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Contract No. GS-10F-0013U

**Contract Duration:
October 22, 2017-October 21, 2022**

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COAST & HARBOR
CONSTRUCTION MANAGEMENT

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Small Minority/Woman Owned Business

Coast and Harbor Associates, Inc

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ABOUT COAST AND HARBOR ASSOCIATES, INC

SIN 541330ENG MAS – Engineering/Construction

Coast and Harbor Associates, Inc. (CHA) provides quality project management services to public, private and institutional owners to assist them to successfully manage their real estate projects. In business since 1988, CHA has extensive experience working on projects which require a strong commitment to protecting the owner’s interests, a high degree of coordination, and a detail-oriented, proactive approach to project management.

Understanding Owner’s Needs

Based on our experience, CHA understands the context in which the owner builds a project. That context includes a strong focus on controlling scope, cost, and schedule; and satisfying the interests of investors, lenders, public sources of financing, regulators, community groups, and other project stakeholders.

Because CHA only works for owners, it truly understands their needs. For that reason, CHA

- Focuses on protecting the owner’s scope, budget and schedule;
- Hires experienced people with strong project management skills to deliver quality services;
- Provides options, analysis and recommendations to assist in decision-making;
- Works proactively to resolve issues in the owner’s best interests;

Emphasis on Quality

CHA has always made the provision of quality services a key priority. We select our personnel carefully and assign them to projects where they are particularly well qualified to assist the owner. We support our personnel with home office services and procedures developed through our corporate experience. CHA personnel are proactive, thorough, and detail oriented, with strong communication, organizational, and technical skills.

Our Services

CHA specializes in managing projects of up to \$200 million and programs up to \$500 million for public, private

and institutional owners. We provide services on an as-needed basis during each phase of a project. Our services, listed below, are aimed at enhancing the owner's control of its scope, cost, and schedule.

Preconstruction Services

- Negotiate, draft, and administer design and consultant agreements;
- Manage the permitting process;
- Conduct design review, including value engineering, constructability and completeness reviews;
- Prepare and monitor project budgets and estimates;
- Prepare, monitor, and update master project schedules;
- Develop and implement procurement strategies;
- Identify, pre-qualify, and recommend selection of contractors and subcontractors;
- Negotiate and draft construction contracts;
- Design project insurance programs;
- Draft project labor agreements;
- Prepare and submit customized monthly project reports.

Construction Phase Services

- Monitor construction work for compliance and contract requirements;
- Review contractor schedules;
- Administer construction contracts;
- Evaluate, negotiate, and process contractor change order proposals;
- Mitigate, evaluate, and negotiate contractor claims;
- Administer project insurance programs;
- Administer project labor agreements;
- Commissioning services;
- Prepare and submit customized project monthly reports.

Project Closeout Services

- Administer punch lists;
- Determine substantial completion and negotiate associated conditions;
- Coordinate assembly of as-built design documents;
- Review warranties and guarantees for contractual compliance;
- Obtain appropriate releases and lien waivers;
- Identify and obtain all other contractually required contractor deliverables;
- Prepare and submit customized project reports on monthly basis.

Occupational Phase Services

- Coordinate procurement and installation of audio-visual systems;
- Coordinate procurement and installation of information technology systems;
- Schedule and coordinate move in or user groups or agencies;
- Coordinate resolution or post move-in issues;
- Prepare and submit customized monthly project reports;
- Coordinate procurement and installation of furniture, fixtures and equipment.

Certifications

CHA is certified in Massachusetts and other states as a Disadvantaged Business Enterprise (DBE) and a Minority and Woman Owned Business Enterprise (MWBE).

CHA's PROJECT EXPERIENCE

Federal Projects

Blanket Purchase Agreement - GSA Schedule

In May of 2017, CHA was awarded a five-year Blanket Purchase Agreement (BPA) through the GSA Schedule to provide Program/Project Management services to GSA's National Capital Region. The BPA covers work in government (owned/leased) buildings.

BPA Task Order for Program Management Services

CHA was awarded a five-year task order under its Blanket Purchase Agreement with GSA, National Capital Region, to provide program management services. The CHA team includes ten Senior Project Managers. Half of our team supports the Leasing Division which manages projects in privately owned buildings in which GSA leases space on behalf of other federal agencies. The other half supports the Small Projects Division which manages projects in federally owned buildings.

Each of the Senior Project Managers is responsible for multiple tenant fit-out projects. The projects range in size from \$125,000 to \$150 million. The CHA team collectively is managing projects with an aggregate value of over \$500,000,000.

The CHA Senior Project Managers get involved with their projects starting with the development of the Program of Requirements in consultation with the user agencies. Their leadership role continues through design, construction, and occupancy. At each stage of the project, they work closely with GSA, the user agency, the designer, the contractor, and other stakeholders.

The CHA team is working with GSA on projects creating or modifying office space for multiple federal agencies including

- Federal Judiciary
- Department of State
- Department of Defense
- Department of Homeland Security
- Department of Justice
- Department of Housing and Urban Development
- Department of Transportation
- Environmental Protection Agency

Margaret Chase Smith Federal Office Building Modernization - General Services Administration

CHA provided construction management as agent (CMa) services for the modernization of a federal office building in Bangor, Maine. The project involved the complete modernization of an occupied building that remained open to the public throughout construction. Occupants in the building included Maine's two United States (U.S.) Senators, Social Security Administration, U.S. Courts including the Probation Department, U.S. Marshals, and the FBI. One of the major components of this project was to maximize the high-performance energy efficient aspects of the building's functions through sustainable green building design principles. The project included upgraded building windows, doors and skylights and upgraded accessibility to meet the requirements of the Architectural Barriers Act Accessibility Standards (ABAAS).

