Federal Supply Service  
Authorized Federal Supply Schedule Price List  
Multiple Award Schedule (MAS)  
CONTRACT NO. 47QSHA18D000P  
Period of Performance: January 17, 2018 – January 16, 2023  
Current as of January 31, 2020 – Modification PS-A812

INFORMATION FOR ORDERING ACTIVITIES

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

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov

ABOUT US: Established in 1997, Human Potential Consultants, LLC (HPC) is certified by the US Small Business Administration as an Economically Disadvantaged Woman-Owned Small Business (EDWOSB), Woman-Owned Small Business (WOSB), and Small Disadvantaged Business (SDB). HPC’s overall leadership and mission for each of our projects are structured for successful planning, implementation, evaluation and continuous improvement in achieving and exceeding all our project goals. We have successfully partnered with government agencies for 20 years, by placing top-notch talent nationwide. HPC operate on a set of best practices that balance flexibility, cost concerns and quality assurance. HPC’s two main core competencies are: Janitorial Support & Facility Maintenance and Administrative Support Services.

CONTRACTOR INFORMATION

CONTRACTOR: Human Potential Consultants, LLC  
500 E. Carson Plaza Drive – Suite 119  
Carson, CA 90746  
Phone Number: (310) 756-1560 Fax: 310-756-1562  
E-Mail: drnewcombe@aol.com  
Web Site: www.hpcemployment.com

BUSINESS SIZE: Small Business, Woman-Owned Small Business (WOSB) and Economically Disadvantaged Woman-Owned Small Business (EDWOSB).
1a. Special Item Numbers:
561210FAC Complete Facilities Maintenance and Management
OLM Order Level Materials

1b. Lowest Unit Price:
See Price List

1c. Commercial Job Titles and Descriptions:
Please see last sheet of this document

2. Maximum Order:
561210FAC $1,000,000.00
OLM $250,000.00

3. Minimum Order:
$100.00

4. Geographic Coverage
Preponderance of Work Location is Identified as Los Angeles/Santa Ana, CA
Wage Determination No. 20-15-5613, Revision 8 dated 12/26/17

HPC may perform service nationwide at any location in the index of register of wage determinations under the Service Contract Act. Service in an area with lower SCA rates, resulting in lower wages being paid, will have the prices for that task order discounted accordingly.

5. Point of Production:
Human Potential Consultants, LLC
500 E. Carson Plaza Drive – Suite 119
Carson, CA 90746

6. Discount from List Prices:
1.00%

7. Quantity Discounts:
None

8. Prompt Payment Terms:
1.00% net 10 Days

9a. Notification that Government Purchase Cards are Accepted at or Below the Micro-Purchase Threshold:
Government purchase cards are accepted at or below the micro-purchase level.

9b. Notification whether Government Purchase Cards are Accepted or Not Accepted Above the Micro-Purchase Threshold:
Government purchase cards are accepted above the micro-purchase level.

10. Foreign Items:
11a. Time of Delivery:  
As agreed upon with the Agency

11b. Expedited Delivery:  
Not Applicable

11c. Overnight and 2-Day Delivery:  
Not Applicable

11d. Urgent Requirements:  
When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt.

12 FOB:  
Destination

13a. Ordering Address:  
Human Potential Consultants, LLC  
500 E. Carson Plaza Drive – Suite 119  
Carson, CA 90746

13b. Ordering Procedures:  
For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14 Payment Address:  
Human Potential Consultants, LLC  
500 E. Carson Plaza Drive – Suite 119  
Carson, CA 90746

15 Warranty Provision:  
Human Potential Consultants (HPC) represents and warrants that the Services will be performed with the degree of skill and care that is required by current, good, and sound professional procedures and practices, and in conformance with generally accepted professional procedures and industry standards prevailing at the time the Services are performed, and that all Services meet the specifications set forth in the Scope of Work. HPC further represents and warrants that HPC and all personnel used to perform the Services possess the knowledge, skill, and experience necessary to perform the Services. If at any time the ordering entity is dissatisfied with the Services, notify HPC immediately and all efforts will be made to rectify the situation.

