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

<table>
<thead>
<tr>
<th>Schedule Title:</th>
<th>FACILITIES MAINTENANCE AND MANAGEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSC Group:</td>
<td>MAS Consolidation Schedule</td>
</tr>
<tr>
<td>Contract Number:</td>
<td>47QSHA18D0005</td>
</tr>
<tr>
<td>Contract Period:</td>
<td>February 1st, 2018 – January 31st 2023</td>
</tr>
<tr>
<td></td>
<td>With (3) five-year Option Periods to year 2038</td>
</tr>
</tbody>
</table>

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

**Contractor:**
Admiral Elevator Company, Inc.
900 N Lehigh St Ste 1
Baltimore, MD 21205

**Phone number:** 410-732-1102
**Fax number:** 410-732-1210
[http://admiralelevator.com](http://admiralelevator.com)

**Contractor’s Administration Source:**
Vernon Irving
[Vernon@AdmiralElevator.com](mailto:Vernon@AdmiralElevator.com)

**Additional POC:**
Jamie O’Reilly
[JOReilly@admiralelevator.com](mailto:JOReilly@admiralelevator.com)

**Business Size:**
Small business
Veteran Owned Small business
SBA Certified Small Disadvantaged business
Certified Minority Owned Business

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*Admiral Elevator is a veteran-owned and independent full service elevator/escalator company founded in 2000 that services Maryland, Washington D.C., Northern Virginia, Southern Pennsylvania, and New Jersey. Headquartered in Baltimore, MD with a second office in Washington DC, Admiral Elevator provides the highest level of elevator maintenance, repairs, modernization, and new*
construction available in the industry. Admiral is committed to provide an honest value in all of its undertakings. We are dedicated to ensuring the best in safe, reliable, and cost-effective services for vertical transportation and to contributing toward the social, economic and environmental well-being of our communities.

Collectively, Admiral’s ownership and upper management have well over 100 years of elevator industry experience and these skills afford their clients cost effective solutions on a daily basis. With licensed mechanics serving as managers, supervisors, and field mechanics our entire organization is well versed in new elevator technologies in addition to problem solving older equipment. Our mechanics and technicians are National Elevator Industry Educational Program (NEIEP) Certified. Our staff includes electrical engineer and several Qualified Elevator Inspector (QEІ) certified elevator/escalator inspectors.

Prior to employment, our technicians are subject to an extensive background check performed by Federal law enforcement agencies and undergo suitability checks through the Social Security Administration.

CUSTOMER INFORMATION:

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

<table>
<thead>
<tr>
<th>MAS SIN</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>561210FAC</td>
<td>Complete Facilities Maintenance and Management</td>
</tr>
<tr>
<td></td>
<td>Elevator and Escalator Preventative Maintenance</td>
</tr>
<tr>
<td>OLM</td>
<td>Order Level Material</td>
</tr>
</tbody>
</table>

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN: N/A

1c. HOURLY RATES:

<table>
<thead>
<tr>
<th>MAS SIN</th>
<th>Service</th>
<th>Unit of Issue</th>
<th>GSA Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>561210FAC</td>
<td>Mechanic Regular Time</td>
<td>Per hour</td>
<td>$135.40</td>
</tr>
<tr>
<td>561210FAC</td>
<td>Mechanic Overtime</td>
<td>Per hour</td>
<td>$186.10</td>
</tr>
<tr>
<td>561210FAC</td>
<td>Foreman Regular Time</td>
<td>Per hour</td>
<td>$140.89</td>
</tr>
<tr>
<td>561210FAC</td>
<td>Foreman Overtime</td>
<td>Per hour</td>
<td>$199.14</td>
</tr>
<tr>
<td>561210FAC</td>
<td>Helper Regular Time</td>
<td>Per hour</td>
<td>$124.84</td>
</tr>
<tr>
<td>561210FAC</td>
<td>Elevator/Escalator Executive Project Manager</td>
<td>Per hour</td>
<td>$224.43</td>
</tr>
<tr>
<td>561210FAC</td>
<td>Elevator/Escalator Project Manager</td>
<td>Per hour</td>
<td>149.62</td>
</tr>
<tr>
<td>561210FAC</td>
<td>Elevator/Escalator QEІ Inspector</td>
<td>Per hour</td>
<td>157.25</td>
</tr>
</tbody>
</table>
561210FAC | Hydraulic Elevator Inspector II | Per hour | 108.68
561210FAC | Traction Elevator Inspector III | Per hour | 131.17

Helper overtime category is not being offered.

