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 is available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is: http://www.GSAAdvantage.gov.

Multiple Award Schedule  
Large Category: Office Management  
SIN: 541614OR & OLM / PSC: N071

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

Contract Number: 47QSMA19D08QS  
Contract Period: 8/14/2019 – 8/13/2024  
Price List updated for Mass Mod A812 – Signed May 11th, 2020

Contractor Information:  
The Moss Company DBA Innovative Moving Systems  
7500 Meridian Pl NW, Albuquerque, NM 87121  
505-503-1352  
Business Size: Small
1a. Awarded Special Item Numbers (SIN)

541614OR – Office Relocation and Reconfiguration & OLM

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.

See attached price list

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided.

See attached section titled “Labor Offering Descriptions”

2. Maximum Order

$500,000

3. Minimum Order

$100.00

4. Geographic coverage (delivery area)

48 contiguous states, plus Washington DC

5. Points of production

Not applicable

6. Discount from list prices or statement of net price.

See attached price list. All listed prices are net prices (discounts are already applied).

7. Quantity discounts.

None
8. **Prompt payment terms.**
   
   None

9a. **Notification that Government purchase cards are accepted at or below the micro-purchase threshold.**
   
   Yes - Government purchase cards are accepted at or below the micro-purchase threshold.

9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.**
   
   No – Government purchase cards are no accepted above the micro-purchase threshold.

10. **Foreign items (list items by country of origin).**
    
    Canada: Vibac - Packing Tape

11a. **Time of delivery.**
    
    As negotiated on the task order level.

11b. **Expedited Delivery. (Items available for expedited delivery are noted in this price list)**
    
    As negotiated on the task order level.

11c. **Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.**
    
    As negotiated on the task order level.

11d. **Urgent Requirements.**
    
    Urgent requirements will be addressed at the task order level. Agencies may contact the contractor through phone or email to effect a faster delivery.

12. **F.O.B. point(s).**
    
    Destination
13a. **Ordering address(es).**

Innovative Moving Systems  
7500 Meridian Pl NW  
Albuquerque, NM 87121  
505-503-1352

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(es).**

Innovative Moving Systems  
PO Box 95186  
Albuquerque, NM 87199

15. **Warranty provision.**

Standard commercial warranty.

16. **Export packing charges, if applicable.**

Not applicable

17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).**

Government purchase cards are accepted at or below the micro-purchase threshold.

Government purchase cards are not accepted above the micro-purchase threshold.

18. **Terms and conditions of rental, maintenance, and repair (if applicable).**

Not applicable.

19. **Terms and conditions of installation (if applicable).**

Not applicable.
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).

   Not applicable.

20a. Terms and conditions for any other services (if applicable).

   Not applicable.

21. List of service and distribution points (if applicable).

   Not applicable.

22. List of participating dealers (if applicable).

   Not applicable.

23. Preventive maintenance (if applicable).

   Not applicable.

24a. Special attributes

   Not applicable.

24b. Section 508 compliance information

   Not applicable.

25. Data Universal Number System (DUNS) number.

   078312065

26. Notification regarding registration in System for Award Management (SAM) database.

   The Moss Company DBA Innovative Moving Systems is registered in the SAM database.
### Labor Pricing

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mover</td>
<td>$29.25</td>
</tr>
<tr>
<td>Driver</td>
<td>$32.50</td>
</tr>
<tr>
<td>Supervisor</td>
<td>$34.00</td>
</tr>
<tr>
<td>Installer</td>
<td>$32.50</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$36.75</td>
</tr>
</tbody>
</table>

