



**GSA Schedule  
Federal Supply Service  
Authorized FSS Price List**

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.gsa.gov>.

**SCHEDULE TITLE:** Financial and Business Solutions  
FSC Group: 520

**GSA Contract Number:** **GS-23F-0270S**

**Contract Period Covered:** September 14, 2006 through September 13, 2011

**Pricelist current through Modification #1, dated November 30, 2006**

For more information on ordering from Federal Supply Schedules click on the FSS Schedules at [fss.gsa.gov](http://fss.gsa.gov).

**Novogradac & Company LLP**  
4520 East West Highway, Suite 615  
Bethesda, Maryland 20814

**Telephone Number:** (240) 235-1701  
**Fax Number:** (240) 235-1702

**Web site:** [www.novoco.com](http://www.novoco.com)

**Contact for Contract Administration:** Stephen Redlich - [stephen.redlich@novoco.com](mailto:stephen.redlich@novoco.com)

**Business size:** Large

Prices Shown Herein are Net (discount deducted)

**Customer Information**

**1a. Special Item Numbers (SIN)**

| <b>SIN</b> | <b>Description</b>                 |
|------------|------------------------------------|
| 520-1      | Program Financial Advisor Services |
| 520-2      | Transaction Specialist             |
| 520-7      | Financial & Performance Audits     |
| 520-11     | Accounting                         |

- 1b. Pricing:** See Page 4 of the Pricelist
- 1c. Labor Category Descriptions:** See Page 4 of the Pricelist
- 2. Maximum Order:** The Maximum order for each awarded SIN is \$1,000,000.
- 3. Minimum Order:** \$300.
- 4. Geographic Scope of Contract:** Contractor will provide domestic and overseas delivery
- 5. Production Point:** **Novogradac & Company, LLP  
4520 East West Highway, Suite 615  
Bethesda, Montgomery County, MD 20814**
- 6. Basic Discount:** Prices are net, discounts have been applied.
- 7. Quantity Discounts –** None.
- 8. Prompt Payment Terms –** Net 30 days
- 9a. Government Purchase Cards** Are Accepted Up to the Micropurchase Threshold
- 9b. Government Purchase Cards** Are Accepted Above the Micropurchase
- 10. Foreign Items –** Not Applicable
- 11a. Time of Delivery:** As negotiated between the Ordering Activity and Novogradac
- 11b. Expedited Delivery:** Consult with Contractor
- 11c. Overnight Delivery:** Consult with Contractor
- 11d. Urgent Requirements:** Consult with Contractor
- 12. F.o.B. Point:** Destination
- 13a. Ordering Address:** **Novogradac & Company, LLP  
4520 East West Highway, Suite 615  
Bethesda, MD 20814**
- 13b. 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 ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).

14. **Payment Address:** **Novogradac & Company, LLP**  
**Attn: Accounts Receivable**  
**246 First Street, 5th Floor**  
**San Francisco, CA 94105**
15. **Warranty Provisions:** Not Applicable
16. **Export Packing Charges:** Not Applicable
17. **Terms and Conditions of Government Purchase Card Acceptance:** Government Commercial Credit Cards will be acceptable for payment. The order must contain the credit card number, the cardholder name and phone number and the expiration date.
18. **Terms and Conditions of Rental:** Not Applicable
19. **Terms and Conditions of Installation:** Not Applicable
20. **Terms and Conditions of Repair Parts:** Not Applicable
- 20a. **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. **Preventative Maintenance:** Not Applicable
- 24a. **Special Attributes:** Not Applicable
- 24b. **Section 508:** Not Applicable
25. **Data Universal Number Systems (DUNS) Number:** 62-553-7097
26. **Notification Regarding Registration in Central Contractor Registration (CCR) Database:** Novogradac is registered in the CCR.

### **Corporate Overview**

**Novogradac & Company LLP** is a national certified public accounting and consulting firm with eight offices around the country. The firm's clients represent a broad range of industries, with a major emphasis in the real estate sector.

Novogradac's Government Consulting and Valuation Advisory Group (GoVal Group) provides comprehensive real estate advisory services to all levels of government (federal, state, and local), as well as the private sector. GoVal's segments are described below:

#### **Enhanced Use Leasing**

The Enhanced Use Leasing program provides federal agencies with the ability to tap into the hidden value of underutilized land and facilities through a public private partnership.

#### **Base Realignment and Closure**

The BRAC process brings both challenges and opportunities for both military installations and communities. The GoVal Group provides assistance in evaluating potential opportunities, determining strategies for implementation, project execution, deal closure and ongoing project support.

### Public Private Partnerships (P3)

The GoVal Group's capabilities include a full range of supportive services. From program development and management support to economic analysis and market research, GoVal Group can enhance your P3 project.

### Military Housing Privatization Initiative (MHPI)

The MHPI program is designed to improve the quality of life for its service members by providing high quality housing communities through a public private venture.

### Valuation Services

The GoVal Group provides real estate appraisal and market research services to help stakeholders throughout the real estate lifecycle. Through our innovative use of technology and our online service offerings, we provide unparalleled service to the real estate industry.

### Affordable Housing Development Support

The GoVal Group is the premier provider of market research and an innovative leader in market analysis.

In addition, Novogradac offers cost-effective audit services to clients, most notably in the real estate field, but also for a variety of industries, including but not limited to not-for-profits, government agencies, development and construction companies and securities firms. The firm takes care to fully understand the nature of the client's business and can provide accounting advice as needed throughout the process.

