

Aerobodies - AFC Management Services

**GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

**SPORTS, PROMOTIONAL, OUTDOOR, RECREATION, TROPHIES, AND
SIGNS
(SPORTS)
FSC GROUP 78**

**CONTRACT NUMBER:
GS-03F-0143V
PERIOD COVERED BY CONTRACT:
July 15, 2009 – July 14, 2019**

**AFC Management Services
950 N. Washington Street
Suite #313
Alexandria, Va. 22314**

Phone: 866-659-3400 / 703-820-0217

www.afmsco.com

Contract Administrator: Fran Dean Bishop

Email: franb@afmsco.com

**Business size: EDWOSB – 8(a) small business
DUNS Number: 804917896**

**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: GSAAdvantage.gov.**

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CUSTOMER INFORMATION

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference items descriptions and awarded price(s):

SIN	Description
192-03	Fitness Center Management Services
192-04	Personal Trainer and Aerobic/Cardio Class Leader/Instructor

1b. . Identification of the lowest priced model number and lowest unit price for each special item number awarded under contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply: SINs 192-03 & 192-04: Fitness Center Coordinator (Full time) - \$44.52;

1c. Hourly rates: See Pricing Below

2. Maximum Order: SINs 192-03 & 192-04: \$500,000

3. Minimum Order: \$300.00

4. Geographic Coverage (delivery Area): Domestic only

5. Point(s) of production (city, county, and state or foreign country): Same as company address

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted). See Attachment.

7. Quantity discounts: None

8. Prompt payment terms: Net 30 days

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micropurchase threshold: Yes, Government purchase cards are accepted above the micro purchase threshold.

10. Foreign items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): As agreed upon between Aerobodies & Agency

11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." Under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: As agreed upon between Aerobodies & Agency

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CUSTOMER INFORMATION CONTINUED

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: N/A

11d. Urgent Requirements. The Contractor will note in its price list the "Urgent Requirements" clause of its contract and advise agencies that they can also contact the Contractor's representative to effect a faster delivery: As agreed upon between Aerobodies & Agency

12. F.O.B Points(s): Destination, AK, HW, and PR included

13a. Ordering Address(es): Aerobodies Fitness Company, Inc.
3543 W. Braddock Road, Suite C4
Alexandria, VA 22302

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): Aerobodies Fitness Company, Inc.
3543 W. Braddock Road, Suite C4
Alexandria, VA 22302

15. Warranty provision: 30 DAYS ARO or in accordance with applicable Statement of Work

16. Export Packing Charges (if applicable): N/A

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

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 applicable): 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. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor's website or other location.) The EIT standards can be found at: www.aerobodiesfitness.com

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CUSTOMER INFORMATION CONTINUED

25. Data Universal Numbering System (DUNS) number: 804917896

26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered

GSA PRICE LIST

SINs 192-03 & 192-04

Labor Category	Hourly Rate Onsite/Offsite
Fitness Center Coordinator (Full time)	\$43.57
Fitness Center Coordinator (Part time)	\$54.97
Fitness Specialist 2	\$74.81
Fitness Specialist 1	\$65.49
Aerobic Instructor	\$83.12
Mind Body Instructor	\$90.68
Healthy Lifestyle Coach	\$54.97

GSA Labor Category Descriptions

Commercial Job Title: Fitness Center Coordinator (Full Time)

Minimum/General Experience: One year of technical design, coordinating, and administering a complete and comprehensive wellness and fitness program that will include, but not limited to, exercise classes, weight training, nutrition, wellness education, and recreational activities consistent with the membership needs assessment and interest.

Requires competence in the use of various lines of exercise equipment, ability to properly evaluate and provide fitness assessments to various participant populations plan and organize health promotion programs, structure, project management and reporting.

Minimum Education: Bachelor’s degree in Exercise science and/or related field of study and one or more certifications in health and fitness from one of the following certifying bodies: The American College of Sports Medicine, American Council on Exercise (ACE), National Strength and Conditioning Association (NSCA), The Aerobics and Fitness Association of American (AFAA), National Dance Exercise Instructors Training Association, National Academy of Sports Medicine (NASM), American Aerobic Association International (AAAI).

Functional Responsibilities:

- (a) Design, coordinate, and administer a complete and comprehensive wellness and fitness program that will include, but not limited to, exercise classes, weight training, nutrition,

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wellness education, and recreational activities consistent with the membership needs assessment and interest.

- (b) Instruct, assist and/or orient each member on the proper use of each piece of equipment, exercise, or lifestyle changes.
- (c) Monitor and maintain exercise equipment and fitness areas to ensure program needs are met. The Contractor shall ensure fitness area is free of dangerous conditions, such as incidental spills or other conditions that would compromise the safety of the Fitness Center participants.
- (d) Sanitize the equipment to prevent spread of bacteria and disease.

The Contractor will be responsible for keeping the equipment wiped down with a sanitizing agent. Frequency will be determined by the COR. Spray cleaner, wiping cloths, broom, dustpan, supplies and mop will be provided by GSA at the request of the Contractor.

