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**Schedule Title: Multiple Award Schedule
Federal Supply Group: Professional Services
Authorized Federal Supply Schedule Price List
U.S. General Services Administration**

**Contract Number: 47QRAA21D004D
April 2, 2021 - April 1, 2026
Small Business**



Prices Shown Herein are Net (discount deducted)

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at [GSA.gov](https://www.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 is available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is: [GSAAdvantage.gov](https://www.GSAAdvantage.gov).

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Customer Information

1a. Awarded Special Item Number(s)

SIN	SIN DESCRIPTION	DESCRIPTION PAGE	AWARDED PRICE PAGE
541330ENG	Engineering Services	6-13	14
OLM	Order Level Materials	Defined at Order Level	Defined at Order Level

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. - See Pages 6 -14

2. Maximum Order: \$1,000,000.00

3. Minimum Order: \$100

4. Geographic Coverage (delivery Area): Domestic and Overseas

5. Point(s) of production: Chicago, IL; Milwaukee, WI; Grand Rapid, MI; Atlanta, GA; Columbus, OH

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).

7. Volume discounts:

1% for task orders between \$100,000.00 and \$250,000.00

2% for task orders between \$250,000.00 and \$500,000.00

3% for task orders over \$500,000.00

8. Prompt payment terms: Net 30 Days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign items (list items by country of origin): None

10a. Time of Delivery: To be negotiated per each order

10b. Expedited Delivery: Contact The Concord Group

10c. Overnight and 2-day delivery. Contact The Concord Group

10d. Urgent Requirements. Contact the Concord Group

Customer Information

11. F.O.B Points(s): Destination

12a. Ordering Address(es): Same as Contractor

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address(es): Same as company address

14. Warranty provision.: N/A

15. Export Packing Charges (if applicable): N/A

16. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

17. Terms and conditions of installation (if applicable): N/A

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

18b. Terms and conditions for any other services (if applicable): N/A

19. List of service and distribution points (if applicable): N/A

20. List of participating dealers (if applicable): N/A

21. Preventive maintenance (if applicable): N/A

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A

22b. 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. contactor's website or other location.) The EIT standards can be found at: www.Section508.gov/.: N/A

23. Data Universal Numbering System (DUNS) number: 052776296

24. Notification regarding registration in System for Award Management (SAM) database: Registered

Company Overview

The Concord Group was founded in 1996 and has provided professional construction consulting services for over 25 years to education institutions, healthcare organizations, governmental agencies and the private commercial sector on high profile and complex projects. During this time, our staff has grown to 36 professionals with expertise in Owner's Representation (OR), Cost Management, Infrastructure Management, Cost Segregation, Specialized Real Estate Services and Technical Services.

Our core services of Construction Cost Estimating and Owner's Representation form the identity of our firm. We have provided these services since the founding of our firm, working in several different markets across the entire United States.

In our role as the Owner's Representative, we work on the client's behalf as a third-party independent consultant. We act solely in the best interest of our client, communicating project issues and allowing our clients to make informed decisions in a timely manner, so the progress of the project is not impeded.

Our comprehensive approach to Cost Estimating reduces the risk of project cost overruns. We achieve this by integrating our multi-disciplined staff of estimators, mechanical and electrical engineers, quantity surveyors and construction management personnel with our state-of-the-art estimating software and technology.

To complement our core services and provide our clients with a more robust and continuous line of services, we began providing Technical Services. Underneath this umbrella is a multitude of services including commissioning, building energy management, energy modeling, facility condition assessments and sustainability consulting. These services are vital to ensuring the operational requirements of the building systems are achieved. With our sector expertise and team of specialists, we act as a third-party consultant who works closely with the project team to assure the building is designed, constructed, and operated as intended.

To be able to manage our projects successfully, we have grown to understand the importance of technology. Utilizing our Project Management software, IngeniousIO, we have the ability to provide "real-time" project information to our client's staff and senior leadership at their discretion. All project team members have access to the software anytime anywhere on multiple devices.

IngeniousIO is not a document management system. Everything is data-driven, meaning that project participants have access to real-time analytics. This allows stakeholders to gain true insight into project performance and to make the right decisions at the right time. Our use of IngeniousIO with our staff and clients, generates efficiency and is an excellent communication tool.

Our expertise in Construction Cost Management is one of the differentiators that distinguishes Concord from our competitors. It helps reduce the risk and uncertainty of the project budget during the design phase, reduces the risk of scope creep and gives the Owner the confidence to make informed decisions.

