

GENERAL SERVICES ADMINISTRATION

Federal Acquisition 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!*[™], a menu-driven database system. The INTERNET address for *GSA Advantage!*[™] is: <http://www.GSAAdvantage.gov>.

Schedule for: Professional Services Schedule (PSS)

Federal Supply Group: PSS Class: N/A

Contract Number: 47QRAA19D001M

GSA Schedule: 00CORP

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.gsa.gov/schedules-ordering>

Contract Period: December 6, 2018 – December 5, 2023

Contractor: **Kramer Consulting Services, PC**
2000 M Street, NW, # 850
Washington, DC 20036

Business Size: Small Business

Telephone: (202) 339-9000

FAX Number: (202) 339-0100

Web Site: www.kramerdc.com

E-mail: dburke@kramerdc.com

Contract Administration: Des Burke
Executive Vice President

CUSTOMER INFORMATION

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

SIN	Recovery	SIN Description
871-7	871-7RC	Construction Management
874-7	874-7RC	Integrated Business Program Support Services

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.

Not Applicable

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 Item 27. Final GSA Rates.

- 2. Maximum Order:** \$1,000,000.00
- 3. Minimum Order:** \$100.00
- 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:** Government net prices (discounts already deducted).
- 7. Quantity discounts:** Yes, to be negotiated at the Task Order Level.
- 8. Prompt payment terms:** Net 30 days.
- 9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes.
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Not accepted above the micro-purchase threshold.
- 10. Foreign items (list items by country of origin):** None.
- 11a. Time of Delivery (Contractor insert number of days):** Specified on the Task Order.
- 11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery:** Contact Contractor.

- 11c. Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor.
- 11d. Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor.
- 12. F.O.B Points(s):** Destination.
- 13a. Ordering Address(es):** Kramer Consulting Services, PC
Attn. Mr. Des Burke
2000 M Street, NW, Suite 850
Washington, DC 20036
dburke@kramerc.com
(202) 339 9000
- 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):** Kramer Consulting Services, PC
Attn. Accounts Receivable
2000 M Street, NW, Suite 850
Washington, DC 20036
info@kramerc.com
(202) 339 9000
- 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 installation (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. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced 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 System (DUNS) number: 927331413

26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered.

27. Final GSA Rates:

Kramer Consulting Service’s Labor Rates for the Labor Categories listed under this contract are shown in the following table. The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

Labor Categories Pricing								
				Hourly Rates				
Item	SIN	Awarded Labor Category	Site	Year 1	Year 2	Year 3	Year 4	Year 5
1	871-7	Project Executive	Both	\$ 156.17	\$ 160.86	\$ 165.68	\$ 170.65	\$ 175.77
	874-7							
2	871-7	Sr. Project Manager	Both	\$ 129.72	\$ 133.61	\$ 137.62	\$ 141.75	\$ 146.00
	874-7							
3	871-7	Project Manager	Both	\$ 124.53	\$ 128.27	\$ 132.12	\$ 136.08	\$ 140.16
	874-7							
4	871-7	Asst. Project Manager	Both	\$ 98.59	\$ 101.55	\$ 104.59	\$ 107.73	\$ 110.96
	874-7							

Service Contract Act: The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Professional Services Schedule (PSS) Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

Labor Category Descriptions

Special Item Number 871-7 and 874-7 Labor Categories & Descriptions:

Job Title: Project Executive

Functional Responsibility (responsibilities, daily activities, and most common): Responsible for providing senior-level expertise in construction management services and oversees the design, construction and close out process. Duties include leading the management, design, bid, award, and construction of projects. Involved in and aware of all aspects of the project process from concept to delivery. The Project Executive is the ultimate problem solver for the project managers to lean on. This is based on years of experience and knowledge of where or who to involve on difficult and/or crucial decisions.

The Project Executive's responsibility is to perform as an advocate of the Government regarding all aspects of the project from pre-design through final completion. The Project Executive will be our senior point of contact with the Government for all contract administrative matters while overseeing the performance of our assigned project personnel to ensure that all team members assigned to the project fully understand and execute the contract requirements, schedule & budget goals, project reporting deliverables, and terms & conditions. Our Project Executive is also responsible for ensuring that any team member assigned to a project meet the personnel qualifications for each labor description.