- (e) Ensure that equipment is operating properly at all times. The Contractor will develop an inspection plan for the exercise equipment and present it to the COR for approval. Equipment manuals should be reviewed to determine proper inspection procedures
- (f) Record necessary equipment repairs and submit a written report to the Contracting Officer's Representative (COR) when repair is required.
- (g) Coordinate an effort with the COR's Fitness Committee to evaluate assessment needs of equipment replacement and present the recommendations to the COR.
- (h) Develop or update the Fitness Facility Rules and Regulations to ensure the safe and enjoyable use of the facility for all participants. Present it to the COR for approval.
- (i) Motivate members to participate in exercise activities. Instruct members on personalized exercise programs, exercise log sheets and evaluate their progress through milestones or goals.
- (j) Plan, organize, and schedule all fitness activities and events, and present them to the COR for review prior to implementation. Promote health fairs, wellness programs, and other health and fitness related activities that would improve the participant's health.
- (k) Assist members with activities other fitness and sports activities that fall under the auspices of the contract fitness center such as softball, volleyball, and racket ball.
- (l) Assisting would include, but not limited to, instruction, scheduling, organizing, promoting, and score or record keeping.
- (m) Survey members in order to design recreational activities that promote the results of these surveys to generate greater use of the fitness facility.

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- (n) Prepare reports relating to the tasks necessary in achieving the objective of the Wellness and Fitness Center. All reports shall be submitted in typed text and shall be submitted to the COR at the address listed in (n) (5), no later than the fifteenth of each month prior to the quarter. The report will reflect:
 - (1) Quarterly outline of proposed wellness and fitness events and/or activities for the next quarter:
 - (a) List activities or events and programs proposed and the projected participation goals.
 - (b) List all Contractor provided materials, supplies and equipment.
 - (c) Identify potential, foreseeable problems or difficulties
 - (2) Quarterly wellness and fitness activities completed and operating report:
 - (a) Summary of events and/or activities provided in the reporting period.
 - (b) Daily participation rates of fitness center members.
 - (c) Make recommendations for future events or activities.

Commercial Job Title: Fitness Center Coordinator (Part Time)

Minimum/General Experience: One year of technical design, coordinating, and administering a complete and comprehensive wellness and fitness program that will include, but not limited to, exercise classes, weight training, nutrition, wellness education, and recreational activities consistent with the membership needs assessment and interest.

Requires competence in the use of various lines of exercise equipment, ability to properly evaluate and provide fitness assessments to various participant populations plan and organize health promotion programs, structure, project management and reporting.

Minimum Education: Bachelor's degree in Exercise science and/or related field of study and one or more certifications in health and fitness from one of the following certifying bodies: The American College of Sports Medicine, American Council on Exercise (ACE), National Strength and Conditioning Association (NSCA), The Aerobics and Fitness Association of American (AFAA), National Dance Exercise Instructors Training Association, National Academy of Sports Medicine (NASM), American Aerobic Association International (AAAI).

Functional Responsibilities:

- Design, coordinate, and administer a complete and comprehensive wellness and fitness program that will include, but not limited to, exercise classes, weight training, nutrition, wellness education, and recreational activities consistent with the membership needs assessment and interest.

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- Instruct, assist and/or orient each member on the proper use of each piece of equipment, exercise, or lifestyle changes.
- Monitor and maintain exercise equipment and fitness areas to ensure program needs are met. The Contractor shall ensure fitness area is free of dangerous conditions, such as incidental spills or other conditions that would compromise the safety of the Fitness Center participants.
- Sanitize the equipment to prevent spread of bacteria and disease.
- The Contractor will be responsible for keeping the equipment wiped down with a sanitizing agent. Frequency will be determined by the COR. Spray cleaner, wiping cloths, broom, dustpan, supplies and mop will be provided by GSA at the request of the Contractor.
- Ensure that equipment is operating properly at all times. The Contractor will develop an inspection plan for the exercise equipment and present it to the COR for approval. Equipment manuals should be reviewed to determine proper inspection procedures
- Record necessary equipment repairs and submit a written report to the Contracting Officer's Representative (COR) when repair is required.
- Coordinate an effort with the COR's Fitness Committee to evaluate assessment needs of equipment replacement and present the recommendations to the COR.
- Develop or update the Fitness Facility Rules and Regulations to ensure the safe and enjoyable use of the facility for all participants. Present it to the COR for approval.
- Motivate members to participate in exercise activities. Instruct members on personalized exercise programs, exercise log sheets and evaluate their progress through milestones or goals.
- Plan, organize, and schedule all fitness activities and events, and present them to the COR for review prior to implementation. Promote health fairs, wellness programs, and other health and fitness related activities that would improve the participant's health.
- Assist members with activities other fitness and sports activities that fall under the auspices of the contract fitness center such as softball, volleyball, and racket ball. Assisting would include, but not limited to, instruction, scheduling, organizing, promoting, and score or record keeping.
- Survey members in order to design recreational activities that promote the results of these surveys to generate greater use of the fitness facility.
- Prepare reports relating to the tasks necessary in achieving the objective of the Wellness and Fitness Center. All reports shall be submitted in typed text and shall be submitted to the COR at the address listed in (n) (5), no later than the fifteenth of each month prior to the quarter. The report will reflect:
- Quarterly outline of proposed wellness and fitness events and/or activities for the next quarter:

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- List activities or events and programs proposed and the projected participation goals.
- List all Contractor provided materials, supplies and equipment.
- Identify potential, foreseeable problems or difficulties
- Quarterly wellness and fitness activities completed and operating report:
 - Summary of events and/or activities provided in the reporting period.
 - Daily participation rates of fitness center members.
 - Make recommendations for future events or activities.

