

## About Advanced Federal

Advanced Federal Services Corporation (Advanced Federal) is a small business firm specializing in providing facilities operations and maintenance, logistics, administrative, engineering, and information technology services to the Federal Government. Headquartered in Madison, AL, our current operations include contracts in Alabama, Mississippi, New Mexico, Georgia, and Arizona. We received the Nat'l Safety Council's *Leadership Award* for 2000-2005, and we run safety- and quality-driven operations that focus on zero accidents and zero defects. We are in sound financial condition and are committed to meeting budget and schedule requirements while providing our customers with best value for the dollar.

*Advanced Federal combines the most technically qualified personnel with effective management & business practices, based on years of proven experience with all facets of Government contracting. This is what sets us apart from our competition.*



## Interested in acquiring Advanced Federal's services, but need more Information about GSA? Here are a few ways to find out more:

- Visit the GSA Website at [www.gsa.gov](http://www.gsa.gov)
- Contact the National Customer Service Center (NCSC)  
1-800-488-3111  
Fax 1-816-926-6952  
Email: [NCSCcustomers.service@gsa.gov](mailto:NCSCcustomers.service@gsa.gov)
- Contact the FSS Directly by Phone:  
1-703-605-9300
- Contact FSS Directly by Mail:  
U.S. General Services Administration  
Federal Supply Services  
National Furniture Center – 3FNJ-CO  
1901 South Bell Street, Room 403  
Arlington, VA 22202

*Customers can order services and products directly from GSA Schedule contractor, or through the GSA Advantage! online shopping & ordering system.*



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**GSA Schedule 36**  
**Contract # GS-25F-0005S**  
**Office, Imaging & Document Solutions**

## About GSA

GSA consists of the Federal Supply Service, the Federal Technology Service, the Public Buildings Service, the Office of Government-wide Policy, & various Staff Offices, to include the Office of Small Business Utilization. There are 11 Regional GSA Offices to assist customers nationwide, located in Boston, New York, Philadelphia, Atlanta, Chicago, Kansas City, Fort Worth, Denver, San Francisco, Auburn (Washington), & Washington, D.C.

The Federal Supply Service (FSS) serves the federal community offering business, administrative & mission solutions, & provides a source for virtually every commercial product or service an agency might need. It manages the largest, most diverse & innovative federal marketplace in the world, with a business volume topping \$25 billion & bringing hundreds of thousands of federal customers together with more than 9,000 contractors.

## Our GSA Schedule 36 SINs

### SIN 51 504 – Record Management Services

Organize paper or electronic files in any work area & track them electronically, information & document indexing, scanning, labeling, bar coding, & filing. Preparation of files for media preparation for storage, archive, retrieval & pick-up services, managing records throughout the life cycle, 24x7 access & accountability.

### SIN 51 505 – Document Production Services

Facsimile service, On-Demand Copying, High-quality digital color printer, Large format scanning & copying, Facilities management, Document binding & finishing, Desk-top transmission, Document Imaging & Electronic Storage

### SIN 733-1 – Mail Room Administrative Support

Accepts & signs for certified, registered & overnight mail; distribution of mail using an Office Roster, processes outgoing mail, metering flats, letters, & packages

### SIN 733-3 – Miscellaneous Mail Services

Preparing/packaging mail, Addressing, Labeling, Folding, Inserting, Bursting, Collating, Mail match, Wrapping, Software services, Metering & stamping in accordance with the U.S. P.S. regulations

## GSA Pricing

### SIN 51-504 Record Management Services

Classification	Base Rate (Hourly)
Project Manager I	30.98
Project Manager II	37.80
Project Manager III	46.31
Project Manager IV	56.95
Project Manager V	70.26
Supervisor I	23.56
Supervisor II	28.01
Supervisor III	30.44
Document Preparation Clerk	21.08
Duplicating Machine Operator	21.08
General Clerk I	16.41
General Clerk II	17.99
General Clerk III	19.28
General Clerk IV	22.02
Key Entry Operator I	18.05
Key Entry Operator II	20.79
Personnel Assistant I	17.78
Personnel Assistant II	22.25
Personnel Assistant III	24.42
Personnel Assistant IV	26.13
Word Processor I	20.80
Word Processor II	22.89
Word Processor III	25.14
Messenger (Courier)	15.14
Computer Data Librarian	21.90
Audiovisual Librarian	33.15
Librarian	32.59
Library Technician	24.14
Truckdriver, Light	22.60

### SIN 51-505 Document Production Services

Classification	Base Rate (Hourly)
Project Manager I	30.98
Project Manager II	37.80
Project Manager III	46.31
Project Manager IV	56.95
Project Manager V	70.26
Supervisor I	23.56
Supervisor II	28.01
Supervisor III	30.44
Document Preparation Clerk	21.08
Duplicating Machine Operator	21.08
General Clerk I	16.41
General Clerk II	17.99
General Clerk III	19.28
General Clerk IV	22.02

## GSA Pricing

### SIN 733-1 and SIN 733-3 Mail Room Administrative Support & Miscellaneous Mail Services

Classification	Base Rate (Hourly)
Project Manager I	30.98
Project Manager II	37.80
Project Manager III	46.31
Project Manager IV	56.95
Project Manager V	70.26
Supervisor I	23.56
Supervisor II	28.01
Supervisor III	30.44
General Clerk I	16.41
General Clerk II	17.99
General Clerk III	19.28
General Clerk IV	22.02
Messenger (Courier)	15.14
Forklift Operator	25.56
Shipping/Receiving Clerk	22.50
Truckdriver, Light	22.60
Truckdriver, Medium	26.92

### GSA Schedules offer:

- Blanket Purchase Agreements
- Contractor Team Arrangements
- Price Reductions
- New Technology
- Continuous Open Seasons
- Evergreen Contracts
- Worldwide Coverage
- Purchase Card Acceptance
- Environmental Programs/Identification
- Section 508 Information on Electronic & Information Technology

### GSA Schedules offer the potential benefits of:

- Shorter lead-times
- Lower administrative costs
- Reduced inventories for customers
- Opportunities to meet small business goals
- Compliance with environmental & socioeconomic laws & regulations