Minimum Education: Bachelor's Degree.

Minimum Experience (required skills): 15 Years. A team player that is able to write and negotiate contracts with clients. Knowledge of pricing and financial risks involved with project. Advanced writing and verbal skills. Ability to manage multiple projects and multiple staff teams, as well as manage urgent requests. Knowledge of company / industry project sector types provided by Kramer. Ability to analyze project data and create project schedules to meet project requirements.

Experience includes multiple project delivery methods including design-build, design-bid-build, and construction management with or without a GMP. Has a history of successful construction projects that were delivered on time and within budget. Experienced with change order and claims management, compliance with applicable laws, rules, ordinances and regulations. Experience includes all project phases from pre-design, design, pre-bid, bid & award, pre-construction, construction, and final completion.

Job Title: Sr. Project Manager

Functional Responsibility (responsibilities, daily activities, and most common):

Manage and coordinate both field and main office construction management activities ensuring that all General Contractors meet contractual requirements agreed to with the Government. Schedule compliance, budget, safety, and project reporting requirements will be managed and coordinated. The Sr. Project Manager will oversee various other aspects of the project including constructability reviews during design, technical and quality compliance of the construction as it progresses, selection of consultants and contractors, general construction management, contract administration, safety reviews, project documentation, scheduling and estimating updates.

Minimum Education: Bachelor's Degree

Minimum Experience (required skills): 10 Years. Must understand company policies in complying with construction documents (which includes drawings and specifications). Thorough understanding of the codes being following in the jurisdiction the project is to be permitted and constructed. The construction process and what information the general contractor needs to complete their work.

Experience with multiple project delivery methods including design-build, design-bid-build, and construction management. A history of successful construction projects delivered on time and within budget. Experienced with change order and claims management, complying with applicable laws, rules, ordinances and regulations. Experience includes all project phases from pre-design, design, pre-bid, bid & award, pre-construction, construction, and final completion.

Job Title: Project Manager

Functional Responsibility (responsibilities, daily activities, and most common): Managerial role that oversees the day-to-day construction operations and responsible for monitoring project schedule, fee and deliverables. Maintains clear communication between team members and clients. Determines and schedules different stages of the delivery process according to client needs. The Project Manager is the team's go to person. Typically the Project Manager is in charge of more than one project, where each is at different stages of completion.

The Project Manager is responsible for reviewing contract documents, specifications, and drawings to ensure project compliance. Works with the project team to monitor project schedule, budget, and contract milestones. Assists with identification of deficiency findings to mitigate risks.

Minimum Education: Bachelor's Degree

Minimum Experience (required skills): 5 Years. Good knowledge of the various types of projects. Good organization skills, responsible for monitoring and managing the overall project process from start to finish.

Experience with multiple project delivery methods including design-build, design-bid-build, and construction management. A history of successful construction projects delivered on time and on budget. Experience assisting with change order and claims management, complying with applicable laws, rules, ordinances and regulations. Experience includes all project phases from pre-design, design, pre-bid, bid & award, pre-construction, construction, and final completion

Job Title: Assistant Project Manager

Functional Responsibility (responsibilities, daily activities, and most common):

The Assistant Project Manager provides site support to the Project Managers in the areas of constructability drawing reviews, value engineering, quality assurance issues, document control, and compliance of construction activities with all drawings, specifications, and contract agreements. The Assistant PM will notify the team when matters of non-compliance, safety, and quality of the General Contractors work needs to be addressed. The Assistant PM will refer all technical issues to the Project Managers for further review and direction.

Minimum Education: Associates Degree

Minimum Experience (required skills): 3 Years. Experience with multiple project delivery methods. Involvement with successful construction projects that were delivered on time and on budget. Experience managing project documentation, meeting minutes, change order processing, daily site reports etc. Experience includes project phases from pre-construction, construction, and final completion.

