



**GENERAL SERVICES ADMINISTRATION
Federal Supply Service
Authorized Federal Supply Schedule Price List**

Schedule Title: Mission Oriented Business Integrated Services

FSC Group: 874

Contract number: GS-10F-0472Y

Contract period: September 17, 2012 – September 16, 2017

Contractor name: Basile Baumann Prost Cole & Associates, Inc. ("BBPC")
177 Defense Hwy, Suite 1
Annapolis, MD 21401 7006

Business Size: Small Business

Telephone: (410) 266-7800

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E-mail: cole@bbpa.com

Contract Administrator: Tom Cole

Prices: Prices Herein are Net (Discount Deducted)

Basile Baumann Prost Cole & Associates, Inc., (BBPC) is a nationally-recognized real estate development advisory services firm with unmatched experience and expertise in assisting the Department of Defense (DoD) and various other Federal, State and local government entities meet their project needs. BBPC has a significant track record of success working with the DoD, local governments, and private developers across the United States and abroad. In all, BBPC has provided strategic consulting services to over \$15 billion of real estate development in 48 states and 5 countries while assisting over 1,100 public and private sector clients meet their project objectives. Our experiences and lessons learned allow BBPC to guide clients through the complexities of various public/private ventures.

BBPC has over 21 years of experience providing program management, consulting, facilitation, training, project management, and acquisition services supporting:

- Public/Private Partnerships
- Privatization of Assets and Infrastructure (including Energy, Water & Wastewater)
- Market and Economic Development and Analysis
- Real Estate Strategy, Deal Structuring, Negotiations and Execution
- Developer solicitation/project marketing
- Economic and Fiscal Impact Analysis
- Asset and Portfolio Management
- Renewable Energy Projects
- Financial Feasibility Assessments and Funding Programs
- Enhanced Use Leasing (EUL)
- Program and Project Development, Implementation, and Management
- Financial Underwriting and Structuring

From concept, feasibility, and implementation planning through completion and asset management, our involvement in economic, financial and real estate analysis extends through all phases of the project lifecycle. After pioneering many of the public/private development techniques used to rebuild American's cities and towns and attract businesses, we have tailored these rich experiences and lessons learned, to face the complexities of the contemporary real estate and economic climate.

BBPC has developed a reputation for tenaciously overcoming development constraints, maximizing economic opportunities, and formulating proactive solutions for our clients and their communities. With our broad-based background of challenging experiences and our solid record of success, BBPC offers much more than traditional consulting firms. As our clients will attest, we help them meet their economic development objectives by using our "hands-on" services to achieve results.

BBPC's headquarters is located in Annapolis, Maryland. The firm also has satellite offices around the country and experience in over 48 states.

BBPC has a balanced workforce of experienced professionals at all levels to meet the needs of our clients. BBPC constantly monitors professional staff availability, and will ensure sufficient staff resources are always available to exceed the expectations of our client. The firm currently has seasoned employees with educational backgrounds spanning: Business, Law, Real Estate, Finance, Urban Planning, Accounting, Economics, Education and Geography. BBPC also has in-house administrative, accounting and technical support staff as well as outside accounting and legal advisors to assist with the GSA MOBIS contract administration.

BBPC’s services span the following Special Item Numbers (SINs):

SIN 874-1, Consulting Services: BBPC provides expert advice, assistance guidance or counseling to support client’s mission-oriented business functions. Our experience and effort to support client’s needs includes but is not limited to studies, analyses, management and strategy consulting, program planning, audits and evaluations as well as policy and regulation development assistance. Our professional experience is based on comprehensive and strategic involvement in all phases (pre and post closing) of \$15 billion in real estate and infrastructure transactions for federal clients.

SIN 874-6, Acquisition Management Support: BBPC provides professional services to support the federal acquisition management process. Our professional support services include acquisition planning assistance, market research and recommendations, acquisition document development, negotiations, strategic sourcing studies, privatization studies, and public-private partnerships. Our professional experience has supported and guided client’s needs throughout the acquisition management process. BBPC’s efforts with the Military Housing Privatization Initiative (MHPI), DOD Enhanced Use Leasing (EUL) programs as well as through economic development conveyances, 10 U.S.C Section 2667 leases, and through single-base special purpose federal legislation have resulted in dozens of new development projects covering over 75 installations and over 68,000 units.

