GENERAL SERVICES ADMINISTRATION

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.

Schedule for – Multiple Award Schedule

FSC Group: Professional Services  FSC Class: R499

Contract Number: GS-00F-056CA

For more information on ordering from Federal Supply Schedules click on the FSS Schedules go to the GSA Schedules page at GSA.gov

Contract Period: 02/27/2020 - 02/26/2025

Contractor: Signet Partners, A Corporation

821 South Steele Street
Denver, CO 80209

Telephone: (303) 549-7731-direct

FAX Number: (303) 773-5256

Web Site: www.signetpartners.com

E-mail: skessler@signetpartners.com

Contract Administration: Steve Kessler, President

Business Size: Small

Current through Modification PA-0018 effective December 9, 2020

Prices Shown Herein are Net (discount deducted)
**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>522310</td>
<td>522310RC</td>
<td>Financial Advising, Loan Servicing and Asset Management Services</td>
</tr>
<tr>
<td>531210</td>
<td>531210RC</td>
<td>Financial Asset Resolution Services</td>
</tr>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC, OLMSTLOC</td>
<td>Order Level Materials</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. N/A

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 “Labor Category Descriptions” section below.

2. **Maximum Order:** $1,000,000

3. **Minimum Order:** $100.00

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

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). See Attachment.
7. **Quantity discounts:**

   **Firm Fixed Price (FFP) Tiering Discount Schedule**
   
   *Applicable to Blanket Orders and/or Task Orders*
   
<table>
<thead>
<tr>
<th>Order Level</th>
<th>Discount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$100,000</td>
<td>.50% for actual sales</td>
</tr>
<tr>
<td>$500,000</td>
<td>1% for actual sales</td>
</tr>
<tr>
<td>$1 Million</td>
<td>1.5% for actual sales</td>
</tr>
</tbody>
</table>

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 (Contractor insert number of days):** Specified on the Task Order

10b. **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

10c. **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

10d. **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

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

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

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

13. **Payment address(es):** 4950 S. Yosemite St. F2, PMB 190 Greenwood Village, CO 80111

14. **Warranty provision.:** Contractor’s standard commercial warranty.

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: 602532178

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

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

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>522310/RC; 531210/RC; 541611/RC</td>
<td>Senior Professional</td>
<td>Masters</td>
<td>12</td>
<td>Both</td>
<td>$342.54</td>
<td>$349.39</td>
<td>$356.37</td>
<td>$363.50</td>
<td>$370.77</td>
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<tr>
<td>SINS 522310/RC; 531210/RC; 541611/RC</td>
<td>Manager</td>
<td>Masters</td>
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<td>Both</td>
<td>$299.16</td>
<td>$305.14</td>
<td>$311.24</td>
<td>$317.47</td>
<td>$323.82</td>
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<td>---------</td>
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<tr>
<td>522310/RC; 531210/RC; 541611/RC</td>
<td>Professional</td>
<td>Masters</td>
<td>8</td>
<td>Both</td>
<td>$226.65</td>
<td>$231.19</td>
<td>$235.81</td>
<td>$240.53</td>
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<tr>
<td>541611/RC</td>
<td>Financial/Budget Analyst</td>
<td>Masters</td>
<td>5</td>
<td>Both</td>
<td>$200.96</td>
<td>$204.98</td>
<td>$209.08</td>
<td>$213.26</td>
<td>$217.53</td>
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<tr>
<td>522310/RC; 531210/RC; 541611/RC</td>
<td>Junior Professional</td>
<td>Bachelors</td>
<td>5</td>
<td>Both</td>
<td>$151.10</td>
<td>$154.12</td>
<td>$157.21</td>
<td>$160.35</td>
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<tr>
<td>541611/RC</td>
<td>Financial Specialist</td>
<td>Bachelors</td>
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<td>Both</td>
<td>$133.96</td>
<td>$136.64</td>
<td>$139.37</td>
<td>$142.16</td>
<td>$145.00</td>
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<tr>
<td>522310/RC; 531210/RC; 541611/RC</td>
<td>Admin Asst**</td>
<td>Bachelors</td>
<td>3</td>
<td>Both</td>
<td>$75.55</td>
<td>$77.06</td>
<td>$78.60</td>
<td>$80.18</td>
<td>$81.78</td>
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<td>Clerical Support**</td>
<td>High School</td>
<td>2</td>
<td>Both</td>
<td>$37.78</td>
<td>$38.54</td>
<td>$39.31</td>
<td>$40.09</td>
<td>$40.90</td>
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</table>

