

**General Services Administration  
Federal Supply Schedule  
Authorized Federal Schedule Price List**

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create electronic delivery orders are available throughout GSA Advantage!, a menu-driven data base system. The Internet address for GSA Advantage! is: <http://www.gsadvantage.gov>.

**Pinnacle Construction Support Group, Inc.  
DBA: Pinnacle/CSG**



**Federal Supply Schedule 871 – Professional Engineering Services**

**Contract Number: GS-10F-0192Y**

**SIN 871 7: Construction Management  
FSC/PSC Code: R425**

DUNS: 804325517	Contract Administrator: Cory McFarlane
Address: 528 E Park Avenue	Address: 528 E Park Avenue
Tallahassee, FL 32301-2591	Tallahassee, FL 32301-2591
Phone: 850-412-9387	Phone: 850-412-9387
Fax: 850-412-9388	Fax: 850-412-9388
Website: <a href="http://www.pinnaclecsg.com">http://www.pinnaclecsg.com</a>	Email: <a href="mailto:mcfarlanec@pinnaclecsg.com">mcfarlanec@pinnaclecsg.com</a>

**Contract Period:**

**February January 23, 2012 – January 22, 2017**

**Pinnacle Construction Support Group, Inc.**

528 E Park Avenue, Tallahassee, FL 32301-2591

Phone: 850.412.9387 Fax: 850.412.9388

## Customer Information

1. Special Item Numbers:	SIN 871 7 –Construction Management
2. Maximum Order:	\$1,000,000.00
3. Minimum Order:	\$100.00
4. Geographic Coverage (delivery area):	Domestic –Inclusive of Hawaii, Alaska, and Puerto Rico
5. Point(s) of production:	United States
6. Discount from list prices or statement of net price:	Please see "Attachment 1A –FSS Pricelist" (prices herein are net)
7. Quantity discounts:	None
8. Prompt payment terms:	None
9. Government purchase cards are accepted up to the micro-purchase threshold.	Government Purchase Cards are above below and at the micro-purchase threshold.
10. Foreign items:	Not Applicable
11. Time of delivery:	As Agreed on Task Order
11b. Expedited Delivery:	As Agreed on Task Order
11c. Overnight and 2-day Delivery:	As agreed upon on Task Order.
12. FOB Point:	Destination
13. Ordering Address:	Pinnacle Construction Group, Inc. 528 E Park Avenue Tallahassee, FL 32301-2591
14. Payment Address:	Pinnacle Construction Group, Inc. 528 E Park Avenue Tallahassee, FL 32301-2591
15. Warranty Provision:	Not Applicable
16. Export Packing Charges:	Not Applicable

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## Customer Information

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase threshold:	Government Purchase Cards are above below and at the micro-purchase threshold.
18. Terms and conditions of rental, maintenance and repair:	Not Applicable
19. Terms and conditions of installation:	Not Applicable
20. Terms and conditions or repair parts:	Not Applicable
21. Terms and conditions for any other services:	Not Applicable
22. List of service and distribution points:	Not Applicable
23. List of participating dealers:	Not Applicable
24. Preventive maintenance:	Not Applicable
25. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:	Not Applicable
26. Data Universal Number System (DUNS) Number:	804325517
27. Notification regarding registration in Central Contractor Registration (CCR) database:	Active in CCR; Registration valid until 01/24/2013.

## Pinnacle Construction Support Group, Inc.

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## Attachment 1A – FSS PriceList

Labor Category	Base Period Year 1	Base Period Year 2	Base Period Year 3	Base Period Year 4	Base Period Year 5
Project Executive	\$215.96	\$221.36	\$226.89	\$232.57	\$238.38
Senior Project Manager	\$160.17	\$164.17	\$168.28	\$172.49	\$176.80
Project Manager	\$122.94	\$126.01	\$129.16	\$132.39	\$135.70
Estimator	\$115.90	\$118.80	\$121.77	\$124.81	\$127.93
Project Engineer	\$94.73	\$97.10	\$99.53	\$102.01	\$104.56
Construction Inspector	\$93.03	\$95.36	\$97.74	\$100.18	\$102.69
Office Administrator	\$60.00	\$61.50	\$63.04	\$64.61	\$66.23
Assistant Construction Manager	\$49.72	\$50.96	\$52.24	\$53.54	\$54.88
Construction Manager	\$110.02	\$112.77	\$115.59	\$118.48	\$121.44

