



Gensler

**Authorized Federal Supply
Schedule Pricelist**

Schedule

MAS (Multiple Award Schedule)
Professional Services
FSC/PSC Code: R499

Contract Number

GS-10F-0178M

Contract Period

February 25, 2017 - February 24, 2022

Contractor

M. Arthur Gensler Jr & Associates, Inc.
2020 K Street NW
Suite 200
Washington, DC 20006

TEL 202.721.5200

FAX 202.872.8587

www.gensler.com

Business Size

Large Business

Contract Administration Contacts:

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*Pricelist Current through Mod A812
03/09/2020*

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, at this web address: <https://www.gsaadvantage.gov>

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov



Federal Supply Service Multiple Award Schedule (MAS) Professional Services

Contract No. GS-10F-0178M

Customer Information

1a. Awarded Special Item Numbers (SINs) with appropriate cross-reference to item descriptions and awarded price(s)

- 541611: Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
- OLM: Order-Level Materials (OLM)

Please see pages 4 - 8 for a detailed description of awarded special item numbers and related services provided by Gensler.

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.

NOT APPLICABLE

1c. Hourly Rates

Please see pages 9 – 12 for a complete list of Labor Categories and corresponding hourly rates.

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)

NOT APPLICABLE

6. Discount from list prices or statement of net price

Government net prices are shown on the preceding pricelist. Negotiated discount and IFF has been applied.

7. Quantity discounts

NOT APPLICABLE

8. Prompt payment terms

- 0%, 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 at or below the micro-purchase threshold. Yes, accepted.

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold. Not accepted.

- 10. Foreign items (list items by country of origin)**
NOT APPLICABLE
- 11a. Time of delivery**
Determined by individual Task Orders
- 11b. Expedited Delivery**
Determined by individual Task Orders
- 11c. Overnight and 2-day delivery**
Determined by individual Task Orders
- 11d. Urgent Requirements**
Determined by individual Task Orders. Please contact the Contractor's representative to affect a faster delivery.
- 12. F.O.B. Point(s)**
FOB Destination
- 13a. Ordering Address**
Gensler
2020 K Street NW
Washington, DC 20006
TEL 202.721.5200
FAX 202.872.8587
www.gensler.com
- Contract Administration Contacts**
Tom Shen
tom_shen@gensler.com
- Diana Apalategui
diana_apalategui@gensler.com
- 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**
Gensler
2020 K Street NW
Washington, DC 20006
TEL 202.721.5200
FAX 202.872.8587
- 15. Warranty provision**
NOT APPLICABLE

16. **Export packing charges, if applicable**
NOT APPLICABLE
17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level)**
NOT APPLICABLE
18. **Terms and conditions of rental, maintenance, and repair (if applicable)**
NOT APPLICABLE
19. **Terms and conditions of installation (if applicable)**
NOT APPLICABLE
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable)**
NOT APPLICABLE
- 20a. **Terms and conditions for any other services (if applicable)**
NOT APPLICABLE
21. **List of service and distribution points (if applicable)**
NOT APPLICABLE
22. **List of participating dealers (if applicable)**
NOT APPLICABLE
23. **Preventive maintenance (if applicable)**
NOT APPLICABLE
- 24a. **Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants)**
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/.**
NOT APPLICABLE
25. **Data Universal Number System (DUNS) number**
101915890
26. **Notification regarding registration in System for Award Management www.sam.gov**
Gensler's registration is ACTIVE in the System for Award Management.



Federal Supply Service Multiple Award Schedule (MAS)

Contract No. GS-10F-0178M

Description of Awarded SINs and Services Provided by Gensler

Large Category:

Professional Services

Subcategory:

Business Administrative Services

Awarded Special Item Numbers (SINs):

541611- Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
OLM - Order-Level Materials (OLM)

General Description of SIN 541611

Provide operating advice and assistance on administrative and management issues. Examples include: strategic and organizational planning, business process improvement, acquisition and grants management support, facilitation, surveys, assessment and improvement of financial management systems, financial reporting and analysis, due diligence in validating an agency's portfolio of assets and related support services, strategic financial planning, financial policy formulation and development, special cost studies, actuarial services, economic and regulatory analysis, benchmarking and program metrics, and business program and project management.

- Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award.
- Personal services as defined in FAR 37.104 are prohibited.

Description of Gensler Services provided under SIN 541611

Integrated Consulting Services

Consulting services help clients identify the right real estate solutions, thereby avoiding the time and costs of acquiring and/or altering space without a thoughtful rationale. When faced with expansion, reduction, or reorganization, agencies have called on Gensler to facilitate the comprehensive analysis of relevant factors such as lease expiration, utilization rates, mission, dependencies, and workload. Through strategic planning, agencies are assisted in coming up with a real estate plan that is workable and cost effective. ***Gensler's integrated consulting services provided under SIN 541611 are listed below.***

PORTFOLIO ASSESSMENT

- Asset evaluation
- Benchmarking and best practices
- Building, site and location assessment
- Acquisition and disposition strategies
- Lease consolidation analysis
- Development and adaptive reuse assessment
- Exit strategy studies and simulation

- Move management planning
- Definition of performance measures and indicators
- Program audits and evaluations
- Occupancy cost tracking
- Space tracking of leases, floor plans, occupancy, equipment and costs
- Positioning and outreach

PROCUREMENT PROCESS - REAL ESTATE AND SPACE PLANNING

- Development of RLP technical requirements and performance criteria for base building core and shell and tenant improvements
- Technical advisor for development of solicitation and review of procurement offer assessment
- Development of delineated areas, site and building selection criteria, process frameworks, guidelines and policy in conformance with federal regulations and executive orders
- Procurement process assessment for leasing guidelines, design process and construction cost
- RFP/RFQ preparation for planning and design contractors
- Outsourcing protocols/guidelines framework

SPACE REQUIREMENTS DEVELOPMENT

- Advisor on organizational and operational issues including integrated workplace, union agreements, changes in technology and work process, and organization consolidation
- Program of Requirements (POR)
- Facility and occupancy mapping
- Macro level program verification
- Design guidelines for site, building and interiors
- Space standards evaluation and development (individual, shared, and support space)
- Facility management services consultation and policies
- Organization and work process assessment
- Modeling of new work processes
- Wayfinding and signage assessment

GREEN/SUSTAINABLE DESIGN

- Creation of principles, policies and guidelines
- Establishing program and policies
- LEED assessments and audits

ALTERNATIVE WORK STRATEGIES

- Integrated workplace feasibility assessment and definition
- Telework programs, policies, and guidelines for facilities, technology and cultural change implementation
- Hotelling suitability analysis
- Hotelling space benchmarks
- Office hotelling program management

STRATEGIC COMMUNICATIONS

- Programs and collateral in support of new communications program and/or facilities
- Development of materials to support internal and external communications plans
- Strategic communication plans for external or internal audiences

- Staff outreach programs and collateral including design and facilitation of change management programs and focus groups
- Identification of systems and branding to introduce and support new programs

Integrated Business Program Support Services

Gensler helps clients ensure that facilities projects are based on an overall plan that addresses objectives, budget, identification and allocation of resources, ongoing quality control, and evaluation. Gensler's program integration and project management services ensure that the organization's resources are protected by best practices, which ensure time and cost-effective solutions.

Gensler provides management planning services to enhance the integration of the planning and design process with facilities decision-making. Program integration and project management services incorporate various management and business improvement programs and projects including budgeting, scheduling, and value & risk management.

Value management ensures the organization gains real benefits from its investment. Risk management will be achieved with the development of a master schedule, including investigations into the establishment of a clear business case for the project, a thorough analysis of program needs, and a clear understanding of project objectives.