16 Export Packing Charges:  
Not Applicable
17  Terms and Conditions of Government Purchase Card Acceptance: 
    Not Applicable

18  Terms and Conditions of Rental, Maintenance, and Repair: 
    Not Applicable

19  Terms and Conditions of Installations: 
    Not Applicable

20  Terms and Conditions of Repairs Parts: 
    Not Applicable

20a. Terms and Conditions for Other Services: 
    Not Applicable

21  Service and Distribution Points: 
    Human Potential Consultants, LLC 
    500 E. Carson Plaza Drive – Suite 119 
    Carson, CA 90746

22  List of Participating Dealers: 
    Not Applicable

23  Preventive Maintenance: 
    Not Applicable

24  Special Attributes: 
    Not Applicable

25  Data Universal Number System (DUNS) Number: 
    6340942

26  System for Award Management (SAM) Registration Database: 
    Human Potential Consultants, LLC is registered in SAM.
At Human Potential Consultants, LLC (HPC), we change people’s lives by developing, managing and delivering innovative workforce solutions that exceed the expectations of government entities and private employers.

Human Potential Consultants, LLC (HPC) is an employment solutions firm with a 20-year track record of successful government contracting. The company has delivered workforce solutions to 10 federal agencies and has successfully executed more than 75 multi-year contracts. HPC’s existing relationships with decision makers in federal agencies, an established client base and the ability to competitively price delivery provides the Company a strong competitive advantage in the more than $520 billion government contracting industry.

The Facility Support and Maintenance Division partners with military bases and other federal government facilities in program management, facilities repair and maintenance support services for military and defense projects. The division was developed to unify HPC’s existing service capabilities with an inclusive platform for our base operations customers.

The division comprised of experts professionally skilled individuals to include Electrician(s), Painter(s) Contractor Support, HVAC Contractor Support, Utility Systems Operator Contract Support and Janitor(s).

As a team, these expert professionals will spearhead strategic planning and tactical implementation for deployment of the division’s resources to meet customer objectives. The scope of tasks to be delivered by the division team to build out a sustainable plan, include: establishing a safety program, pre-employment training programs, attendance at site visits for recommended input on staffing and proposal requirements.

Overall, the division team will model exceptional best-practices in the field and perform agile pivoting based on customer feedback. Monitoring of the risk register and operations compliance activities dashboard for all divisional contracts will lead to the superior attainment of the company’s key performance indicators.

The Facility Support and Maintenance Division is a decentralized business unit profit center. The division team plays a key role in the interview, evaluation and selection process for request-for-proposals (RFPs) as well as identifying skilled workers to perform on awarded contracts.

For more information about our company visit our website at www.hpcemployment.com.
## Labor Categories:

<table>
<thead>
<tr>
<th>Job Description</th>
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<tbody>
<tr>
<td><strong>Electrician Contractor Support (ELECCS)</strong></td>
</tr>
<tr>
<td>The ELECCS shall be knowledgeable and skilled in the electrical trade. The ELECCS shall be able to read, interpret and apply building specifications, blueprints and building codes. The employee must be able to recognize and select proper materials from a variety of electrical products. Shall have knowledge of the makeup, operation, and installation of the wiring systems in industrial complexes and buildings, power and control circuits and distribution panels. Shall have the ability to plan, layout and complete the installation, modification, and repair to various systems, circuits, equipment and controls such as those listed above. Shall have knowledge of the various electrical devices, and the ability to arrange and install them in ways that insure proper and safe operation of system, circuits and equipment worked on. Shall have the ability to interpret and apply building plans, blue prints, wiring diagrams and engineering drawings and use formulas. Shall have skill in the use of hand tools and a wide variety of test equipment to include: voltmeter, ammeter, ohmmeter, wattmeter, Meg-Ohm-Meter, infrared thermal meter, and cable faultfinder. Knowledge of national and local electrical codes. This position may require ability to obtain licenses for the operation of Fork lift, High Lift (JLG) and/or Construction equipment, upon notification. Should work be assigned that requires special certification or licensing to perform or to use the specialized tools or equipment, the ELECCS shall be required to obtain such certification or licensing and maintain any associated qualification requirements. ELECCS shall have the ability to drive a motorized vehicle and possess a valid California “C” driver’s license.</td>
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<tr>
<td><strong>Painter Contractor Support (PACS)</strong></td>
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<tr>
<td>The Painter must be knowledgeable and skilled in the paint trade. The employee must be able to properly prepare all surfaces, wood, metal and masonry for painting, and must know the proper procedures from bare wall to finish coat. The employee must be able to read, interpret and apply building specifications, blueprints and building codes. The employee must be able to recognize and select proper materials from a variety of paint products, and have knowledge of catalysts and retardants. The use of shop mathematics, simple tools and standard paint machinery (paint sprayers, convention and airless, air compressors and portable generators) are required. The employee must have a working knowledge of swing stages, JLG lifts, scaffolds and safety procedures for the use of required equipment. EPA procedures for removing and handling of construction debris are required. The employee must have a valid California state driver’s license.</td>
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<tr>
<td><strong>HVAC Contractor Support (HVACCS)</strong></td>
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<tr>
<td>Requires knowledge of complex heating systems; steam production and distribution systems; and the systems that supply steam to propel turbines and generators that provide power. Must be able to trace and locate equipment failure and perform complex repairs on large expensive components and equipment. Must have a thorough knowledge of refrigeration and air conditioning practices including understanding pneumatic, electronic, and electrical control circuits. Must have full working knowledge of various types of ventilating systems including steam, electrical gas and oil-fired types. Read blueprints, specifications or sketches. Solves problems using arithmetic or practical mathematics. Uses test instruments related to the trade. Must be familiar with refrigerant liquids, their characteristic, proper operating pressures and temperatures at either saturated for super-heated conditions and safe handling. Must know brazing and soldering techniques. Must be able to operate assigned motor vehicle on the job (pick-up truck). Must have knowledge of environmental laws and regulations and must be certified on Freon recovery equipment. The work requires refrigeration cycle knowledge in order to diagnose a variety of large complex commercial and industrial air-conditioning systems and to make extensive repairs quickly so that inoperative time can be kept to a minimum. Must be able to repair or build major units (e.g. pumps, impellers, compressors, chillers, evaporators, etc.) and place them back in the system and fine tune the components to achieve the proper balance. Must have the ability to interpret and apply building plans, blueprints, diagrams and engineering drawings and uses formulas. Must have skills in the use of hand tools and a wide variety of trade equipment.</td>
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<tr>
<td><strong>High Voltage Electrician Contractor Support (HVECS)</strong></td>
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<tr>
<td>HVECS1 professional shall have a strong knowledge and skill in the high voltage electricity trade and have obtained a minimum Level III Electrical Testing Technician (ETT) certification or equivalent proof of a four (4) year electrician apprenticeship program or 8,000 hours of electrical type training equivalent to such a program administered by an electric utility. The HVECS1 requires knowledge of electrical theory, formulas, and the mathematical skill in order to derive voltage, current, and power related formulas. Mathematics is required to help compute voltage, current, amps and other power related requirements. Employee must be able to</td>
</tr>
</tbody>
</table>
read, interpret standard construction blueprint and operating manuals. Has a basic knowledge of how the work relates to other trades. Is capable of using all electrical trade related tools and equipment. The HVECS1 shall have the ability to drive a motorized vehicle and possess a valid California "C" driver’s license. The HVECS1 shall have experience as a journeymen in overhead & underground distribution construction, substations/switchyards, maintenance and repair (including splicing and termination of medium voltage cable 2400Vac to 69Kvac, and DC voltages from 12Vdc to 300Vdc); troubleshooting using three-line, single, print and protection drawings; experience in low voltage systems including but not limited to maintenance, troubleshooting and repairing power breakers; experience to include installation, maintenance and troubleshooting and repairing equipment in high voltage switchyards, substations, and power operations centers. The HVECS1 shall have experience in participation in special projects such as pre-commissioning/checkout of new substations, stage additions, or substation inspections and commissioning preparation. Knowledge of commonly used high voltage electric power distribution equipment such as transformers, switches, circuit breakers, recording instruments and control systems. Considered a Qualified Person, which is one who has received training in and has demonstrated skills and knowledge in the construction and operation of electric equipment and installations and hazards involved. Skill to plan and carry through the troubleshooting and repair of high voltage generating, controlling, and distribution systems, such as repairing switch gear, installing and hooking up transformers, locating defects in cables, or selecting materials to make installations or repairs. Skill to read and understand circuit diagrams of interconnects such as the generators, buses, switches, and circuit breakers in a power-generating facility or the feeders, substations, transformers, and interconnections of a distribution system, in order to diagnose problems in the electrical system. Skill in the use of test equipment such as: oscilloscopes, power quality meters, insulation resistance tester, high potential tester, phase sticks, phase rotation meters, digital test equipment, other electrical test equipment, and cable locating and fault finding equipment. Skill to diagnose and determine corrective action for electric power-controlling equipment such as switch gear, transformer banks, and circuit breakers in substations and power-generating facilities. Skill to read circuit diagrams and perform troubleshooting layout, and complete installation, modification, and repair on high voltage distribution systems such as repairing switchgear, installing transformers, and locating defects in cables.