Major components of the project included the following: renovation of tenant areas and restrooms; correction of code deficiencies; abatement of hazardous materials (asbestos containing materials and lead paint); upgrading of existing elevators and installation of an additional elevator; alterations to main lobby/entrance; upgrading of plumbing, fire protection, mechanical, electrical, and security systems. This received LEED Gold certification.

As part of the preconstruction services, CHA's design review team led by CHA's full-time on-site Project Manager reviewed the design plans at the 90% and 100% phase, performed a constructability review, reconciled estimates, performed schedule analysis and interfaced with tenants and other stakeholders. Comments received from members of the design review team and contractor were assembled into one package for each review phase and forwarded to the AE and GSA for review and incorporation into the plans and specifications.

During construction CHA's full-time on-site team included the Project Manager, a Deputy Project Manager/Project Controls Manager, and a Construction Inspector. The project coordinator, as the liaison with the tenant agencies, met with representatives on a regular basis, prepared and distributed weekly project updates to the tenants and addresses and resolved issues before they affected the project schedule. Phasing of the work was critical in order to minimize the impact of the renovations of the tenants and to maintain a safe working environment for those working and visiting the building. The duration of the project was thirty-nine (39) months.

Land Port of Entry, Tornillo, Texas – General Services Administration

CHA was the construction manager as agent for the new \$95 million, 86,000 sq. ft. Land Port of Entry (LPOE) in Tornillo, Texas. The project includes eight buildings, numerous roadways, parking areas for 160 vehicles, extensive site work including drainage retention ponds and landscaping. The project achieved LEED Gold certification.

The new LPOE is situated on 117 acres and processes non-commercial and commercial traffic between the United States and Mexico. The Tornillo LPOE is a full-service port and includes non-commercial facilities (import and export) including Personal Occupancy Vehicles (POV) canopies, an Administration Building, a Secondary Head House; commercial facilities (import and export) including truck canopies, docks, and Non-Intrusive Inspection (NII) systems; a canine kennel; a central plant; and Texas Alcoholic Beverage Commission (TABAC) and Federal Motor Carriers Safety Administration (FMCSA) facilities. Site work includes roadways, drainage retention ponds, and 160 exterior parking spaces. The facility included office space, a data center, interview rooms and detention cells, and a laboratory.

During preconstruction, CHA reviewed the 10%, 20%, 30%, 60%, and 100% plans and specifications. We provided value engineering, partnering, independent government estimates, reconciliation of all estimates, and schedule analysis. During procurement, CHA provided assistance to GSA by reviewing contractors' questions and analyzing contractors' proposed schedules. During construction, our team included a project manager, a project engineer, four inspectors, and a project coordinator. We coordinated progress meetings, monitored the progress of the work for compliance with contract requirements, analyzed change order proposals and provided independent government estimates. We also were actively involved in assisting GSA to defend against several large contractor claims.

Land Port of Entry, Calais Maine – General Services Administration

CHA provided construction management as advisor (CMA) services for the design and construction of a new \$57 million LPOE in Calais, Maine for the General Services Administration (GSA). As part of the preconstruction services, CHA reviewed the design plans, performed value engineering and constructability review, cost estimating and schedule analysis. During construction, CHA's on-site team included the Project Manager, a Construction Inspector, Contract Administrator and a Cost Estimator/Inspector. Completing the team was a sub-consultant who performed quality assurance by providing oversight of the General Contractor's (GC) independent inspection and materials testing sub-consultant. The project was completed ahead of schedule.

Land Port of Entry, Van Buren, Maine - General Services Administration

CHA provided construction management services as agent for the design and construction of the new \$40 Million Land Port of Entry (LPOE), funded by the American Recovery and Reinvestment Act (ARRA), in Van Buren,

Maine. The new LPOE is located on a 21-acre site and replaced the existing border facility which was damaged in a flood. The new facility consists of approximately 40,000 SF and includes a main administration building with a passenger lobby, document processing area, administrative offices, interview rooms, search and detention cells, staff services and building support areas. There is also a secondary non-commercial garage and a commercial vehicle and cargo inspection facility. During the design phase, CHA provided design review services, partnering sessions, value engineering and cost estimating. During construction CHA had an on-site project management team consisting of a Project Manager, a Construction Inspector, and an Estimator/Construction inspector to ensure that the work was in compliance with the plans and specifications.

Blanket Purchase Agreement - GSA Schedule

In September 2009, CHA was awarded a five-year Blanket Purchase Agreement (BPA) through the General Services Administration (GSA) Schedule to provide construction/project management services for renovation projects above \$3 million and new construction projects above \$5 million owned and/or leased by the GSA and located in Zones A and B. Zone A consists of the following areas: New England Region (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont), Northeast and Caribbean (New York, New Jersey, the Commonwealth of Puerto Rico, and the U.S. Virgin Islands), Mid-Atlantic Region (Delaware, Maryland (excluding Montgomery and Prince George's counties), southern New Jersey, Pennsylvania, Virginia (excluding the cities of Alexandria, Falls Church, and Arlington, Fairfax, Loudon and Prince William counties), and National Capital Region/Central Office (D.C. Metro). Zone B consists of the following areas: Southeast Region (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee), Great Lakes Region (Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin), Heartland Region (Missouri, Kansas, Iowa, and Nebraska), and the Greater Southwest Region (Arkansas, Louisiana, New Mexico, Oklahoma, and Texas).

