

Federal Supply Service Authorized Federal Supply Schedule Price List and Catalog

**MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)
GSA Contract Number GS10F0401S**

874-1 Integrated Consulting Services
874-4 Training Services
874-7 Integrated Business Program Support (Management) Services



CARR SWANSON & RANDOLPH, LLC

Carr, Swanson & Randolph, LLC

A Global Solutions Leader

In

Dispute Resolution, Partnering, Systemic Change and Economic Development

107 S. West Street, #486
Alexandria, VA 22315

**DUNS # 127975790 CAGE: 3HBA5
MOBIS Contract Period 9-13-2006 – 9/12/2016**

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**Small Business
Veteran Owned Small Business**

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Introduction to Carr, Swanson and Randolph, LLC (“CSR”)

The firm of Carr, Swanson and Randolph, LLC (CSR), is a global consulting and professional training firm based in the Washington D.C. metropolitan area. We are a veteran-owned small business with an experienced team of practitioners who combine our expertise in conflict prevention (partnering), dispute resolution (mediation, facilitation, arbitration) and economic development with coaching, culture change and leadership development to address the needs of both federal agencies, economic development organizations and the private business sector. At CSR, we approach our work by focusing on the cultivation and development of values, mindsets, attitudes and behaviors that enable those in leadership positions to lead change and make principled decisions. CSR augments traditional approaches with such innovative processes as applied emotional intelligence, breakthrough conversations and partnering. Our focus is to provide a framework for managers and their organizations to resolve their differences, forge intra-personal connections, have productive conversations and achieve positive results. Based on years of successful experience, CSR recognizes that getting people to speak with one voice and align around common goals substantially increases the probability of achieving business and organizational goals. Accordingly, CSR brings these same skills to the fore when delivering conflict management and dispute resolution training and providing neutral third party assistance with such processes as mediation, arbitration, and facilitation.

In addition, the CSR team provides a full range of guidance and counseling in the areas of economic development, international business transactions, trade and rule of law activities to organizations working in transitioning and developing countries, such as USAID, the US State Department and the World Bank. In the pages which follow, CSR will provide information about our services, our prices, our principal consultants and facilitators, and pertinent technical information required by GSA.

For more information consult our web-site at www.csradr.com.

Services Offered

Consulting, Facilitation, Partnering, Mediation, Leadership Development and Coaching. CSR provides a full range of domestic and international consulting, facilitation, partnering, and mediation services in the areas of organizational culture/change initiatives, conflict prevention and team building, dispute resolution, rule of law, trade, investment and business, and leadership development.¹

Facilitated Skills Development Modules. CSR consultants have facilitated modules for thousands of students and for scores of federal and state agencies, corporations and internationally in more than a dozen countries. These modules are designed to enhance the competencies and skills of the participants in critical areas that connect people with each other -- negotiation, mediation, facilitation, leadership development, coaching, resilience, team building conflict prevention, dispute resolution, systems design and strategic management -- and modules in such foreign policy areas as “reconstruction and stabilization” and “civilian security”. CSR facilitated modules, such as those listed below, consist of lectures, self-assessments, experiential learning, and “learning by doing” materials and are individually tailored for each client:

- **Basic and Advanced Mediation Facilitated Skills Development**
the CSR team has provided mediation/skills development and mentoring to dozens of federal agencies. In one of the largest initiatives of its type in the federal government, CSR facilitated basic and advanced mediation skills development modules, as well as practicum experience, for the Internal Revenue Service’s 200 plus collateral duty mediators. CSR has provided award-winning facilitated mediation modules on four continents, most recently in Brazil, Kosovo, Croatia, Bulgaria, Nepal and Egypt. CSR currently facilitates basic and advanced mediation modules through Rushford Associates.
- **Foreign Policy Facilitated Skills Development Modules (US Department of State, Foreign Service Institute).** CSR has facilitated a number of skills development modules for the FSI “Stability Operations” curriculum, including “Advanced Planning for Reconstruction and Stabilization”, “Fundamentals of Reconstruction and Stabilization,” and “Civilian Security Tradecraft”.
- **Partnering Orientation and Facilitation Skills.** CSR has provided numerous facilitated skills development workshops on “Partnering” and its use in public and private contracts, including numerous partnering in construction and base operations workshops. The subjects included designing the workshop, getting management support, establishing a team, communications, building the team charter, collaborative problem-solving, issue resolution ladders, measurement tools, and implementation strategy.
- **Conflict Management/Dispute Resolution Skills Development.** CSR has facilitated week long training modules which covered types of alternative dispute resolution (“ADR”), the ADR continuum, nature of disputes, selecting a dispute resolution mechanism (arbitration or mediation), issue resolution ladders, negotiating skills, interest-based bargaining, personality types, dealing with difficult people and partnering.
- **Leadership Development and Resilience Skills.** CSR has worked under several subcontracts to facilitate comprehensive leadership development programs for numerous agencies, including extensive work with the

