

TWWG

THE WREATHWOOD GROUP

Buttonwood Consulting, Inc

A Joint Venture

John Wreathall & Co., Inc

**GSA
Federal Supply Schedule
Price List**

for

PROFESSIONAL ENGINEERING SERVICES

Contract No. GS-23F-0372K



**Price List Current through August 7,
2015**

Revised August 16, 2010

MOD FPO-0010, Effective June 22, 2010

[The WreathWood Group](#)

4157 MacDuff Way

Dublin, OH 43016

614 791 9264 (Program Management)

703 963 6486 (Program Management)

614 791 9264 (Contracts)

614 799 9242 (Fax)

<http://www.wreathall.com/TWWG/>

**General Service Administration
Federal Supply Service**

Authorized Federal Supply Schedule Price List

Online access to contractor ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA *Advantage!*TM, a menu-driven database system. The INTERNET address for GSA *Advantage!*TM is <http://www.fss.gsa.gov>.

Schedule Title: Professional Engineering Services

FSC Group: 87

Contract Number: GS-23F-0372K

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

Contract Period: August 8, 2010 through August 7, 2015

Contractor Name: The WreathWood Group

**Address: 4157 MacDuff Way
Dublin, OH 43016**

Phone Numbers: (614) 791 9264 (Program Management)

(703) 963 6486 (Program Management)

Fax Number: (614) 799 9242

Web site: <http://www.wreathall.com/TWWG/>

Contact for contract administration: (614) 791 9264

Business Size: Small

Prices Shown Herein are Net (discount deducted)

Modification Number: PO-0010

Date: June 22, 2010

CUSTOMER INFORMATION PAGE

1.
 - a. **Awarded Special Item Number (SIN)**
[871-2/2RC Concept Development and Requirements Analysis](#)
 - b. **Awarded Pricing** – Section 7.0 below.
 - c. **Labor Category Descriptions** – Section 8.0 below.
2. **Maximum order** – There is no maximum task order size for the contract. A maximum threshold value of \$750,000 for each task order was established for each SIN in the contract. When task orders exceed this value, agencies should consider additional contractors and seek discounts. See Section 12.0, *Orders Exceeding the Maximum Order Threshold*, on page 21.
3. **Minimum order** - \$300
4. **Geographic coverage (delivery area)** – This contract was established to be used as sources for Professional Engineering Services as described in the Statement of Work for domestic and/or overseas use.
5. **Point(s) of production (city, county, and state or foreign country)**
4157 MacDuff Way
Dublin, Franklin County, OH 43016

11738 English Mill CT
Oakton, Fairfax County, VA 22124
6. **Discount from list prices or statement of net price** – Not applicable.
7. **Quantity discounts** – Not applicable.
8. **Prompt payment terms** – Net 30 days.
9.
 - a. **Notification that Government purchase cards are accepted below the micropurchase threshold** – accepted.
 - b. **Notification whether Government purchase cards are accepted or not accepted above the micropurchase threshold** – accepted.
10. **Foreign items** – not applicable.
11.
 - a. **Time of Delivery** – to be negotiated at the task order level.
 - b. **Expedited delivery** – not applicable
 - c. **Overnight and 2-day delivery** – available
 - d. **Urgent requirements** – not applicable
12. **F.O.B. point(s)** – Destination per task order.

13. a. Ordering address –

The WreathWood Group
4157 MacDuff Way
Dublin, OH 43016

b. Ordering procedures – For supplies and services, the ordering procedures, information on blanket purchase agreements (BPAs), and a sample BPA can be found at the GSA/FSS schedule homepage (<http://www.fss.gsa.gov/schedules>).

14. Payment address –

The WreathWood Group
4157 MacDuff Way
Dublin, OH 43016

15. Warranty provision – not applicable.

16. Export packing charges – not applicable.

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micropurchase level) – Not applicable.

18. Terms and conditions of rental maintenance and repair – not applicable.

19. Terms and conditions of installation – not applicable.

20. a. Terms and conditions of repair parts – not applicable.

b. Terms and conditions for any other services – not applicable.

21. List of service and distribution points – not applicable.

22. List of participating dealers – not applicable.

23. Preventive maintenance – not applicable.

24. a. Special attributes, such as environmental attributes, e.g., recycled content, energy efficiency and/or reduced pollutants – not applicable.

b. Section 508 compliance – not applicable.

25. Data Universal Number System (DUNS) number – 61-449-6128.

26. Notification regarding registration in Central Contractor Registration (CCR) database – TWWG is registered in the Central Contractor Registration (CCR) database. Registration valid to 8/17/2011.

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1.0 Contract Overview.

TWWG was awarded a Federal Supply Schedule contract for Professional Engineering Services (PES), Contract No. GS-23F-0372K, from the General Services Administration (GSA). The current contract period is August 8, 2010 through August 7, 2015. The TWWG contract provides for task orders to be placed as fixed price (FP) or time and material (T&M) using the labor categories and ceiling rates defined below. Task orders may be placed for performance worldwide.