US Custom and Border Protection Aviation Facility, Aguadilla, Puerto Rico-General Services Administration

CHA was the Construction Manager and Commissioning Agent for the LEED Silver New Hangar and Administrative Support Building in Aguadilla, Puerto Rico. This \$8.4 million design-build project supports the Department of Homeland Security, U.S. Customs and Border Protection (CBP), Air and Marine Facilities in Aguadilla. It consists of a 22,792 SF maintenance hangar, a 9,597 SF administrative hanger support building, open hangar area with fifteen (15) parking spaces, and the extension of the existing infrastructure. The maintenance hangar was designed to accommodate the largest four (4) aircraft at one time. This project is located in an active airport and required the coordination and phasing of all work so as not to disturb existing operations. Additional features include new electrical utility upgrades, including components for new security, network, and communications systems; full backup emergency generator, and new water utility services for fire and life safety needs.

Land Port of Entry, Derby Line, Vermont – General Services Administration

CHA provided construction management services to GSA for the design of a new \$27 million land port of entry in Derby Line, Vermont. The 20,000 SF facility consisted of two 10,000 SF buildings on 23 acres of land which is located on Interstate 91 and features an "in the median design". The facility replaced the previous border station and processes non-commercial and commercial traffic between the United States and Canada. During preconstruction services included design review, value engineering, constructability reviews, cost estimating and schedule analysis. During the construction phase, CHA provided construction monitoring, schedule review, change order management, preparing independent government estimates and other support as needed. CHA coordinated project closeout including administering punch lists, substantial completion review, and ensuring proper documentation for final payment. CHA assisted in coordinating the phased occupancy as the new LPOE by CBP.

Indefinite Delivery, Indefinite Quantity (IDIQ) - New England District of the United States (US) Army Corps of Engineers

In January 2009, CHA was awarded a five-year Indefinite Delivery/Indefinite Quantity (IDIQ) contract with the

US Army Corps of Engineers, New England District to provide construction management support services to the US Army Corps of Engineers. The following task orders were issued under this IDIQ Contract:

1. Massachusetts Military Reservation, Cape Cod, Massachusetts

CHA performed construction management support services for the remediation of the Massachusetts Military Reservation. Providing these services were two Quality Assurance representatives whose responsibilities included commenting on all Southeast Range soil reports, writing contract changes for approval, coordinating the construction contractor's work effort, attending meetings with the customer, regulators and Corps personnel, and conducting tours for EPA and the Massachusetts Department of Environmental Protection personnel.

2. Acquisition Management Building, Hanscom Air Force Base, Bedford, Massachusetts

CHA provided construction management oversight for the construction of a \$15 million, 40,000 SF administration building. CHA's Construction Control/Safety Representative's responsibilities included overseeing all construction field activities associated with the construction of the building, coordinating construction contractor base access issues with appropriate base entities, coordinating with Hanscom Air Force Base on construction issues, pay estimate and submittal reviews, and conducting site tours for other government personnel.

3. Veteran's Administration facility, Bedford, Massachusetts (ARRA Funded)

CHA provided construction management support services for several renovation projects at the Veteran's Administration (VA) facility in Bedford, MA. These projects, valued at approximately \$18 Million, include the following: installation of four elevators, demolition of Old Water Tower and Construction of a new Water Tower, installation of underground steam and water pipe, and renovations to three floors in three occupied hospital buildings.

4. Land Port of Entry, Pittsburg, New Hampshire (ARRA Funded)

CHA provided construction management support services for this new 4,000 SF land port of entry in Pittsburg, NH. The project was a \$7.5 Million design/build project.

5. Army Reserve Center, Middletown, Connecticut

CHA provided construction management support services for the construction of a \$54 Million design/build Army Reserve Center. The project is located on a 42-acre site and includes a 164,000 SF training facility which will contain administrative, educational, assembly, library, learning center, vault, weapons simulator, and physical fitness areas for four Army Reserve units and six Connecticut Army National Guard units. Also included is the construction of a 36,000 SF vehicle maintenance shop and 4,000 SF of unheated storage space.

6. Army Reserve Center, Brockton, Massachusetts

CHA provided construction management support services for the renovations of the Army Reserve Center in Brockton. The project was a \$9.4 Million renovation of a 61,600 SF training building and a 4,900 SF area maintenance support activity/organizational maintenance shop. CHA's quality assurance representative monitored the process of the work, reviewed requisitions for payment monitored the schedules and evaluated change order proposals.

7. Veteran's Affairs Facility, Providence, Rhode Island

CHA provided construction management support services for the renovation of facilities located throughout the campus area of the VA Medical Center in Providence, Rhode Island. Projects included corridor and lobby renovations throughout the VA hospital; and replacement of HVAC

– Buildings 7 and 9. This project consists of replacement of the existing HVAC equipment for Building 7 in order to temporarily house The Research Group located in Building 9 while that HVAC is replaced. Both buildings include the replacement of all pad-mounted AHU units and chillers, along with all associate pumps, fans, and VAV's. Building 9 system required partial redesign due to original location issues.

8. Border Patrol Station, Swanton, Vermont

CHA provided construction management support services on the LEED Silver construction of a new border patrol station in Swanton, Vermont. This \$25 million project used the Design-Build delivery method. The facilities include a station building with sally port, biohazard hold, holding cells, canine kennels, interrogation rooms, office space, HAZMAT area, and exercise rooms. There is also an emergency generator and fire pump with water storage tank for fire protection. Additional features included: 10,000 SF green roof on the training center, which mitigates storm water run-off and heat-island effects; solar-heated domestic hot water system at the training center, facilitated by rooftop solar collectors and a heat exchange system; a photovoltaic array in the parking lot that produces approximately 3.6 percent of the total building power; and heating and cooling supported by a closed-loop geothermal well system.

9. Border Patrol Station, Beecher Falls, Vermont

CHA provided construction management support services on the LEED Silver construction of a new border patrol station in Swanton, Vermont. This \$15 million project used the Design-Build delivery method. The building includes an attached parking garage and canine area. The station building includes agent offices, support areas, and a detention/processing area. Heating and cooling is supported by a closed loop geothermal well system. The Beecher station is LEED Gold Certified.

