GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE 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 are available through GSA Advantage®, a menu-driven database system. The INTERNET address for GSA Advantage® is: www.gsaadvantage.gov.

Multiple Award Schedule
FACILITIES

CONTRACT NUMBER: 47QSHA19D005E
CONTRACT PERIOD: 8/29/2019-8/28/2024

PM Jenkins Group- Professional Management Services LLC
DBA W4 Construction Group, LLC
785 Auburn Ave
Pontiac, MI 48342-3307

Phone: 1(269) 762-3492
Fax: 1(844) w4-group
Web Address: www.w4cg.com
Business Size: SBA 8A, HubZone, VOSB
Contract Administrator: Percy Jenkins

For more information on ordering from Federal Supply Schedules go to http://www.gsa.gov/schedules-ordering
1a. Awarded Special Item Numbers (SINs):

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>561210FAC</td>
<td>Facilities Maintenance and Management</td>
</tr>
<tr>
<td>OLM</td>
<td>Order-Level Materials (OLMs)</td>
</tr>
</tbody>
</table>

1b. **Lowest Priced Service Number:** See labor and price table below

1c. **Hourly Rate:** See labor and price table below

2. **Maximum order:** $1,000,000

3. **Minimum order:** $100

4. **Geographic coverage:** 48 States, DC

5. **Points of production:** Not applicable

6. **Discounts from list price:** 2.5%

7. **Quantity/Volume discounts:** 2% for orders of $250,000 or more

8. **Prompt payment terms:** Net 30

9. **Foreign items:** Not applicable

10a. **Time of delivery:** 30 Days ARO

10b. **Expedited delivery:** Contact Contractor

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

10d. **Urgent requirements:** Contact Contractor

11. **F.O.B. points:** Origin- freight prepaid by buyer GBL

12a. **Ordering address:** W4 Construction Group, LLC
    785 Auburn Ave
    Pontiac, MI 48342-3307

12b. **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
13. **Payment address:** W4 Construction Group, LLC
   785 Auburn Ave
   Pontiac, MI 48342-3307

14. **Warranty provision:** Standard Commercial Warranty

15. **Export packing charges:** Not applicable

16. **Terms and conditions of rental, maintenance, and repair:** Not applicable

17. **Terms and conditions of installation:** Not applicable

18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** Not applicable

18b. **Terms and conditions for any other services:** Not applicable

19. **List of service and distribution points:** Not applicable

20. **List of participating dealers:** Not applicable

21. **Preventative maintenance:** Not applicable

22a. **Special attributes such as environmental attributes:** Not applicable

22b. **Section 508 compliance information:** Not applicable

23. **Data Universal Number System (DUNS) number:** 079280309

24. **Notification regarding registration in System for Award Management (SAM) database:** Completed and Current
Labor Category Descriptions and Price Table

**Project Manager:**
**Minimum Experience:** 7 years in the building maintenance or construction industry with positions of increasing responsibility

**Functional Responsibility:** Provides managerial oversight, direction and coordination of all functions and tasks associated with delivery/task orders issued under the contract. Ensures effective, efficient and economical operation of all activities. Provides overall management coordination and day-to-day project supervision. Responsible for project correspondence and project deliverables. Serves as the central point of contact to the customer for all work. Manages and commits resources including materials, equipment and labor force. Responsible for support staff coordination and ensuring required supervision of contractor personnel is carried out. Attends all meetings that involve customers or representatives. Ensures that all employees are properly trained and licensed, if required, prior to appointment to a position or performing work.

**Minimum Education:** Bachelor’s Degree from accredited college or university

**Assistant Project Manager:**
**Minimum Experience:** 3-5 years

**Functional Responsibility:** Assists the Project Managers with help to plan, execute, and finalize projects according to strict deadlines and remain within budget. Assists with client communication when the Project Manager is out of the office. Ensures project documents are complete, current, and appropriate. Reviews deliverables prepared by team before passing off to client. Prepares for project milestone reviews with quality assurance of procedures. Resolves and/or escalates issues in a timely fashion. Effectively communicates relevant project information to superiors and clients. Assists the Project Manager to ensure an on-time delivery of completed project. Capable of assisting with several projects at one time. Identifies risks throughout the project and determines appropriate mitigation of any foreseen issues. Addresses client issues immediately.

