

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

Schedule for - Professional Engineering Services (PES)

Federal Supply Group: 871 **Class:** R425

Contract Number: GS-10F-0024Y

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

Contract Period: October 20, 2011 through October 19, 2016

Contractor: Washington Business Group, Inc.
P O Box 23271, L'Enfant Plaza SW
Washington, DC 20026 3271

Business Size: Small, Disadvantaged, 8(a) Business

Telephone: (202) 863-9637

Extension:

FAX Number: (202) 478-0795

Web Site: www.wbgworldwide.com

E-mail: dsharma@wbgworldwide.com

Contract Administration: Dinesh K Sharma

CUSTOMER INFORMATION:

- 1a. **Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:** 871-7, 871-7RC
- 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

(CUSTOMER INFORMATION: Continued)

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). See Attachment.
7. **Quantity discounts:** 2% off of task orders exceeding \$100,000.00
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:** will accept over \$2,500
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):** Same as Contractor
- 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):** 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

(CUSTOMER INFORMATION: Continued)

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:** 08-5226178
26. **Notification regarding registration in Central Contractor Registration (CCR) database:** Registered

(CUSTOMER INFORMATION: Continued)

Listed below are the labor categories, hourly prices, quantity discount and labor category descriptions awarded under Special Item Number 871-7 Construction Management Services.

<u>Labor Category</u>	<u>Hourly Prices</u>
Partners	\$248.10
Principal	\$168.70
Sr. Professional	\$135.41
Professional	\$109.15
Cost Estimator	\$109.15
Scheduler	\$109.15
Administrator	\$ 64.49
Construction Manager	\$114.12
Superintendent	\$102.65
Inspector	\$ 89.31
Technician	\$ 89.31

Quantity Discount: 2% discount off of task orders exceeding \$100,000.00

- The Service Contract Act (SCA) is applicable to this contract and it includes SCA eligible labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix below. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

SCA Eligible Contract Labor Category	SCA Equivalent Code	SCA Title	WD Number
Administrator	01020	Administrative Assistant	05-2103
Technician Superintendent	30081 30086	Engineering Technician I Engineering Technician VI	05-2103 05-2103

(CUSTOMER INFORMATION: Continued)

Labor Category Descriptions

Labor Category: Partners

Minimum Education & Experience: Masters Degree in Business, Architecture, Engineering, Planning or Related field from an accredited college or university and ten years experience directly related to the position, with at least five of the ten years being responsible for technical discipline supervisory assignments involving independent decisions and responsibility. Member and affiliate of professional organizations relating to the position. Responsible for developing management systems to ensure that every project and design is technically accurate and meets clients' needs. Makes recommendations to the President/CEO for engineering and management standards for use by all technical and management staff. Knowledge of engineering practices and principles, contract and liability insurance standards, project administration, logistical support, manpower estimates, and development of technical concepts; management tools and principals, and financial management. Professional registration is required.

Functional Responsibilities: Reviews contracts/agreements for technical and liability content. Reviews and approves Project Management Manuals for proper authorization, work scope, and financial compatibilities with company procedures and standards. Performs quality audits. Reviews specific project documents for quality assurance. Enforces quality systems and standards. Counsels Project Manager/Construction Manager on business issues and development. Acts as the final arbiter in technical disputes and questions. Monitors workload and staff competency. Monitors financial aspects of projects. Works with leadership to develop strategic plans.

Labor Category: Principal

Minimum Education & Experience: Master's Degree in Business, Architecture, Engineering, Planning or Related field and ten years' experience, of which at least five years must be in a senior management capacity with specialized management and engineering experience. Specialized experience includes: extensive knowledge of key members of the housing industry, history of successful client development and interaction, proven ability to provide sound government financial and contract oversight.

Functional Responsibilities: Principal responsible for overall operation of company. Responsible for creating and revising procedures, processes, techniques, models, and/or systems related to management and contractual issues. Reviews and analyzes work breakdown structures, charts, tables, graphs, and diagrams to assist staff in analyzing problems. Provides oversight on all contracts and staffing. Provides guidance and assistance in coordinating output and ensuring the technical adequacy of the end product. Responsible for all company financial matters and client interaction.

Labor Category: Senior Professional

Minimum Education & Experience: BS Degree in Business, Architecture, Engineering, Planning or Related field and ten years' experience in project management, or equivalent. Proficient in overseeing management controls of a project, including CPM scheduling, progress payments, and either monitoring inspection of the work by staff of inspectors or doing the inspections himself. Experience with the Design-Build process and a working knowledge of cost and schedule reporting systems. Proficient in communications both verbally and written.

Functional Responsibilities: Ultimately responsibility for all project activities, including the coordination of all field project management and superintendence and inspection staff. Manages the construction project and reports directly to the owner.