Substitution Method

Kramer Consulting Services, PC allows the following substitutions for Minimum Experience:

- Associate's Degree equals High School and an additional five years of experience
- Bachelor's Degree equals High School and an additional ten years of experience.
- Master's Degree equals Bachelor's Degree and an additional ten years of experience

Description of Services

The following is an outline of the tasks offered by Kramer Consulting Services, PC for SIN's 871-7, 871-7RC, 874-7, & 874-7RC.

Development Due Diligence

We offer extensive expertise in conducting the due diligence needed to support your construction program. We provide budget and schedule development, permit planning, project team selection and management, site-work and utility coordination, and comprehensive guidance and review. For added value we oversee coordination with a variety of public and private agencies.



Site and Building Evaluation

We provide unbiased, expert advice to owners to help them maximize the value they derive from their site or building. Depending on our client's situation, our skilled and experienced staff can carefully assess how well a particular site or building meets your needs; review existing and proposed designs with respect to the proposed architectural and operational aspects of the building; survey existing environmental conditions and site logistics; survey building envelope, structure, systems, finishes, and equipment to determine condition, life cycle, and re-use potential; and make sound recommendations for moving forward.

Strategic Planning

KRAMER helps clients improve the effectiveness of the planning and decision making process. For example, we can help bring clarity to master planning options, 'retain existing vs. provide new' scenarios by evaluating current and future building requirements, as well as options for tenant enhancement and other solutions. In addition to determining how much space and what type of systems will be needed we work to quantify the cost impact for each scenario and identify the most cost effective and logical arrangements for future needs.

Program Management



Serving as the owner's agent we provide comprehensive planning and management of project requirements from conception to delivery of each project. Because we serve as a single point of management for the entire design and construction process, we streamline oversight, saving our clients significant time and energy. At the same time we establish and maintain quality control standards throughout the process and reduce problems during execution. Our highly flexible approach allows us to add value by managing any or all activities such as phasing schedules, budget conceptualization, cost tracking against project

budget, project accounting, consultant selection and coordination, quality control, safety, information management, and project closeout.

Pre-Construction

One of KRAMER’s core strengths is pre-construction planning. We work quickly and efficiently to develop a thorough understanding of existing criteria, standards and needs, determine the impact of planned construction, and then manage the master budget and schedule, as well as the sub-schedules. We then establish consensus on budgets and final schedules—enabling a smooth and predictable construction phase.



Construction Project Management

We excel at detailed management of all parties in the construction phase, including architects, engineers, consultants, contractors, vendors, and tenants. We provide consistent, unbiased management throughout each project, whether working on-site or remotely. Every detail is accounted for from running progress meetings, assigning action items and follow-up, to overseeing quality control, schedule compliance, and change orders. We are skilled at the complex, behind-the-scenes process of construction administration. KRAMER manages such steps as assisting in RFP/ITB preparation for the general contractor, bid analysis, and oversight. We coordinate construction planning and implementation, manage team meetings, update schedules and budgets, provide regular reports and monitor construction against quality, schedule and cost objectives.



Value Management & Cost Control

KRAMER maximizes value at every step of the process, from ensuring that the initial design meets essential requirements, to analyzing products and materials for initial cost and aesthetics vs. maintenance and life cycle costs. Based on our review, we can also add value by evaluating design, quantities, and product selection in order to meet the original project goals while reducing costs. Our mission is to provide our clients with a single resource to manage all aspects of their project and obtain maximum value for every dollar spent. We credit our success to the high level of service we provide from our in-house professional staff and the cost consulting teams we assemble specifically for each project.

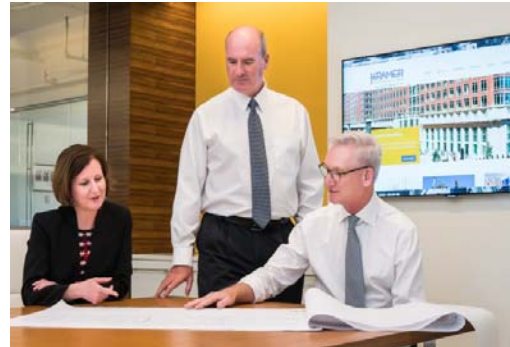
Firm Profile - Kramer Consulting Services, PC

Age & CBE Certified

KRAMER was established in 1994. We are a certified CBE through the District of Columbia # LSZR64363042018