**Minimum Education:** Bachelor’s Degree from accredited college or university

**Chief Engineer:**
**Minimum Experience:** 5 years

**Functional Responsibility:** Operate facilities including physical structures, utilities and surrounding grounds. Operation includes programs and services essential to maintain a safe, healthy and comfortable facility. Maintain, repair or modify facilities by upgrading or replacing; inspecting; planning, overseeing and inspecting work performed by carpenters, electricians,
utility systems, mechanics, plumbers, elevator mechanics, janitors, grounds laborer, pest control and/or others; apply full range of principles, concepts and methods of facility operations to evaluate use patterns and maintenance/restoration requirements; apply manufacturer’s equipment maintenance and repair requirements; ensure quality and timeliness of work performed by staff and subcontractors; ensure contract compliance; perform diagnostic inspections of structure, electrical and mechanical systems and equipment.

**Minimum Education:** Trade School Possess Trade Certificate/ CFC Universal/Specialized Training

**Site Supervisor:**

**Minimum Experience:** 5 years

**Functional Responsibility:** Plans, organizes, directs and controls the operations aspects of the company and jobs in such a way as to meet company objectives of costs, quality, time and safety. Hires needed personnel, participates in establishing company objectives, participates in the pre-job planning process, coordinates and plans with clients, sees that administration of the jobs is effective and efficient, oversees the organization of the field, trouble shoots difficult problems on-site, trouble shoots difficult problems on the job, sees that job cost targets are met, makes sure job cost feedback is furnished to subordinates, oversees the terms and conditions of job agreements, oversees job schedules and makes sure that they are updated and reported, and performs other duties as assigned.

**Minimum Education:** High school diploma or Equivalent Technical Certification or as required per task order

**Operating Engineer:**

**Minimum Experience:** 5 years

**Functional Responsibility:** Responsible for oversight of the proper and efficient operation of engineering systems and ensuring the building services required for a facility operation to function are provided, such as: mechanical systems, heating and air conditioning, refrigeration, electrical systems, emergency power generation, uninterrupted power supply (UPS) systems, fuel distribution systems, water treatment, and boiler heating and plumbing systems. Oversees and responsible for the preventative and corrective maintenance on building systems and their components.

**Minimum Education:** High school diploma or equivalent

**Maintenance Supervisor:**

**Minimum Experience:** 5 years

**Functional Responsibility:** Provides work direction and supervision for labor categories involved in maintenance and repair work of facility equipment. Reviews over work requests to decide
problem and resolution, and delegates assignments. Monitors work completed by outside contractors.

**Minimum Education**: Associates degree in relating field

**Maintenance Mechanic:**

**Minimum Years of Experience**: 2 Years

**Functional Responsibility**: Responsible for performing mechanical related services that encompass tasks associated with heating, ventilation, air conditioning, boilers, coolers, pumps, dehumidifiers, piping (including pressurized piping, sewer systems (including sewage lift stations), duct work, metering, refrigeration equipment, fans/air moving equipment, control devices, and other mechanical related systems, equipment, apparatuses, and plumbing devices and fixtures. Performing planned and unplanned maintenance, testing, troubleshooting, repair, replacement, installation, alteration and overhaul.

**Minimum Education**: High School Diploma and/or Trade School Certification

**HVAC Technician:**

**Minimum Years of Experience**: 6 Years

**Functional Responsibility**: Responsible for the safe and efficient operation and maintenance of boilers, chillers, pumps, cooling towers, heat generating equipment, and building automation control systems. Investigate and resolve complex problems related to cooling, heating, and building controls. Direct work of personnel assigned. Analyze results from testing and treatment of all process water and steam for boilers, chillers, cooling towers, and other mechanical and heat generating equipment. Consult with chemical supply technicians to correct deficiencies in water treatment.

