

PERSONNEL DECISIONS RESEARCH INSTITUTES, LLC  
111 WASHINGTON AVENUE SOUTH, SUITE 600  
MINNEAPOLIS, MN 55401

13b. 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:

PERSONNEL DECISIONS RESEARCH INSTITUTES, LLC  
111 WASHINGTON AVENUE SOUTH, SUITE 600  
MINNEAPOLIS, MN 55401

15. Warranty Provision: Standard Commercial Warranty

16. Export Packing Charges: Not Applicable

17. Terms and Conditions of Government Purchase Card Acceptance Above Micropurchase Threshold: Not applicable; see 9b

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 indicating date of parts price lists and any discounts from list prices: Not Applicable

20a. Terms and conditions for any other services (if applicable): Not Applicable

21. List of Service and Distribution Points: Not Applicable

22. List of Participating Dealers: Not Applicable

23. Preventive Maintenance: Not Applicable

24a. Special Attributes such as Environmental Attributes: Not Applicable

24b. The EIT Standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).

25. DUNS Number: 037335296

26. Notification Regarding Registration in System for Award Management (SAM) Database: PDRI has an Active Registration in the SAM database.

**Schedule of Items:**

595 21 -- AGENCY HUMAN CAPITAL STRATEGY, POLICY, and OPERATIONAL PLANNING

<b>PDRI ASSESSMENTS GSA PRICELIST</b>		
<b>PRODUCT(S)</b>	<b>UNIT OF ISSUE</b>	<b>PRICE</b>
Career Exploration Assessment	Per Assessment	\$10.00
Work-Relevant Ability Assessment	Per Assessment	\$10.00
Work Skills Assessment	Per Assessment	\$8.00
Computer Skills Assessment	Per Assessment	\$30.00
IT Professional Skills Assessment	Per Assessment	\$35.00
PerformanceFIT Subscription Seat Account Set-Up	Per Assessment	\$975.00
PerformanceFIT Subscription Seat Account Annual License	Per Assessment	\$145.00
Personal Characteristics Assessment	Per Assessment	\$24.00
Work Simulation Assessment	Per Assessment	\$40.00
Integrated Assessment Reporting	Per Assessment	\$70.00
360-degree Assessment	Per Assessment	\$175.00

<b>GSA Hourly Labor Rates</b>					
	Year				
Labor Category	1	2	3	4	5
Senior Manager	\$271.54	\$279.68	\$288.07	\$296.72	\$305.62
Assessment Expert	\$246.85	\$254.26	\$261.88	\$269.74	\$277.83
Project Director	\$198.40	\$204.35	\$210.48	\$216.80	\$223.30
Senior Assessment Consultant	\$172.80	\$177.98	\$183.32	\$188.82	\$194.48
Assessment Consultant	\$133.30	\$137.30	\$141.42	\$145.66	\$150.03
	Year				
Labor Category	6	7	8	9	10
Senior Manager	\$314.79	\$324.23	\$333.96	\$343.97	\$354.29
Assessment Expert	\$286.17	\$294.75	\$303.60	\$312.70	\$322.09
Project Director	\$230.00	\$236.90	\$244.01	\$251.33	\$258.87
Senior Assessment Consultant	\$200.32	\$206.33	\$212.52	\$218.89	\$225.46
Assessment Consultant	\$154.53	\$159.17	\$163.94	\$168.86	\$173.93
	Year				
Labor Category	11	12	13	14	15
Senior Manager	\$ 364.92	\$ 375.87	\$ 387.15	\$ 398.76	\$ 410.72
Assessment Expert	\$ 331.75	\$ 341.70	\$ 351.95	\$ 362.51	\$ 373.38
Project Director	\$ 266.63	\$ 274.63	\$ 282.87	\$ 291.36	\$ 300.10
Senior Assessment Consultant	\$ 232.22	\$ 239.19	\$ 246.37	\$ 253.76	\$ 261.37
Assessment Consultant	\$ 179.14	\$ 184.52	\$ 190.05	\$ 195.76	\$ 201.63
	Year				
Labor Category	16	17	18	19	20
Senior Manager	\$ 423.05	\$ 435.74	\$ 448.81	\$ 462.27	\$ 476.14
Assessment Expert	\$ 384.59	\$ 396.12	\$ 408.01	\$ 420.25	\$ 432.86
Project Director	\$ 309.10	\$ 318.37	\$ 327.92	\$ 337.76	\$ 347.89
Senior Assessment Consultant	\$ 269.21	\$ 277.29	\$ 285.61	\$ 294.17	\$ 303.00
Assessment Consultant	\$ 207.68	\$ 213.91	\$ 220.32	\$ 226.93	\$ 233.74