Indefinite Delivery, Indefinite Quantity (IDIQ), Construction Inspection Services for Northern New England- General Services Administration

In July 2006, CHA was awarded a five-year IDIQ contract from GSA to provide Construction Inspection Services for federal buildings in northern New England. Under this contract, CHA provided Construction Inspection Services for the following projects:

1. **Land Port of Entry, Coburn Gore, Maine** – Renovations to the border facility including window sash replacements, renovation of public restrooms, reconfiguration of second floor exit stair, electrical upgrades, installation of a fire protection sprinkler system and the installation of ventilation system and an access door to a basement oil storage tank.
2. **Land Port of Entry, Houlton, Maine** – Reconfiguration of approach lanes from the north on Interstate 95 which consisted of roadway earthwork, drainage, and paving; removing and relocating existing structures including the radiation portal monitors (RPMs); removing and relocating a concrete retaining wall; constructing an addition to the current “Quick” lane office at Lane 7; renovations to the existing port offices; and combining Lanes 5 and 6.
3. **Williams Federal Building, Boston, Massachusetts** - Structural inspections for the renovation of the Williams Building in Boston.
4. **Thomas J. McIntyre Federal Office Building, Portsmouth, New Hampshire** – Renovation and remodeling of approximately 13,623SF on the first, third and fourth floor levels and the renovation of approximately 3,594SF of unoccupied space on the first floor level; the renovation of approximately 2,589SF on the third floor level including new finishes within

office space occupied by the IRS; and the renovation of approximately 7,440SF of unoccupied space on the fourth floor level including primarily open office space with unrated partition construction.

5. **James Cleveland Federal Office Building, Warren Rudman Courthouse, Concord, New Hampshire** - Renovation and upgrade of lighting and HVAC Systems in both buildings. Lighting upgrade included re-lamping, integration of lighting controls with BAS/EMS and occupancy controls and sensing. This project is completed.
6. **U.S. Post Office & Courthouse, Rutland Vermont** – Renovation of approximately 13,842 SF at the basement, second floor, and fourth floor levels of the Rutland Post Office and Courthouse. This project is completed.
7. **Land Port of Entry, Addition of a Truck Inspection Building, Houlton, Maine** – construction of a new 3400 SF building addition to the existing Truck inspection building. This project is completed.

Indefinite Delivery, Indefinite Quantity (IDIQ), Construction Inspection Services for New England- General Services Administration

In July 2011, CHA was awarded a second IIQ by GSA. CHA provided Construction Inspection Services for the following projects:

1. Renovation of the offices of the Internal Revenue Service in the William R. Cotter Federal Office Building in Hartford, Connecticut. This project involved the complete renovation of the IRS 42000 SF office in the Cotter Building.
2. The rebuilding of 11 elevators in the Thomas P. O’Neill Building. This was an \$8 million project.

Springfield Courthouse - CHA provided CMA services for GSA, as the construction manager/resident superintendent on the new Springfield Federal Courthouse, a \$55 million project which also houses the U.S. Marshall’s and U.S. Attorney’s offices, other court-related offices and a congressional office. Specific activities included but were not limited to field inspections, review of payment requisitions, analysis of change orders, monitoring the schedule and budget, commissioning and cost estimating for the tenant fit out. This project is complete.

US Coast Guard Station, Galveston, Texas

CHA provided construction inspection services for this \$34 million rebuilding of the Coast Guard Base located in Galveston, Texas, including but not limited to construction of three new buildings, new waterfront and boat basin improvements, and new utilities. All current facilities remained operational while new facilities were being constructed and will be demolished after services are completed. In addition to quality assurance, CHA’s services on this project included design review, schedule review, change order evaluation, and cost tracking.

The rebuilding of Base Galveston included the construction of three new buildings: Administration, Services, and Unaccompanied Housing. All new structures were built on deep pile foundations with the first floor elevated eight feet. The project also included:

- New waterfront and boat basin improvements;
- New fixed timber pier and floating docks with canopy, boat ramp, and wave screen;
- New utilities including data /telecom, security, sanitary, storm drainage, domestic water with a 213,000 gallon storage tank, and new high voltage power distribution and sub-stations as well as a new backup generator;

- A 9,300 sq. ft., combined medical and dental clinic consisting of a pharmacy, urgent Care, dental lab along with exam and treatment rooms. The Medical Clinic has six exam rooms and one procedure room. The Dental Clinic has four operating rooms including one handicapped room. Both clinics share a reception and waiting room area.
- A recreational softball field was constructed and existing volleyball, tennis, and basketball courts were upgraded.

Inspection Services, Massachusetts and Rhode Island, US Coast Guard

CHA provided construction inspection services to the US Coast Guard for multiple construction projects at Coast Guard Stations located throughout Rhode Island and Massachusetts. CHA provided a full-time construction inspector to the US Coast Guard to monitor and track their ongoing construction projects. The services included quality assurance, schedule review, and change order evaluation.

State and Municipal Projects

On-Call Owner's Project Management for the State of Rhode Island

CHA has been awarded a second three-year task order contract by the State of Rhode Island. We have provided owner's project management services to the Rhode Island Department of Administration, Division of Capital Asset Management and Maintenance (formerly Projects and Property Management Division) and the Department of Environmental Management.

Sample projects include:

- Rhode Island School for the Deaf: Parking Garage/Storage Facility;
- Pastore Government Center: Demolition of Buildings 79,80, and Varley, Phase II parking and road improvements, rehabilitation of physician cottages, and Mathias Building Improvements;
- Cranston Street Armory: exterior repairs;
- Harrington Hall; multiple renovations;
- Rhode Island Department of Information: HVAC and site modifications;
- Rhode Island State Police: Roof replacement and repairs at Buildings 1 and 2; and
- Eisenhower House: historic renovation

On-Call Owner's Project Management for the State of Vermont

CHA has been awarded a three-year task order contract by the State of Vermont. We have been awarded a task order to provide OPM services for the demolition of Stanley Hall and Wasson Hall at the Waterbury State Office Campus.