**Minimum Education**: High School Diploma or GED Equivalent (completed apprenticeship of the United Association of Plumbers, Fitters, Welders, and HVAC Technicians OR certified Journeyman holding the appropriate licenses)

**HVAC Mechanic:**

**Minimum Years of Experience**: 3 years

**Functional Responsibility**: Services and repairs environmental –control systems utilizing knowledge of refrigeration, heating, ventilation in office buildings, apartments or other commercial establishments; may install, repair, and service air conditioners, furnaces, convection units, heat exchangers, air handlers, and electrical and pneumatic controls; mounts compressor and condenser units; observes pressure and vacuum gauges and adjusts controls for proper operation; may inject refrigerant into compressor to test systems or add Freon gas for proper pressure; replaces breaker controls, fuses, thermostats; installs air and water filters and performs minor repairs and replaces minor components; performs other general maintenance and repair of equipment.
Minimum Education: High school diploma, or GED; technical college courses preferred, Technical coursework and/or professional certification

Maintenance Helper:
Minimum Years of Experience: none
Functional Responsibility: Performs general maintenance and repair of equipment and buildings requiring practical skill and knowledge in such trades as painting, carpentry, plumbing, masonry, and electrical work. Work involves a variety of the following duties: replacing electrical receptacles, wires, switches, fixtures, and motors; using plaster or compound to patch minor holes and cracks in walls and ceilings; repairing or replacing sinks and toilets; painting structures and equipment; repairing or replacing concrete floors, steps, and sidewalks; replacing damaged paneling and floor tiles; hanging doors and installing door locks; replacing broken window panes; and performing general maintenance on equipment and machinery. Perform operation and maintenance service work on building systems such as mechanical, electrical/electronic, hydraulics, carpentry, painting, machine servicing, etc. Perform all work in accordance with established safety procedures. Perform other duties as required. Maintain computerized maintenance management system (CMMS), including opening and closing work orders, maintaining equipment status, managing work order back log, tracking supply inventory, and notifying supervisor of issues.
Minimum Education: High School Diploma or GED Equivalent (must be in a federally approved apprenticeship program)

Master Electrician:
Minimum Years of Experience: 5 years
Functional Responsibility: The functional responsibilities of this position encompasses performance in areas of electrical engineering design, develop, install, test, inspect, monitor, repair and maintenance of electrical equipment, wiring, cabling, lighting, fixtures, utility metering, and other requirements. Design and development activities are typically limited to performance under the guidance and support of a qualified engineer/professional engineer. This position may work on high, medium, and low voltage systems. Low voltage equipment including specialized electrical/electronic systems and control circuits, sub-systems assemblies, sub-assemblies, PC cards, chassis, relays, protective devices, instrumentation components, PLC’s, Bridges, Hoists, doors, motors, shop machinery, cables, lighting, appliances, clocks, gauges, meters, test equipment, gas and diesel generators, portable electrical equipment and components, etc. May start/stop mobile power generators.
Minimum Education: High School Diploma and/or Trade School Certification

Electrical Technician:
Minimum Years of Experience: 1-3 Years
Functional Responsibility: Performs a variety of electrical trade functions such as the installation, maintenance, or repair of equipment for the generation, distribution, or utilization of electric energy. Work involves most of the following: installing or repairing any of a variety of electrical equipment such as generators, transformers, switchboards, controllers, circuit breakers, motors, heating units, conduit systems or other transmission equipment; working standard computations relating to load requirements of wiring or electrical equipment, and using a variety of electrician’s hand tools and measuring and testing instruments; performs other general maintenance and repair of equipment and buildings requiring practical skill and knowledge.

Minimum Education: High School Diploma or GED; technical college courses preferred, Technical coursework and/or professional certification

Carpenter, Skilled:
Minimum Years of Experience: 3 Years
Functional Responsibility: Performs carpentry duties necessary to maintain in good repair, building walls, structures, woodwork and envelopes utilizing a variety of carpenter’s hand tools, portable power tools and standard measuring instruments; may perform general maintenance tasks as required.
Minimum Education: High School Diploma or GED; ability to read, write and speak English.

Master Plumber:
Minimum Years of Experience: 5 years
Functional Responsibility: Assembles, installs and repairs pipes, fittings and fixtures of heating, water, and drainage systems, according to specifications and plumbing codes. Studies building plans and working drawings to determine work aids required and sequence of installations.
Minimum Education: High School Diploma or GED Equivalent; Licensed Master Plumber by U.S. state or territory or equivalent qualifications/certifications

Plumber, Maintenance:
Minimum Years of Experience: 3 Years
Functional Responsibility: Under general supervision, perform maintenance, repairs and alteration on piping systems, plumbing fixtures and associated components. Piping systems include: hot and cold water, sewage and industrial waste, air fuels (gases and liquefied). Plumbing systems include: kitchen equipment, hot water heaters (gas and electric), manual and automatic valves, fire sprinkler systems, pumps and associated equipment. Locates and diagnoses trouble in plumbing systems or equipment and provides repair to restore services quickly. Assembles and installs valves, pipe fittings, and pipes composed of metals (iron, steel, brass, lead, etc.) and nonmetals (vitrified clay, plastic, etc.); joins pipe by use of screws, bolts,
fittings, solder, plastic solvent; cauls joints; fills pipe systems with water or air and reads pressure gauges to determine leaks; opens clogged drains; installs sinks, commodes, water tanks, etc.; performs other general maintenance and repair of equipment and buildings requiring practical skill and knowledge.

