HICAPS, Inc.
Contract # GS-00F-014CA

Federal Supply 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.

Professional Services Schedule
Industrial Group: 00CORP
Contract Number: GS-00F-014CA

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

Contract Period: 12 Jan 2020 – 11 Jan 2025
Price list current as of Modifications # PO-0015 effective 12 January 2020

Contractor: HICAPS, Inc.
600 North Regional Road
Greensboro, NC 27409 9044

Business Size: Small, Veteran Owned, Service-Disabled Business

Telephone: (336) 665-1234
Fax Number: (336) 665-1855
Web Site: www.hicaps.com
E-mail: chris@hicaps.com, fedteam@hicaps.com

Contract Administration: Chris Roth

CUSTOMER INFORMATION:

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

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>874-7</td>
<td>874-7RC</td>
<td>Integrated Business Program Support Services</td>
</tr>
<tr>
<td>874-1</td>
<td>874-1RC</td>
<td>Integrated Consulting Services</td>
</tr>
<tr>
<td>871-7</td>
<td>871-7RC</td>
<td>Construction Management and Engineering Consulting Services Related to Real Property</td>
</tr>
<tr>
<td>00CORP-500</td>
<td>00CORP-500RC</td>
<td>Order-Level Materials (OLMs)</td>
</tr>
</tbody>
</table>
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.

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.

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


7. Quantity discounts: None Offered

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”.

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: Will accept Government Purchase Cards.

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: Same as Contractor
13b. 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.

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

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: 189079940

26. Notification regarding registration in System for Award Management (SAM) database: Registered
27. Final Pricing:

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

<table>
<thead>
<tr>
<th>SIN</th>
<th>Awarded Labor Category</th>
<th>Min Edu</th>
<th>Min Exp</th>
<th>Site</th>
<th>Year 6 12Jan20 to 11Jan21</th>
<th>Year 7 12Jan21 to 11Jan22</th>
<th>Year 8 12Jan22 to 11Jan23</th>
<th>Year 9 12Jan23 to 11Jan24</th>
<th>Year 10 12Jan24 to 11Jan25</th>
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<tbody>
<tr>
<td>C871-7</td>
<td>Project Executive</td>
<td>Bachelors</td>
<td>20</td>
<td>Both</td>
<td>$184.64</td>
<td>$190.36</td>
<td>$196.26</td>
<td>$202.35</td>
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<tr>
<td>C871-7</td>
<td>Program Manager</td>
<td>Bachelors</td>
<td>15</td>
<td>Both</td>
<td>$159.17</td>
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<tr>
<td>C874-7</td>
<td>Program Director</td>
<td>Bachelors</td>
<td>15</td>
<td>Both</td>
<td>$155.34</td>
<td>$160.16</td>
<td>$165.12</td>
<td>$170.24</td>
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<tr>
<td>C874-1</td>
<td>Claims Consultant / Expert Witness</td>
<td>Bachelors</td>
<td>12</td>
<td>Both</td>
<td>$155.34</td>
<td>$160.16</td>
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<td>$170.24</td>
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<tr>
<td>C874-7</td>
<td>Senior Management Consultant</td>
<td>Bachelors</td>
<td>8</td>
<td>Both</td>
<td>$143.83</td>
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<tr>
<td>C871-7</td>
<td>Quality Assurance Specialist</td>
<td>Bachelors</td>
<td>10</td>
<td>Both</td>
<td>$127.34</td>
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<tr>
<td>C871-7</td>
<td>Estimator</td>
<td>Bachelors</td>
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<td>Both</td>
<td>$122.19</td>
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<td>C871-7</td>
<td>Project Manager</td>
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<td>Both</td>
<td>$120.98</td>
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<td>C871-7</td>
<td>LEED Manager</td>
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<td>C874-7</td>
<td>Management Consultant</td>
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<td>C871-7</td>
<td>Scheduling Engineer</td>
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<td>C871-7</td>
<td>Assistant Project Manager</td>
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<td>C871-7</td>
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<td>$107.90</td>
</tr>
</tbody>
</table>

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

29. Labor Category Descriptions:

Project Executive
The Project Executive provides senior-level executive oversight of all project related activities. Project Executive is responsible for management and compliance of assigned projects in accordance with the requirements of the contract between the company, the client and the companies operating policies and principles. Responsible for execution of the work in accordance with the quality standards and requirements specified for the project and act as a resource to support staff. Project Executive shall have at least 20 years of project management and possess and BS or BA degree.

Program Manager
Provide delivery of construction projects on time and within budget using construction management processes and traditional methodologies. Experience in compliance with all applicable laws, rules and regulations are required. Skilled at delivering all construction project phase services including pre-design, design/prebid, bid, construction and post construction. Responsibilities include ensuring that all personnel assigned to the project are knowledgeable of the contract requirements, terms and conditions, deliverables and schedule requirements. Program Manager shall have at least 15 years of managing projects and a BS or BA degree.
**Program Director**

Provides oversight and executive level management to overall contract operations often involving multiple projects/tasks and groups of personnel at multiple locations. The Program Director maintains and manages relationships with senior level management within the client organization. Responsible for ensuring senior level management within the client organization is aware of overall program status, including all relevant projects and their potential impact on higher level organizational strategic vision, which may include subject matter and unique technical knowledge. The Program Director is responsible for managing multiple contract operations, ensuring quality standards and work performance on all projects. The Program Director plans, organizes and oversees work efforts; assigns resources, manages personnel, provides risk management, ensures quality management, and monitors overall project and contract performance. Experience & Education: Minimum of 15 years’ experience and Bachelor’s Degree

**Claims Consultant/Expert Witness**

The Claims Consultant/Expert Witness shall conduct an objective analysis of schedules, method statements, and claims based on the furnished documentation. Each claim study shall assess the role in reference to any delays and/or contract changes. The claim study shall identify and evaluate the factual basis of the allegations and the liability for any additional costs incurred as a result of any changes to the contract. Experience & Education: Minimum 12 years of experience and BS or BA degree.