### Materials / Product Pricing

<table>
<thead>
<tr>
<th>Item</th>
<th>Rate</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Truck</td>
<td>$24.69</td>
<td>Per Hour</td>
</tr>
<tr>
<td>Small Box</td>
<td>$1.04</td>
<td>Per Box</td>
</tr>
<tr>
<td>Medium Box</td>
<td>$1.73</td>
<td>Per Box</td>
</tr>
<tr>
<td>Mirror Carton</td>
<td>$4.84</td>
<td>Per Box</td>
</tr>
<tr>
<td>Keyboard Bag</td>
<td>$0.99</td>
<td>Per Bag</td>
</tr>
<tr>
<td>E-Bin Rental</td>
<td>$1.23</td>
<td>1 Bin Per Week</td>
</tr>
<tr>
<td>Shrink Wrap</td>
<td>$16.79</td>
<td>Per Roll</td>
</tr>
<tr>
<td>Packing Paper</td>
<td>$19.75</td>
<td>Per 25 lb bundle</td>
</tr>
<tr>
<td>Tape</td>
<td>$1.33</td>
<td>Per Roll</td>
</tr>
<tr>
<td>Moving Labels</td>
<td>$15.80</td>
<td>Per Roll</td>
</tr>
<tr>
<td>Warehouse Storage</td>
<td>$1.01</td>
<td>1 ft² Per Month</td>
</tr>
<tr>
<td>Storage Trailer</td>
<td>$148.11</td>
<td>Per Month</td>
</tr>
<tr>
<td>Machine/Library Cart Rental</td>
<td>$4.94</td>
<td>1 Cart Per Week</td>
</tr>
<tr>
<td>Speedpack</td>
<td>$21.72</td>
<td>Per Box</td>
</tr>
</tbody>
</table>
Labor Offering Descriptions

**Mover:**
Movers at Innovative Moving Systems are responsible for safely moving furniture, boxes, electronics, equipment, and other customer items. Movers must be able to safely and efficiently use all moving equipment including 4-wheel dollies, 2-wheel dollies, machine carts, panel carts, library carts, ramps, furniture pads, etc. Entry-level Movers are not required to have previous experience. Lead-level Movers are required to have at least 1-2 years of industry experience. For Movers, a high school diploma or GED is preferred, but not required. Movers must be able to read and interpret paperwork such as work orders. Movers must also be able to communicate with job supervisors. Movers are required to pass a pre-employment drug screen prior to beginning work at IMS. Movers are also subject to ongoing random screening and post-accident screening. After being hired Movers participate in a day of orientation and formal training focused on safety, technical skills, and company policies and procedures. New Movers also receive on the job training from more experienced coworkers. Movers receive ongoing training for technical skills and leadership, including the IMS True Blue Leadership Program.

**Driver:**
Drivers at Innovative Moving Systems are responsible for safely operating vehicles for the company, including moving trucks and passenger vehicles. Drivers must be familiar with the safe operation of the vehicle and integrated equipment, such as lift-gates. Drivers must perform pre-trip inspections. In addition to fulfilling all the requirements for movers, Drivers must also be certified by the IMS Driver Training Program, which includes a road test. Drivers are required to have at least one year of experience in the moving industry or a similar industry. For Drivers, a high school diploma or GED is preferred, but not required.

**Supervisor:**
An IMS Supervisor must meet all the minimum requirements of a mover. In addition, the Supervisor must possess an ability to lead and communicate at high levels. The Supervisor is responsible for overseeing and directing crews, communicating with the customer and IMS Project Manager, and ensuring that all work is performed safely and efficiently. Supervisors must have at least 2-3 years of industry experience. Supervisors must possess a high school diploma for GED. Supervisors must be able to read and understand all paperwork including work orders, move plans, project schedules, building layouts, etc.
Installer:
An Installer must meet all the same requirements for Movers. In addition, Installers must possess an understanding of the proper and safe use of power and hand tools. Installers must be capable of assembling and installing all types of office furniture including free-standing case goods, systems furniture, modular furniture, etc. Installers must possess a high level of craftsmanship and attention to detail. Installers must be able to read and understand furniture drawings. For Installers, a high school diploma or GED is preferred, but not required.

Project Manager:
The IMS Project Manager oversees all administrative aspects of completing a project, while also providing support to the job supervisors both remotely and in person. Project Managers spend time in the office to review projects, generate work orders, process billing, and plan for future jobs. Project Managers also spend time in the field meeting with customers, attending meetings, and working on site to help direct crews and ensure successful completion of jobs. Project Managers must be expert communicators and planners. Project Managers must also understand all aspects of each job to be able to provide proper support and coordination. Project Managers receive ongoing training in leadership and communication. Project Managers are required to possess a high school diploma or GED. A college degree is preferred, but not required.