(CUSTOMER INFORMATION: Continued)

Labor Category: Professional

Minimum Education & Experience: BS Degree in Business, Architecture, Engineering, Planning or related field and ten years' experience working on major projects. The professional has significant past experience and is available for more complex projects, or projects with special problems.

Functional Responsibilities: Work with construction team that is the owner and architect on large projects during the design and construction process. Has excellent working knowledge of the trades, setting up a master schedule for the project, and provides assistance and advice to the owner in administrating the project. During the design phase he coordinates drawing constructability reviews, estimates, and insures a reasonable schedule is developed. During construction he provides construction management of the inspection, scheduling monitoring, progress payments to the contractors and works on the owner's behalf to have a successful project.

Labor Category: Cost Estimator

Minimum Education & Experience: BS degree in Business, Architecture, Engineering, Planning or Related field and five years' experience or equivalent in estimating for building construction projects is required. Contracting knowledge in federal government or quasi-federal government contract administration is a must.

Functional Responsibilities: The estimator reports typically to the senior professional or professional and provides budget estimates, with updated reports as more information becomes available during the various project phases. Complete detailed estimates shall be developed from construction issue drawings and specifications, as required. Typically, construction estimates for changes are required during the construction process, and updated project cost estimates are continually furnished by the estimator throughout the project.

Labor Category: Scheduler

Minimum Education & Experience: BS degree in Business, Architecture, Engineering, Planning or Related field and five years' experience in scheduling projects, knowledge of federal construction project administration.

Functional Responsibilities: Develop master schedule for the project. Review Contractor's schedule for proper logic in planning their work, check for proper resource loading, and cost loading. Work on the owner's behalf to insure schedule is reasonable, includes key construction activities that will provide meaningful information to determine if the project is on schedule, without burdening the schedule with unnecessary and time consuming data to update each month. Prepare written reports document analysis of the schedule, and subsequent requests by the contractor for time extensions.

Labor Category: Administrator

Minimum Education & Experience: Associate degree preferably in Business Administration and five years' experience working with upper management providing extensive support in high volume or large corporation setting. Proficient in personnel coordination, working with the public and excellent communication skills, both written and verbal.

Functional Responsibilities: Keep schedules of executive meetings, prepares presentations, sets up and maintains filings system, maintains correspondence files, assists upper management in planning for meetings and establishing their agendas. Prepares correspondence and transmittals, purchase orders and contracts as necessary for signature by management.

(CUSTOMER INFORMATION: Continued)

Labor Category: Construction Manager

Minimum Education & Experience: BS Degree in Business, Architecture, Engineering, Planning or Related field and five years, or equivalent for construction projects is required. And, contracting knowledge in federal government or quasi-federal government contract administration.

Functional Responsibilities: The key on-site representatives who is responsible for the delivery of the day-to-day construction management services for the duration of project. Responsible for managing, supervising, and motivating of all construction staff on the project, including forecasting and fulfilling staffing needs. Oversees A/E and contractors performance, including quality control, requests for information, change orders, schedule and reviewing and making recommendations for all pay requests.

Labor Category: Superintendent

Minimum Education & Experience: High School education and ten years contractor or subcontractor management on construction projects experience. Good communication and people skills and proficient at reading drawings, and planning work.

Functional Responsibilities: Directs the field construction staff that results in the execution of all construction activities. Coordinates, expedites and monitors all project construction as determined by the Manager. Chairs weekly subcontractor's meetings, at which the look ahead schedules are reviewed. Works with the professional, construction manager, month look a-heads, and other key milestones, insuring that proactive planning is being done to sufficiently satisfy all requirements to complete the job on time, in the quality as intended by the contract documents. Maintains good safety administration and safety meeting minutes.

Labor Category: Inspector

Minimum Education & Experience: BS Degree in Business, Architecture, Engineering, Planning or Related field and five years' experience in the field working on construction projects, or equivalent experience. Familiar with reading contract drawings, inspecting work in the field for compliance to those drawings, keeping daily construction reports of significant events regarding the contractor's work.

Functional Responsibilities: Monitors the quality of the construction being performed in the field based upon the contract drawings and the Client's intent and reports discrepancies or issues to the professional. Keeps manpower count and a daily log of progress and essential data concerning the construction progress, including scheduling data of start and stop dates of activities pertaining to their engineering discipline. Assists in obtaining resolutions to problems from designers.

Labor Category: Technician

Minimum Education & Experience: Associate degree in Business, Architecture, Engineering, Planning or Related field and five year's experience in construction techniques.

Functional Responsibilities: Specializing in their respective trade (i.e.: mechanical, electrical, structural, etc.), performs inspection, monitoring and supervision of trades and design and bid reviews. Interprets plans and specifications, prepares cost breakdowns and negotiates and change orders. Responsible for construction monitoring and preparation of progress reports, their experience includes new construction and renovations.