¹ See page 4 for a list of CSR clients.

intelligence community at the senior executive and middle management ranks, and also provides modules in leader and employee resilience to the Environmental Protection Agency, amongst others.

- **Other selected modules include:** Introduction to Alternative Dispute Resolution; Alternative Dispute Resolution Systems Design; Recognizing “Unconscious Bias” in the Workplace; Basic Communications: Negotiations and Breakthrough Conversations; Facilitation for Facilitators; Training the Trainers; Organization Strategic Design; Leadership for Senior Management; Leader as Coach; Mindful Leadership; Navigating organizational Culture; Working Styles; Team Building and Design; and The Learning Organization.
- **Coaching Services.** The CSR team provides professional coaching services to leaders and executives in the public and private sectors. Professional coaching is the relationship between coach and client where the coach uses conversation, interaction and feedback to facilitate positive change by enabling the client to examine his or her awareness of present state and desired future state, expand choices and create the trust in self necessary for achieving results. CSR’s coaching methodology is guided by Alfred Adler’s core principles of creating client awareness and “trust in self”, taking an appreciative strengths-based approach which enables the client to access one’s inner resources and take responsibility for creating the desired change. CSR provides coaching services to The Department of the Treasury, The Treasury Executive institute and the Department of Defense Education Activity (DODEA).

Clients. CSR domestic clients include the Executive office of the President, the Office of the Comptroller of the Currency, Treasury Executive Institute, Alaska Native Tribal Health Organization, the Center for Strategic and International Studies, Agencies within the Intelligence Community, Department of Defense, Department of Defense Educational Authority, Environmental Protection Agency, National Geospatial-Intelligence Agency, Federal Election Commission, Internal Revenue Service, Office of the Director of National Intelligence, Department of Treasury, U.S. Army Corps of Engineers, U.S Naval Facilities Engineering Command, Washington Area Mass Transit Authority (WMATA), New York City Mass Transit Authority, U.S. Dept of State, Foreign Service Institute, and Rushford and Associates. International clients include the U.S. Agency for International Development (USAID), USAID implementing partners [Deloitte Consulting, Booz Allen Hamilton, Checci, TetraTech, MSI], the World Bank, the International Finance Corporation (IFC) and the German Development Bank (KfW)]. Full client lists and references available upon request.

CSR MOBIS Services Price List² for Services Offered

By Special Item Number (SIN)

SIN 874-1: Integrated Consulting Services

SIN 874-4: Training Services

SIN 874-7: Integrated Business Program Support and Project Management Services

In support of Government Agency Management, Organizational and Business Improvement Services (MOBIS), CSR offers the above described services, at prices listed below under the appropriate SIN category, which reflect our full capabilities under the MOBIS Schedule.