Boston Convention & Exhibition Center, Boston, Massachusetts

As a member of the owner's representative team for this \$750 million Massachusetts Convention Center Authority project, CHA managed project controls, including contract drafting, contract administration, change-order management, subcontractor prequalification, risk management, project-labor-agreement administration, procurement, and claims management. CHA also managed all interior finishes for this 2,000,000 SF building. This project was completed in 2006.

Massachusetts Convention Center Authority, Boston, Massachusetts

CHA provided Owner's Project Management services (as a sub-consultant to Tishman Construction Corporation) for a variety of projects at the Boston Convention and Exhibition Center and the Hynes Convention Center for the Massachusetts Convention Center Authority.

Projects at the Boston Convention and Exhibition Center (BCEC) include:

- Soffit repairs/waterproofing at approximately 35 catch basins and related soffit space on the Level 1 ring road;
- Wi-Fi upgrades including installation of approximately 700 new Wi-Fi access points and associated infrastructure to bring the BCEC up to modern Wi-Fi standards;
- Exhibit Hall B Blackout, a room darkening system for AV presentations and general sessions;
- D Street lot improvements including soil removal, some contaminated, from the site on the east side of the BCEC, and installation of new landscaping and hardscaping features. The site will eventually connect the BCEC to two new hotels on D Street;
- Air handling unit enclosures and miscellaneous roofing work including the enclosure of up to 26 air-handling units in thermoplastic olefin membrane to eliminate existing building envelope issues.

Services provided at the Hynes Convention Center include inspectional services and site supervision at multiple capital improvement projects such as:

- I-90 ceiling repairs under the Hynes, including framing and mechanical repairs in the interstitial space between the I-90 ceiling and the Hynes structural components;
- Repairs to the Hynes roof, including skylights and curtainwalls.

International Gateway Terminal Project, Logan International Airport/AMEC, Boston, Massachusetts

As a member of the owner's representative team for this \$230 million Massachusetts Port Authority (MassPort) project, CHA provided resident engineering and safety inspection services. CHA's services were completed in 2004.

West Garage, Logan International Airport, Boston, Massachusetts

As a member of the owner's representative team for this \$125 million project, CHA provided construction management/resident engineering services for this post-tensioned seven-story facility that contains 3,150 parking spaces at Logan International Airport. This project was completed in 2000.

Roadways and Utilities, Logan International Airport, Boston, Massachusetts

As part of the construction management team, CHA provided resident engineering services on this \$125 million capital project at Logan International Airport for the MassPort. This project was completed in 2004.

City of Providence

CHA is the Program Manager for the City's \$78 million Capital Improvement Program. The program includes approximately 100 projects to be implemented by the Departments of Public Buildings, Public Works, and Parks. CHA's scope includes:

- Overall program management of the CIP including coordination of funding and projects;
- Tracking the status of each the project within the program;
- Develop, promulgate and oversee a quality assurance & quality control program;
- Ensure the flow of communications between departments, Mayor's Administration, City Council, and the fund manager;
- Attend weekly/committee meetings as well as provide progress updates (as required) by the Director of Public Property;
- Creation/Review of Request for Proposals (RFP) & Request for Qualifications (RFQ);
- Analysis of RFP/RFQ responses from vendors. Including attending pre-bid conferences & scope-review meetings as required. Also, preparing and submit monthly payment request(s) to applicable governing authorities;
- Assist with reviewing contracts and negotiating terms of conditions with proposed vendors;
- Ensure the creation, operation and management of a thorough invoice review process;

- Assist with managing vendors to ensure their optimal performance on contracts for the City;
- Develop strategies, which the City could utilize to save money, mitigate risks and reduce completion time of projects; and
- Identify vendors/contractors who are performing poorly and document their performance issues in order to request credits on a contract, pursue liquidated damages, and/or debar from future City projects.

New High School, Town of Wellesley, Massachusetts

As a sub-consultant, CHA is providing construction management services for the construction of a \$100 million high school in Wellesley, MA. CHA's responsibilities during the preconstruction phase of the project included design review of the plans and specifications, estimating, permitting and pre-qualification of the contractor and sub-contractors as required by Massachusetts General Laws. During the construction phase CHA provided a full-time on-site construction manager. The project is complete.

Edward Early Parking Facility, City of Lowell, Massachusetts

CHA was the Owner's Project Manager (OPM) for the City of Lowell, MA for the construction of a \$25 Million parking facility. The project included a parking garage, as well as retail and commercial space and infrastructure improvements. As the OPM, CHA performed the design review, value engineering and constructability review. In addition, CHA headed the pre-qualification process, prepared the RFQs for the contractors and filed sub-bid contractors, and chaired the prequalification committee. CHA reviewed the bids and recommended the successful contractor to the City. During construction, CHA managed the construction, performed field inspections, prepared the daily and monthly report, chaired the job meetings, reviewed and analyzed change orders, claims and payment requisitions, assisted in the resolution of issues, monitored the General Contractor and his sub-contractors' compliance with state prevailing wage laws and served as the liaison with the business community surrounding the site. The project was completed in March 2008.

Energy Services Contract, City of Lowell, Massachusetts

This project for the City of Lowell, Massachusetts, included providing coordination and oversight of twenty-eight (28) Energy Conservation Measures with a total value of \$21.1 million. These projects were designed and built by the city's Energy Services Company and paid for by energy savings guaranteed by the Energy Services Company. Major projects included:

- A new centrally-managed energy management system that will monitor buildings across the city;
- Lighting system upgrades;
- Boiler and chiller replacements;
- Roof replacements;
- Window replacements;
- HVAC and air handler upgrades;
- Installation of photovoltaic (solar) panels;
- Telecommunications upgrades;
- Variable frequency drives for pumps and fans.

