Multiple Award Schedule
Furniture and Furnishings

Contract Number: 47QSMA20D08NJ
Contract Period: November 25, 2019 - November 24, 2024
Contract Administrator:
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Telephone: (571) 283-1898
Email: eric.vergne@applica-inc.com

Contact:
Denise LaRose, Vice President
Telephone: (703) 843-7171
Email: denise.larose@applica-inc.com

NAICS:
238390 - Other Building Finishing Contractors
335931 - Sound Masking Only
337211 - Office Furniture, Wood
337214 - Office Furniture (Except Wood)
337215 - Showcase, Partition, Lockers, Shelving
541410 - Interior Design Services

CAGE: 6MDC9
DUNS: 048781724

*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 GSA Advantage® is: GSA.Advantage.gov.*

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

Contractor Bid or Proposal Information | Restriction on Disclosure and Use of Data (JAN 2004) This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this offeror as a result of—or in connection with—the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in all sheets that carry the legend of FAR 52.215-1(e)."
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Terms & Conditions

1. Contract Information

Awarded Special Item Numbers: SIN 33721P Packaged Office Furniture
a. Approved Suppliers  Contractors  Contract Number
   Kimball          GS-03F-059DA
   Furniture Lab    GS-27F-0010N
   Office Master    GS-28F0007W

b. Lowest Prices Item: Warehousing — $40.00 per pallet/ per month

c. Applica Logistics Labor Categories & Rates
   All published rates are considered non-union. If union labor is required, the rates will be negotiated on a project-by-project basis.

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Project Manager</td>
<td>$75.62 per hour</td>
</tr>
<tr>
<td>Junior Project Manager</td>
<td>$62.52 per hour</td>
</tr>
<tr>
<td>Senior Designer</td>
<td>$75.62 per hour</td>
</tr>
<tr>
<td>Junior Designer</td>
<td>$55.67 per hour</td>
</tr>
<tr>
<td>Installation Foreman</td>
<td>$50.00 per hour</td>
</tr>
<tr>
<td>General Installer</td>
<td>$40.00 per hour</td>
</tr>
<tr>
<td>Ancillary Services</td>
<td>$50.00 per hour</td>
</tr>
<tr>
<td>Warehousing</td>
<td>$40.00 per pallet, per month</td>
</tr>
</tbody>
</table>

Senior Project Manager - $75.62 Per Hour

Minimum/General Experience:
1. At least ten (10) years of experience in the commercial / government furniture industry
   a. Five (5) years must be in Project Management or supervision
   b. Can include government or commercial projects
   c. If lacking 4-year degree, 4 years of relevant experience and an additional 6 years of furniture-related project management experience
2. Must have ability to understand AutoCAD, architectural and electrical drawings
3. Familiarity with Furniture, Fixtures and Equipment (FF&E) project installations
4. Comprehensive knowledge systems furniture, case goods, custom goods and other related furniture items
5. Proficient in Microsoft 365, AutoCAD, CAP/Giza software

Functional Responsibility:
Responsible for analyzing and determining the appropriate products or services to meet the clients' needs. Then must be capable of defining project scope, requirements and
deliverables as well as constructing a project plan. At a macro-level, the duty of the project manager is to provide guidance to ensure the project’s completion. Must implement and document Quality Assurance and Risk Mitigation measures to ensure that completion as per the schedule and within budget.

The Senior project manager will oversee and monitor design, shipping, and installation phases of projects. This may include finding and confirming the availability of contractors to design or install products. When done in-house, assure that design and installation occur within the project schedule; take corrective action when issues arise. This may include: checking the purchase order against quote for correct specification and shipping location; communicating with the customer and relevant team members on the status of the project, tracking schedule and major milestones; clarifying any questions on the order with clients; documenting / ordering / installing any missing or damaged items (punch list).

Senior Project Managers are responsible for preparing and completing paperwork related to each project and must be able to communicate the information effectively to senior management. They are also tasked with evaluating the company and employees’ performance and comparing against the project parameters. Must have a capability to estimate costs, project lead times and amount of labor required.

**Senior Designer - $75.62 Per Hour**

**Minimum/General Experience:**

1. Have completed AutoCAD and/or GIZA training (preferably both)
2. Must have five (5) years hands-on experience as a designer
3. Must have at least two (2) years in a commercial furniture field specifying product
4. Proficient in Microsoft 365 products and AutoCAD and CAP/ Giza

**Functional Responsibility:**

Responsible for space planning, designing and specifying products. Will utilize Computer-Aided Design (CAD) program to create blueprint schematics showing room layouts, egress, electrical whip locations, etc. Designer must be able to communicate with the end user to finalize furniture products as well as fabric / finish choices. Upon final selections, Designer will provide bill of materials showing part numbers, finish choices, and pricing.

**Minimum Education:**

Must Have a Bachelors’ Degree and Interior Design Background. Four (4) of relevant experience can be substituted in lieu of Bachelors’ Degree.

**Junior Designer - $55.67 Per Hour**

**Minimum/General Experience:**

1. Have completed AutoCAD and/or GIZA training (preferably both)
2. Must have one (1) year hands-on experience as a designer; preferable to have at least (1) year in furniture field specifying product, but not mandatory; training offered upon
employment

3. Knowledgeable of Microsoft 365 products and AutoCAD and CAP/ Giza

Functional Responsibility:
Responsible for space planning, designing and specifying products. Will utilize Computer- Aided Design (CAD) program to create blueprint schematics showing room layouts, egress, electrical whip locations, etc. Designer must be able to communicate with the end user to finalize furniture products as well as fabric / finish choices. Upon final selections, Designer will provide bill of materials showing part numbers, finish choices, and pricing.