**Minimum Education:** High School diploma, or GED; technical college courses preferred, technical coursework and/or professional certification required by State and local jurisdictions; ability to read, write and speak in English

**Pipefitter:**

**Minimum Years of Experience:** 1 year of experience or as required per task order

**Functional Responsibility:** Assembles, installs, and repairs pipes, fittings and fixtures of heating, water, and drainage systems, according to specifications and plumbing codes. Studies building plans and working drawings to determine work aids required and sequence of installations. Inspects structure to ascertain obstructions to be avoided to prevent weakening of structure resulting from installation of pipe. Locates and marks position of pipe and pipe connections and passage holes for pipes in walls and floors, using ruler, spirit level, and plumb bob. Cuts openings in walls and floors to accommodate pipe and pipe fittings, using hand tools and power tools. Cuts and threads pipe, using pipe cutters, cutting torch, and pipe-threading machine. Bends pipe to required angle by use of pipe-bending machine or by placing pipe over block and bending it by hand. Assembles and installs valves, pipe fittings, and pipe composed of metals such as iron, steel, brass, and lead and nonmetals such as glass, vitrified clay, and plastic, using hand and power tools. Joins pipes by use of screws, bolts, fittings, solder, and plastic solvent, and cauls joints. Fills pipe system with water or air and reads pressure gages to determine whether system is leaking. Installs and repairs plumbing fixtures such as sinks, commodes, bathtubs, water heaters, hot-water tanks, garbage disposal units, dishwashers, and water softeners. Requires and maintains plumbing by replacing washers in leaky faucets, mending burst pipes, and opening clogged drains. May weld holding fixtures to steel structural members.

**Minimum Education:** High school diploma or Equivalent Technical Certification

**Roofer:**

**Minimum Years of Experience:** 3 years

**Functional Responsibility:** Possesses the requisite experience enabling the performance of roofing and reproofing of the two basic types of roofs, i.e., low- and steep-sloped. Experience may include one or more of the following: preparation, waterproofing, installation, repair, and replacement using various types of roofing materials such as tar or asphalt and gravel; rubber or thermoplastic; metal; or shingles made of asphalt, slate, fiberglass, wood, tile, or other material. Must be able to detect leaks, determine appropriate measures for counteracting leak problems and make repairs to roof, ceiling, walls, etc. For installations and repairs, must be familiar with and capable in application of such items as felt, tar paper, plywood, etc. Personnel assigned this
position are qualified to install and/or replace drainage hog-trough, flashing, gutters and/or downspouts.

**Minimum Education:** high school diploma or GED

**Laborer:**

**Minimum Year of Experience:** 1 Year

**Functional Responsibility:** Cleans and polishes lighting fixtures, marble surfaces, and trim. May cut and trim grass, and shovel snow, using power equipment or hand tools. May deliver messages. May transport small equipment or tools between departments. May setup tables and chairs in auditorium or hall.

**Minimum Education:** High School diploma, or GED; must be fully conversant in English; must be able to climb ladders, lift up to 50 lbs.; may be required to have a valid driver’s license

**Control Technician:**

**Minimum Year of Experience:** 1

**Functional Responsibility:** Orders products and necessary material for the defined supply policy respective to assigned contract/project. Assures the interface between suppliers, manufacturing and logistic warehouses, and commercial department. Organizes receiving branch and is responsible for off-load of items from vehicles, and processing invoices and receipts. Inspects items for correct quantities and damage in shipment. May handle classified deliveries. Solves shortages and allocation situations. Conducts physical counting/reconciliation of inventory items.

**Minimum Education:** High school diploma or equivalent required.

**Administrative Assistant:**

**Minimum Year of Experience:** none

**Functional Responsibility:** In addition to secretarial duties (filing, taking phone calls, scheduling appointments, making travel arrangements), this position will provide administrative support to executive staff with office management responsibilities to include budgeting, personnel records and payroll. The Administrative Assistant may be required to work independently on projects requiring research and preparation of briefing charts and other presentation materials.

