



GENERAL SERVICES ADMINISTRATION
Federal Acquisition Service
Authorized Federal Supply Schedule FSS Price List

On-line access to contract ordering information, terms and conditions, pricing, and the option to create an electronic delivery order are available through GSA *Advantage!*®. The website for GSA *Advantage!*® is: GSAAvantage.gov.

Multiple Award Schedule
FSC Class: V122, S208
FSC Group: Facilities, Professional Services

Contract number: 47QSMS24D00AD
For more information on ordering go to the following website: <https://www.gsa.gov/schedules>.

Contract period: July 25, 2024, through July 24, 2029

Contractor:	The Kennedy Collective, Inc. 2440 Reservoir Ave Trumbull, CT 06611-4757
Telephone:	203-365-8522 x 2031
Fax:	203-365-8522
Website:	http://www.thekennedycollective.org
Contract Administrator	Teresa Downs
Email:	Teresa.Dows@thekennedycollective.org
Business Size:	Other than Small Business

Prices Shown Herein are Net (discount deducted)

Current as of July 25, 2024

CUSTOMER INFORMATION

1a. Awarded special item numbers:

SINs	SIN Title
541614SVC	Supply and Value Chain Management
561730	Grounds Maintenance
OLM	Order-Level Materials (OLM's)

1b. Identification of the lowest price: see price list below

1c. Job titles, experience, functional responsibility, and education: see price list below

2. Maximum order:

SINs	Maximum Order
541614SVC	\$1,000,000.00
561730	\$1,000,000.00
OLM	\$250,000.00

3. Minimum order: \$100

4. Geographic coverage (delivery area): Domestic

5. Point(s) of production: Same as company address

6. Discount from list prices: Government Net Prices (discounts already deducted.)

7. Quantity discounts: 1% for any task orders equal to or greater than \$250,000

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.

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

10a. Time of Delivery: Specified on the Task Order for services

10b. Expedited Delivery: Contact Contractor

10c. Overnight and 2-day delivery: Contact Contractor

10d. Urgent Requirements: Contact Contractor

11. F.O.B. point(s): Destination

12a. Ordering address(es): Same as Company address

12b. Ordering procedures: See Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address(es): Same as Company address

14. Warranty provision: Contractor's standard commercial warranty

15. **Export packing charges, if applicable:** Not Applicable
16. **Terms and conditions of rental, maintenance, and repair (if applicable):** Not Applicable
17. **Terms and conditions of installation (if applicable):** Not Applicable
- 18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** Not Applicable
- 18b. **Terms and conditions for any other services (if applicable):** Not Applicable
19. **List of service and distribution points (if applicable):** Not Applicable
20. **List of participating dealers (if applicable):** Not Applicable
21. **Preventive maintenance (if applicable):** Not Applicable
- 22a. **Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants):** Not Applicable
- 22b. **If applicable, indicate that Section 508 compliance information is available on Information and Communication Technology (ICT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The ICT standards can be found at:**
www.Section508.gov/: Not Applicable
23. **Unique Entity Identifier (UEI) number:** YLJGHMK34EH8
24. **Notification regarding registration in System for Award Management (SAM) database:**
 Contractor registered and active in SAM

7/25/2024 through 7/24/2029		5 Year Option				
Labor Category	SIN	7/25/2024 7/24/2025	7/25/2025 7/24/2026	7/25/2026 7/24/2027	7/25/2027 7/24/2028	7/25/2028 7/24/2029
Program Manager	541614SVC, 561730	\$125.19	\$129.69	\$134.36	\$139.19	\$144.20
Project Manager	541614SVC, 561730	\$118.49	\$122.75	\$127.17	\$131.75	\$136.49
Senior Admin Support**	541614SVC, 561730	\$57.46	\$59.53	\$61.67	\$63.89	\$66.19
Admin Support**	541614SVC, 561730	\$49.68	\$51.48	\$53.33	\$55.25	\$57.24