### GSA Schedule Pricing for all SINs:

| Labor Category          | 9/14/06 –<br>9/13/07 | 9/14/07-<br>9/13/08 | 9/14/08 –<br>9/13/09 | 9/14/09 –<br>9/13/10 | 9/13/10 –<br>9/13/11 |
|-------------------------|----------------------|---------------------|----------------------|----------------------|----------------------|
| Managing Partner        | \$320.91             | \$ 333.75           | \$ 347.10            | \$360.98             | \$375.42             |
| Partner                 | \$251.79             | \$ 261.86           | \$ 272.34            | \$283.23             | \$294.56             |
| Principal 2             | \$222.17             | \$ 231.06           | \$ 240.30            | \$249.91             | \$259.91             |
| Senior Manager 2        | \$207.36             | \$ 215.65           | \$ 224.28            | \$233.25             | \$242.58             |
| Manager 2               | \$154.04             | \$ 160.20           | \$ 166.61            | \$173.27             | \$180.21             |
| Senior Staff 1          | \$113.55             | \$ 118.09           | \$ 122.82            | \$127.73             | \$132.84             |
| Sr. Real Estate Analyst | \$118.49             | \$ 123.23           | \$ 128.16            | \$133.29             | \$138.62             |
| Real Estate Analyst     | \$ 93.80             | \$ 97.55            | \$ 101.45            | \$105.51             | \$109.73             |
| Research Assistant 1    | \$ 67.00             | \$ 69.68            | \$ 72.47             | \$ 75.37             | \$ 78.38             |
| Administrative Support  | \$ 51.00             | \$ 53.04            | \$ 55.16             | \$ 57.37             | \$ 59.66             |

### Labor Category Descriptions

**Managing Partner** Minimum/General Experience: Managing consultant with a minimum of 12 years of experience leading large and complex engagements, client relationships, and/or work segments. Typically has technical or functional expertise/authority on major firm methodologies. Demonstrates expertise or thought leadership in a given market area or service line, and has organizational responsibility for client service delivery and performance. Functional Responsibility: Provides executive experience and guidance to an engagement. Education: BS/BA. Equivalent technical training and/or experience may be substituted for education using the relationship of one year of training and/or experience for each year of education.

**Partner** – Functional Responsibility: Directs, plans, commits and completes the Firm's resources for an engagement. Monitors the status of the engagement. Communicates with the client, manages the project and presents the final work product. Minimum Experience: Ten (10) years of experience, with at least 8 years as managers of engagements with the private sector or government agencies. Minimum Education: BS/BA.

**Principal 2 - Functional Responsibility:** Directs, plans, commits and completes the Firm's resources for an engagement. Monitors the status of the engagement. Communicates with the client, manages the project and presents the final work product. **Minimum Experience:** Eight (8) years of experience with at least 6 years as managers of engagements for the private sector, government agencies. **Minimum Education:** BS/BA.

**Senior Manager 2 - Functional Responsibility:** Plans, supervises, reviews and monitors the status of the engagement. Is the primary liaison to the client. Reviews work papers and oversees the drafting of reports. **Minimum Experience:** Seven (7) years of experience, with generally at least 3 years of experience as managers of engagements for the private sector, government agencies. **Minimum Education:** BS/BA.

**Manager 2 - Functional Responsibility:** Plans, supervises, reviews and monitors the status of the engagement. Is the primary liaison to the client. Reviews work papers and oversees the drafting of reports. **Minimum Experience:** Five (5) years of experience, with generally at least 3 years of experience as manager of engagements for the private sector, government agencies. **Minimum Education:** BS/BA.

**Senior Staff 1 - Functional Responsibility:** Performs field work and supervises staff professionals. Completes assigned projects efficiently and makes basic decisions regarding routine work with minimal oversight by managers. Recognizes potential problems in an engagement and proposes solutions in a timely manner. Handles multiple tasks simultaneously, accurately and efficiently while meeting deadlines. Accepts increasing responsibility for client engagements. **Minimum Experience:** 3 years of experience, with at least 2 years of experience as an auditor or advisor on engagements for the private sector, government agencies, or in another specialized area. **Minimum Education:** BS/BA.

**Senior Real Estate Analyst – Functional Responsibility:** Coordinates the work effort, completes field work, and correlates analyzed and collected data into a written report or other deliverable(s). **Minimum Experience:** 2 years of experience on engagements for the private sector, government agencies, or in another specialized area. **Minimum Education:** BS/BA.

**Real Estate Analyst - Functional Responsibility:** Coordinates the work effort, completes field work, and correlates analyzed and collected data into a written report or other deliverable(s). **Minimum Experience:** 1 year of experience on engagements for the private sector, government agencies, or in another specialized area. **Minimum Education:** BS/BA.

**Research Assistant 1 - Functional Responsibility:** Performs specifically assigned tasks which include market research, financial analysis and report writing. **Minimum Experience:** up to 1 year of experience on engagements for the private sector, government agencies, or in another specialized area required by a task order. **Minimum Education:** BS/BA.

**Administrative Support - Functional Responsibility:** Support the activities of professional staff. Perform various administrative, clerical, data collection, data entry, and report writing tasks. Arrange all aspects of group meetings, provide support during meetings, and transcribe meetings. **Minimum Experience:** Entry Level Position. **Minimum Education:** High School or Equivalent.