**Minimum Education:** High School diploma, or GED

**Clerk/Secretary:**

**Minimum Year of Experience:** 1-3 years

**Functional Responsibility:** Provides principal secretarial support in an office, usually to one individual, and, in some cases, to the subordinate staff of that individual. The Secretary maintains a close and highly responsive relationship to the day-to-day activities of the
supervisor and staff, works fairly independently receiving a minimum of detailed supervision and guidance, and performs various clerical and secretarial duties requiring knowledge of office routine and an understanding of the organization, programs, and procedures related to the work of the office. Computers may exist in the environment, requiring working knowledge of certain office software programs.

**Minimum Education:** High School diploma, or GED

**Quality Assurance Quality Control Manager (Site)**

**Minimum Years of Experience:** 3 years

**Functional Responsibility:** The company site Quality Control Manager reports to the company QA Manager. He ensures the quality of the site installations is consistent with the company’s policy requirements together with national and international standards and the customers specifications. Implement the QA/QC management system at site. Coordinate with quality inspections with all the site sub-contractors and vendors coordinate all nondestructive testing on site. Coordinate with the customers representative on all quality matters. Coordinate all receipt inspections. Distribute relevant QA/QC documentation to site subcontractors. Verify that the quality related site activities are in accordance with the applicable codes and standards. Participate in the site internal and external site audits. Coordinate all the quality site inspections. Ensure all quality control documentation is compiled and competed for as-built hand over through the QC Manager. Control all nonconformance reports and undertake remedial action. Compete site quality control instructions and action remedial responses. Review the customers specification and undertake relevant training. Monitor the implementation of the approved site QC Plan. Complete and coordinate the approval of the sites QC technical submittals to the customer. Coordinate with the site superintendent on all quality issues. Coordinate and chair the QA/QC site weekly meetings with the projects subcontractors QC personnel. Elaborating inspection and test programs. Ensure the safety is adhered to at site. Assure all technical documents relative to site quality control are current.

**Minimum Education:** Typically requires degree and 3-5 years of experience in the related area as an individual contributor.

<table>
<thead>
<tr>
<th>Labor Categories</th>
<th>Price Offered to GSA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Assistant*</td>
<td>$49.69</td>
</tr>
<tr>
<td>Assistant Project Manager</td>
<td>$93.32</td>
</tr>
<tr>
<td>Carpenter, Skilled</td>
<td>$68.13</td>
</tr>
<tr>
<td>Chief Engineer</td>
<td>$84.48</td>
</tr>
<tr>
<td>Clerk/Secretary*</td>
<td>$49.76</td>
</tr>
<tr>
<td>Controls Technician</td>
<td>$88.81</td>
</tr>
<tr>
<td>Electrical Technician*</td>
<td>$93.32</td>
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<tr>
<td>Job Title</td>
<td>Rate</td>
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<tr>
<td>---------------------------------------</td>
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</tr>
<tr>
<td>HVAC Mechanic*</td>
<td>$74.66</td>
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<tr>
<td>Laborer*</td>
<td>$44.57</td>
</tr>
<tr>
<td>Maintenance Helper*</td>
<td>$39.29</td>
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<tr>
<td>Maintenance Mechanic</td>
<td>$66.80</td>
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<tr>
<td>Maintenance Supervisor</td>
<td>$77.85</td>
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<tr>
<td>Master Electrician</td>
<td>$71.71</td>
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<tr>
<td>HVAC Technician</td>
<td>$94.95</td>
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<tr>
<td>Master Plumber</td>
<td>$89.27</td>
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<tr>
<td>Operating Engineer</td>
<td>$82.03</td>
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<tr>
<td>Pipefitter*</td>
<td>$87.01</td>
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<tr>
<td>Plumber, Maintenance*</td>
<td>$75.15</td>
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<tr>
<td>Project Manager</td>
<td>$124.12</td>
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<tr>
<td>Quality Assurance Manager</td>
<td>$88.41</td>
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<tr>
<td>Roofer</td>
<td>$76.40</td>
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<tr>
<td>Site Supervisor</td>
<td>$78.59</td>
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</tbody>
</table>

*= SCA applicable labor categories