All Admiral Elevator Foreman, Mechanics, and Helpers are members of the International Union of Elevator Constructors (IUEC) and are National Elevator Industry Educational Program (NEIEP) Certified. This is a required five-year training program recognized throughout the United States and Canada as the standard training program in the elevator industry.

2. **MAXIMUM ORDER**: $5,000,000.00

   *Ordering activities may request a price reduction at any time before placing an order, establishing a BPA, or in conjunction with the annual BPA review. However, the ordering activity shall seek a price reduction when the order or BPA exceeds the simplified acquisition threshold. Schedule contractors are not required to pass on to all schedule users a price reduction extended only to an individual ordering activity for a specific order or BPA.*

3. **MINIMUM ORDER**: $100.00

4. **GEOGRAPHIC COVERAGE**: Greater Washington, Baltimore Metropolitan Area

5. **POINT(S) OF PRODUCTION**: 900 N Lehigh St Ste 1, Baltimore, MD 21205

6. **DISCOUNT FROM LIST PRICES**: Prices shown are GSA Net, discount deducted.

7. **QUANTITY DISCOUNT(S)**: 1% for orders of $250,000 or more

8. **PROMPT PAYMENT TERMS**: 0.5% 10 days, net 30

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

9a. **Government Purchase Cards must be accepted at or below the micro-purchase threshold.**

9b. **Government Purchase Cards are accepted above the micro-purchase threshold.**

10. **FOREIGN ITEMS**: N/A

11a. **TIME OF DELIVERY**: 30 days or TBD at the task order level

11b. **EXPEDITED DELIVERY**: Contact contractor

11c. **OVERNIGHT AND 2-DAY DELIVERY**: Contact contractor

11d. **URGENT REQUIREMENTS**: Agencies can contact the Contractor’s representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. **FOB POINT**: N/A

13a. **ORDERING ADDRESS**: 900 N Lehigh St Ste 1, Baltimore, MD 21205
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: 900 N Lehigh St Ste 1, Baltimore, MD 21205

15. WARRANTY PROVISION: One year on materials and/or workmanship and manufacturer’s warranty on new equipment and parts.

16. EXPORT PACKING CHARGES: N/A

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE: N/A

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 AVAILABLE): 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. Section 508 Compliance for EIT: N/A

25. DUNS NUMBER: 022342286

26. Contractor has an active registration in the SAM database.

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Detailed Position Description and functional responsibilities</th>
<th>Min Years of Experience</th>
<th>Min Education Level</th>
<th>Any Applicable Training</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mechanic</td>
<td>Works under the direction of a Supervisor or Foreman in the construction, repair, or maintenance of elevators and escalators. Can oversee a Helper.</td>
<td>4 years in the International Union of Elevator Constructors apprenticeship program</td>
<td>High School</td>
<td>Successful completion of the International Union of Elevator Constructors apprenticeship program</td>
</tr>
<tr>
<td>Labor Category</td>
<td>Description</td>
<td>Required Education</td>
<td>Experience Required</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>-------------</td>
<td>--------------------</td>
<td>---------------------</td>
<td></td>
</tr>
<tr>
<td>Foreman</td>
<td>Works under the direction of a Supervisor in the construction, repair, or maintenance of elevators and escalators. Can oversee a Mechanic or a Helper.</td>
<td>High School</td>
<td>4 years in the International Union of Elevator Constructors apprenticeship program</td>
<td></td>
</tr>
<tr>
<td>Helper</td>
<td>Works directly under the supervision of a Mechanic or Foreman to assist in the construction, repair, or maintenance of elevators and escalators.</td>
<td>High School</td>
<td>0 years</td>
<td></td>
</tr>
</tbody>
</table>

**Additional Labor Category Descriptions**

**Elevator/ Escalator QEI Inspector**

**Functional Responsibilities:** The Elevator/Escalator Inspector performs semi-annual, periodic and routine inspections. Inspects all components and sub-assemblies on all types of vertical transportation equipment including, but limited to: hoist machines, motors, brakes, safety devices, ropes and door equipment, in order to verify safety regulations and code compliance. All test required by the American Society of Mechanical Engineers (ASME), as well as the Authority Having Jurisdiction (AHJ) are mandatory to ensure code compliance for all federal, state and local jurisdictions. All code and safety violations are reported to the appropriate AHJ and the customer is notified of the same issues and each code or safety violations must be corrected prior to receiving a certificate of compliance. QEI Inspector.

**Minimum Education:** High School plus certification and licensed QEI (Qualified Elevator Inspector obtained via National Association of Elevator Safety Authority) (NAESA) or EIWPF.

