



GENERAL SERVICES ADMINISTRATION



Federal Supply Service Authorized Federal Supply Schedule Price List

The Craddock Group specializes in capital planning, maximizing the value of real property, strategic/management consulting, budgeting, and Federal budgetary scoring. Our team can assess real property, both individual assets and entire portfolios, to identify the most effective use of space, develop comprehensive re-investment strategies, and help the government reposition underutilized assets.

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

Schedule: Multiple Award Schedule

Federal Supply Group: Industrial Group: Professional Services **Class:** R704 and R499

Contract Number: 47QRAA18D007K

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

Contract Period: April 4, 2018– April 3, 2023 **Business Size:** Service-Disabled

Veteran-Owned Small Business

Contractor: The Craddock Group, LLC

Address: 3033 Wilson Blvd., Suite 700
Arlington, VA 22201-3868

Contract Administrator: John H. Craddock, Jr.

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The Craddock Group, LLC

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Providing Real Estate and Strategic Planning Solutions

The Craddock Group, LLC, a Service-Disabled Veteran-Owned Small Business (SDVOSB), was established in 2010 to provide professional services to Federal, state, and local governments. Our team is a unique combination of former members of the military, Federal employees, and private-sector professionals, which allows us to deliver innovative and scalable solutions using the best of public and private financial, organizational, real estate, and business methods.

The Craddock Group specializes in capital planning, maximizing the value of real property, budgeting, and Federal budgetary scoring. Our team can assess real property, both individual assets and entire portfolios, to identify the most effective use of space, develop comprehensive re-investment strategies, and help the government reposition underutilized assets.

Members of our team have led the development and implementation of strategic capital planning and public-private real estate solutions for multiple federal agencies, including the U.S. Departments of Veterans Affairs, Defense, Energy, and Transportation, as well as the U.S. General Services Administration, among others.

Team members have supported transaction execution and portfolio and asset management efforts associated with military family housing privatization, in addition to performing real estate project due diligence, site analyses, market surveys, and demographic studies to evaluate development opportunities nationwide.

Our team's experience also includes assistance with due diligence, financial structuring, negotiations, transaction documents, and project management in execution of Enhanced-Use Leases (EULs) across the country for the Departments of Defense and Veterans Affairs.

The Craddock Group's capabilities include the following:

- **Capital Planning:** Strategic capital investment planning (real estate, healthcare, financial) and space and equipment planning.
- **Real Estate Services:** Due diligence and financial analysis, transaction management, public-private partnerships, and transaction execution.
- **Strategy/Management Consulting and Program Support:** Strategic program development and management, management and process improvement solutions, mission-oriented business projects and programs, and training.
- **Federal Budgeting:** Federal budgeting, including budget formulation and execution, budget justification, budgetary scoring, legislative analysis, and Federal credit advisory services.
- **Financial Management Services:** Financial management, reporting and analysis, strategic financial planning, financial policy formulation, and development services.

Our Professional Services

The Craddock Group's services include the following Special Item Numbers (SINs):

