Federal Supply Schedule
MAS – Multiple Award Schedule

Special Item Numbers:
541330ENG - Construction Management
541614C - Comprehensive Furniture Management Services
541614OR - Office Relocation and Reconfiguration
OLM - Order-Level Materials (OLM)

GSA Contract GS00F367GA

Contract Period: Through April 2037

Contractor Name: Project Solutions Group, Inc.
6260 Covey Road
Warrenton, VA 20187

Phone: 703-668-0090
Facsimile: 703-668-0091
Web site: www.projectssolutionsgrp.com

Contact for Contract Negotiation:
David R. Zorger
dzorger@projsolgroup.com

Contact for Contract Administration:
Lesley Lancaster
llancaster@projsolgroup.com

Business Size: Small Business

On-line 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: GSAAdvantage.gov. For more information on ordering from Federal Supply Schedules, go to the GSA Schedules page at GSA.gov.
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I. Terms and Conditions

1a. SINs 541330ENG 541614CF and 541614OR
1b. Awarded Services and Pricing: See Section IV.
2. Maximum order:  
   - 541330ENG $1,000,000.00
   - 541614CF $ 250,000.00
   - 541614OR $ 500,000.00
3. Minimum order: $100.00.
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.
9a. Government purchase cards are accepted at or below the micro-purchase threshold. Yes.
9b. Government purchase cards are accepted above the micro-purchase threshold. Will accept over $3,500.00.
10. Foreign items: None.
11a. Time of delivery: Specified on the Task Order.
11b. Expedited delivery: Contact Contractor.
11c. Overnight and 2-day delivery: Contact Contractor.
11d. Urgent requirements: See contract clause I-FSS-14-B. Agencies can contact the contact for contract administration to obtain faster delivery. Contact Contractor.
12. F.O.B. point(s): Destination.
13a. Ordering address: 6260 Covey Road, Warrenton, VA 20187.
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: 139 English Chase Lane, Warrenton, VA 20186
15. Warranty provision: Contractor’s standard commercial warranty.
16. Export packing charges: Not applicable.
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: Not applicable.
19. Terms and conditions of installation: Not applicable.
20. Terms and conditions of repair parts: Not applicable.
20a. Terms and conditions for any other services: Not applicable.
21. List of service and distribution points: Not applicable.
22. List of participating dealers: Not applicable.
23. Preventative maintenance: Not applicable.
24a. Special attributes such as environmental attributes: Not applicable.
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 Number System (DUNS) number: 128221525.
26. Notification regarding registration in System for Award Management (SAM) database: Registered.
27. Final Pricing: The rates shown in Section IV include the Industrial Funding Fee (IFF) of 0.75%.
II. Company Overview

PSG Services

- Program Management
- Project Management
- Construction Management
- Design Management
- Space Planning
- Planning/Scheduling
- Budgeting
- Building Permit Oversight
- IT & Security Coordination
- AV & Signage Coordination
- Project Closeout

Project Solutions Group, Inc. (PSG) offers complete life-cycle project and construction management services from program development, to design and construction, through occupancy and operations. We manage the details, find the trigger points, and provide cost-saving alternatives during the project process.

PSG was established in 2002 and is headquartered in the Washington DC Metropolitan Area. We have managed over 100 million square feet of new construction and renovation projects for various types of facilities. We employ forward-thinking processes to identify issues and develop solutions based on sound, risk management practices.

PSG’s first priority is protecting our clients’ interest. Our personalized relationships with our clients and team members promote trust, value, swiftness, and creativity in the real estate and built environment.

Awards

PSG received the CoreNet Global Leadership Excellence Award for Service Provider of the Year. The award was based on our strong leadership, strategic guidance, and innovation in the completion of Capital One’s Tier III Data Center. We delivered the project on schedule and significantly under budget.
III. Experience and Expertise

PSG has experience managing a wide variety of Program, Project and Construction Management assignments. Our experience with Federal Agencies represents our knowledge, expertise, and high caliber of work in managing federal, secure, mission critical, portfolio (Blanket Purchase Agreements), and office interior projects.

U.S. Department of the Treasury
Bureau of Engraving and Printing (BEP)
- Project and Construction Management
- Washington, DC and Prince George County Maryland
- 1,000,000 square feet
- PSG provides services in support of the design and construction of a new facility to house the new state of the art currency manufacturing facility

US Government – Confidential Client
- Turnkey Design and Construction Management
- $25 million Training Facility
- PSG completed the project in 3 months, after the client had struggled with it for over a year
- Successful project completion led to numerous other assignments

“\textit{I've walked into numerous facilities and have never seen one built to this level of quality this fast.}”

~ Confidential Government Representative
U.S. Department of Transportation (DOT)
- Project and Construction Management
- Washington, DC
- 1.9 million square feet
- PSG employee on-site during project to manage and monitor project
- Cost savings efforts were introduced and design issues resolved