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Systems Administrator	541614SVC, 561730	\$49.27	\$51.04	\$52.88	\$54.78	\$56.76
Grounds and Maintenance Manager	561730	\$101.94	\$105.61	\$109.41	\$113.35	\$117.43
Groundskeeping and Maintenance Worker**	561730	\$42.40	\$43.92	\$45.50	\$47.14	\$48.84
Landscaping Worker**	561730	\$42.40	\$43.92	\$45.50	\$47.14	\$48.84
Pesticide Handler	561730	\$58.27	\$60.36	\$62.54	\$64.79	\$67.11
Trimmer/Pruner**	561730	\$49.47	\$51.25	\$53.10	\$55.01	\$57.00
Material Coordinator**	541614SVC	\$47.50	\$49.21	\$50.98	\$52.82	\$54.72
Material Handler**	541614SVC	\$47.46	\$49.17	\$50.94	\$52.78	\$54.68
Supply Technician**	541614SVC	\$68.60	\$71.07	\$73.63	\$76.28	\$79.03
Warehouse Worker/Stocker**	541614SVC	\$52.04	\$53.91	\$55.86	\$57.87	\$59.96
Warehouse Manager/Supervisor	541614SVC	\$83.61	\$86.62	\$89.73	\$92.97	\$96.31

Service Contract Labor Standards Matrix:

SCLS Eligible Contract Labor Category	SCLS Equivalent Code Title	WD Number
Senior Admin Support**	01020 Administrative Assistant	2015-4113
Admin Support**	01020 Administrative Assistant	2015-4113
Groundskeeping and Maintenance Worker**	11210 Laborer, Grounds Maintenance	2015-4113
Landscaping Worker**	11210 Laborer, Grounds Maintenance	2015-4113
Trimmer/Pruner**	11210 Laborer, Grounds Maintenance	2015-4113
Material Coordinator**	21050 Material Handling Laborer	2015-4113
Material Handler**	21050 Material Handling Laborer	2015-4113
Supply Technician**	21050 Material Handling Laborer	2015-4113
Warehouse Worker/Stocker**	21050 Material Handling Laborer	2015-4113

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).

Labor Category Descriptions

PROGRAM MANAGER

Years of Experience: 5

Minimum Education: Bachelors

Functional Description: First-level Manager. Coordinate and monitor the scheduling, pricing, and technical performance of the company programs, consider the financial resources and contractual requirements, ensure adherence to plans, develop solutions to program problems, and direct work to various departments. Ensures work is completed on time, and within budget and acts as an advisor to program teams on projects, tasks, and operations.

Substitution Policy: None

PROJECT MANAGER

Years of Experience: 5

Minimum Education: Bachelors

Functional Description: Management of scope, cost, and schedule, internal staffing and outside vendors, and contractual deliverables. Manages and directs the work of a project team. Will lead the most complex projects and guide the work of subordinates. Reports to Program Manager

Substitution Policy: None

SENIOR ADMIN SUPPORT**

Years of Experience: 2

Minimum Education: High School

Functional Description: Provides complex administrative support and assistance to staff and clients via phone, and or other remote methods. Responds to staff and customer inquiries on products or services, organizational needs, or functions, troubleshooting, customer service, and satisfaction. Document interactions including details of the inquiry, complaint, comments, the actions taken, and resolution.

Substitution Policy: None

ADMIN SUPPORT**

Years of Experience: 0

Minimum Education: High School

Functional Description: Provide technical support and assistance to staff and clients via email, phone, and other remote methods. Respond to customer inquiries on organizational products or services. Provide customer service assistance and document all interactions and resolutions.

Substitution Policy: None

SYSTEMS ADMINISTRATOR

Years of Experience: 4

Minimum Education: Bachelors

Functional Description: Installs configures, and maintains systems and operating systems. Analyzes and resolves problems associated with the operating systems, hardware, applications, and software, Detects, diagnoses, and reports problems on servers.

Substitution Policy: None

GROUNDS AND MAINTENANCE MANAGER

Years of Experience: 5

Minimum Education: Bachelors

Functional Description: responsible for operational, property, and maintenance matters, including general care of all grounds and facilities and day-to-day property and equipment maintenance.

Undertaking minor repairs and routine maintenance of buildings and equipment required for contract performance.