**Minimum Experience:** 4 years

**Hydraulic Elevator Inspector II**

**Functional Responsibilities:** The Hydraulic Elevator Inspector performs semi-annual, periodic and routine inspections on hydraulic elevator with a maximum rise of 7 landing. Examines the entire hydraulic elevator system in order to verify code and safety compliance. This inspection includes Cat1 and Cat5 testing specifically to ensure code compliance with the American Society of Mechanical Engineers (ASME), as well as the Authority Having Jurisdiction (AHJ) for all federal, state and local jurisdictions. All code and safety violations are reported to the appropriate AHJ and the customer is notified of the same issues and each code or safety violations must be corrected prior to receiving a certificate of compliance. Vertical Transportation Inspector II.

**Minimum Education:** High School plus certification and licensed QEI (Qualified Elevator Inspector obtained via National Association of Elevator Safety Authority) (NAESA) or EIWPF.

**Minimum Experience:** 4 years

**Traction Elevator Inspector III**

**Functional Responsibilities:** The Traction Elevator Inspector performs semi-annual, periodic and routine inspections on traction elevators with unlimited number of landings. Examines the entire traction elevator system in order to verify code and safety compliance. This inspection includes: ropes, guide rails, buffers, safeties, Cat1 and Cat5 testing specifically to ensure code compliance with the American Society of Mechanical Engineers (ASME), as well as the Authority Having Jurisdiction (AHJ) for all federal, state and local jurisdictions. All code and safety violations are reported to the appropriate AHJ and the customer is notified of the same issues and each code or safety violations must be corrected prior to receiving a certificate of compliance. Vertical Transportation Inspector III.

**Minimum Education:** High School plus certification and licensed QEI (Qualified Elevator Inspector obtained via National Association of Elevator Safety Authority) (NAESA) or EIWPF.
Minimum Experience: 4 years

Elevator/Escalator Executive Project Management

Functional Responsibilities: The Elevator/Escalator Executive Project Management manages the entire contract and all personnel associated with the services required herein to meet the performance objectives and standards. Having full authority to act for the contractor on all contractual matters. Oversee all quality control task, Site Safety and Health in performance to implement and administer the contractor’s safety program, and the environmental/energy compliance to develop, implement and monitor environmental strategies, policies and programs that promote sustainable development and examine the contract activities. Coordinate all reporting to the customer and integrate/download data into their compliance reporting system. Engineering, Vertical Transportation Professional III.

Minimum Education: Bachelor’s or Master’s degree in Engineering plus certification and licensed QEI (Qualified Elevator Inspector obtained via National Association of Elevator Safety Authority) (NAESA) or EIWPF.

Minimum Experience: 6 years

Elevator/Escalator Project Management

Functional Responsibilities: The Elevator/Escalator Project Management manages the total work effort associated with the services required herein to meet the performance objectives and standards. Such management includes but is not limited to planning, scheduling, cost accounting, report preparation, establishing and maintaining records, and quality assurance to meet contract requirements. Additional duties are to provide first point of contact, oversight and supervisor of field personnel. Vertical Transportation Professional I and Supervisor.

Minimum Education: Associate’s or Bachelor’s degree in related specialty, technical experience or 6 years relevant industry experience plus certification and licensed QEI (Qualified Elevator Inspector obtained via National Association of Elevator Safety Authority) (NAESA) or EIWPF.

Minimum Experience: 4 years

Experience & Degree Substitution Equivalencies

Experience exceeding the minimum shown may be substituted for education. Where noted, education exceeding the minimum shown may be substituted for experience.

Equivalent Degree | Experience
--- | ---
Associate’s | 2 years relevant experience
Bachelor’s | Associate’s degree plus 2 years relevant experience or 4 years relevant experience
Master’s | Bachelor’s degree plus 2 years relevant experience or Associate’s degree plus 4 years relevant experience or 6 years relevant experience
PhD | Master’s degree plus 2 years relevant experience or Bachelor’s degree plus 4 years relevant experience or Associate’s degree plus 6 years relevant experience or 8 years relevant experience

Contracting Vehicles:

- City of Baltimore Minority Business Enterprise
- State of Maryland Small Business Enterprise
- Maryland Department of Transportation Disadvantaged Business Enterprise
- Metro Washington Airports Authority Local Disadvantaged Business Enterprise
- WMATA and the District of Columbia Disadvantaged Business Enterprise
- Prince George’s County Disadvantaged Business Enterprise
- State of Virginia Small, Woman-Owned, and Minority Business
- U.S. Small Business Administration 8(a); (Graduated)
- U.S. Small Business Administration Veteran-Owned Business