**Senior Management Consultant**

The Senior Management Consultant possesses demonstrated knowledge and extensive experience in the development of solutions, recommendations, or outcomes across multiple complex tasks in multiple organizations. The Senior Management Consultant defines project objectives and strategic direction and is responsible for providing leadership and vision to client and project teams. The Senior Management Consultant also serves as a key facilitator and directs the activities of Management Consultants or other staff as necessary. Experience & Education: Minimum of 8 years’ experience and Bachelor’s Degree

**Quality Assurance Specialist**

Provide development, inspection, or certification of quality assurance standards, requirements, and procedures. Evaluate overall project performance on a regular basis and document with subsequent reports. Establish framework to ensure project is meeting quality standards. Must possess Bachelor’s Degree and have at least 10 years of construction related experience.

**Estimator**

Provide estimating services to include, initial plan review and comments, project estimate, including the submission of plans to subcontractors for pricing, and compilation of the subcontract proposals into an overall project estimate. Estimator completes the preparation of all types of cost estimates that will be used for proposals and budget controls. Provide assistance in contract procurement, responding to bid/RFP questions, attending site meetings and pre-bid meetings. Perform cost/bid/proposal analysis. Must have at least 5 years of related experience and possess a BS or BA Degree or have 10 years of related experience and possess a high school degree.

**Project Manager**

The Project Manager is responsible for management and execution of assigned projects in accordance with the requirements of the contract between the company, the client and the companies operating policies and principles. Responsible for execution of the work in accordance with the quality standards and requirements specified for the project. Project Manager serves as the point of contact with the client on project execution, budget, and schedule. Project Manager approves project reporting and project deliverables. Project Manager shall have at least 5 years of managing projects and possess a BS or BA degree.

**LEED Manager**

LEED Manager is responsible for providing the development of procurement strategy for achieving LEED credits, LEED implementation plan, obtaining letter templates and customizing those templates to the project, attend coordination meetings, work with owner and contractor to create construction and procurement practices needed to meet LEED certification, assign responsibilities for creating documentation and create, maintain and update documentation notebook. LEED Manager to provide evaluation of existing buildings or planned renovation of
buildings that are targeted to meet LEED rating system. LEED Manager must be a LEED AP, have previous LEED management experience, at least 5 years’ experience in construction related field, and a BS or BA Degree or at least 10 years’ experience in construction related field, and a high school degree.

**Management Consultant**
The Management Consultant possesses demonstrated knowledge, experience, and ability in the development of solutions, recommendations, or outcomes across multiple complex tasks and/or organizations. The Management Consultant evaluates options in the context of project objectives and contributes to the implementation of strategic direction. The Management Consultant supports project objectives through activities such as gathering data and developing recommendations in support of project objectives. The Management Consultant directs the activities of other staff as necessary. Experience & Education: Minimum of 5 years’ experience and Bachelor’s Degree

**Scheduling Engineer**
The Scheduling Engineer provides CPM (Critical Path Method) scheduling using P3, P6, Suretrak or MS Project software. Project scheduling services to include: Schedule Development: using the owners, designer and Contractor’s means and methods to define activities, durations, and logic ties, to create a schedule that meets contract requirements and contractor’s goals, Cost and Resource Loaded: attaching cost and resource information to activities, Report Formatting: preparing report formats to meet contract and management needs, Schedule Updates: periodically updating schedule with input from contractors, subcontractors, suppliers and site visits, Report Creation: providing periodic reports as required to meet contract and management needs, Schedule Analysis: providing analysis of schedule to consider change orders, revised logic, delays and acceleration to project. Scheduling Engineer shall have at least 5 years project scheduling experience, be familiar with Microsoft Project, P3, P6 and Suretrak and possess a high school degree.

**Assistant Project Manager**
The Project Manager is responsible for management and execution of assigned projects in accordance with the requirements of the contract between the company, the client and the companies operating policies and principles. Responsible for execution of the work in accordance with the quality standards and requirements specified for the project. Project Manager serves as the point of contact with the client on project execution, budget, and schedule. Project Manager approves project reporting and project deliverables. Project Manager shall have at least 2 years of managing projects and possess a BS or BA degree.

**Construction Manager**
The Construction Manager provides on-site supervision and leadership during the course of a construction project. Responsibilities include adherence to company values and the dynamic management of budget, schedule, administration, quality and safety as per owners and HICAPS standards and direction. These duties include but are not limited to: Organize, schedule and direct on-site employees, set up field office, subcontractors and suppliers. Work with owner's representative as directed, hold regularly scheduled meetings with staff, subcontractors, architects, engineers, owner's representatives and others throughout the course of the project. Maintain an atmosphere of cooperation among personnel, subcontractors, suppliers, outside professionals, government officials and others. Maintain highest level of professionalism through appropriate communication, ethics, attendance and appearance. Construction Manager must have at least 5 years of related experience and a high school degree.