  

Labor Category	1st Option Year 1	1st Option Year 2	1st Option Year 3	1st Option Year 4	1st Option Year 5
Project Executive	\$244.34	\$250.45	\$256.71	\$263.13	\$269.70
Senior Project Manager	\$181.22	\$185.75	\$190.39	\$195.15	\$200.03
Project Manager	\$139.10	\$142.57	\$146.14	\$149.79	\$153.54
Estimator	\$131.13	\$134.41	\$137.77	\$141.21	\$144.74
Project Engineer	\$107.18	\$109.86	\$112.60	\$115.42	\$118.30
Construction Inspector	\$105.25	\$107.89	\$110.58	\$113.35	\$116.18
Office Administrator	\$67.88	\$69.58	\$71.32	\$73.10	\$74.93
Assistant Construction Manager	\$56.25	\$57.66	\$59.10	\$60.58	\$62.09
Construction Manager	\$124.48	\$127.59	\$130.78	\$134.05	\$137.40

  

Labor Category	2nd Option Year 1	2nd Option Year 2	2nd Option Year 3	2nd Option Year 4	2nd Option Year 5
Project Executive	\$276.45	\$283.36	\$290.44	\$297.70	\$305.15
Senior Project Manager	\$205.03	\$210.16	\$215.41	\$220.80	\$226.32
Project Manager	\$157.37	\$161.31	\$165.34	\$169.47	\$173.71
Estimator	\$148.36	\$152.07	\$155.87	\$159.77	\$163.76
Project Engineer	\$121.26	\$124.29	\$127.40	\$130.59	\$133.85
Construction Inspector	\$119.09	\$122.06	\$125.12	\$128.24	\$131.45
Office Administrator	\$76.81	\$78.73	\$80.69	\$82.71	\$84.78
Assistant Construction Manager	\$63.65	\$65.24	\$66.87	\$68.54	\$70.25
Construction Manager	\$140.83	\$144.36	\$147.96	\$151.66	\$155.46

  

Labor Category	3rd Option Year 1	3rd Option Year 2	3rd Option Year 3	3rd Option Year 4	3rd Option Year 5
Project Executive	\$312.77	\$320.59	\$328.61	\$336.82	\$345.24
Senior Project Manager	\$231.97	\$237.77	\$243.72	\$249.81	\$256.06
Project Manager	\$178.05	\$182.51	\$187.07	\$191.74	\$196.54
Estimator	\$167.86	\$172.05	\$176.36	\$180.76	\$185.28
Project Engineer	\$137.20	\$140.63	\$144.14	\$147.75	\$151.44
Construction Inspector	\$134.74	\$138.10	\$141.56	\$145.10	\$148.72
Office Administrator	\$86.90	\$89.07	\$91.30	\$93.58	\$95.92
Assistant Construction Manager	\$72.01	\$73.81	\$75.65	\$77.55	\$79.48
Construction Manager	\$159.34	\$163.33	\$167.41	\$171.59	\$175.88

Pinnacle Construction Support Group, Inc. is offering one set of rates that applies whether work is performed at the Customer's Facility or Contractor's Facility.

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## Labor Category Descriptions

<b>Title:</b>	<b>Project Executive</b>
<b>Description:</b>	Determine and formulate policies and provide the overall direction of the company. Plan, direct, guide and coordinate operational activities at the highest level of management.
<b>Duties:</b>	Confer with board members, organization officials, and staff members to discuss issues, coordinate activities, and resolve problems; Appoint department heads or managers, and assign or delegate responsibilities to them; Direct human resources activities, including the approval of human resource plans and activities, the selection of directors and other high-level staff, and establishment and organization of major departments; Review reports submitted by staff members in order to recommend approval or to suggest changes; Prepare budgets, including those for funding and implementation of programs; Prepare and present reports concerning activities, expenses, budgets, government statutes and rulings, and other items affecting businesses or program services; Judgment and Decision Making, considering the relative costs and benefits of potential actions to choose the most appropriate one.
<b>Experience and Education:</b>	Bachelor's Degree in Engineering and Master's Degree in Construction Management; Licensed Professional Engineer and General Contractor; over 25 years of experience.