595-2 -- TALENT ACQUISITION

<b>PDRI ASSESSMENTS GSA PRICELIST</b>		
<b>PRODUCT(S)</b>	<b>UNIT OF ISSUE</b>	<b>PRICE</b>
Career Exploration Assessment	Per Assessment	\$10.00
Work-Relevant Ability Assessment	Per Assessment	\$10.00
Work Skills Assessment	Per Assessment	\$8.00
Computer Skills Assessment	Per Assessment	\$30.00
IT Professional Skills Assessment	Per Assessment	\$35.00
PerformanceFIT Subscription Seat Account Set-Up	Per Assessment	\$975.00
PerformanceFIT Subscription Seat Account Annual License	Per Assessment	\$145.00
Personal Characteristics Assessment	Per Assessment	\$24.00
Work Simulation Assessment	Per Assessment	\$40.00
Integrated Assessment Reporting	Per Assessment	\$70.00
360-degree Assessment	Per Assessment	\$175.00

<b>GSA Hourly Labor Rates</b>					
	Year				
Labor Category	1	2	3	4	5
Senior Manager	\$271.54	\$279.68	\$288.07	\$296.72	\$305.62
Assessment Expert	\$246.85	\$254.26	\$261.88	\$269.74	\$277.83
Project Director	\$198.40	\$204.35	\$210.48	\$216.80	\$223.30
Senior Assessment Consultant	\$172.80	\$177.98	\$183.32	\$188.82	\$194.48
Assessment Consultant	\$133.30	\$137.30	\$141.42	\$145.66	\$150.03
	Year				
Labor Category	6	7	8	9	10
Senior Manager	\$314.79	\$324.23	\$333.96	\$343.97	\$354.29
Assessment Expert	\$286.17	\$294.75	\$303.60	\$312.70	\$322.09
Project Director	\$230.00	\$236.90	\$244.01	\$251.33	\$258.87
Senior Assessment Consultant	\$200.32	\$206.33	\$212.52	\$218.89	\$225.46
Assessment Consultant	\$154.53	\$159.17	\$163.94	\$168.86	\$173.93
	Year				
Labor Category	11	12	13	14	15
Senior Manager	\$ 364.92	\$ 375.87	\$ 387.15	\$ 398.76	\$ 410.72
Assessment Expert	\$ 331.75	\$ 341.70	\$ 351.95	\$ 362.51	\$ 373.38
Project Director	\$ 266.63	\$ 274.63	\$ 282.87	\$ 291.36	\$ 300.10
Senior Assessment Consultant	\$ 232.22	\$ 239.19	\$ 246.37	\$ 253.76	\$ 261.37
Assessment Consultant	\$ 179.14	\$ 184.52	\$ 190.05	\$ 195.76	\$ 201.63
	Year				
Labor Category	16	17	18	19	20
Senior Manager	\$ 423.05	\$ 435.74	\$ 448.81	\$ 462.27	\$ 476.14
Assessment Expert	\$ 384.59	\$ 396.12	\$ 408.01	\$ 420.25	\$ 432.86
Project Director	\$ 309.10	\$ 318.37	\$ 327.92	\$ 337.76	\$ 347.89
Senior Assessment Consultant	\$ 269.21	\$ 277.29	\$ 285.61	\$ 294.17	\$ 303.00
Assessment Consultant	\$ 207.68	\$ 213.91	\$ 220.32	\$ 226.93	\$ 233.74

595-3 -- TALENT DEVELOPMENT

<b>PDRI ASSESSMENTS GSA PRICELIST</b>		
<b>PRODUCT(S)</b>	<b>UNIT OF ISSUE</b>	<b>PRICE</b>
Career Exploration Assessment	Per Assessment	\$10.00
Work-Relevant Ability Assessment	Per Assessment	\$10.00
Work Skills Assessment	Per Assessment	\$8.00
Computer Skills Assessment	Per Assessment	\$30.00
IT Professional Skills Assessment	Per Assessment	\$35.00
PerformanceFIT Subscription Seat Account Set-Up	Per Assessment	\$975.00
PerformanceFIT Subscription Seat Account Annual License	Per Assessment	\$145.00
Personal Characteristics Assessment	Per Assessment	\$24.00
Work Simulation Assessment	Per Assessment	\$40.00
Integrated Assessment Reporting	Per Assessment	\$70.00
360-degree Assessment	Per Assessment	\$175.00