Program integration and project management services support and augment an organization's internal resources during the entire project process with best practices, additional manpower, and quality control techniques. They are focused on delivering on-time, cost-effective solutions. ***Gensler's integrated business program support services provided under SIN 541611 are listed below.***

PROJECT DEFINITION AND STRUCTURE

- Development of project goals and objectives
- Definition of project roles and responsibilities
- Assignment of program/project management structure
- Definition and reporting of project team structures
- Development of a project communication plan
- Identification of project success factors
- Definition of key project deliverables
- Formulation of project performance measures
- Establishment and monitoring of schedule requirements
- Development of framework for establishing and monitoring the project budget
- Monitoring of multiple projects

DEFINITION OF PROGRAM REQUIREMENTS

- Oversight and supervision of process design to collect and define requirements
- Management and oversight of data collection approach, scope, and methodologies
- Monitoring of schedule and sequence of activities
- Coordination the interrelationship of parts and tasks, including missing or required activities
- Identification and alignment of program inconsistencies
- Definition and assignment of supplemental roles and activities
- Confirmation of fee and time requirements

ALTERNATIVE STRATEGY DEFINITION

- Leading the establishment of evaluation criteria
- Managing the development of alternative project options and scenarios
- Managing the development and analysis of financial performance
- Overseeing the structure, format, and message communicated in presentations
- Overseeing building consensus for successful alternative
- Assisting the evaluating the various options
- Assisting the development of recommendations and building consensus with Agency leadership

CONTRACTOR MANAGEMENT

- Development and coordination of scopes of work
- Establishment of framework agreements and contracts
- Development of short-lists of prospective contractors and consultants
- Coordination of the RFP process
- Participation in the evaluation and selection of proposals
- Facilitating orientation and ramp-up
- Monitoring delivery of contractor services

IMPLEMENTATION MANAGEMENT

- Reviewing design for compliance with project POR, schedule, and project goals and objectives
- Developing framework for monitoring compliance of offeror activities and deliverables to lease terms
- Advising on compliance of the offeror with the lease document
- Ensuring the maximum benefits due under the lease are delivered
- Monitoring compliance to key lease components (budget, schedule, deliverables, quality)

Description of SIN OLM (Order-Level Materials)

Order-Level Materials (OLMs) are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Schedule contract or BPA. OLM pricing is not established at the Schedule contract or BPA level, but at the order level. Since OLMs are identified and acquired at the order level, the ordering contracting officer (OCO) is responsible for making a fair and reasonable price determination for all OLMs.

OLMs are procured under a special ordering procedure that simplifies the process for acquiring supplies and services necessary to support individual task or delivery orders placed against a Schedule contract or BPA. Using this new procedure, ancillary supplies and services not known at the time of the Schedule award may be included and priced at the order level.

OLM SIN-Level Requirements/Ordering Instructions**OLMs are:**

- Purchased under the authority of the FSS Program
- Unknown until an order is placed
- Defined and priced at the ordering activity level in accordance with GSAR clause 552.238-115 Special Ordering Procedures for the Acquisition of Order-Level Materials. (Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs)
- Only authorized for use in direct support of another awarded SIN.
- Only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN)
- Subject to a Not to Exceed (NTE) ceiling price

OLMs are not:

- "Open Market Items."
- Items awarded under ancillary supplies/services or other direct cost (ODC) SINs (these items are defined, priced, and awarded at the FSS contract level)

OLM Pricing:

- Prices for items provided under the Order-Level Materials SIN must be inclusive of the Industrial Funding Fee (IFF).
- The value of OLMs in a task or delivery order, or the cumulative value of OLMs in orders against an FSS BPA awarded under an FSS contract, cannot exceed 33.33%.

NOTE: When used in conjunction with a Cooperative Purchasing eligible SIN, this SIN is Cooperative Purchasing Eligible.