LABOR CATEGORY³	SIN 874.1	SIN 874.4	SIN 874.7	2015 PRICES	2016 PRICES
Program Manager	X	X	X	\$279.98	\$285.58
Principal Consultant II Principal Trainer II	X	X	X	\$226.80	\$231.34
Principal Consultant I Principal Trainer I	X	X	X	\$250.00	\$255.00
Lead Consultant Lead Trainer	X	X	X	\$200.00	\$204.00
Senior Consultant Senior Trainer	X	X	X	\$183.05	\$186.71
Consultant Trainer	X	X	X	\$146.44	\$149.37
Associate Consultant Associate Trainer	X	X	X	\$ 74.96	\$ 76.46
Project Support Analyst	X	X	X	\$ 71.78	\$ 73.22
Principal Legal Consultant Principal Legal Trainer	X	X	X	\$260.05	\$265.25
Legal Consultant I Legal Trainer I	X	X	X	\$250.12	\$255.12
Legal Consultant II Legal Trainer II	X	X	X	\$195.26	\$199.17
Arbitrator—3rd Party Neutral	X	X	X	\$238.41	\$243.18
Mediator—3rd Party Neutral	X	X	X	\$244.07	\$248.95
Facilitator—3rd Party Neutral	X	X	X	\$222.35	\$226.80
Coaching Facilitator	X	X	X	\$250.00	\$255.00
Senior Coaching Facilitator	X	X	X	\$300.00	\$306.00
Partnering Facilitator	X	X	X	\$306.00	\$312.12

² The Contractor acknowledges the Service Contract Act (SCA) is applicable to this contract as it applies to the entire MOBIS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number. Failure to do so may result in cancellation of the contract.

³ See page 6 below for a full description of the labor categories listed below.

CSR Labor Categories and Qualifications

Labor Category	Education	Years Experience	Description
Program Manager	Bachelor Degree – Masters	12 10	The Program Manager is the primary CSR interface with the Client. The Program Manager sets the project point of view and the overall approach to the engagement. The Program Manager has the capability to manage and direct the work of CSR subcontractors and consultants from other companies. Directs, plans, organizes, controls and manages the project/program to ensure that all contractual obligations are fulfilled in an efficient and timely manner. Must be able to manage multiple concurrent analysis and development tasks in projects, serve as point of contact with the Contracting Officer's Representative or Task Monitor, formulate and enforce work standards, develop schedules, review work discrepancies and communicate policies, purposes and goals of the organization, and manage and control funds and resources. Facilitates and leads all CSR meetings with client principals.
Principal Consultant I / Principal Trainer I	Master's degree	14	Responsible for managing multiple project engagements/tasks, interfacing with senior leadership and assuring the quality of overall programs. Leads and integrates elements of complex projects to achieve desired results by setting strategically aligned goals. Responsible for oversight, coordination, and integration of multiple business improvement and enterprise transformation projects provided by the company or agency's direction. Assists the customer in determining schedules, in reviewing deliverables, and in participating in project reviews that look across the totality of the customers' programs. Sets project 'point-of-view' and overall approach to engagements and shapes senior management agendas to create and maintain an executive level momentum for change. Facilitate and lead consulting and training teams, including team discussions and meetings. An MA degree counts for two years experience.

Principal Consultant II / Principal Trainer II	Bachelor Degree –	12	<p>The Program Manager is the primary CSR interface with the Client. The Program Manager set the project point of view and the overall approach to the engagement. Directs, plans, organizes, controls and manages the project/program to ensure that all contractual obligations are fulfilled in an efficient and timely manner. Must be able to manage multiple concurrent analysis and development tasks in projects, serve as point of contact with the Contracting Officer's Representative or Task Monitor, formulate and enforce work standards, develop schedules, review work discrepancies and communicate policies, purposes and goals of the organization, and manage and control funds and resources. Facilitates and leads all CSR meetings with client counterparts. An MA degree counts for two years experience.</p>
	Masters	10	