Utilities System Operator Contractor Support (USOCS)
The USOCS shall be qualified (i.e. appropriately licensed, certified, etc., with minimum Grade D2 Distribution System License and California Grade T2 level Water Treatment license for USO Water Plant Operator and Grade T2 level Water Treatment license for both Waste Water Plant Operator and Industrial Waste Water Treatment Plant Operator) skilled and knowledgeable in maintaining, repairing, troubleshooting, monitoring, installing, and operating utility systems including, but not limited to, water, waste water and industrial waste water treatment plants. The USOCS shall also have the ability to drive a motorized vehicle and possess a valid California “C” driver’s license.

Janitor
The Janitor cleans and keeps in an orderly condition factory working areas and washrooms, or premises of an office, apartment house, or commercial or other establishment. Duties involve a combination of the following: Sweeping, mopping or scrubbing, and polishing floors; removing chips, trash, and other refuse; dusting equipment, furniture, or fixtures; polishing metal fixtures or trimmings; providing supplies and minor maintenance services; and cleaning lavatories, showers, and restrooms.

Excluded are:

a. Workers who specialize in window washing.
b. Housekeeping staff who make beds and change linens as a primary responsibility.
c. Workers required to disassemble and assemble equipment in order to clean machinery.
d. Workers who receive additional compensation to maintain sterile facilities or equipment.
<table>
<thead>
<tr>
<th>JOB TITLES</th>
<th>EDUCATIONAL REQUIREMENTS</th>
<th>YEARS OF EXPERIENCE</th>
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<tbody>
<tr>
<td>Electrician Contractor Support</td>
<td>High School Diploma or Equivalent</td>
<td>5</td>
</tr>
<tr>
<td>Painter Contractor Support</td>
<td>High School Diploma or Equivalent</td>
<td>4</td>
</tr>
<tr>
<td>HVAC Contractor Support</td>
<td>High School Diploma or Equivalent</td>
<td>3</td>
</tr>
<tr>
<td>High Voltage Electrician Contractor Support</td>
<td>High School Diploma or Equivalent Level III Electrical Testing Technician Certificate or equivalent proof of a four (4) year electrician apprenticeship program or 8,000 hours of electrical type training equivalent to such a program administered by an electric utility.</td>
<td>5</td>
</tr>
<tr>
<td>Utilities System Operator Contractor Support</td>
<td>Grade D2 Distribution System License and California Grade T2 level Water Treatment license for USO Water Plant Operator and Grade T2 level Water Treatment license for both Waste Water Plant Operator and Industrial Waste Water Treatment Plant Operator</td>
<td>5</td>
</tr>
<tr>
<td>Janitor</td>
<td>High School Diploma or Equivalent</td>
<td>2</td>
</tr>
</tbody>
</table>

Rates:

<table>
<thead>
<tr>
<th>LABOR CATEGORY</th>
<th>BILL RATE</th>
</tr>
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<tbody>
<tr>
<td>Electrician Contractor Support (ELECCS)</td>
<td>$52.83</td>
</tr>
<tr>
<td>Painter Contractor Support (PACS)</td>
<td>$38.24</td>
</tr>
<tr>
<td>HVAC Contractor Support (HVACCS)</td>
<td>$51.69</td>
</tr>
<tr>
<td>High Voltage Electrician Contractor Support (HVECS)</td>
<td>$53.50</td>
</tr>
<tr>
<td>Utilities System Operator Contractor Support (USOCS)</td>
<td>$55.27</td>
</tr>
<tr>
<td>Janitor</td>
<td>$27.04</td>
</tr>
</tbody>
</table>