Substitution Policy: None

GROUNDSKEEPING AND MAINTENANCE WORKER**

Years of Experience: 3

Minimum Education: High School

Functional Description: maintaining plants and trees, raking, and mulching leaves, and laying sod. care for ornamental features, such as fountains, planters, and benches; clear snow and debris from walkways and parking lots; and tend to groundskeeping equipment

Substitution Policy: None

LANDSCAPING WORKER**

Years of Experience: 2

Minimum Education: High School

Functional Description: Maintains gardens and lawns, including mowing, trimming, pruning, raking, and weeding. Water plants and lawns and add fertilizer as needed. Install outdoor lighting and sprinkler systems. Removes snow, ice, and leaves as needed.

Substitution Policy: None

PESTICIDE HANDLER

Years of Experience: 3

Minimum Education: High School

Functional Description: Mixing, loading, transferring, or applying pesticides. Handling opened containers of pesticides. Acting as a flagger. Cleaning, handling, adjusting, or repairing the parts of mixing, loading, or application equipment that may contain pesticide residues.

Substitution Policy: None

TRIMMER/PRUNER**

Years of Experience: 5

Minimum Education: High School

Functional Description: Uses handsaws, pruning hooks, sheers, and clippers to prune and manage the growth of trees and shrubs. Trims, tops, and reshapes trees to remove low-hanging branches and to create more attractive shapes. Removes dead and excess branches from trees and/or from around power lines.

Substitution Policy: None

MATERIAL COORDINATOR**

Years of Experience: 3

Minimum Education: Bachelors

Functional Description: oversees the receipt, storage, and distribution of materials, order necessary supplies, schedule deliveries, and manage inventory.

Substitution Policy: None

MATERIAL HANDLER**

Years of Experience: 3

Minimum Education: Bachelors

Functional Description: Using standard commercial and/or military Integrated Logistics Support (ILS) practices and approved Supplier Management procedures to identify and procure systems and equipment

Substitution Policy: None

SUPPLY TECHNICIAN**

Years of Experience: 3

Minimum Education: High School

Functional Description: Receives, stores, and distributes supplies and materials for the facility. responsibilities include ordering supplies, receiving deliveries, stocking shelves, and maintaining the warehouse inventory.

Substitution Policy: None

WAREHOUSE WORKER/STOCKER**

Years of Experience: 2

Minimum Education: High School

Functional Description: Performs Warehouse activities that include operating equipment, receipt and inspection, stocking, inventory, and shipping

Substitution Policy: None

WAREHOUSE MANAGER / SUPERVISOR

Years of Experience: 5

Minimum Education: Bachelors

Functional Description: Oversee receiving, warehousing, and distribution operations. Implementing operational policies and procedures. Implementing and overseeing security operations. Ensuring effective and safe use of warehouse equipment.

Substitution Policy: None

Supply and Value Chain Management

The Kennedy Collective provides all labor, supplies, equipment, and materials (except customer-supplied goods) to manage and operate a full-service warehouse, distribution, third-party logistics and reverse logistics service effectively and efficiently following standard commercial practices, and industry standards. We follow the specifications required in the Statement of Work (SOW) provided by our customers and will accommodate “custom” kitting and packaging orders. The Kennedy Collective will provide complete “turnkey” logistics programs, by sourcing (with customers’ approval) supplying, warehousing, picking, packing, and shipping inventory as needed or required by our customers. We use several inventory controls to ensure order accuracy and fulfillment and execute Quality Control measures before each order is shipped to double-check against the order specifications.

The Kennedy Center’s primary warehouse operations center is located in Bridgeport, CT., and easily accessible to Interstate 95 in an industrial park that accommodates large tractor-trailer traffic daily. We can accommodate over 240 pallets with approximately 5,000 square feet dedicated to workflow, production, and kitting. The warehouse space is open and can be configured / re-configured to optimize production and accommodate workflow. Our production and warehousing facility is climate-controlled, alarm and sprinkler-protected, and has controlled access, with full video monitoring and recording capabilities. Our operation is scalable as needed or required.