Labor Category	Education	Years Experience	Description
Lead Consultant/ Lead Trainer	Bachelor's degree	8	Leads and integrates elements of complex projects to achieve desired results by setting strategically aligned goals. Responsible for oversight, coordination, and integration of multiple business improvement and enterprise transformation projects provided by the company or agency's direction. Assists the customer in determining schedules, in reviewing deliverables, and in participating in project reviews that look across the totality of the customers' programs. Sets project 'point-of-view' and overall approach to engagements and shapes senior management agendas to create and maintain an executive level momentum for change. Responsible for final drafts of training materials. Facilitates and leads consulting training programs
	Master's degree	6	
Labor Category	Education	Years Experience	Description
Senior Consultant/ Senior Trainer	Bachelors Degree	8	Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Duties include activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation interviewing, training, and provides additional forms of knowledge transfer. May be under the supervision of the Principal Consultant, or may work independently. An MA is considered the equivalent of 2 years of experience.
	Masters Degree,	6	
Consultant/Trainer	Bachelors Degree	6	Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Duties include business activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer, including development of training and consulting materials. May be under the supervision of the Principal consultant/Trainer or Senior Consultant/Trainer, or may work independently. An MA is considered the equivalent of 2 years of experience.
	Masters Degree	4	
Associate Consultant/Associate Trainer	Bachelors	3	Assists with group facilitation and training and assists with drafting of training and consulting materials. Works under supervision of Lead Consultant/Trainer or Senior Consultant/Trainer
	Masters	1	

Labor Category	Education	Years Experience	Description
Project Support Analyst	Bachelor's degree High School	2 4	This position supports the management consulting, facilitation, training, and survey teams. Liaison for the staff when they are out of the office, and coordinates getting information/messages to them in a timely manner. Assists in preparing management plans, reports, and deliverables. Coordinates schedules to facilitate completion of tasks, training sessions, deliverables, Work Request reviews, briefings, electronic meetings, and surveys. Performs analysis, development, and review of program administrative operating procedures. May give guidance and direction to other support staff when so directed by Senior Staff.
Principal Legal Consultant/ Principal Legal Trainer	The first professional law degree (LL.B. or J.D.) and bar membership	20	Responsible for Managing legal matters and/or supervising other legal consultants on rule of law, dispute resolution and other legal issues. Also, responsible for consulting with parties on rule of law, dispute resolution and other legal issues.
Legal Consultant I/ Legal Trainer I	The first professional law degree (LL.B. or J.D.) and bar membership	12	Responsible for consulting with parties on rule of law, dispute resolution and other legal issues
Legal Consultant II/ Legal Trainer II	The first professional law degree (LL.B. or J.D.) and bar membership	4	Responsible for consulting with parties on rule of law, dispute resolution and legal issues
Labor Category	Education	Years Experience	Description
Arbitrator 3rd Party Neutral	JD; or MA; or BA; or	7 10 12	A neutral dispute resolution professional chosen by the parties to a dispute, or appointed by an organization, to render a final and binding award on the matter[s] in controversy between the parties. A JD is not necessarily required of the parties prefer an arbitrator with the requisite technical experience required for arbitrating a dispute where technical issues are paramount.
Mediator 3rd Party Neutral	MA BA	10 12	A neutral dispute resolution professional chosen by the parties to a dispute to facilitate a dialogue or negotiation between the parties to amicably resolve a dispute with a settlement agreement that is voluntarily entered into and mutually agreed by the parties.
Facilitator 3rd Party Neutral	BA or BS Degree	10	A trained professional who facilitates a dialogue between participants in a meeting for purposes of team building, strategic planning, consensus building, achieving common objectives and creating action plans. In so doing, the facilitator does not take a particular position in the discussion.

Senior Coaching Facilitator	MA	10	Manages Multi-Coachee Coaching Contracts. In addition, responsible for facilitating learning and client development by integrating multiple sources of information which assist client with the identification of underlying feelings, concerns and fears which impede development and, helps clients discover for themselves the new thoughts, beliefs, perceptions and emotions that strengthen their ability to take action and achieve what is important to them.
Coaching Facilitator	BA or BS Degree	10	Responsible for facilitating learning and client development by integrating multiple sources of information which assist client with the identification of underlying feelings, concerns and fears which impede development and, helps clients discover for themselves the new thoughts, beliefs, perceptions and emotions that strengthen their ability to take action and achieve what is important to them.
Partnering Facilitator	MA BA or BS Degree	10 12	Oversees and manages facilitation efforts related to the coordination of partnering groups within an organization. Establishes common operating protocols based upon planning, design and conduct of collaborative efforts, working groups, or integrated product, process or self-directed teams. Oversees the development of agendas, recordation of meetings, analysis of data and preparation of final reports and meeting materials. Facilitates and leads groups and provides meeting leadership and problem solving techniques. An MA is considered the equivalent of 2 years of experience.