Private Projects

Columbus Center

CHA performed project management services (principally negotiating, drafting, and administering project agreements) for Winn Development on its proposed \$800 million Columbus Center Project, which consists of a 160 room five-star hotel, 450 condominiums, three parking garages, and 35,000 of retail space in downtown Boston. CHA participated in negotiating, drafting and/or administering over 50 agreements including air rights leases, development agreements, and work agreements with Massachusetts Bay Transportation Authority, Amtrak and CSX Owner controlled insurance programs, project labor agreement, consultant agreement and construction contracts.

South Station Office Building

CHA performed project management services (principally negotiating, drafting, and administering project agreements) for Hines LLC on its \$300 million office building to be built over South Station in Boston. Due to economic factors in 2008 the project was not built at that time.

MASS MODIFICATION SCHEDULE (MAS)

SIN: 541330ENG

Contract No.: GS-0F-0013U

Contractor: Coast and Harbor Associates
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CUSTOMER INFORMATION

1a. Awarded Special Item Number(s) with appropriate cross reference to page numbers: 541330ENG - Engineering and Construction Management Services (MAS), OLM

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: See contract price list in item 6

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 the services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. See labor descriptions in item 6

2. Maximum Order: \$1,000,000.00

3. Minimum Order: \$100.00

4. Geographical Coverage (delivery area): Domestic and Overseas

5. **Point(s) of Production (city, county, and state or foreign country):** Same as company address

6. **Discounts from list prices or statements of net price:** Contractor will accept net prices (discounts already deducted) Contractor will accept LH and FFP

SIN Number: 541330ENG (MAS) Construction Management & Engineer Consulting Services Related to Real Property

Labor Category	Year 11 10/22/17 thru 10/21/18	Year 12 10/22/18 thru 10/21/19	Year 13 10/22/19 thru 10/21/20	Year 14 10/22/20 thru 10/21/21	Year 15 10/22/21 thru 10/21/22
Project Executive	\$244.28	\$250.14	\$256.14	\$262.29	\$268.58
Sr. Project Manager	\$158.10	\$161.89	\$165.78	\$169.75	\$173.83
Project Manager II	\$144.64	\$148.11	\$151.67	\$155.31	\$159.03
Project Manager I	\$141.70	\$145.10	\$148.58	\$152.15	\$155.80
Sr. Construction Inspector	\$112.37	\$115.07	\$117.83	\$120.66	\$123.56
Construction Inspector II	\$91.10	\$93.28	\$95.52	\$97.81	\$100.16
Construction Inspector I	\$77.99	\$79.86	\$81.78	\$83.74	\$85.75
Sr Contract Administrator	\$111.56	\$114.24	\$116.98	\$119.79	\$122.67
Contract Administrator	\$97.43	\$99.77	\$102.17	\$104.62	\$107.13
Senior Claims Analyst	\$249.66	\$255.65	\$261.79	\$268.07	\$274.51
Estimator	\$105.89	\$108.43	\$111.04	\$113.70	\$116.43
Structural Engineer	\$210.85	\$215.91	\$221.09	\$226.40	\$231.83
Civil Engineer	\$210.85	\$215.91	\$221.09	\$226.40	\$231.83
Architect	\$154.82	\$158.53	\$162.34	\$166.24	\$170.22
Mechanical Engineer	\$124.18	\$127.16	\$130.21	\$133.34	\$136.54
Electrical Engineer	\$129.15	\$132.25	\$135.42	\$138.67	\$142.00
Fire Protection Engineer	\$205.94	\$210.88	\$215.94	\$221.12	\$226.43
Sr. Fire Systems Designer	\$135.27	\$138.52	\$141.84	\$145.25	\$148.73
Roofing Inspector	\$235.48	\$241.13	\$246.92	\$252.84	\$258.91
Comm. Process Manager	\$159.39	\$163.21	\$167.13	\$171.14	\$175.25
Comm. Mechanical Engineer	\$159.39	\$163.21	\$167.13	\$171.14	\$175.25
Comm. Electrical Engineer	\$159.39	\$163.21	\$167.13	\$171.14	\$175.25
Administrative Assistant	\$72.52	\$74.26	\$76.04	\$77.87	\$79.74

Service Contract Act Matrix

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories.

SCA MATRIX		
SCA Eligible Contract Labor Category	SCA Equivalent Code – Title	WD Number
Administrative Assistant **	01020 – Administrative Assistant	2015-4048

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this

pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).” Per the current Multiple Award Schedule Solicitation.

Description of Positions

Project Executive:

Education and Minimum Experience: Senior professional with Bachelor of Science degree in Engineering or equivalent, and twenty-five years of construction related experience.

Responsibilities: Principal person from the company responsible for providing direction, coordination and ensuring that the construction management team meets its obligations as contained in the contract. The Project Executive will work closely with the owner and his representatives, project manager, architect, and contractors during all phases of design and construction.

Senior Project Manager:

Education and Minimum Experience: Senior professional with Bachelor of Science degree in Engineering and twenty years’ experience in project management, or equivalent working on major projects with a construction dollar value in excess of \$50 million.

Responsibilities: Proficient in overseeing management controls of a project, including CPM scheduling, progress payments and either monitoring inspection of the work by staff of inspectors or doing the inspections himself. Experienced with cost and schedule reporting systems, proficient in oral and written communications and preparation of the monthly report for submission to the owner. Overall responsibility for all project activities, including supervision of field management and inspection personnel. Reports to the project executive and owner.