Firm History

KRAMER is a multifaceted organization that provides project management for all phases of construction and renovation projects. Established as an independently owned corporation, KRAMER provides unbiased advice resulting in added value to clients who range from public to private business enterprises and encompass the full spectrum of end-user markets. We offer the following services:



- Project & Program Management
- Owner’s Representation
- Pre-development Due Diligence
- Strategic Planning
- Construction Management
- Building Lease Evaluation
- Constructability Review & Value Engineering
- Furniture, Fixture & Equipment Consulting
- Sustainability Expertise
- Secure Facility Expertise
- Staff Augmentation
- Estimating and Cost Consulting Services

Our mission is to provide our clients with an unbiased resource to facilitate full design development as well as manage all aspects of their construction project, resulting in on-budget and on-schedule delivery. We have been privileged to work with many distinguished clients since 1994. Many of them call us for their entire program, including pre-construction and construction management needs. They have confidence and respect in the experience of our seasoned management team.

Effective Solutions in Pre-Construction and Construction Management



In Washington DC, Maryland and Virginia KRAMER represents a broad cross-section of governmental agencies, commercial developers and building owners, managing a combined capital project portfolio of approximately \$200 - \$250 million per year. These clients rely on KRAMER for expert, comprehensive services in pre-construction and construction management. Since 1994, we have built a reputation as one of the most respected and effective firms in our business. Our mission is to provide our clients with an unbiased resource to manage all aspects of their construction projects, and obtain maximum value for every dollar spent.

Our Philosophy

We have assembled a team whose skills cover a wide range of disciplines from development and program management to budgeting, landlord-tenant relations, construction phasing, commissioning, LEED certification and more. At the core of our success are a few basic philosophies:



First, have the right people on board at every phase, including the most highly qualified program management and construction professionals on staff. We also have close working relationships with an impressive group of allied CBE firms to expand our capabilities when needed.

Second, understand the project even better than the client. We know exactly what to ask and how to find critical information, putting us in the best possible position to represent our client’s interests.

Last but not least, provide thorough review, detailed accountability and consistent follow-through. We are proud of our reputation for sweating the details, and our results speak for themselves.

Unbiased Expertise, Unmatched Value

A successful construction and renovation program require detailed management skills and expertise, but to truly accomplish your program goals you need something more. You need a partner accountable only to you, who will work exclusively to protect the interests of the Federal Government. For the best results, your trusted partner’s only mission is to see that each project is planned well and to see that plan implemented as expected. KRAMER helps our clients achieve their vision for their programs by providing substantial knowledge in pre-construction and construction program management. We bring a broad variety of capabilities, deep expertise and a comprehensive collection of services. As a result our clients achieve their goals on schedule—and within budget.

A Multi-Faceted Staff

Our multi-faceted staff has an average of 20 years of experience including backgrounds in architecture, interior design, construction management, general contracting, cost estimating, feasibility studies, strategic planning, facilities management, and secured facilities. Our broad expertise allows us to provide superior management of projects ranging from new base building and building redevelopment projects to tenant fit out and interior renovation projects. With landlords as well as private and public sector tenants as clients, our projects include some of the most recognizable elements in the Metro DC area, as well as other projects in locations across the country and around the world.

Awards

IIDA MAC “Bronze, Corporate Space under 20,000 SF.
AIA Washington, DC Merit Award in Interior Architecture.
AIA, Maryland, Barrie School, Excellence in Design.
Project of the Year, Mid-Atlantic Construction, Constitution Center.



We Are Ready To Meet Your Needs

For many organizations in the public and private sectors, major construction and renovation projects offer tremendous opportunities—potentially improving employee satisfaction, streamlining operations, enhancing public perception and decreasing environmental impact, to name only a few. But just as the potential for positive impact in such projects is large, so too are the possibilities for expensive problems, delays and miscues. At Kramer Consulting, our sole mission is to help clients avoid such problems and help them achieve the results they expect.



IN-DEPTH EXPERIENCE

MEASURABLE VALUE

PROVEN LEADERSHIP

EFFECTIVE PARTNERSHIPS

DEPENDABLE RESULTS