CUSTOMER INFORMATION

1a. Table of awarded special item numbers (SIN):

<u>SIN</u>	<u>DESCRIPTION</u>
874-1	Consulting Services
874-6	Acquisition Management Support

- 1b. Prices are found on page 5
- 1c. Labor categories are found on page 6
- 2. Maximum Order: \$1,000,000
- 3. Minimum Order: \$100.00
- 4. Geographic Coverage (delivery Area): Worldwide
- 5. Point(s) of production: Annapolis, MD 21401
- 6. Discount from list prices or statement of net price: Prices Shown Herein Are Net (discount deducted)
- 7. Quantity discounts: 1% Quantity Discount for task orders that meet or exceed \$500,000.00

8. Prompt payment terms: Net 30 days
- 9a. Government purchase cards are accepted at or below the micro-purchase threshold
- 9b. Government purchase cards are not accepted above the micro-purchase threshold
10. Foreign items: N/A
- 11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order
- 11b. Expedited Delivery. Items available for expedited delivery are noted in this price list
- 11c. Overnight and 2-day delivery. N/A
- 11d. Urgent Requirements. Contact Tom Cole, Contract Administrator (see cover page)
12. F.O.B Points(s): Destination
- 13a. Ordering Address:

Basile Baumann Prost Cole and Associates, Inc.
Attn: Tom Cole
177 Defense Highway, Suite 1
Annapolis, MD 21401
- 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: N/A
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 (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. Where applicable, Section 508 compliance will be available. Section 508 compliance information an Electronic and Information Technology (EIT) supplies and services standards can be found at: www.Section508.gov/.
- 25. Data Universal Numbering System (DUNS) number: 61-6427324
- 26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered

MOBIS Labor Rates

The following hourly rates apply to SIN services--874-1 and 874-6

Labor Category	Minimum Education	Minimum Years of Experience	Hourly Price
Principal	Masters	10	\$199.50
Portfolio Manager	Bachelors	8	\$189.52
Deputy Manager	Bachelors	7	\$153.15
Project Manager	Bachelors	6	\$132.24
Senior Financial Analyst	Bachelors	5	\$ 88.16
Financial/Market Analyst	Bachelors	3	\$ 83.12

Service Contract Act: The Service Contract Act (SCA) is applicable to this contract as it applies to the entire 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 CRF 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 WD number. Failure to do so may result in cancellation of the contract.

MOBIS Labor Category Descriptions

The following labor category descriptions apply to SIN services--874-1 and 874-6

Labor Category Name	Labor Category Description
Principal	<ul style="list-style-type: none"> • Educational Requirement: Masters Degree • Minimum Years Experience: 10 years • Provides leadership and management to the contract team for development, integration, and implementation of large-scale projects • Provides advice and assistance to program managers and other senior government officials to achieve program objectives and facilitate program execution and oversight • Recommends concepts, strategies, policies, and procedures to bring best practices, including innovative ideas and techniques, to assigned programs • Commands a thorough knowledge of the client's program • Overall management of programs including but not limited to budgeting, time schedules, customer/customer-representative interface, strategic planning and program guidance • Interfaces with developers and financial institutions • Interfaces with municipalities and Government agencies • Expertise used to assist in all areas of development with public-private ventures • Contributes overall support in negotiations and deal structure • Provides financial expertise oversight to each project site team • Provides expertise in development of program metrics and project oversight/monitoring
Portfolio Manager	<ul style="list-style-type: none"> • Educational Requirement: Bachelors Degree • Minimum Years Experience: 8 years • Advises client in support of portfolio oversight of large scale real estate projects, providing strategic planning and negotiating on subject matters including development, legal, and financial components • Oversees development and review of periodic reports on finances and project performance to monitor the health of each project and the portfolio • Consults with the client project managers to discuss project status and facilitate the development of approaches to address challenges and explore opportunities to ensure projects comply with program goals and objectives • Provides guidance, evaluates issues, and makes recommendations to improve both operational and financial performance and advocates best business practices from industry for portfolio management • Recommends and/or develops performance metrics, standards of evaluation and measurement techniques, and other methods to ensure compliance with agreed to business terms and conditions • Primary point of contact for the client for tasks associated with the management and oversight of complex real estate projects, including addressing project shortfalls, managing the roll-out of new initiatives, and responding to inquiries and engaging a variety of stakeholders • Makes recommendations on processes, procedures, policies, and methodologies for managing, reviewing, measuring, and evaluating project and portfolio performance • Expertise used to assist in all aspects of technical/financial analysis • Provides expertise in development of program metrics and project oversight/monitoring • Extensive knowledge of budgeting/accounting utilized to identify trends in real estate and financial markets • Expertise used to assist in all areas of development with public-private ventures • Utilizes exceptional communication skills to recommend sound financial strategies in order to capitalize on market opportunities and manage assets over the long-term