- **SIN Order Level Materials (OLM):** We are able to provide our clients with Order-Level Materials where the supplies and/or services are acquired in direct support of an individual task or delivery order placed against our Federal Supply Schedule (FSS) contract or FSS blanket purchase agreement (BPA).
- **SIN 522310 Financial Advising, Loan Servicing, and Asset Management Services:** We support our clients with a variety of cross-cutting financial issues, including asset marketability, program development, and other financial and management considerations regarding federal assets (Program Financial Advisor). We assist our clients with asset valuation, portfolio analysis and optimization, financial restructuring and disposition strategies, and recommendations for the best transaction execution approach. We provide asset marketing expertise, as well as budget and credit reform analyses (Transaction Specialist). Other services include assisting agencies with monitoring and maintaining federal loan assets and tracking loan data, which may include borrower negotiations, restructuring, and workouts.
- **SIN 531210 Financial Asset Resolution Services:** We support our clients with a variety of cross-cutting financial issues, including asset marketability, program development, and other financial and management considerations regarding federal assets (Program Financial Advisor). We assist our clients with asset valuation, portfolio analysis and optimization, financial restructuring and disposition strategies, and recommendations for the best transaction execution approach. We provide asset marketing expertise, as well as budget and credit reform analyses (Transaction Specialist). To meet our clients' needs, we also assist with asset resolution services, as well as budget and credit reform analyses.
- **SIN 541219 Budget and Financial Management Services:** We advise our clients on federal budgeting, including budget preparation and execution, budget justification, and budgetary scoring (Budgeting). We support clients with recurring commercial processes, including financial management activities (Outsourcing Financial Management Services). Our client-facing services include: transaction and data analysis, technical assistance in devising new or revised accounting policies and procedures, special studies to improve budget and financial operations, assessment and improvement of budget formulation and execution processes, and technical assistance to improve budget preparation or execution processes.
- **SIN 541611 Management and Financial Consulting, Acquisition and Grants Management Support:**
 - Due Diligence & Support Services – We assist our clients with asset/portfolio analyses, collect and organize financial and asset-related data, create asset inventory databases, and provide support for asset acquisitions/dispositions – e.g., asset valuations, marketing, and lease negotiations.
 - Budgeting – We advise our clients on federal budgeting, including budget preparation and execution, budget justification, and budgetary scoring.
 - Complementary Financial Management Services – We also help our clients with financial reporting and analysis, strategic financial planning, and financial policy formulation, including performance measures, cost studies, economic and regulatory analyses, and benchmarking.
 - Program Management Services – We assist our clients with the development of new financial and business solutions programs and initiatives, management and oversight of existing

programs, and real property project management to maximize the value of its assets.

- Grants Management – We assist government grants management personnel in managing systems, schedules, evaluations, reports, final reports, and other deliverables required by a grant program.
- Integrated Consulting Services – We provide our clients with practical solutions through management and consulting services, including special studies, reports to Congress, and agency decision support. Examples include: strategic and organizational planning, business process improvement, acquisition and grants management support, facilitation, surveys, improvement of financial management reporting, due diligence in validating an agency's portfolio of assets and related support services, strategic financial planning, financial policy formulation and development, special studies, economic and regulatory analysis, benchmarking and program metrics, and business program/project management. We conduct data analysis and validation, feasibility studies, and real property assessments.
- Acquisition Management Support – Our professional support services help clients in conducting federal acquisition management activities related to real property from acquisition planning assistance, to solicitation development, to proposal evaluation support.
- Integrated Business Program Support – We assist our clients in managing their mission-oriented business projects and programs and in achieving their mission performance goals.

CUSTOMER INFORMATION

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINS)

SIN	SIN Description
522310	Financial Advising, Loan Servicing, and Asset Management Services
531210	Financial Asset Resolution Services
541214	Payroll Services
541219	Budget and Financial Management Services
541611	Management and Financial Consulting, Acquisition, and Grants Management Support
OLM	Order Level Materials

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN

See page 9.

1c. HOURLY RATES (Services Only)

See page 9.

2. MAXIMUM ORDER

\$1,000,000.00

3. MINIMUM ORDER

\$100.00

4. GEOGRAPHIC COVERAGE

Domestic Only

5. POINT OF PRODUCTION

NA – Offering Services

6. DISCOUNT FROM LIST PRICES

Net GSA pricing is listed in attached Price List. Basic discounts have been deducted.

7. QUANTITY/VOLUME DISCOUNTS

2.00% for Orders \$250,000 - \$499,999

4.00% for Orders \$500,000 - \$999,999

6.00% for Orders \$1,000,000 - \$1,999,999

8.00% for Orders \$2,000,000+

8. PROMPT PAYMENT TERMS

Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9a. GOVERNMENT PURCHASE CARDS ARE ACCEPTED AT OR BELOW THE MICRO-PURCHASE THRESHOLD

Yes

9b. GOVERNMENT PURCHASE CARDS ARE ACCEPTED ABOVE THE MICRO-PURCHASE THRESHOLD

No

10. FOREIGN ITEMS

None

11a. TIME OF DELIVERY

To Be Determined by Task

11b. EXPEDITED DELIVERY

To Be Determined by Task

11c. OVERNIGHT AND 2-DAY DELIVERY

Please contact contractor for overnight and 2-day delivery.