Biographical Information – Lead Consultants and Trainers

Peter J. B. Swanson

Mediator, coach, facilitator, trainer, and consultant in leadership development and change management; former Commissioner at the Federal Mediation and Conciliation Service; and an MA in Conflict Management George Mason University.

Pete Swanson, a senior partner at Carr Swanson & Randolph, has extensive domestic and international experience helping a diverse range of national and international clients with effective dispute resolution systems design, training and the use of collaborative processes to resolve difficult external and internal issues. He specializes in merging the disciplines of conflict resolution, leadership development, coaching and organizational development and training/education to provide systemic and holistic approaches to client challenges. He helps people and organizations better connect and communicate with each other. He is an accomplished mediator, coach, facilitator, trainer and consultant in leadership development and alignment and systemic/organizational change. Over the past two decades, Mr. Swanson has been at the cutting edge of conflict resolution, leadership development and complex systemic organization change efforts. He has worked in over 50 federal/state/local and international agencies and organizations in four continents and 22 countries including Afghanistan, Argentina, Austria, Bosnia, Bulgaria, Croatia, Cyprus, Dominican Republic, Guatemala, Greece, Holland, India, Japan, Korea, Kosovo, Nepal, Panama, Papua New Guinea, Serbia, Slovenia, Sweden and Thailand.

He regularly presides over organizational culture change efforts, facilitates senior executive leadership programs and culture change efforts in the intelligence community and federal agencies; and provides executive coaching services to senior leaders. He has served as course designer and lead trainer and instructor for over 3,000 students in hundreds of mediation, leadership/negotiation, and facilitation courses and workshops. Mr. Swanson is an innovator in the nexus of conflict resolution, leadership development and culture change. He has designed, taught courses, and coached many leaders who are involved in challenging environments to enhance their communication and negotiation skills to reach a deeper level of connection and understanding and transform adversarial relationships into productive partnerships.

Mr. Swanson has been a mediator and neutral party for two decades, serving 12 years at the Federal Mediation and Conciliation Service as a Commissioner. While at the FMCS he was a principle architect of their domestic and international alternative dispute resolution programs, and served as a mediator and facilitator in many public policy, labor, grant, employment, EEO, and environmental disputes. He has facilitated numerous complex multi-party, public policy and negotiated rulemaking disputes, including extensive work with intergovernmental agencies and Native American tribes and tribal organizations.

Mr. Swanson has a Masters degree in Conflict Management as well as an undergraduate degree in cultural anthropology, both from George Mason University.

Robert C. Randolph

Summary of Relevant Qualifications: Dispute Resolution Practitioner (mediator/arbitrator) and Trainer; 24 years experience with international development programs in transitioning countries; J.D. (Harvard), and two relevant Masters Degrees (Oxford University and Georgetown Law School)

Over the past twenty-four years, Bob Randolph has been actively involved as a dispute resolution professional handling both domestic and international disputes, a diplomat promoting conflict resolution and dispute prevention (USAID) and an international business executive. Bob has continued his work with US foreign policy and development agencies up to the present (2015), delivering alternative dispute resolution training and consulting services in Turkmenistan (2012-2015) and Brazil (2013-2015) and working collegially with foreign policy professionals to design and deliver a “Civilian Security Tradecraft” course for the State Department’s Foreign Service Institute. In 2011, Bob conducted a nationwide study for the World Bank in Ethiopia evaluating the capacity of the Ethiopian judicial system and administrative grievance redress mechanisms at federal, state, district and local government levels to impartially adjudicate disputes between Ethiopian citizens and their government.

Bob has previously assisted with the design and implementation of mediation programs in Croatia, Bulgaria, Nepal and Egypt. He has, in addition, advised governments on the drafting of Alternative Dispute Resolution statutes to reduce judicial backlogs and enhance the rule of law in countries with emerging legal systems (Egypt, Nigeria, Croatia and Bulgaria). Bob’s skills as a mediator have been developed in the context of 20 years of legal practice in the employment, business and civil rights arenas. He has been certified by the Virginia Supreme Court to mediate cases referred by the Virginia court system.