<b>GSA Hourly Labor Rates</b>					
	Year				
Labor Category	1	2	3	4	5
Senior Manager	\$271.54	\$279.68	\$288.07	\$296.72	\$305.62
Assessment Expert	\$246.85	\$254.26	\$261.88	\$269.74	\$277.83
Project Director	\$198.40	\$204.35	\$210.48	\$216.80	\$223.30
Senior Assessment Consultant	\$172.80	\$177.98	\$183.32	\$188.82	\$194.48
Assessment Consultant	\$133.30	\$137.30	\$141.42	\$145.66	\$150.03
	Year				
Labor Category	6	7	8	9	10
Senior Manager	\$314.79	\$324.23	\$333.96	\$343.97	\$354.29
Assessment Expert	\$286.17	\$294.75	\$303.60	\$312.70	\$322.09
Project Director	\$230.00	\$236.90	\$244.01	\$251.33	\$258.87
Senior Assessment Consultant	\$200.32	\$206.33	\$212.52	\$218.89	\$225.46
Assessment Consultant	\$154.53	\$159.17	\$163.94	\$168.86	\$173.93
	Year				
Labor Category	11	12	13	14	15
Senior Manager	\$ 364.92	\$ 375.87	\$ 387.15	\$ 398.76	\$ 410.72
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	Year				
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Senior Assessment Consultant	\$ 269.21	\$ 277.29	\$ 285.61	\$ 294.17	\$ 303.00
Assessment Consultant	\$ 207.68	\$ 213.91	\$ 220.32	\$ 226.93	\$ 233.74

595-4 -- EMPLOYEE PERFORMANCE MANAGEMENT

<b>PDRI ASSESSMENTS GSA PRICELIST</b>		
<b>PRODUCT(S)</b>	<b>UNIT OF ISSUE</b>	<b>PRICE</b>
Career Exploration Assessment	Per Assessment	\$10.00
Work-Relevant Ability Assessment	Per Assessment	\$10.00
Work Skills Assessment	Per Assessment	\$8.00
Computer Skills Assessment	Per Assessment	\$30.00
IT Professional Skills Assessment	Per Assessment	\$35.00
PerformanceFIT Subscription Seat Account Set-Up	Per Assessment	\$975.00
PerformanceFIT Subscription Seat Account Annual License	Per Assessment	\$145.00
Personal Characteristics Assessment	Per Assessment	\$24.00
Work Simulation Assessment	Per Assessment	\$40.00
Integrated Assessment Reporting	Per Assessment	\$70.00
360-degree Assessment	Per Assessment	\$175.00

<b>GSA Hourly Labor Rates</b>					
	Year				
Labor Category	1	2	3	4	5
Senior Manager	\$271.54	\$279.68	\$288.07	\$296.72	\$305.62
Assessment Expert	\$246.85	\$254.26	\$261.88	\$269.74	\$277.83
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Assessment Consultant	\$133.30	\$137.30	\$141.42	\$145.66	\$150.03
	Year				
Labor Category	6	7	8	9	10
Senior Manager	\$314.79	\$324.23	\$333.96	\$343.97	\$354.29
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Assessment Consultant	\$ 207.68	\$ 213.91	\$ 220.32	\$ 226.93	\$ 233.74

595-9 -- WORKFORCE ANALYTICS AND EMPLOYEE RECORDS

<b>PDRI ASSESSMENTS GSA PRICELIST</b>		
<b>PRODUCT(S)</b>	<b>UNIT OF ISSUE</b>	<b>PRICE</b>
Career Exploration Assessment	Per Assessment	\$10.00
Work-Relevant Ability Assessment	Per Assessment	\$10.00
Work Skills Assessment	Per Assessment	\$8.00
Computer Skills Assessment	Per Assessment	\$30.00
IT Professional Skills Assessment	Per Assessment	\$35.00
PerformanceFIT Subscription Seat Account Set-Up	Per Assessment	\$975.00
PerformanceFIT Subscription Seat Account Annual License	Per Assessment	\$145.00
Personal Characteristics Assessment	Per Assessment	\$24.00
Work Simulation Assessment	Per Assessment	\$40.00
Integrated Assessment Reporting	Per Assessment	\$70.00
360-degree Assessment	Per Assessment	\$175.00

