

# Federal Supply Service

## Authorized Federal Supply Schedule Price List

Schedule 58-8 Professional Audio/Visual,  
Telecommunications and Security Solutions

Contract Number GS-03F-0093U  
Effective September 1, 2008 - August 31, 2013

Thorburn Associates, Inc.  
[www.TA-Inc.com](http://www.TA-Inc.com)



*Billing Remittance:*  
20880 Baker Rd.  
PO Box 20399  
Castro Valley, CA 94546  
510-886-7826  
510-886-7828 (fax)

*Contract Administration:*  
150 Dominion Drive  
Suite B  
Morrisville, NC 27560  
919-463-9995  
919-463-9973 (fax)

Business Size: Small  
Other Certifications:  
HUB  
WBE

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

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

## CUSTOMER INFORMATION

**1a. Special Item Number: 58-8**

**Description:** Professional Audio/Visual, Telecommunications and Security Solutions

**1b. Identification of the lowest priced model number and lowest unit price for that model for eac special item number awarded in the contract: Not Applicable.**

**1c. Hourly Rates:**

**Principal** \$282.10/hour

An executive level position responsible for all aspects of our service offerings with expertise in technology design, structured cable design and acoustical engineering. A principal is involved in business development, pricing, negotiating, staff assignment and management, quality assurance, technical review and customer satisfaction. A principal may work inconjunction with customer representatives as consultants.

**Associate Principal** \$251.88/hour

A professional with up to or exceeding ten years of progressive accomplishment managing and implementing large complex projects with expertise in a specific discipline, such as technology design, acoustical consulting and/or structured cabling design. They possess superior communication skills with expert knowledge of program/project control and productivity.

**Senior Consultant** \$201.50/hour

A professional level position that requires five to ten years of experience in the audiovisual industry. Responsibilities include using initial program information to develop the design and working drawings for AV projects. During the construction phase, Senior Consultants review submittals and conduct site visits. They manage larger projects as their skills allow. They help train new consultants.

**Consultant** \$141.05/hour

A professional with less than five years of experience in audiovisual design, structured cabling design or acoustical consulting. Responsibilities include working with senior staff to develop audiovisual system designs for different facility types as well as recommending appropriate solutions. During the construction phase, consultants help review submittals. Consultants would not function as project mangagers.

**Drafter**

\$100.75/hour

A technician responsible for translating the AV and structured cabling design into a Computer-Aided Design (CAD) package. Analyzes sketches, notes, and other input material from engineers to produce design and as-built documentation. Understands and follows company standards and practices for documentation production.

**Technical Assistant**

\$60.45/hour

A professional responsible for assisting the project team to be most efficient in the delivery of services by providing a wide range of logistical support, including records management, inventory tracking and other administrative tasks as required by the team.

2. **Maximum Order:** \$ 500,000.00

3. **Minimum Order:** \$100.00

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

Continental United States of America

5. **Points of Production:**

20880 Baker Road  
Castro Valley, CA 94546

150 Dominion Drive  
Morrisville, NC 27560

6. **Discounts:**

For all delivery orders up to \$30,000 there shall be no discount. For delivery orders of \$30,000.01 to \$70,000.00 there shall be a discount of 5% which shall include the Industrial Funding Fee. For delivery orders of \$70,000.01 to \$100,000.00 there shall be a discount of 10% which shall include the collection of the Industrial Funding Fee. For delivery orders in excess of \$100,000 there shall be a discount of 15% which shall include the collection of the Industrial Funding Fee.

7. **Quantity Discounts:** Not Applicable.

8. **Prompt Payment Terms:** Net 30 Days

9. **Government Purchase Cards:** Accepted

- 10. Foreign Items:** None
- 11. Time of Delivery:** Will be specified in proposal
- 12. F.O.B. points:** Castro Valley, CA and Morrisville, NC
- 13a. Ordering Address:** 20880 Baker Road  
Castro Valley, CA 94546
- 150 Dominion Drive Suite B  
Morrisville, NC 27560

**13b. Ordering Procedures:**

All orders must be processed through a “Request for Quote” that includes a “Statement of Work” for the specific services that are needed. This “Statement of Work” should include:

- Work to be performed
- Location of work
- Period of performance
- Project schedule/ Major milestones and deliveries
- Design and/or facility standards
- Acceptance criteria
- Special requirements (security clearances, travel restrictions, prior experience)

The “Request for Quote” should also determine whether the project will be awarded on fixed fee or hourly not-to-exceed basis.

The “Request for Quote” should also describe the method of selection. Thorburn Associates recommends performance-based selection criteria that includes prior work experience with government agencies, staff and firm technical experience and qualifications, and past performance on similar government projects.

- 14. Payment Address:** 20880 Baker Rd.  
PO Box 20399  
Castro Valley, CA 94546
- 15. Warrany Provision:** Not Applicable

**16. Export packing charges:** Not Applicable

**17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):**

Purchase Cards Accepted.