Bob’s expertise in dispute resolution is enhanced by his expertise in employment, EEO and civil rights law. He teaches both foundation and advanced mediation courses for Rushford and Associates, a nationally recognized provider of EEO and mediation training courses to federal, state and local governments and is the lead trainer on a federal contract to deliver “unconscious bias” training to employees of a major federal intelligence agency. He served most recently on an “Independent Committee” advising a global equity company on the fairness, from the perspective of its minority interest holders, of a debt for equity transaction involving majority shareholders of the Company

Bob’s work in dispute resolution and prevention has been enhanced by his extensive international experience, particularly in the Middle East and Asia. From 1988-1991, Bob was based in Singapore where he managed a group of electronics companies based in India, Indonesia, Sri Lanka, Thailand, Malaysia and Singapore. From 1998-2001 he headed the USAID Asia & Near East Bureau (Senate Confirmed) where he had responsibility for democracy, governance and conflict resolution programs in Morocco, Egypt, West Bank/Gaza, Lebanon, Jordan and Indonesia (Acheh and East Timor).

Bob is a member of the Washington State and Virginia bars. He is an honors graduate of Virginia Military Institute and holds an MA from Oxford University in Politics and Development Economics (Magdalen College). He is an honors graduate of Harvard Law School and holds an LL.M. in International Tax (International Tax Focus) from Georgetown Law School (2002).

Frank Carr

Summary of Relevant Qualifications: Mediator, Arbitrator, Partnering Facilitator, and Trainer; former Chief Trial Attorney (construction) and Dispute Resolution Specialist for the US Army Corps of Engineers; retired military judge Army JAGC; J.D. (Duquesne), and an LLM (Georgetown).

Frank Carr specializes in all aspects of conflict prevention and management, dispute resolution, and strategic partnering. His experience includes extensive domestic and international work in mediation, arbitration, facilitation, partnering, dispute review boards, training, and systems design. He holds B.A. and J.D. degrees from Duquesne University and an LL.M. from Georgetown University. Currently, he is a Senior Clinical Faculty member at The Conflict Resolution Center at Salisbury University, Maryland. Also, he is on the roster of neutrals for the U.S. Institute for Environmental Conflict Resolution. Internationally, he has worked and lectured in Brazil, Panama, Germany, Australia, Hong Kong, Croatia, Serbia, Bulgaria, Kazakhstan, Nepal, Thailand, and Egypt.

In 2002, Mr. Carr retired from the U.S. Army Corps of Engineers as the Chief Trial Attorney, Chief Labor Counselor, and Dispute Resolution Specialist after a 27-year distinguished career. During his career he directed the agency Alternative Dispute Resolution (ADR) and Partnering programs, including training programs, guidance publications, and technical assistance. In this capacity he initiated the first Federal agency ADR programs for the resolution of construction claims and appeals (1988) and for workplace disputes (1996). His construction ADR program reduced claims and appeals by approximately 87% and his workplace (mediation) program had over a 90% success rate. Another highlight of his distinguished career was his role in 1999 as the lead negotiator (construction) for the United States in the transfer of the Panama Canal to the Republic of Panama.

Additionally, Mr. Carr is an acknowledged pioneer within the Federal government for the use of ADR to resolve procurement, construction, employment, workplace, EEO, and environmental cases. He has facilitated other Federal and state agencies in ADR systems design and he has worked as a member of the United States Court of Federal Claims Ad Hoc Committee on ADR to design and implement its court-annexed ADR program. Recently, he facilitated the American Bar Association Ad Hoc Committee on Federal ADR Confidentiality.

Mr. Carr is also a frequent speaker at procurement, construction, and ADR conferences including international training sessions in Europe and Asia. Further, he has written numerous conflict prevention and ADR articles for publication, and authored *Partnering in Construction: a Practical Guide to Project Success* a 281-page publication printed by the American Bar Association Forum on the Construction Industry in 1999. A recent partnering publication *Partnering: Aligning Interests, Collaboration, and Achieving Common Goals* was published by the International Institute for Conflict Resolution & Prevention, in June 2010.