<b>GSA Hourly Labor Rates</b>					
	Year				
Labor Category	1	2	3	4	5
Senior Manager	\$271.54	\$279.68	\$288.07	\$296.72	\$305.62
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595-10 -- AGENCY HUMAN CAPITAL EVALUATION

<b>PDRI ASSESSMENTS GSA PRICELIST</b>		
<b>PRODUCT(S)</b>	<b>UNIT OF ISSUE</b>	<b>PRICE</b>
Career Exploration Assessment	Per Assessment	\$10.00
Work-Relevant Ability Assessment	Per Assessment	\$10.00
Work Skills Assessment	Per Assessment	\$8.00
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360-degree Assessment	Per Assessment	\$175.00

<b>GSA Hourly Labor Rates</b>					
	Year				
Labor Category	1	2	3	4	5
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Senior Assessment Consultant	\$ 269.21	\$ 277.29	\$ 285.61	\$ 294.17	\$ 303.00
Assessment Consultant	\$ 207.68	\$ 213.91	\$ 220.32	\$ 226.93	\$ 233.74

595-11 -- ANCILLARY SERVICES: ADMINISTRATIVE SUPPORT SERVICES

<b>PDRI ASSESSMENTS GSA PRICELIST</b>		
<b>PRODUCT(S)</b>	<b>UNIT OF ISSUE</b>	<b>PRICE</b>
Career Exploration Assessment	Per Assessment	\$10.00
Work-Relevant Ability Assessment	Per Assessment	\$10.00
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<b>GSA Hourly Labor Rates</b>					
	Year				
Labor Category	1	2	3	4	5
Senior Manager	\$271.54	\$279.68	\$288.07	\$296.72	\$305.62
Assessment Expert	\$246.85	\$254.26	\$261.88	\$269.74	\$277.83
Project Director	\$198.40	\$204.35	\$210.48	\$216.80	\$223.30
Senior Assessment Consultant	\$172.80	\$177.98	\$183.32	\$188.82	\$194.48
Assessment Consultant	\$133.30	\$137.30	\$141.42	\$145.66	\$150.03
	Year				
Labor Category	6	7	8	9	10
Senior Manager	\$314.79	\$324.23	\$333.96	\$343.97	\$354.29
Assessment Expert	\$286.17	\$294.75	\$303.60	\$312.70	\$322.09
Project Director	\$230.00	\$236.90	\$244.01	\$251.33	\$258.87
Senior Assessment Consultant	\$200.32	\$206.33	\$212.52	\$218.89	\$225.46
Assessment Consultant	\$154.53	\$159.17	\$163.94	\$168.86	\$173.93
	Year				
Labor Category	11	12	13	14	15
Senior Manager	\$ 364.92	\$ 375.87	\$ 387.15	\$ 398.76	\$ 410.72
Assessment Expert	\$ 331.75	\$ 341.70	\$ 351.95	\$ 362.51	\$ 373.38
Project Director	\$ 266.63	\$ 274.63	\$ 282.87	\$ 291.36	\$ 300.10
Senior Assessment Consultant	\$ 232.22	\$ 239.19	\$ 246.37	\$ 253.76	\$ 261.37
Assessment Consultant	\$ 179.14	\$ 184.52	\$ 190.05	\$ 195.76	\$ 201.63
	Year				
Labor Category	16	17	18	19	20
Senior Manager	\$ 423.05	\$ 435.74	\$ 448.81	\$ 462.27	\$ 476.14
Assessment Expert	\$ 384.59	\$ 396.12	\$ 408.01	\$ 420.25	\$ 432.86
Project Director	\$ 309.10	\$ 318.37	\$ 327.92	\$ 337.76	\$ 347.89
Senior Assessment Consultant	\$ 269.21	\$ 277.29	\$ 285.61	\$ 294.17	\$ 303.00
Assessment Consultant	\$ 207.68	\$ 213.91	\$ 220.32	\$ 226.93	\$ 233.74