U.S. Dept. of Transportation (DOT) – Federal Motor Carrier Safety Administration (FMCSA)
- Program and Project Management, Four full-time, on-site employees
- Washington, DC and Nationwide
- Providing cost savings generated by PSG’s plan and leasing analysis

Santa Teresa, New Mexico Border Crossing

$100 Million Border Facility Improvement Program Management
- Design, Construction and Quality Control Management
- 40,000 square feet Tier III Data Center
- PSG employee on-site to manage and monitor project
- PSG converted an existing building into a data center with required power density and reliability

“PSG has provided a value-added service and helped augment our staff on our most difficult and highly technical projects.”
~ Peter Marshall, FEMA, Deputy Director, Engineering Division

U.S. Department of State
- Space Management Services / Work & People Analytics (WPA)
- Florida Regional Center Feasibility Study
- PSG presented WPA proprietary tools, interactive dashboards and reporting to gather and communicate visual human capital and workplace information for 128 people.
- Successful project completion led to numerous

U.S. Securities and Exchange Commission (SEC)
- Relocation Management and Turnkey Services
- 1,000,000 square feet; 2,000 occupants
- Turnkey solution to restack SEC headquarters facility
- PSG provided full programming, asset inventory, relocation plan, IT migration plan and on-site supervision
National Institute of Health (NIH) – National Library of Medicine (NLM)

- Space Planning Support Services
- PSG assists in SP, commissioning and internal coordination for upcoming projects within the facility including modifications to the existing reading room spaces, staff admin spaces, the library’s entrance foyer and existing exhibition spaces from concept planning to activation of support services.

U.S. Food and Drug Administration

- Space Management and Furniture Design
- White Oak Campus Building and Hillandale Building in Silver Spring, MD
- PSG helped FDA increase space utilization within the HQ footprint using existing and new furniture, documenting inventory and reducing client costs by redu

National Institute of Science and Technology (NIST) –

- Relocation Management Services
- H Wing Modernization Project, 20k SF, 60 Occupants
- PSG managed the multi-phase movement of specialized lab equipment and personnel offices from old to newly constructed labs and buildings
- Successful project completion led to several other assignments
## IV. Labor Rates

<table>
<thead>
<tr>
<th>Awarded Labor Category 541330ENG; 541614CF; 541614OR</th>
<th>Contractor / Customer Facility</th>
<th>GSA Awarded Hourly Price</th>
<th>Years 6-10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2022</td>
<td>2023</td>
</tr>
<tr>
<td>Project Executive</td>
<td>Contractor</td>
<td>$210.62</td>
<td>$213.57</td>
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<tr>
<td>Project Director</td>
<td>Contractor</td>
<td>$156.61</td>
<td>$158.81</td>
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<tr>
<td>Senior Project Manager</td>
<td>Contractor</td>
<td>$140.41</td>
<td>$142.38</td>
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<td>Project Manager</td>
<td>Contractor</td>
<td>$115.57</td>
<td>$117.19</td>
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<tr>
<td>Administrative Assistant (01020)</td>
<td>Contractor</td>
<td>$73.96</td>
<td>$75.00</td>
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</table>

<table>
<thead>
<tr>
<th>Awarded Labor Category 541330ENG; 541614CF; 541614OR</th>
<th>Contractor / Customer Facility</th>
<th>GSA Awarded Hourly Price</th>
<th>Years 11-15</th>
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</thead>
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<tr>
<td></td>
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<td>2027</td>
<td>2028</td>
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<tr>
<td>Project Executive</td>
<td>Contractor</td>
<td>$225.78</td>
<td>$228.94</td>
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<tr>
<td>Project Director</td>
<td>Contractor</td>
<td>$167.89</td>
<td>$170.24</td>
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<td>Senior Project Manager</td>
<td>Contractor</td>
<td>$150.52</td>
<td>$152.63</td>
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<tr>
<td>Project Manager</td>
<td>Contractor</td>
<td>$123.89</td>
<td>$125.62</td>
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<tr>
<td>Administrative Assistant (01020)</td>
<td>Contractor</td>
<td>$79.29</td>
<td>$80.40</td>
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</table>

<table>
<thead>
<tr>
<th>Awarded Labor Category 541330ENG; 541614CF; 541614OR</th>
<th>Contractor / Customer Facility</th>
<th>GSA Awarded Hourly Price</th>
<th>Years 16-20</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>2033</td>
<td>2034</td>
</tr>
<tr>
<td>Project Executive</td>
<td>Contractor</td>
<td>$242.03</td>
<td>$245.42</td>
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<tr>
<td>Project Director</td>
<td>Contractor</td>
<td>$179.97</td>
<td>$182.49</td>
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<tr>
<td>Senior Project Manager</td>
<td>Contractor</td>
<td>$161.35</td>
<td>$163.61</td>
</tr>
<tr>
<td>Project Manager</td>
<td>Contractor</td>
<td>$132.81</td>
<td>$134.67</td>
</tr>
<tr>
<td>Administrative Assistant (01020)</td>
<td>Contractor</td>
<td>$85.00</td>
<td>$86.19</td>
</tr>
</tbody>
</table>
V. Labor Category Descriptions

### Project Executive

**Principal Duties and Responsibilities:**
The Project Executive is responsible for providing strategic leadership and oversight for the project.