LABOR CATEGORY DESCRIPTIONS AND RATES FOR AWARDED SINS

LABOR CATEGORY	DESCRIPTION	HOURLY RATE
Strategy Leader	<p>Principal-level role responsible for overall success of Gensler's services and collaboration with clients. Provides overall strategy leadership to drive successful completion of the project. Maintains thorough understanding of clients' operations and business goals and is a key player in development of space planning and real estate strategy. (Services covered by FAR Part 36 are not offered by this labor category)</p> <p>Knowledge and Experience Required: Requires a degree in architecture and a master's degree in a related area and a minimum of 15 years experience in personnel management, engagement management, and office-wide management responsibilities and tasks.</p>	\$310.30
Strategy Design Director	<p>Principal-level role responsible for directing the strategic planning efforts of each engagement. Translates client operational objectives and vision into policies, programs and strategies. Helps clients identify opportunities to institute change, reduce operating costs, increase productivity and improve workplace quality for end users. Sets key parameters for, and tailors the project workplan and study process. (Services covered by FAR Part 36 are not offered by this labor category)</p> <p>Knowledge and Experience Required: Requires a master's degree in a related area and 15-20 years of experience in project leadership roles including; strategy deliverables, process, project scoping, definition of detailed tasks and activities, etc.</p>	\$207.04
Master Planning Director	<p>Leads master planning efforts related to developing new projects, integrating new facilities with existing structures or redeveloping under-utilized properties, as well as site and location feasibility, design guidelines, and campus and community plans. Develops and implements site analysis and identifies evaluation criteria for evaluating development potential and suitability for multiple uses. (Services covered by FAR Part 36 are not offered by this labor category)</p> <p>Knowledge and Experience Required: Requires a master's degree in a related area and 12-17 years of experience in master plan leadership roles including; strategy deliverables, process, project scope, definition of detailed tasks and activities, etc.</p>	\$203.11

LABOR CATEGORY	DESCRIPTION	HOURLY RATE
Process/Design Facilitator	<p>Designs and facilitates wide range of meetings, conferences, workshops, retreats. Engages in drawing information from different viewpoints and integrating them into a common focus using graphic and verbal tools. Other capabilities include; large group intervention, team building, survey design, and training. Knowledge and understanding of a wide range of topics including; change management, strategic planning, master planning, workplace planning, design and construction industry, etc. (Services covered by FAR Part 36 are not offered by this labor category)</p> <p>Knowledge and Experience Required Familiar with concepts, practices, and procedures within the field of facilitation. Requires an MBA, master's degree or Organizational Development Certificate and 10-15 years of experience in facilitation, group leadership, and developing session proceedings.</p>	\$175.99
Program Strategy Director	<p>Directs the overall strategic direction of the engagement and maintains alignment with client goals and objectives. Delivers fully-integrated solutions that addresses people, systems and processes, and workplace needs. Develops information channels needed to communicate effectively with client team, managers, and employees. Implements data collection and analysis methods through interviews, visioning sessions, and focus groups. (Services covered by FAR Part 36 are not offered by this labor category)</p> <p>Knowledge and Experience Required: Requires an Architectural, Interior Design or Master Planning degree and a Professional Development Program Certificate in a related area and 12-17 years of experience, and ability to direct the efforts of programming and strategy development, strategy deliverables, developing alternatives options and recommendations.</p>	\$175.99
Organization and Facility Strategist	<p>Directs the development and implementation of strategies, analysis of organizational structures, responsibilities, team work, business or operating procedures, reporting relationships and work processes, to ensure support of organization business strategies as they change over time. Develops recommendations related to design of procedures and policies that support efficient methods of accomplishing work. (Services covered by FAR Part 36 are not offered by this labor category)</p> <p>Knowledge and Experience Required: Requires an Architectural, Interior Design or Master Planning degree and Professional Development Program Certificate in related area; 12-17 years of experience, and can direct efforts relating to process design, workshops and learning sessions, and group participation.</p>	\$171.33