11d. URGENT REQUIREMENTS

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. F.O.B. POINT

Destination

13a. ORDERING ADDRESS

3033 Wilson Blvd., Suite 700
Arlington, VA 22201-3868

13b. ORDERING PROCEDURES

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. PAYMENT ADDRESS

3033 Wilson Blvd., Suite 700
Arlington, VA 22201-3868

15. WARRANTY PROVISION

No Warranty Policy for Services.

16. EXPORT PACKING CHARGES

N/A

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE

Not applicable

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR

N/A

19. TERMS AND CONDITIONS OF INSTALLATION

N/A

**20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE
LISTS AND ANY DISCOUNTS FROM LIST PRICES**

N/A

20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES

N/A

21. LIST OF SERVICE AND DISTRIBUTION POINTS

N/A

22. LIST OF PARTICIPATING DEALERS

N/A

23. PREVENTIVE MAINTENANCE

N/A

**24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (E.G., RECYCLED
CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS)**

N/A

24b. SECTION 508 COMPLIANCE

Where applicable, Section 508 compliance will be available

25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER

833260792

**26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD
MANAGEMENT (SAM) WEBSITE**

Active

Approved GSA FSS Price List
Multiple Award Schedule
All Prices Include the Industrial Funding Fee (IFF)

SIN	Labor Category	Base Period Year 1 4/4/2018 through 4/3/2019	Base Period Year 2 4/4/2019 through 4/3/2020	Base Period Year 3 4/4/2020 through 4/4/2021	Base Period Year 4 4/4/2021 through 4/3/2022	Base Period Year 5 4/4/2022 through 4/3/2023
522310 / 531210 / 541214 / 541219 / 541611	Senior Executive I	\$418.37	\$428.41	\$438.69	\$449.22	\$460.00
522310 / 531210 / 541214 / 541219 / 541611	Manager I	\$278.18	\$284.85	\$291.69	\$298.69	\$305.86
522310 / 531210 / 541214 / 541219 / 541611	Manager II	\$195.80	\$200.50	\$205.31	\$210.24	\$215.28
522310 / 531210 / 541214 / 541219 / 541611	Consultant I	\$155.96	\$159.70	\$163.54	\$167.46	\$171.48
522310 / 531210 / 541214 / 541219 / 541611	Consultant II	\$122.16	\$125.09	\$128.09	\$131.16	\$134.31

The Service Contract Labor Standards (SCLS) is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS 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 SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

Labor Category Descriptions

The following labor categories apply to all SINs: 522310 / 531210 / 541214 / 541219 / 541611.

Labor Title	Description	Minimum Education / Certification Level	Minimum Years of Experience
Senior Executive I	Leader in the firm responsible for client partnering, relationships and overall program/project execution as well as the commitment of the Firm's resources to the engagement plan. Provides overall guidance and direction and interfaces with senior level management responsible for each order. Directs the completion of projects within estimated time frames and budget constraints. Coordinates all parties' tasks and reviews work products for completeness and adherence to client's standards.	Master's	15
Manager I	Performs as lead project/program facilitator for mid-to large-sized project/task teams, possibly involving multiple projects and groups of personnel at multiple locations. Overall responsibility for program and project management, methodology, team performance and all contract support activities.	Master's	8
Manager II	Performs as project facilitator and leads small- to mid-sized project/task teams. Directly oversees the project, ensuring that deliverables are completed and delivered on time, and that issues are brought to the attention of both the client and team lead. Manages, organizes, directs and coordinates the planning and production of all activities associated with the project.	Bachelor's	5
Consultant I	Provides analytical support to project/task teams. Serves as a part of a project team working on a variety of tasks focused primarily on capital planning, market research, strategy, economic development, and public/private partnerships.	Bachelor's	3
Consultant II	Provides analytical support to project/task teams. Performs mid-level analytical assignments related to each project. Gathers relevant data necessary for analysis compiles information in appropriate formats and performs basic analysis prior to involving senior level staff.	Bachelor's	0

Note 1: Advanced Degree - Three (3) years of relevant experience may be substituted for a master's degree.

Note 2: Undergraduate Degree - Five (5) years of relevant experience may be substituted for a bachelor's degree.