Labor Category Descriptions

PRINCIPAL

Minimum Years of Experience: 15

Educational Requirement: Bachelor's degree

- Provide support to Company Directors / Project Executives
- Support to trouble shoot project based major issues
- Attend project interviews/kick off meetings as required
- Communicate and stay abreast of the current market trends that affect all aspects of the cost and process
- Review drawings, specifications, narratives and supplemental information for completeness and clarity and compiles questions & comments related to the project's scope of work
- Review Project Management Plans and Work Plan regularly with Directors and PE's for detail, consistency, and progress
- Collaborate with clients to ensure proper scope understanding
- Maintain professional & technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies
- Responsible for the completing the final product
- Obtain professional certification(s)
- Evaluate project profitability
- Assemble, engage, and lead cross-functional teams
- Prepare, negotiate and execute client contracts

Labor Category Descriptions

DIRECTOR

Minimum Years of Experience: 15

Educational Requirements: Bachelor's degree in a construction related degree

- Prepare weekly work assignments to ensure efficient use of all staff resources
- Attend project interviews/kick off meetings as required
- Communicate and stay abreast of the current market trends that affect all aspects of the cost
- Review drawings, specifications, narratives and supplemental information for completeness and clarity and compile questions & comments related to the project's scope of work
- Collaborate with clients, architect and engineers to ensure proper scope understanding
- Disseminate information to team to allow for proper completion of tasks
- Evaluate costs for material, equipment & labor productivity for specific projects & locations
- Maintains professional & technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies
- Organize meetings & travel to jobsites to gather information and other factors related to the scope of work
- Review work product provided by senior staff
- Responsible for the completing the final product

Labor Category Descriptions

PROJECT EXECUTIVE

Minimum Years of Experience: 10

Educational Requirements: Bachelor's Degree in a construction related degree

- Maintain project metrics database to ensure benchmarking is up to date
- Maintain company Project Management Plan (PMP)
- Prepare weekly work assignments to ensure efficient use of all staff resources
- Attend project interviews/kick off meetings as required
- Communicates and stays abreast of the current market trends that affect all aspects of our project management approach
- Review work product provided by senior staff
- Overall responsibility for the services provided
- Obtain professional certification(s)
- Evaluate project profitability
- Maintains key levels of communication with Owner throughout project or assignment.
- Provide leadership and oversight, as necessary, to the SPM and other members of the internal project managing team.

Labor Category Descriptions

SENIOR PROJECT MANAGER

Minimum Years of Experience: 8

Educational Requirements: Bachelor's degree in a construction related degree

- Typical project management duties associated with working on high profile visible projects.
- Lead the internal project with:
 - » the development of the master project budget and schedule
 - » the development and implementation of the Project Team Engagement Plan
 - » the negotiation of project team members contracts / agreements
 - » the development and implementation of the Project Management Plan (PMP)
- Develop and implement a Project Communication Plan
 - » creating a positive team environment
 - » confirm all project tasks are being executed and completed in accordance with client's goals and objectives
 - » producing written reports, and related correspondence for clients
 - » management of projects, from inception to final completion.
 - » scheduling and leading, when necessary, Owner, design team and contractor meetings
 - » Owner meetings and reporting to senior leadership
 - » as necessary document or confirm correct documentation on meetings
- Provide project management oversight of the internal project team with:
 - » working with Internal & External Teams as well as Owners to develop project requirements, budgets & schedules.
 - » monitoring maintaining and reporting project budgets and schedule.
 - » providing project management oversight for the design team, contractor, and other project team members.
 - » monitoring the performance of all project team members and confirm they are meeting their contractual obligations.
 - » managing project punch list process and project closeout.
 - » managing handoff of projects to facility management teams.
- Attend design & construction meetings as necessary to represent the Owner's interests.

Labor Category Descriptions

SENIOR COST ESTIMATOR

Minimum Years of Experience: 8

Educational Requirements: Bachelor's degree in a construction related degree

- Prepare clear detailed quantity takeoffs for specified scopes of work
- Prepare estimate detail using estimating software (ICE)
- Reviews drawings, specifications, narratives and supplemental information for completeness and clarity and compiles questions & comments related to the project's scope of work
- Self-review of work product
- Obtain budget pricing from manufacturers and subcontractors
- Maintains quality service by following company standards (refer to QAQC manual)
- Ensure timely completion of estimating tasks including working additional hours as necessary
- Maintains professional & technical knowledge
- Collaborate with clients, architect, and engineers to ensure proper scope understanding
- Organize meetings & travel to jobsites to gather information on materials needed, labor required, and other factors related to the scope of work
- Lead meetings to review estimates and/or reconcile with contractor or third-party estimators
- Evaluate costs for material, equipment & labor productivity for specific projects & locations
- Prepares conceptual estimates when minimal information is available
- Disseminate information to estimating team to allow for proper completion of estimates
- Ensure estimating team members complete their portions of work and assemble data into one cohesive estimate
- Responsible for the completing the final product
- Assemble general conditions & general requirements estimates
- Review estimate as a whole and evaluate quickly for major issues and be able to answer questions
- Communicates and stays abreast of the current market trends that affect all aspects of the costs used to prepare estimates
- Assist in maintaining cost database to ensure costs are up to date
- Attend project interviews/kick off meetings as required