Project Manager II:

Education and Minimum Experience: Senior professional with Bachelor of Science in Engineering and fifteen years’ experience in project management or equivalent on projects up to 50 million.

Responsibilities: Proficient in overseeing management controls of a project, including CPM scheduling, progress payments, and either monitoring inspection of the work by staff of inspectors or doing the inspections himself. Experienced with cost and schedule reporting systems. Proficient in oral and written communications. Prepares the monthly report for submission to the owner. Overall responsibilities for all project activities, including field management and inspection personnel. Reports to the project executive and owner.

Project Manager I:

Education and Minimum Experience: Senior professional with Bachelor of Science degree in Engineering and ten years’ experience in project management or equivalent on projects up to \$30 million.

Responsibilities: Proficient in overseeing management controls of a project, including CPM scheduling, progress payments, and either monitoring inspection of the work by staff of inspectors or doing the inspections himself. Experienced with cost and schedule reporting systems. Proficient in oral and written communications. Prepares the monthly report for submission to the owner. Overall responsibilities for all project activities, including field management and inspection personnel. Reports to the project executive and owner.

Senior Construction Inspector:

Education and Minimum Experience: Bachelor of Science in Engineering and ten years’ experience or equivalent experience and licenses for projects in excess of \$15 million. Experienced in reading contract documents and inspecting the work for compliance with the approved plans and specifications; maintaining daily logs and preparing daily and monthly reports for submission to the client; Experienced in preparing and maintaining budgets and reviewing and maintaining CPM schedules.

Responsibilities: Provides quality assurance that the construction work is being performed in accordance with the plans and specifications and reports discrepancies and issues to the client's project manager. Attends project meetings, participates in value engineering sessions, reviews, analyses and makes recommendations concerning the budget and schedule. Performs inspections and maintains a daily log which notes the weather, progress of the work, number of companies and workers on site, equipment on site, issues and visitors on site. Reviews and analyzes change orders and makes recommendations to the owner. Develops a final inspection check list (punch list). Performs final inspections of the completed work and assist the client's project manager in obtaining requests for information from the designer.

Construction Inspector II:

Education and Minimum Experience: Bachelor of Science in Engineering and five years' experience or equivalent experience and licenses for projects in excess of \$15 million. Experienced in reading contract documents and inspecting the work for compliance with drawings and specifications, recording specific events regarding the contractor's work and keeping a daily log of the contractor's activities.

Responsibilities: Monitors the quality of the construction being performed in the field based upon the construction drawings and reports discrepancies or issues to the Project Manager. Keeps a daily log which notes the weather, progress of the work and number of companies and workers on site. Also notes any discrepancies, problems or issues in the daily log. Assists the project manager in obtaining requests for information from the designers.

Construction Inspector I:

Education and Minimum Experience: Bachelor of Science in Engineering and five years' experience or equivalent experience and licenses. Experienced in reading contract documents and inspecting the work for compliance with drawings and specifications, recording specific events regarding the contractor's work and keeping a daily log of the contractor's activities.

Responsibilities: Monitors the quality of the construction being performed in the field based upon the construction drawings and reports discrepancies or issues to the Project Manager. Keeps a daily log which notes the weather, progress of the work and number of companies and workers on site. Also notes any discrepancies, problems or issues in the daily log. Assists the project manager in obtaining requests for information from the designers.

Senior Contract Administrator:

Education and Experience: Bachelor of Science degree plus ten plus years' experience or equivalent experience in monitoring contractors for compliance with all provisions contained in their contracts.

Responsibilities: Monitors and reviews contracts to ensure compliance of contractors and subcontractors with the all provisions of their contractors, Maintains a log of all correspondence, reviews required forms submitted by contractor, reviews certified payroll for compliance with Davis-Bacon Act, prepares and forwards correspondence with contractor, performs audits and compiles documentation used in administrative hearings regarding non-compliance. Assist the project manager in the preparation of required submittals and maintains document control.

Contract Administrator:

Education and Experience: Bachelor of Science degree plus five years' experience or equivalent experience in monitoring contractors for compliance with all provisions contained in their contracts.

Responsibilities: Monitors and reviews contracts to ensure compliance of contractors and subcontractors with the all provisions of their contractors, Maintains a log of all correspondence, reviews required forms submitted by contractor, reviews certified payroll for compliance with Davis-Bacon Act, prepares and forwards correspondence with contractor, performs audits and compiles documentation used in administrative hearings regarding non-compliance. Assist the project manager in the preparation of required submittals and maintains document control.

Senior Claims Analyst:

Education and Experience: Master's degree or better in a related field with fifteen years' experience.

Responsibilities: Performs technical review and analysis of project claims and change orders, including risk assessments/analyses relative to claims exposures. Works with design engineers, construction engineers, cost estimators and project schedulers to analyze the cost and schedule aspects of project claims and change orders; Prepares analysis with supporting documentation necessary to resolve the dispute or to defend against the claim. Assists in preparing and assembling of documentation for any appeals. Participate in evidentiary meetings and assists in the negotiation with the claimant.

Estimator:

Education and Experience: Bachelor's degree in Construction Management, Architecture, Engineering or a related field ten years' experience in estimating all phases of a construction project.

Responsibilities: Develops independent cost estimates, evaluates the architect/engineer's cost estimate and review all A/E cost estimates to ensure accuracy and that the project can be constructed with the available funding. Performs compliance cost estimating, value engineering and other similar tasks. Develops independent cost and pricing assessments for claims and change order cost analysis including establishing a fair and reasonable cost for authorized change orders.

Structural Engineer

Education and Experience: Bachelor of Science degree in Engineering and ten years' experience.