<p>Deputy Managers</p>	<ul style="list-style-type: none"> • Educational Requirement: Bachelors Degree • Minimum Years Experience: 7 years • Provides leadership and Project Management support for development of new family or unaccompanied housing privatization projects or other special ventures, or portfolio manager for one or more existing projects • Serves as the primary interface with the Principal, Portfolio Manager, and client program managers on all issues related to assigned projects. Coordinates or supervises other contract team members on assigned projects. • Provides advice and assistance, and makes recommendations on real estate and finance issues to achieve project objectives and facilitate project execution, oversight, and monitoring • Provides primary support to develop project plans, schedules, systems, procedures, and manage execution of assigned projects • Responsible for monitoring and reporting progress, work assignments, quality control, and financial and administrative aspects of projects • Assists with project management and program managements issues including budgeting, time schedules and customer interface • Assists with strategic planning and program guidance • Interfaces with developers and financial institutions • Interfaces with municipalities and Government agencies • Expertise used to assist in all areas of development with public-private ventures • Assumes day-to-day responsibility for issue resolution and technical performance of staff on all fronts • Skilled in all requisite areas of analysis and development of policy decision-making
<p>Project Manager</p>	<ul style="list-style-type: none"> • Educational Requirement: Bachelors Degree • Minimum Years Experience: 6 years • Acts as primary contract support for one or more existing projects • Supports the Principal, Deputy Managers, and Portfolio Manager, and clients on all issues related to assigned projects • Coordinates with other contract team members on assigned projects • Provides advice and assistance, and makes recommendations on issues to achieve project objectives and facilitate project execution, oversight, and monitoring • Provides primary support to develop project plans, schedules, systems, procedures, and manage execution of assigned projects • Responsible for monitoring and reporting progress, work assignments, quality control, and financial and administrative aspects of projects • Day-to-day oversight of individual Project Site Team • Compiles project data and development costs • Develops public-private venture strategies • Participates in financial closure, negotiations and post-closings • Interfaces with customer/customer-representative • Assists with planning and policy issues at Project Site level • Plans, organizes, directs, and conducts financial consulting/assistance services supporting program or project managers • Conducts analyses to identify and address financial issues of extensive scope and complexity • Makes recommendations based on analyses that support program objectives • Addresses financial issues that may be difficult to define, and may require novel approaches and the use of sophisticated analytical techniques • Understands and applies new methodologies, data sources, and tools that support analytical efforts • Plans, organizes, and executes analyses, and interprets and applies results • Interacts with lending institutions and private sector real estate developers to obtain data, discuss issues, resolve discrepancies or conflicts, and develop financial strategies to promote program objectives • Develops project financial strategies including impact of federal and state programs on housing or other special projects • Determines investment objectives • Financial analysis of deal viability

	<ul style="list-style-type: none"> • Performs market and trend analysis • Reviews applicable regulatory guidelines and policies • Applies extensive knowledge of accounting/accounting principles to development and portfolio management aspects of each project
<p>Senior Financial Analysts</p>	<ul style="list-style-type: none"> • Educational Requirement: Bachelors Degree • Minimum Years Experience: 5 years • Acts as secondary contract support for one or more existing projects • Supports the Deputy Managers, Portfolio Manager, Project Manager and clients on all issues related to assigned projects • Coordinates with other contract team members on assigned projects • Makes recommendations on issues to achieve project objectives and facilitate project execution, oversight, and monitoring • Provides secondary support to develop project plans, schedules, systems, procedures, and manage execution of assigned projects • Day-to-day oversight of individual Associates • Compiles project data and development costs • Develops public-private venture strategies • Participates in financial closure, negotiations and post-closings • Interfaces with customer/customer-representative • Plans, organizes, directs, and conducts financial consulting/assistance services supporting program or project managers • Conducts analyses to identify and address financial issues of extensive scope and complexity • Makes recommendations based on analyses that support program objectives • Addresses financial issues that may be difficult to define, and may require novel approaches and the use of sophisticated analytical techniques • Understands and applies new methodologies, data sources, and tools that support analytical efforts • Plans, organizes, and executes analyses, and interprets and applies results • Develops project financial strategies including impact of federal and state programs on housing or other special projects • Financial analysis of deal viability • Performs market and trend analysis • Applies extensive knowledge of accounting/accounting principles to development and portfolio management aspects of each project
<p>Financial/Market Analysts</p>	<ul style="list-style-type: none"> • Educational Requirement: Bachelors Degree • Minimum Years Experience: 3 years • Provides financial analysis support to project manager and clients • Plans and conducts financial analyses, interprets results, and makes recommendations • Identifies data requirements, compiles data, conducts analyses employing appropriate models and techniques, and presents results • Develops or evaluates project financing alternatives, term sheets, annual budgets, pro forma models, cash flow analysis, business case analysis, and life cycle cost estimates • Develops project financial strategies including impact of federal and state programs on housing or other special projects • Determines investment objectives • Review of applicable regulatory guidelines and policies • Performs market and trend analysis and research