During his government career, Mr. Carr received numerous awards including: the Department of Defense, *Exceptional Civilian Service Award*, the Department of the Army, *Meritorious Civilian Service Award*, and the Corps of Engineers *Civilian of the Year Award*. In 2002, his Corps of Engineers ADR program was awarded the first *OFPP Outstanding Federal Procurement ADR Award* for a Large Agency.

Mr. Carr was also a military officer. He served in the Army as a JAGC officer at various legal positions while on active duty for 5 years (1970 – 1975), including a tour of duty in Vietnam, and in the Army Reserve for 23 years. His last position was as a Military Judge. He received numerous awards including *the Legion of Merit, Bronze Star Medal, Meritorious Service Medal (2), and the Army Commendation Medal (4)*. He retired as a Colonel in the Army Reserve in 1998.

Since his retirement from the Federal government, Mr. Carr has had extensive conflict prevention and dispute resolution experience. He has designed and facilitated over 100 construction and commercial services partnering (conflict prevention) kick-off workshops and partnering follow-up meetings on projects for both Federal and state agencies and private

companies. During the workshops he guided the stakeholders in understanding the partnering relationship, establishing communication skills, recognizing common project objectives, developing an issue resolution ladder, drafting a team Charter with a common Vision and Mutual Goals, preparing action plans for conflict prevention, and designing a strategy/measurement tool for sustaining the partnering relationship.

In the area of training Frank has presented courses both domestically and internationally. He has designed and taught the following courses: ***“Conflict Management and Dispute Resolution”***, ***“Administrative Process for Public Agency Grievances and EEO Complaints”***, ***“Mediation for Supervisors”***, ***“Mediation Program Design”***, ***“ADR for EEO Pre-complaints”***, ***“Team-Building Workshops”***, ***“Building Leadership”***, ***“Mediator Training Workshops”***, ***“Conflict Prevention and Avoiding Disputes”***, ***“Construction Conflict Resolution”***, ***“Basic Partnering”***, ***“Partnering Refresher”***, ***“Communications I – Effective Speaking”***, ***Communications II – Dealing with an Angry Public”***, ***“Facilitation Training for Partnering”***.

Furthermore, Frank has served as both Chairman and a member on numerous Dispute Review Boards (DRB) for construction projects and led research studies of both Federal and state agency ADR and partnering programs, including a review of the highly successful Maryland State Highway Administration’s partnering program. At this time, he is a member on DRB projects: the East Side Access project in New York City; the WMATA Orange and Blue Line project in Washington D.C.; and the WMATA Commissioning Facility and Test Track project in Washington D.C.

Finally, Frank has served in numerous leadership positions for the American Bar Association, Federal Bar Association, Boards of Contract Appeals Bar Association, United States Clemency Board, the Federal Inter-Agency ADR Committee, and the Administrative Conference of the U.S.

GSA MOBIS Information (26 Categories)

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

See Above Price List

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.

Not Applicable

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 Above Price List

2. Maximum order.

\$1,000,000.00

3. Minimum order.

\$100.00

4. Geographic coverage (delivery area).

Worldwide

5. Point(s) of production (city, county, and State or foreign country).

Not Applicable

6. Discount from list prices or statement of net price.

0.75%-20.6%

7. Volume discounts.

CSR will offer a volume discount on orders \$100,000 or more.

8. Prompt payment terms:

N/A

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.

Contract holder has no exceptions to the Government Purchase Card.

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

Contract holder has no exceptions to the Government Purchase Card.

10. Foreign items (list items by country of origin).

Not Applicable

11a. Time of delivery. (Contractor insert number of days.)

TBD at Task Level 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 lists that have expedited delivery.

Not Applicable

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.

Not Applicable

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.

Please contact contractor directly for urgent requests.

12. F.O.B. point(s).

Not Applicable

13a. Ordering address(es).

**107 S. West Street, #486
Alexandria, VA 22314**

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(es).

**107 S. West Street, 486
Alexandria, VA 22314**

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).

No conditions to the Government P Card

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).

None

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.

127975790

26. Notification regarding registration in Central Contractor Registration (CCR) database.

Carr Swanson & Randolph, LLC is registered with CCR.