Responsibilities: Reviews the design and construction plans for consistency and constructability during the preconstruction phase. Also performs value engineering, feasibility studies, permitting and preliminary and final design as required. Experience with design build projects. Available during the construction phase for consultation on an as needed basis. Experience working on large multi-disciplinary engineering projects.

Civil Engineer

Education and Experience: Bachelor of Science degree in Civil Engineering and 15 years' experience in both buildings and structural, MEP and heavy civil (roads and parking lots) work for projects in excess of \$50 million. Experience in quality control inspections, civil and structural engineering designs, cost estimating, and testing services.

Responsibilities: Reviews the design and construction plans for consistency and constructability during the preconstruction phase. Also performs value engineering. Available during the construction phase for consultation on an as needed basis.

Architect

Education and Experience: Bachelor of Arts in Architect and ten years' experience.

Responsibilities: Reviews the design and construction plans for consistency and constructability during the preconstruction phase. Also performs value engineering. Available during the construction phase for consultation on an as needed basis.

Mechanical Engineer

Education and Experience: Bachelor of Science degree in Mechanical Engineering and ten years' experience.

Responsibilities: Reviews the design and construction plans with a focus on mechanical systems for consistency and constructability during the preconstruction phase. Also performs value engineering. Perform mechanical inspections during construction.

Electrical Engineer

Education and Experience: Bachelor of Science degree in Electrical Engineering and ten years' experience.

Responsibilities: Reviews the design and construction plans with a focus on electrical systems for consistency and constructability during the preconstruction phase. Also performs value engineering. Perform inspections of

electrical systems during construction.

Fire Protection Engineer

Education and Experience: Bachelor of Science degree with appropriate certifications in engineering technologies, code compliance and hazardous materials awareness training (i.e. NICET certifications in sprinkler and fire alarm systems training; certified building/fire code inspector; building and/or fire inspector, etc.) and ten years' experience. Extensive experience in a wide range of fire protection areas which include fire suppression systems, fire detection systems, and building systems integration. Technical training in fire protection engineering; field experience and knowledge in national building & fire codes as well as egress systems, water based-fire extinguishing systems, fire detection systems, fire alarm systems, smoke management systems.

Responsibilities: Reviews the design and construction plans with a focus on fire protection systems for consistency and constructability during the preconstruction phase. Also performs value engineering. Perform inspections of fire protection systems during construction. Construction administration services including review of shop drawings, installation progress inspections, and associated reports.

Senior Fire Systems Designer

Education and Experience: High School Diploma with appropriate certifications and five years' experience.

Responsibilities: Reviews the design and construction plans with a focus on fire protection systems for consistency and constructability during the preconstruction phase. Also performs value engineering. Perform inspections of fire protection systems during construction.

Roofing Inspector:

Education and Experience: Registered Roof Consultant certified by the Roof Consultants Institute (RCI) as a Registered Roof Consultant or Registered Roof Observer, and a High School diploma with ten years' experience, preferably in extreme hot/cold weather conditions. Experience in roof investigation; roof design and administration for reroofing, new construction or roof repair; roof damage assessments; roof master plans; moisture surveys; cost estimating; roof maintenance training; roof consulting and life cycle analysis.

Responsibilities: Monitors the quality of the roofs being constructed to ensure that the roofs are being constructed in accordance with the construction drawings and building codes and standards. Reports discrepancies or issues to the project manager.

Commissioning Process Manager:

Education and Experience: Bachelor of Science in Engineering, registered Professional Engineer and ten years' experience in construction management providing commissioning services.

Responsibilities: During the preconstruction phase lead the commissioning team in the review of the design and construction plans for discrepancies with a focus on consistency and clarity. Maintain a project log during the review stage. During construction, the commissioning process manager produce pre-functional and functional test procedures and documentation forms, will witness equipment startup and testing, document results, and record issues of concern.

Commissioning Mechanical Engineer:

Education and Experience: Bachelor of Science in Engineering, registered Professional engineer and eight years' experience.

Responsibilities: During the preconstruction phase review the design and construction plans for discrepancies with a focus on consistency and clarity. During construction, witness equipment startup and testing, document results, and record issues of concern. Meet with commissioning process manager and project manager to resolve any issues with the commissioning.

Commissioning Electrical Engineer:

Education and Experience: Bachelor of Science in Engineering, registered Professional Engineer and ten years'

experience.

Responsibilities: During the preconstruction phase review the design and construction plans for discrepancies with a focus on consistency and clarity. During construction, witness equipment startup and testing, document results, and record issues of concern. Meet with commissioning process manager and project manager to resolve any issues with the commissioning.

Administrative Assistant

Education and Experience: High School diploma and a minimum of three years working in a legal, engineering, construction or a related discipline.

Responsibilities: Perform clerical duties, proficient in standard office software, prepares documents, familiar with telephone systems and following directions from management. Prepares basic technical engineering documents, inputs data into the computer, maintains the document control system, track contract progress, reviews invoices and does basic accounting.

7. Quantity Discounts: None Offered

8. Prompt Payment Terms: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. 1% 30 Days, Net 31

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

9b. Notification that Government purchase cards are accepted or not accepted above the micro-purchase threshold: Will not accept

10. Foreign Items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

11b. Expedited Delivery: Contact Contractor

11c. Overnight and 2-day delivery: Contact Contractor

11d. Urgent Requirements: Contact Contractor

12. F.O. B. Points: Destination

13a. Ordering Address(es): Same as company address

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): 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 (any thresholds above the micro-purchase level):** Contact Contractor
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 from list prices (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. **Special attributes such as environmental attributes, (e.g., recycled content, energy efficiency, and/or reduced pollutants):** N/A
- 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/:** N/A
25. **Data Universal Numbering System (DUNS) number:** 188768915
26. **Notification regarding registration in System for Award Management (SAM) database:**
Registered