Grounds Maintenance Services

The Kennedy Collective provides all labor, supplies, equipment, and materials to manage and operate grounds and landscape maintenance services effectively and efficiently following standard commercial practices, industry standards, and to the specifications required in the Statement of Work (SOW) provided by our customers. We offer weekly, bi-weekly, or monthly services as required by our customers. Our services provide mowing, edging & trimming, weed removal, litter pick-up and removal, debris pick-up, and removal, and full-service Spring and Fall Clean-up Services that include a property-wide scan and audit for debris removal, trimming, and edging that would be needed for service.

The Kennedy Collective Grounds and Landscape Maintenance manager has over 20 years of experience. We can execute effectively and efficiently by fully understanding the requirements we are provided. We successfully provided grounds and landscape services during the COVID-19 crisis, maintaining social distancing mandates, and masking requirements, clearly demonstrating our capability to meet and exceed any additional key performance indicators beyond standard operating procedures.

Training

All employees participate in rigorous training focused on all aspects of the warehouse operations and logistics support services and are evaluated on their knowledge after demonstrating key performance benchmarks. All training is maintained within the employee file and the organization’s training database. This system also provides online training for a variety of compliance and regulatory requirements, like CONUS and OCONUS shipping requirements, customer product ordering requirements (TAA, Barry, etc.) applications, universal precautions,

hazardous materials handling programs, and other OSHA-related topics for ensuring a safe and dynamic workplace. The system documents who were trained, when they were trained, and what skills they have mastered. Training records provide documentation for regulatory agencies, information for personnel evaluations, and support for promotional opportunities. Training records can be used as a basis for goal setting or aid in selecting staff assignments by matching competencies with required skills. They also are useful for charting and reviewing personal progress toward annual goals.

Training records are an important key for The Kennedy Collective, they unlock the data needed to make decisions based on actual performance after specific training. Records provide an easy method to identify training gaps. This gap analysis assesses the needs of the organization and the knowledge, skills, attitudes, and abilities of the staff about the jobs they perform.

The Kennedy Collective is committed to a culture of continuous improvement, ensuring that our work processes are working properly and that we are using the most state-of-the-art practices. An important part of continuous improvement is the management of our processes and procedures to ensure that we are not only following the written procedures for our work but also ensuring that they work efficiently. This is done through process auditing and Lean management techniques.

Adults with Disabilities, Veterans and Wounded Warriors

We used a real-time and direct service training model for and with people who have disabilities, Veterans, or Wounded Warriors in our travel training/mobility services delivery model. Our training included accessing the forms of transportation, paying for said service, map reading, identifying landmarks, etc. This entire model working directly with the service recipient was/is community-based and in real-time, using a variety of transportation systems: bus, train, service taxi, Uber/Lyft, private transporters, and community service providers systems.

Quality Controls

The Kennedy Collective Quality Management (QC) Plan defines the processes used for defining, tracking, managing, controlling, and improving quality processes specific to our Contract Services and across the organization. Continual quality improvement is a foundational component of The Kennedy Collective's strategic plan and values. We apply this to:

1. Ensure operations are performed based on defined, systematic, and measurable processes to include the contract requirements specified in the SOW and QASP.
2. Ensure all contract requirements are met with effectiveness and efficiencies exceeding expectations regularly.
3. Ensure sustainable and environmentally preferred products/practices are incorporated into the daily execution of the work being performed.
4. Create employment opportunities for veterans and individuals with disabilities.

Our QC Plan specifies our system to ensure services are being delivered timely and accurately, and with the level of quality expected of our customers. Through our inspection process, we identify performance to specific measurable outcomes, areas of improvement, and corrective actions to address any identified deficiencies in the delivery of service. The QC Plan is a living document and may be subject to change depending on the needs of the contract. When changes are implemented an updated QC Plan will be submitted to the contract's point of contact or their designee.

The Kennedy Collective is committed to continuous quality improvement to the benefit and satisfaction of our customers, their community, and our employees. In keeping with this initiative, The Kennedy Collective pursues industry standard certifications to align with overall quality and environmentally sound initiatives.

This Plan is consistently promoted and adhered to, to drive the best business practices throughout the organization. It also provides assurance The Kennedy Collective is process-driven, documents the work performed and inspected, communicates expectations consistently throughout the operation, and becomes a part of the corporate culture.