Labor Category Descriptions

PROJECT MANAGER

Minimum Years of Experience: 4

Educational Requirements: Bachelor's degree in a construction related degree

- Typical project management duties associated with working on high profile visible projects.
- Assist the Senior Project Management (SPM) with:
 - » the development of the Master Project Budget and Schedule.
 - » the development and implementation of the Project Team Engagement Plan
 - » the negotiation and of project team members contracts / agreements
 - » the development and implementation of the Project Management Plan (PMP)
 - » Develop and implement a Project Communication Plan
 - » creating a positive team environment
 - » confirm all project tasks are being executed and completed in accordance with client's goals and objectives
 - » producing written reports, and related correspondence for clients
 - » management of projects, from inception to final completion.
 - » scheduling and lead, when necessary, Owner, design team and contractor meetings
 - » Owner meetings and reporting to senior leadership
 - » as necessary document or confirm correct documentation on meetings
- Provide management oversight to the entire project team.
- Appropriately delegate to and engaged with internal team members.
- Work with Internal & External Teams as well as Owners to develop project requirements, budgets & schedules.
- Monitor maintain and report project budgets and schedule.
- Provide project management oversight for the design team, contractor and other project team members.
- Monitor the performance of all project team members and confirm they are meeting their contractual obligations.
- Manage project punch list process and project closeout.
- Manage handoff of projects to facility management teams.
- Attend design & construction meetings as necessary to represent the Owner's interests.

Labor Category Descriptions

COST ESTIMATOR II

Minimum Years of Experience: 4

Educational Requirements: Bachelor's degree in a construction related degree

- Prepare clear detailed quantity takeoffs for specified scopes of work
- Prepare estimate detail using estimating software (ICE)
- Reviews drawings, specifications, narratives and supplemental information for completeness and clarity and compiles questions & comments related to the project's scope of work
- Self-review of work product
- Obtain budget pricing from manufacturers and subcontractors
- Maintains quality service by following company standards (refer to QAQC manual)
- Ensure timely completion of estimating tasks including working additional hours as necessary
- Maintains professional & technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies
- Collaborate with clients, architect and engineers to ensure proper scope understanding
- Travel to jobsites to gather information on materials needed, labor required, and other factors related to the scope of work
- Attend meetings to review estimates and/or reconcile with contractor or third-party estimators
- Review work product of junior staff
- Evaluate costs for material, equipment & labor productivity for specific projects & locations
- Pursue professional estimating certification(s)
- Perform miscellaneous tasks as assigned by supervisor

Labor Category Descriptions

ASSISTANT PROJECT MANAGER

Minimum Years of Experience: 0

Educational Requirements: Bachelor's Degree in a construction related degree

Assist the Senior Project Manager and Project Manager with:

- Providing management oversight to the entire project team.
- Appropriately delegating to and engaging with internal team members.
- Working with internal & external teams as well as Owners to develop project requirements, budgets & schedules.
- Monitoring, maintaining, and reporting project budgets and schedule.
- Providing project management oversight for the design team, contractor and other project team members.
- Monitoring the performance of all project team members and confirm they are meeting their contractual obligations.
- Managing project punch list process and project closeout.
- Managing handoff of projects to facility management teams.
- Attending design & construction meetings as necessary to represent the Owner's interests.

ASSISTANT COST ESTIMATOR

Minimum Years of Experience: 0

Educational Requirements: Bachelor's Degree in a construction related degree

- Prepare clear detailed quantity takeoffs for specified scopes of work
- Prepare estimate detail using estimating software (ICE)
- Reviews drawings, specifications, narratives and supplemental information for completeness and clarity and compiles questions & comments related to the project's scope of work
- Self-review of work product
- Obtain budget pricing from manufacturers and subcontractors
- Maintains quality service by following company standards (refer to QAQC manual)
- Ensure timely completion of estimating tasks including working additional hours as necessary
- Maintains professional & technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies
- Perform miscellaneous tasks as assigned by supervisor

Pricelist

Labor Category	4/2/2021 - 4/1/2022	4/2/2022 - 4/1/2023	4/2/2023 - 4/1/2024	4/2/2024 - 4/1/2025	4/2/2025 - 4/1/2026
Principal	\$210.58	\$214.79	\$219.09	\$223.47	\$227.94
Director	\$196.22	\$200.15	\$204.15	\$208.23	\$212.40
Project Executive	\$186.65	\$190.38	\$194.19	\$198.07	\$202.04
Senior Project Manager	\$162.72	\$165.97	\$169.29	\$172.68	\$176.13
Senior Cost Estimator	\$146.67	\$149.60	\$152.60	\$155.65	\$158.76
Project Manager	\$134.01	\$136.69	\$139.42	\$142.21	\$145.05
Cost Estimator II	\$120.61	\$123.03	\$125.49	\$128.00	\$130.56
Assistant Project Manager	\$95.72	\$97.63	\$99.58	\$101.58	\$103.61
Assistant Cost Estimator	\$81.03	\$82.65	\$84.30	\$85.99	\$87.71

The rates shown above include the Industrial Funding Fee (IFF) of 0.75%.

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/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 SCLS/SCA eligible labor categories. If and / or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.