**18. Terms and conditions of rental, maintenance, and repair if applicable):**

Not Applicable.

**19. Terms and conditions of installation:** Not Applicable

**20. Terms and conditions:**

Estimates assume that work proceeds in a direct manner without significant redesign, scope or schedule changes. Such changes may prompt renegotiation of fees. Fee proposals are valid for 90 days. The total fee will be applied as we deem appropriate among the individual tasks.

Reimbursable expenses directly associated with a project will be billed at 1.1 times our cost in addition to fees for technical labor. Such expenses include travel and related costs, overnight couriers, unusual photocopies or reproductions, progress plots, blue printing, and similar items. Facsimiles will be charged at \$1.00 per page sent. Measurement instrumentation and technical computer use is charged at our standard rates.

Invoices for consulting services and reimbursable expenses are rendered monthly for work performed during that period. Payment for each invoice is due upon receipt. Past due invoices are subject to finance charges. Time required to comply with specific formats other than TA standard formats will be additionally billed to this project (samples of standard formats available upon request).

Thorburn Associates maintains \$1,000,000 of general and professional liability insurance and workers compensation insurance as required by law. Professional liability is limited to \$100,000 or the amount of our fee, whichever is less. Additional insurance coverage, waivers of subrogation, and increases in the above limits required for this project will be additionally billed to this project.

All claims and disputes between the parties to this Agreement, relating to this project and/or this agreement, shall be decided by negotiation, mediation, and finally arbitration if required. If arbitration is required, it shall be conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association, unless the parties mutually agree otherwise. The

prevailing party in any such arbitration shall be entitled to all costs including, but not limited to, reasonable attorney fees. This contract is entered into in Alameda County, CA.

Thorburn Associates reserves the right to use such public information as the title, location and descriptions of the project in our firm-related literature.

Services offered are limited to acoustical and audiovisual system consulting only. No services are offered or implied regarding architectural, structural, mechanical, seismic, electrical or other design and construction issues.

The schedule of hourly rates is valid for one year from the date of the proposal. A renegotiation of hourly rates and scope of work may be warranted after this period. Thorburn Associates maintains a business license in the County of Alameda. If the local municipality where the work is completed requires an additional business license, all associated costs will be additionally billed to this project.

**21. List of service points:**

20880 Baker Road Castro Valley, CA 94546	150 Dominion Drive Suite B Morrisville, NC 27560
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**22. List of participating dealers:** Not Applicable

**23. Preventative Maintenance:** Not Applicable

**24a. Special attributes:** None

**24b. Section 508 compliance:** Not Applicable

**25. DUNS:** 034798178

**26. CCR Registration:** Registered

**COMPANY OVERVIEW**

Thorburn Associates (TA) is a full service Acoustical and Technology System Design and Engineering firm. Founded in 1992 by principals who have consulted on and managed over 2000 projects, TA is recognized as an industry leader.

TA provides a full complement of services, which allow the client, architect, or end-user a single point of contact during design and construction. These design and engineering services include acoustical consulting (room acoustics, sound isolation, and mechanical noise and vibration control) and technical system engineering (audio systems, video systems, security, data/telecom and control

systems). A growing number of our projects require computer-based networks and information systems management. Combining data and telecom design services with our existing services is a perfect solution to these issues.

From design through construction, TA has the experience, knowledge and technology to make your project a success. Our staff is comfortable providing traditional design or design/build services and is experienced with the partnering process. Our consultants stay up-to-date on the latest technologies; develop in-house procedures to insure the quality of our work, such as custom computer programs to improve efficiency and provide quality control for redundant calculations. We utilize the latest automated equipment, with relational database overlays, to produce design documents.

Extensive laboratory and electronic test equipment allows us to efficiently document all aspects of acoustic designs. Extensive experience with the construction process provides us with the practical background knowledge necessary to recommend acoustical and technology solutions that are innovative and effective and still meet the client's needs.

We feel it is imperative that our principals take an active role throughout a project. Only by being directly involved with projects can we be assured that our clients get the level of quality they deserve and require. As industry leaders, we are pleased that our principals have received three awards from the International Communications Industries Association including the Professional Education and Training Committee Award for 1996-97; First Place for Systems and Facilities Design in 1991; and an Award for Systems and Facilities Design in 1990. Projects we have been involved with have also won awards from the Themed Entertainment Association: in 2000 Universal Studios "Amazing Adventures of Spiderman," Universal Studios "Islands of Adventure," and Columbus Center of Science and Technology (COSI). In 2002, Tomb Raider: The Ride, Paramount's Kings Island, in Cincinnati.

Thorburn Associates is: certified as a Small Business (SBE) with the State of California; registered as a Women Owned Business (WBE) with the City of San Francisco Human Rights Commission; certified as a WBE the California Public Utilities Commission; and HUB verified as a woman-owned small business with the state of North Carolina.

Additional information is available at our website: [www.TA-Inc.com](http://www.TA-Inc.com).