<b>Title:</b>	<b>Senior Project Manager</b>
<b>Description:</b>	The role of the Senior Project Manager is to oversee the responsibilities of the Project Manager(s). This includes acquiring resources and coordinating the efforts of team members and third-party contractors or consultants in order to deliver projects according to plan. The Senior Project Manager will oversee quality control throughout the project(s) life cycle.
<b>Duties:</b>	Direct project development from beginning to end; Define project scope, goals and deliverables that support business goals; Estimate the resources and participants needed to achieve project goals; Review budget proposals, and recommend subsequent budget changes where necessary; Determine and assess need for additional staff and/or consultants and make the appropriate recruitments if necessary during project cycle; Set and continually manage project expectations; Delegate tasks and responsibilities to appropriate personnel; Identify and direct project dependencies and critical path; Review schedule and implement project timelines and milestones using appropriate tools; Track project milestones and deliverables; Review progress reports, proposals, requirements documentation, and presentations; Review status reports from the project team, analyze results, and troubleshoot problem areas; Proactively manage changes in project scope, identify potential crises, and

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## Labor Category Descriptions

	devise contingency plans; Build, develop, and grow any business relationships vital to the success of the project; Exemplify best practices and tools for project execution and management.
Experience and Education:	Bachelor's Degree in engineering, architectural or related field; over 20 years of experience

<b>Title:</b>	<b>Project Manager</b>
Description:	The role of the Project Manager is to plan, execute, and finalize projects according to strict deadlines and within budget. This includes acquiring resources and coordinating the efforts of team members and third-party contractors or consultants in order to deliver projects according to plan. The Project Manager will also define the project's objectives and oversee quality control throughout its life cycle.
Duties:	Direct and manage project development from beginning to end; Define project scope, goals and deliverables that support business goals in collaboration with senior management and stakeholders; Develop full-scale project plans and associated communication documents; Effectively communicate project expectations to team members and stakeholders in a timely and clear fashion; Estimate the resources and participants needed to achieve project goals; Draft and submit budget proposals, and recommend subsequent budget changes where necessary; Set and continually manage project expectations; Delegate tasks and responsibilities to appropriate personnel; Identify and manage project dependencies and critical path; Plan and schedule project timelines and milestones using appropriate tools; Track project milestones and deliverables; Negotiates change order settlements; Develop and deliver progress reports, proposals, requirements documentation, and presentations; Determine the frequency and content of status reports from the project team, analyze results, and troubleshoot problem areas with Senior Project Manager; Build, develop, and grow any business relationships vital to the success of the project; Conduct project post mortems and create a recommendation report in order to identify successful and unsuccessful project elements; Develop best practices and tools for project execution and management; Provides consultants and project owners with recommendations regarding methods of maintaining schedules, budgets, and construction specifications to conform to field conditions.
Experience and Education:	Bachelor's Degree in engineering, architectural or related field; over 15 years of experience

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<b>Title:</b>	<b>Estimator</b>
Description:	Prepare cost estimates for product manufacturing, construction projects, or services to aid management in bidding on or determining price of product or service.
Duties:	Assess cost effectiveness of products, projects or services, tracking actual costs relative to bids as the project develops; Consult with clients, vendors, personnel in other departments or construction foremen to discuss and formulate estimates and resolve issues; Confer with engineers, architects, project managers, contractors and subcontractors on changes and adjustments to cost estimates; Prepare and maintain a directory of suppliers, contractors and subcontractors; Prepare estimates for use in selecting vendors or subcontractors; Prepare estimates used by management for purposes such as planning, organizing, and scheduling work; Prepare charge order estimates for the Project Manager or Construction Manager; Prepare claim analysis.
Experience and Education:	Bachelor's Degree in engineering, architectural or related field. Over 5 years of experience.