Minimum Education:
Must have an Associate degree. Two (2) of relevant design experience can be substituted in lieu of Associate degree.

**Installation Foreman - $50.00 Per Hour**

Minimum/General Experience:
At least ten (10) years of experience in the furniture installation field. Preferable completion of Journeyman trade school

Functional Responsibility:
Facilitate installation services which include receiving, warehousing, delivery, staging, installation and clean-up. Must be able to read and understand blueprints, product installation instructions, electrical hook-ups in regard to furniture whips, and general knowledge of building codes. The Installation Foreman must be able to use hand and power tools to put together variety of furniture; therefore, must ability to move/lift up to 100lbs. Ensure that safety precautions are being taken on site by the crew and follow instructions as to avoid mistakes. The Installation Foreman is also in charge of the installation completion sign-off form and returning it to Applica Logistics after installation. Fluent in English in order to communicate with clients and manufacturers.

Minimum Education:
Must have an Associate degree or High School Diploma/ GED and 10 years of installation experience.

**General Installer - $40.00 Per Hour**

Minimum/General Experience:
At least one (1) year of experience in the furniture installation field

Functional Responsibility:
Assist Installation Foreman in facilitating installation services which include receiving, warehousing, delivery, staging, installation and clean-up. Must be able to read and understand blueprints, product installation instructions, electrical hook-ups in regard to
furniture whips, and general knowledge of building codes. The General Installer must be able
to use hand and power tools to put together variety of furniture; therefore, must ability to
move/lift up to 100lbs. Ensure that safety precautions are being taken on site by the crew and
follow instructions as to avoid mistakes.

Minimum Education:
   High School Diploma/ GED and 1 year of installation experience

Warehousing - $40.00 Per Pallet, Per Month

Functional Responsibility:
   Must provide a safe, secure and climate-controlled space for storing furniture until
installation or shipment can occur. The warehouse must meet all safety codes (electrical,
fire, etc.) and must provide certificate of insurance (COI).

   Any unforeseen warehousing costs after 30 days of storage will be charged as a change
order to the original contract.

Ancillary Services - $50.00 Per Hour

Minimum/General Experience: At least two (2) years of task-related experience

Functional Responsibility:
   Facilitate task- related services which may include:
   • Site preparation (cleaning, tarping, etc.)
   • Painting
   • Art & accessory design, acquisition and installation
   • Modular furniture cleaning and detailing
   • Staging for events
   • Window treatment (acquisition & installation)
   • Re-upholstering
   • Other services/tasks as needed by the client

Minimum Education:
   Must High School Diploma/ GED or 2 years of task- related experience

2. Maximum Order: $5,000,000.00
3. Minimum Order: $100.00
4. Geographic Coverage (Delivery Area): CONUS — 48 States including DC
5. Point of Production: Subject to the Manufacturer’s contract and/or Terms & Conditions
6. Discount Commercial Price List: The GSA prices listed above reflect discounts from
   Applica’s price list ranging from nine to twelve percent. Applica only offers discounts on
   its services. Discounting on products is subject to the manufacturer’s contract and/or
terms & conditions.
7. Quantity Discounts: Subject to the manufacturer’s contract and/or term & conditions
3. **Prompt Payment Terms**: Not Applicable
4. **Government Purchase Cards**: Will be accepted below & above the micro-threshold
5. **Foreign Items**: Subject to the manufacturer’s contract and/or term & conditions
6. **Time of Delivery**: Delivery time is subject to each product’s lead time. Contact Applica Logistics at purchasing@applica-inc.com to discuss urgent, expedited, overnight or two-day delivery options.
7. **F.O.B. Points**: Subject to the manufacturer’s contract and/or term & conditions
8. **Ordering Information**
   a. **Ordering Address**: Applica Logistics, A Division of Applica Solutions, Inc.
   8575 Sudley Rd.,
   STE D
   Manassas, VA 20110
   Phone: (571) 208-1145
   Email: purchasing@applica-inc.com
   b. **Ordering Procedure**: For supplies and services, the ordering procedure, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.
9. **Payment Address**: Applica Logistics, A Division of Applica Solutions, Inc.
   8575 Sudley Rd.,
   STE D
   Manassas, VA 20110
   Phone: (571) 208-1145
   Email: purchasing@applica-inc.com
10. **Warranty Provision**: Applica Logistics Standard Warranty for services. Subject to the manufacturer’s contract and/or term & conditions.
11. **Export Packing Charges**: Not Applicable
12. **Terms & Conditions of Government Purchase Card Acceptance**: Government Purchase Card will be accepted for all purchases.
13. **Terms & Conditions of Rental, Maintenance and Repair**: Not Applicable
14. **Terms & Conditions of Installation**: See price list and section 1c for more details.
15. **Terms & Conditions for Any Other Services**: Not Applicable
16. **List of Service and Distribution Points**: Not Applicable
17. **List of Participating Dealers**: Not Applicable
18. **Preventive Maintenance**: Not Applicable
19. **Environmental and 508 Compliance**
   a. **Special/Environmental Attributes**: Varies by individual GSA suppliers
   b. **Section 508 Compliance**: Not Applicable
20. **Data Universal Numbering System (DUNS) Number**: 04-8781724
21. **Registration in SAM**: Active
   - **Federal ID**: 27-3579003