**Service Contract Labor Standards (SCLS/SCA) Matrix**

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category</th>
<th>SCLS Equivalent Code – Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Asst</td>
<td>01020 - Administrative Asst</td>
<td>2015-5419</td>
</tr>
<tr>
<td>Clerical Support</td>
<td>01113 – General Clerk III</td>
<td>2015-5419</td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide)

**Labor Category Descriptions**

**SINS 522310/RC AND 531210/RC; 541611/RC**

**Senior Professional**

Summary: Seasoned professional responsible for client engagement relations, contract administration and overall responsibility for project management/budget/resource allocation. Demonstration of skills and experience in commercial and residential lending and underwriting, compliance reviews, construction draw process, loan servicing, asset management, real estate redevelopment, valuation, capital reserve and repair disbursement and escrow management, internal audit, portfolio assessment and disposition and resolution, tax credits, inspections, accounting and fiduciary disbursement.

Education and Experience: Master’s degree in business, finance, real estate, or related field or Master’s Degree and Certified Project Management designation i.e. PMP or IAPM certification.

Twelve years of experience in consulting, and business development and management of public sector
projects or 12 years’ experience in equivalent acceptable private sector experience. Technical qualifications include above average skills in the execution of programs in Microsoft Suite; financial analysis skills, proposal preparation and public speaking/presentation skills. Able to pass federal background check investigations and travel on company business, both short and long term, to accommodate project requirements.

Manager

Summary: Responsible for managing the underwriting, due diligence and/or transaction closings processes as well as provide financial advisory, transaction management, loan servicing, asset management and other complementary financial services. Responsible for the management of all asset types. This will include extensive due diligence projects and loan loss analysis. Conduct analysis and valuation of assets from both a business and legal perspective.

Education and Experience: Master’s degree (or equivalent experience) in business, finance, real estate, project management or related field.

Ten or more years of experience in real estate consulting, development, finance, public/private partnerships, public administration or related fields.

Professional

Summary: Responsible for day to day project management and execution including ensuring accurate, professionally presented and timely deliverables, problem solving and resolution, research and data analysis and development of project processes and strategies, management of team resources. Demonstration of skills and experience in commercial and residential lending and underwriting, compliance reviews, construction draw process, loan servicing, asset management, real estate redevelopment, valuation, capital reserve and repair disbursement and escrow management, internal audit, portfolio assessment and disposition and resolution, tax credits, inspections, accounting and fiduciary disbursement.

Education and Experience: Master’s degree in business, finance, real estate or related filed and ability to gain a PMP or IAPM certification.

Eight years of experience in consulting, business development support and management of public sector projects or 8 years’ experience equivalent acceptable private sector experience. Technical qualifications include above average skills in execution of programs in Microsoft Suite; financial analysis skills, proposal preparation and public speaking/presentation skills. Able to pass federal background check investigations and travel on company business, both short and long term, to accommodate project requirements.

Junior Professional

Summary: Responsible for maintaining critical tracking systems as well as completing subject narratives and spreadsheet analysis for various real estate, asset management and financial service projects. Perform marketing trend analysis as well as conduct future physical needs and third party narratives for restructuring projects. Coordinate work with appraisers, physical inspectors and property managers.

Education and Experience: Bachelor’s degree in finance or business (or equivalent experience). Background in commercial real estate and financial management.
Five or more years’ experience in a consulting, real estate or financial environment.