2.0 Contract Use

The TWWG contract is available for use by all federal government agencies and specified organizations. Executive agencies, other Federal agencies, mixed ownership Government corporations, and the District of Columbia; Government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government. Agencies authorized to use the GSA FSS schedules can be found at http://www.fss.gsa.gov/schedules/adm4800_2.cfm.

3.0 Contract Scope

TWWG has been awarded one SIN under the PES contract as listed below:

- 871-2/-2RC Concept Development and Requirements Analysis

GSA awarded this SIN after evaluating TWWG's experience, past performance and cost reasonableness. A full description of this SIN and examples of the types of work covered by the SIN follows.

871-2/-2RC Concept Development and Requirements Analysis

Services required under this SIN involve abstract or concept studies and analysis, requirements definition, preliminary planning, the evaluation of alternative technical approaches and associated costs for the development or enhancement of high level general performance specifications of a system, project, mission or activity. Typical associated tasks include, but are not limited to requirements analysis, cost/cost-performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, training, privatization and outsourcing.

Example: The development and analysis of the total mission profile and life cycle of the improved satellite including examination of performance and cost tradeoffs. Inappropriate use of this SIN is providing professional engineering services not specifically related to concept development and requirements analysis and its associated disciplines.

4.0 Outsourcing or Privatization of Professional Services

Task orders may be issued for complete outsourcing or privatization of a single task or any portion of an agency's operations within the scope of the contract. Under this type of an order, the contractor could be expected to provide a wide range of functions including administrative, management and technical. The contractor would be responsible for overall operations including developing a management structure to properly provide the full range of required services; planning, management, direction and supervision of the work activities involved and the personnel performing them; and facilities and/or equipment provided by the government, including the management of facilities and equipment in accordance with the provisions and/or regulations specified in the task order. The individual ordering agency will be responsible for assuring that pertinent governmental guidelines (e.g., OMB Circular A-76) are followed in deciding to use the outsourcing or privatization portion of this schedule.

5.0 Primary Engineering Disciplines

Under the TWWG contract with GSA, TWWG provides engineering services under the Mechanical Engineering Primary Engineering Discipline (PED). The engineering services available from TWWG through this contract are safety engineering and risk analysis, including human performance engineering and process safety management and risk management.

Services not offered under the PES Schedule:

Construction and Architect-Engineering services governed by FAR Part 35 are excluded from the PES Schedule. If the agency's statement of work, substantially or to a dominant extent, specifies performance or approval by a registered or licensed architect or engineer for services related to real property, the Brooks Act applies and such services must be procured in accordance with FAR Part 36. Services governed by FAR Part 36 include construction, alteration or repair of buildings, structures, or other real property and/or installation, alteration or repair of heating, ventilation and air-conditioning (HVAC) systems related to buildings, structures, or other real property.

Research and Development as set forth in FAR Part 35 covers R&D activities related to basic research (i.e., objectives or methods cannot be precisely describe in advance, probability of success or the required technical effort is difficult to determine, etc.). FAR Part 35 does not include R&D activities associated with the acquisition of a system or Independent Research and Development (IR&D). Engineering services in support of R&D activities related to the development and acquisition of a system and/or support systems and facilities are included in the scope of the GSA PES schedule.

6.0 Additional Services Available

Tasks under this schedule may require additional services to support the primary engineering requirements. Task orders issued under PES may include other services, such as: logistics, IT (i.e., systems integration, network services, IT hardware, software or software development, data base planning, etc.), environmental, business improvement and management, financial, and

marketing/media services, provided that these services are integral and incidental to the central role of engineering services offered.

When an agency requires additional services other than as integral or incidental to the engineering requirements, other GSA schedules awarded to TWWG may be combined on a single task order or BPA to provide a total solution to the customer's requirements.

7.0 Labor Rates

GSA labor category	Aug 8 to Dec 31, 2010	Jan 1 to Dec 31, 2011	Jan 1 to Dec 31, 2012	Jan 1 to Dec 31, 2013	Jan 1 to Dec 31, 2014	Jan 1 to Aug 7, 2015
Managing consultant	\$228.00	\$234.61	\$241.42	\$248.42	\$255.62	\$263.03
Senior Consultant	\$206.00	\$211.97	\$218.12	\$224.45	\$230.96	\$237.65
Principal Consultant	\$187.00	\$192.42	\$198.00	\$203.75	\$209.65	\$215.73
Technical Staff C	\$112.00	\$115.25	\$118.59	\$122.03	\$125.57	\$129.21
Technical Staff B	\$100.00	\$102.90	\$105.88	\$108.95	\$112.11	\$115.37

8.0 Labor Category Qualifications

GSA has approved the following labor categories and associated qualifications for engineering services for the SIN under this contract.

Labor Category	Project Position	Experience	Training/Education
Managing Consultant	Project management and expert consultation	Extensive experience in managing and providing expert consulting to similar projects. Demonstrated expertise in the project area. Published papers in appropriate technical journals or conferences. Minimum 10 years prior experience.	High level academic degree, Ph.D., or Masters level in areas of expertise.
Senior Consultant	Consultant task manager position. Responsible for completing tasks within a project. Responsible for managing a group of	Experience with specific task assignment and demonstrated technical expertise in task area. Minimum 8 years prior experience.	High level academic degree, Ph.D., or Masters level in area of expertise.