- Ensures that resources are available and tasks are well staffed and equipped.
- Provides technical leadership and frequently serves as the final authority in field of specialty.
- Recommends reviews and approves policies and procedures for project or team application.
- May serve as an advisor on projects and programs.
- Serves as official company representative to clients.

**Education/Experience Requirements:**
- Bachelor's degree or higher in engineering, architectural, construction management or business field.
- 20 years relevant experience.

### Project Director

**Principal Duties and Responsibilities:**
Primary customer interface for client accounts. Overall responsibility for client satisfaction for all PSG projects within the account.

- Reviews project plan to determine time frame, funding limitations, procedures for accomplishing project, staffing requirements, and allotment of available resources to various phases of the project.
- Confers with project staff to outline work plan, assigns duties, responsibilities, and scope of authority.
- Directs and coordinates activities of project personnel to ensure project progresses on schedule and within prescribed budget.
- Reviews status reports prepared by project personnel and modifies schedules or plans as required.
- Analyzes data to determine solutions, alternate methods, and procedures and advises client.
- Prepares project reports for management, client, or others.

**Education/Experience Requirements:**
- Bachelor's degree.
- 15 years of relevant experience.
**Senior Project Manager**

**Principal Duties and Responsibilities:**
Senior or Team Lead responsible for business, technical, and personnel management and coordination for complex construction projects from proposal and requirements definition to project planning and implementation of projects.

- Formulates the overall project approach.
- Manages design efforts of the architect and engineer as required.
- Formulates and manages project plans.
- Establishes and maintains accurate overall project schedules. Ensures project remains on schedule and budget.
- May supervise the activities of one or more project managers, analysts, and support personnel.
- Maintains accurate project anticipated cost reports, and financials.
- Has the ability to successfully manage multiple projects simultaneously.

**Education/Experience Requirements:**
- Bachelor's degree in architecture, engineering, interior design or construction management, or equivalent combination of experience and training.
- 10 years relevant experience.

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**Project Manager**

**Principal Duties and Responsibilities:**
Responsible for business, technical, and personnel management and coordination for individual construction projects from proposal and requirements definition to project planning and implementation.

- Formulates the overall project approach for clients.
- Manages and analyzes project activities.
- Ensures customer satisfaction and provides quality assurance and control.
- Establishes and maintains accurate overall project schedules to ensure project remains on schedule.
- Establishes and maintains accurate project anticipated cost reports, and financials.

**Education/Experience Requirements:**
- Bachelor's degree.
- 5 years of relevant experience.
Administrative Assistant

Principal Duties and Responsibilities:
Provides coordination as well as administrative and clerical support for a broad level of assignments.

- Schedules and organizes meetings, maintains calendar.
- Produces reports and supports general management activities.
- Evaluates business systems to determine effectiveness of procedures and recommends improvements.
- Typing, filing, collating reports, and any other administrative assistance required.

Education/Experience Requirements:
- High School Diploma or equivalent.
- College degree or coursework a plus.
- Minimum 1 year office support or customer service experience.
- Proficiency in a variety of computer software applications in word processing, spreadsheets, database and presentation software (MS Office, MS Outlook, MS Word, MS Excel, MS PowerPoint).

Experience & Degree Substitution/Equivalence

Education and experience may be substituted for each other as indicated in the Degree/Experience Equivalence table below. Each year of relevant experience may be substituted for one year of education, and vice versa. In addition, certifications, professional licenses, and vocational technical training may be substituted for experience or education.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Experience Evaluation</th>
<th>Other Equivalence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelors</td>
<td>Associates +2 years relevant experience, or 4 years relevant experience</td>
<td>Professional Certification</td>
</tr>
<tr>
<td>Masters</td>
<td>Bachelors +2 years relevant experience, or Associate + 4 years relevant experience</td>
<td>Professional License</td>
</tr>
<tr>
<td>Doctorate</td>
<td>Masters + 2 years relevant experience, or Bachelors + 4 years relevant experience</td>
<td></td>
</tr>
</tbody>
</table>

Successful completion of higher education that has not yet resulted in a degree may be counted as 1 for 1 years of experience for each year of college completed.

Service Contract Act (SCA) Matrix

<table>
<thead>
<tr>
<th>SCA Eligible Labor Category</th>
<th>SCA Equivalent Code Title</th>
<th>Wage Determination No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Assistance</td>
<td>01020 Administrative Assistance</td>
<td>15-4281</td>
</tr>
</tbody>
</table>

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (**) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).