LABOR CATEGORY	DESCRIPTION	HOURLY RATE
Project Strategy Leader	<p>Leads the organization and implementation of data collection, analysis and documentation of all necessary quantitative and qualitative information into real estate, occupancy, building and interiors strategies. Directs programming activities required to quantify personnel, square footage, workspace, amenities and adjacencies. Directs research efforts, provide expert analysis and finalize recommendations on space utilization, best uses of facilities, real estate options and related cost implications. <i>(Services covered by FAR Part 36 are not offered by this labor category)</i></p> <p>Knowledge and Experience Required: Requires an Architectural, Interior Design or Master Planning degree and/or Professional Development Program Certificate in a related area and 10-12 years of experience in programming and strategy development including; strategy deliverables, developing alternatives tasks and activities.</p>	\$171.33
Project Manager	<p>Day-to-day manager of the engagement responsible for monitoring project schedule, fee and deliverables and ensuring clear lines of communications between team members and the client. Manages other consultants or vendors and coordinates their work with larger project team. Builds critical communication channels and consensus among all project players, leading to informed decisions on all levels. Manages staffing, meetings, scheduling, quality assurance and budgeting. <i>(Services covered by FAR Part 36 are not offered by this labor category)</i></p> <p>Knowledge and Experience Required: Requires a bachelor's degree in a related area and a minimum of 8-10 years of practical experience managing projects.</p>	\$161.68
Senior Graphic Designer	<p>Develops graphic components of a strategic communications package. Creates and implements graphic design concepts and appropriate creative solutions. Manages print-related vendors, illustrators and performs press and quality checks. Uses various design software applications to communicate design concepts. Coordinates conceptualization, presentation materials output, detailing and artwork production. <i>(Services covered by FAR Part 36 are not offered by this labor category)</i></p> <p>Knowledge and Experience Required: Requires a bachelor's degree in visual or multimedia design or a related area of study and 8-10 years of practical experience as a graphic designer. Has strong conceptual design abilities and is familiar with using multiple design software applications in creative ways to achieve desired design solutions.</p>	\$149.18

LABOR CATEGORY	DESCRIPTION	HOURLY RATE
Senior Strategist	<p>Responsible for implementing all project activities under the under the direction of Strategy Leaders, including; collection, analysis and documentation of all necessary quantitative and qualitative information into real estate, occupancy, building and interiors strategies. Performs research efforts, provides preliminary analysis and drafts recommendations on space utilization, best uses of facilities, real estate options and related cost implications. (Services covered by FAR Part 36 are not offered by this labor category)</p> <p>Knowledge and Experience Required: Requires a bachelor's degree in a related area and 6-8 years of practical experience.</p>	\$139.42
Graphic Designer	<p>Implements graphic components of a strategic communications package. Utilizes design software applications to communicate design concepts. Coordinates conceptualization, presentation materials output, detailing and artwork production. (Services covered by FAR Part 36 are not offered by this labor category)</p> <p>Knowledge and Experience Required: Requires a bachelor's degree in visual or multimedia design or a related area of study and a minimum 4 years of experience in the field or in a related area. Must possess proficiency with multiple design software applications and operations.</p>	\$112.26
Analyst	<p>Under direction of Project Strategy Leaders, collects and documents quantitative and qualitative information for the preparation of real estate, occupancy, building and interiors strategies. Performs research efforts and works with senior strategists to draft preliminary analysis and recommendations on space utilization, best uses of facilities, real estate options and related cost implications. (Services covered by FAR Part 36 are not offered by this labor category)</p> <p>Knowledge and Experience Required: Requires a bachelor's degree in a related area of study and 2-4 years of practical experience.</p>	\$85.28
Clerical	<p>Performs typing, filing, organizing duties related to supporting project teams. Has skills in word processing, database and spreadsheet applications needed to fulfill duties. Helps project managers process invoices and other account management needs. (Services covered by FAR Part 36 are not offered by this labor category)</p> <p>Knowledge and Experience Required: Requires a minimum of a high school diploma and 2-4 years of practical experience.</p>	\$56.54

Service Contract Act (SCA) Statement

M. Arthur Gensler Jr. & Associates, Inc. (D.B.A. Gensler) certifies the GSA awarded rate meets or exceeds the minimum wage rate as identified in Wage Determination 2015-4281, Revision 13, dated April 25, 2019, currently incorporated into the Multiple Award Schedule (MAS) Solicitation No. 47QSMD20R0001 for the SCA non-exempt labor categories identified in the matrix below.

SCA Eligible Labor Category	SCA Equivalent Code-Title	WD Number
Administrative Assistant	01020 - Administrative Assistant	2015-4281

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable 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. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).

Should the Contractor propose in an area with higher SCA rates or is subject to a Collective Bargaining Agreement (CBA) in accordance with FAR 22.1008-2, resulting in higher wages being required that exceeds their approved GSA rate, the Contractor will notify their Procurement Contracting Officer (PCO) and submit a modification to their contract via the eMod system accordingly.