Labor Category	Project Position	Experience	Training/Education
	consultants to accomplish the task.		
Principal Consultant	Consultant position. Responsible for completing task within a project.	Experience with specific task assignment and demonstrated technical expertise in task area. Minimum 6 years prior experience.	High level academic degree, Ph.D., or Masters level in area of expertise.
Technical Staff C	Support position. Responsible for specific aspects of a consulting task. Works with little or no supervision.	Experience with the specific aspects of the consulting task assigned. Experience with task area. Minimum 4 years prior experience.	Technical Degree
Technical Staff B	Support position. Responsible for specific aspects of a consulting task. Requires some supervision.	Experience with the specific aspects of the consulting task assigned. Some experience with task area. Minimum 2 years prior experience.	Technical Degree

9.0 Contract Terms and Conditions

- 52.212-4 Contract Terms and Conditions – Commercial Items (May 1999)
- 52.232-7 Payments under Time and Materials and Labor Hour Contracts (Feb 1997)
- 52.246-6 Inspection – Time and Material and Labor Hour (Jan 1986) Inspection of Services – Fixed Price (Aug 1996)

Agencies may incorporate provisions in their task order that are essential to their requirements (e.g., security clearances, hazardous substances, special handling, key personnel, etc.). These provisions, when required, will be included in individual task orders. Any cost necessary for the contractor to comply with the provisions(s) will be included in the task order proposal, unless otherwise prohibited by law. Contractors are strongly encouraged to price all items in the contract, to the maximum extent practicable.

10.0 Ordering Procedures

Total price for services are established at the time the task order is placed and are based on the prices/rates offered in the TWWG PES Price List catalog. The estimated number of hours, the labor categories to be provided, and any related items are detailed on the resultant task order. If the ordering agency’s Contracting Officer chooses to purchase services on a Labor Hour (T&M) basis, the resultant task order will specify the Not To Exceed price, the labor categories proposed (with the hourly rates for each), and any applicable travel and Other Direct Costs (ODCs).

Procedures for the acquisition of services using GSA Schedule contracts are provided in the recently updated FAR 8.4. To summarize the process for order engineering services, the government agency:

1. Prepares a Request for Quote which includes:
 - a. A performance-based statement of work that outlines the work to be performed.
 - b. Type of Task Order (T&M or FFP)
 - c. Basis to be used for contractor selection (i.e., best value, etc.)
2. Transmits the Requests for Quote to Contractors
 - a. Select at least three (more if TO value is over \$750K) qualified contractors on the schedule. Note: DoD Agencies should refer to the DFAR when ordering services using GSA schedule contracts.
 - b. Send Request for Quote to selected contractors. GSA's E0buy provides ordering agencies a streamlined web based system for ordering services using the GSA schedules.
3. Evaluates Quotes and Selects the Contractor to Receive the Order
 - a. Evaluate responses based upon the factors identified in the request for quotes.
 - b. Place the Order directly with the schedule contractor that represents the best value and results in the lowest overall cost alternative (considering price, special qualifications, administrative costs, etc.)

The task order is issued directly from the requesting government agency's contracting office to the selected contractor without GSA involvement in the procurement process. All Task order reporting requirements and remission of fees to GSA are the responsibility of the contractor.

11.0 Orders Exceeding the Maximum Order Threshold

All GSA Multiple Award Schedule contracts contain a price point called a Maximum Order Threshold. This threshold is not a ceiling on your order size; rather, it is a point where the ordering agency needs to consider additional contractors (more than 3) and seek discounts from the listed catalog rates.

When placing an order that exceeds the Maximum Order Threshold, ordering offices shall follow the procedures as defined in Section 11.0, *Ordering Procedures*, and the following additional procedures.

1. Consider additional schedule contractors (more than 3).
2. Seek price reductions from the schedule contractor(s) offering the best value (considering price and other factors).
3. Selected contractor(s) may choose to offer a lower price for the requirement (the Price Reduction clause is not applicable to orders placed over the maximum order threshold).
4. After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative. If further price

reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

12.0 Blanket Purchase Agreements

The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted. The potential volume of orders under BPAs, regardless of the size of individual offers, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs, ordering offices must inform contractors the basis that will be used for selecting the contractors. To learn more about establishing a BPA, see the GSA FSS website links located on TWWG's website at <http://www.wreathall.com/TWWG/>.

13.0 Company Overview

The WreathWood Group (TWWG) is an independent organization providing technical and management services to the electric power industry and to other industries such as chemical processing and transportation. *The WreathWood Group* is the joint venture of two small businesses: John Wreathall & Co. (founded 1991) and Buttonwood Consulting, Inc. (founded 1994). The joint venture was formed in 1995 to combine the expertise of the principals, John Wreathall and Dennis Bley. *The WreathWood Group* is affiliated with other individuals and companies to offer an excellent depth and breadth of experience to bring to projects.