Financial/Budget Analyst

Summary: Responsible for oversight of project tracking systems, perform data, IT, financial and budget audits, develop corrective action plans, project processes, spreadsheet analysis, data mining, financial advisory consulting, and trend analysis. Utilize financial analysis to analyze, support and supplement project elements and strategic direction. Demonstration of skills and experience in commercial and residential lending and underwriting, compliance reviews, construction draw process, loan servicing, asset management, real estate redevelopment, valuation, capital reserve and repair disbursement and escrow management, internal audit, portfolio assessment and disposition and resolution, tax credits, inspections, accounting and fiduciary disbursement.

Education and Experience: Master’s degree in finance, business, data analysis quantum theory or IT systems.

Six years of experience in public or acceptable private sector projects that encompass complex financial/budget analysis, interpretation, presentation, trending analysis and IT integration. Technical qualifications include above average skills in the execute of programs in Microsoft Suite; financial analysis skills, modeling, proposal preparation and client speaking/presentation skills. Able to pass federal background check investigations and travel on company business, both short and long term, to accommodate project requirements.

Financial Specialist

Summary: Responsible for development of project tracking systems, provide recommendations and analysis to support financial and budget audits, perform compliance and acceptability analysis, research, data mining and trend analysis, create spreadsheet and financial models as necessary and assist in IT systems and output analysis. Demonstration of skills and experience in commercial and residential lending and underwriting, compliance reviews, construction draw process, loan servicing, asset management, real estate redevelopment, valuation, capital reserve and repair disbursement and escrow management, internal audit, portfolio assessment and disposition and resolution, tax credits, inspections, accounting and fiduciary disbursement.

Education and Experience: Bachelor’s degree in finance or business with emphasis on financial analysis.

Five years in public and private financial consulting with background in banking, IT systems, or capital markets. Technical qualifications include above average skills in the execution of programs in Microsoft Suite; financial analysis skills, modeling, proposal preparation and client speaking/presentation skills. Able to pass federal background check investigations and travel on company business, both short and long term, to accommodate project requirements.

Administrative Assistant

Summary: Provide project coordination, invoicing support, travel reimbursement forms, travel arrangements, proposal preparation support and overall administrative tasks supporting the production of project deliverables and presentations.

Education and Experience: Associates degree.

Three years of experience in consulting, accounting, real estate, banking or financial environment. Exceptional in computer hardware proficiency and in the execution of programs in Microsoft Suite; basic
accounting skills and presentation/proposal preparation. Highly focused organizational and communication skills, able to work under deadline pressure and have excellent editing/formatting abilities. Able to pass federal background check investigations and travel on company business, both short and long term, to accommodate project requirements.

Clerical

Summary: Responsible for preparing documents, correspondence and presentation materials for consulting project team. Manage travel arrangements for consulting staff.

Education and Experience: High School Diploma and some college preferred but not required.

Two years’ experience in consulting, real estate or financial environment. Proficient computer skills, strong communication and organizational skills and excellent editing skills.

<table>
<thead>
<tr>
<th>Required Minimum Education</th>
<th>Actual Education</th>
<th>Additional General Experience Above Minimum Required (Yrs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>HS Diploma</td>
<td>GED or Vocational Degree</td>
<td>1</td>
</tr>
<tr>
<td>Associate’s Degree</td>
<td>HS Diploma, GED or Vocational Degree</td>
<td>2</td>
</tr>
<tr>
<td>Bachelor’s Degree</td>
<td>HS Diploma, GED or Vocational Degree</td>
<td>4</td>
</tr>
<tr>
<td>Master’s Degree</td>
<td>HS Diploma, GED or Vocational Degree</td>
<td>6</td>
</tr>
<tr>
<td>Bachelor’s Degree</td>
<td>Associate’s Degree</td>
<td>2</td>
</tr>
<tr>
<td>Master’s Degree</td>
<td>Associate’s Degree</td>
<td>4</td>
</tr>
<tr>
<td>Master’s Degree</td>
<td>Bachelor’s Degree</td>
<td>2</td>
</tr>
<tr>
<td>Ph.D.</td>
<td>Master’s Degree</td>
<td>2</td>
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</tbody>
</table>