<b>Title:</b>	<b>Project Engineer</b>
Description:	Perform engineering duties in planning, designing, and overseeing construction and maintenance of building structures and facilities.
Duties:	Analyze survey reports, maps, drawings, blueprints, aerial photography, and other topographical or geologic data to plan projects; Estimate quantities and cost of materials, equipment, or labor to determine project feasibility; Plan and design transportation or hydraulic systems and structures, following construction and government standards, using design software and drawing tools; Compute load and grade requirements, water flow rates, and material stress factors to determine design specifications; Inspect project sites to monitor progress and ensure conformance to design specifications and safety or sanitation standards; Provide technical advice regarding design, construction, or program modifications and structural repairs to industrial and managerial personnel; Analyzes material testing results for compliance with job specifications;
Experience and Education:	Bachelor's Degree in engineering and licensed Professional Engineer; over 5 years, up to and including 6 years' experience

<b>Title:</b>	<b>Construction Inspector</b>
Description:	As a Construction Inspector, inspects construction work for either conformance with construction contract documents and engineering drawings or surveying an evaluation of construction damage and/or destruction of structures.

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Duties:	Identifies technical deficiencies and provides recommendations for corrective measures; Works with design engineers and construction engineers to resolve technical issues; Develops written reports documenting results of technical inspections; Reports to Senior Construction Inspector, Quality Assurance Manager, Construction Manager, Project Manager, or Program Manager, depending on project organization.
Experience and Education:	Associates Degree and Certification in a specific construction discipline with 10 years' experience relevant to performing inspections of project activities and generating reports of conditions found.

Title:	Office Administrator
Description:	Determine and formulate policies and provide the overall administrative direction of the office; oversight the office staff.
Duties:	Create and implement company policies and procedures making sure that all personnel are in compliance; Direct the human resources activities, including the approval of human resource plans and activities; Coordinates new hiring personnel; Coordinates employee's benefits such as health insurance, workers compensation and payroll; Prepare invoices, reports, memos, letters, and financial statements; Prepare budgets for approval, including those for funding and implementation of programs; Prepare and present reports concerning activities, expenses, budgets, government statutes and rulings, and other items affecting businesses or program services; Negotiate contracts with vendors for office including rent, supplies and packages of employee's benefits; Conflict solver between staff members.
Experience and Education:	Bachelor's Degree in business administration; over 10 years of experience

Title:	Assistant Construction Manager
Description:	This assistant will provide direct support to a Project Manager or to the department.
Duties:	Meetings scheduling; Travel arrangements; Screening and answering phone calls, taking messages, arranging conference calls; Prepare meeting minutes; Prepare outgoing materials and correspondence; Collect and prepare reports; Maintain a specialized filing system and manage all documentation for each project; Creation and maintaining of project database, including all parties responsible for the project.
Experience and Education:	Bachelor's Degree and minimum, 5 years of proven experience in a secretarial or assistant position

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## Labor Category Descriptions

Title:	Construction Manager
Description:	Plan, direct, coordinate, or budget, usually through subordinate supervisory personnel, activities concerned with the construction and maintenance of structures, facilities, and systems. Participate in the conceptual development of a construction project and oversee its organization, scheduling, and implementation on a daily basis.
Duties:	Schedule the project in logical steps and budget time required to meet deadlines; Confer with supervisory personnel, owners, contractors, and design professionals to discuss and resolve matters such as work procedures, complaints, and construction problems; Take actions to deal with the results of delays, bad weather, or emergencies at construction site; Interpret and explain plans and contract terms to administrative staff, workers, and clients, representing the owner or developer; Reviews engineering plans for constructability, making comments and recommendations to improve the construction of the project; Study job specifications to determine appropriate construction methods; Plan, organize, and direct activities concerned with the construction and maintenance of structures, facilities, and systems; Maintains and tracks project budgets; Negotiates with contractors to resolve disputes regarding quality of work, construction costs, or deviation from schedule; Ensures completion of punch-list items.
Experience and Education:	Bachelor's Degree in engineering, architectural or related field; over 5 years of experience

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