Commercial Job Title: Fitness Specialist 2

Minimum/General Experience: Two years technical experience as a fitness professional who develops and implements an individualized approach to exercise leadership in healthy populations and/or those individuals with medical clearance to exercise. Using a variety of teaching techniques.

Minimum Education: Bachelor’s degree in Exercise science and/or related field of study or three or more certifications in health and fitness from one of the following certifying bodies: The American College of Sports Medicine, American Council on Exercise (ACE), National Strength and Conditioning Association (NSCA), The Aerobics and Fitness Association of American (AFAA), National Dance Exercise Instructors Training Association, National Academy of Sports Medicine (NASM), American Aerobic Association International (AAAI).

Functional Responsibility:

- Leading and demonstrating safe and effective methods of exercise by applying the fundamental principles of exercise science.
- Writing appropriate exercise recommendations.
- Leading and demonstrating safe and effective methods of exercise.
- Motivating individuals to begin and to continue with their healthy behaviors.
- Conducting risk stratification.
- Conducting physical fitness assessments and interpreting results.
- Constructing appropriate exercise prescriptions.

Commercial Job Title: Fitness Specialist 1

Minimum/General Experience - One year experience in a wellness center, fitness or commercial fitness club setting with an ability to teach a variety of group exercise and training formats and intensities.

Minimum Education - Associates degree in a health, wellness or exercise related field or equivalent education and one certification in group exercise or strength conditioning exercise.

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Functional Responsibility - Motivate and assist fitness center members to participate in exercise activities. Instruct members on personalized exercise programs, use of exercise log sheets and evaluate their progress through milestones or goals. Also provides daily routine maintenance of existing exercise equipment. Interacts and provides notifications as needed to the agency facility management or Contracting Officer Representative when necessary (in the absence of the Fitness Center Manager regarding operations. Provides operational support to fitness center manager and/or Coordinator collecting data sheets and other administrative duties as needed.

Commercial Job Title: Aerobic Instructor

Minimum/General Experience: Six months of technical experience a fitness professional who performs and conducts and leads a variety of aerobic fitness classes. Aerobodies aerobic instructor demonstrates a foundation of knowledge and skills necessary to teach a safe and effective group fitness class, no matter what type of modality.

Minimum Education: At least one certification in health and fitness from one of the following certifying bodies: The American College of Sports Medicine, American Council on Exercise (ACE), National Strength and Conditioning Association (NSCA), The Aerobics and Fitness Association of American (AFAA), National Dance Exercise Instructors Training Association, National Academy of Sports Medicine (NASM), American Aerobic Association International (AAAI).

Functional Responsibility: Is required to teach Step aerobics, kickboxing, floor aerobics, Pilates, sculpting, abs and toning, stretching classes, and water aerobics.

Commercial Job Title: Mind Body Instructor

Minimum/General Experience: One (1) year of experience in mind/body group exercise instruction in more or more mind/body exercise genres including but not limited to Yoga, Tai Chi, Pilates, etc. Also an ability to teach or provide a wide variety of skill levels and intensities.

Minimum Education: One (1) national fitness certification in mind/body specialty area (i.e. Yoga, Pilates, etc.). If no certification exists in industry, (i.e. Tai Chi or Fusion genres) education and training in mind/body specialty area must be demonstrated through CV and references. Must possess current CPR/AED certification.

Functional Responsibility:

Instruct regularly scheduled group exercise mind/body classes (e.g., Yoga, Pilates, and Tai Chi etc.) at various intensity levels (low to high).

Commercial Job Title: Healthy Lifestyle Coach

Minimum/General Experience: Two years experience in planning and developing health, fitness or nutrition programs. Wellness consultants promote healthy lifestyle habits such as nutrition and fitness and

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behaviors. Knowledge and training in various courses that may include: nutrition, health management, chemistry, kinesiology, exercise science, biochemistry, biology, and physiology.

Minimum Education: Bachelor's degree in exercise science, kinesiology, physiology, dietetics or a related field of study.

Functional Responsibility:

- Use coaching skills, tools, and processes in all client interventions (individual or group group) in consumer, corporate, hospital, physician practice, or health-club setting.
- Working with the clients' in-person or by phone.
- Systematically collect, assess, and help clients master health and wellness in: health risk evaluation, physical activity, stress management, and nutrition/weight management
- Apply science-based coaching skills in formal coaching programs or short client interactions/interventions
- Guide the development of client visions and goals while utilizing accepted national standards and guidelines
- Track, evaluate, and adjust a client's progress using the latest coaching techniques and web technology
- Visually monitor exercise performance using live video-conferencing, if you are have fitness credentials.
- Empower your clients to establish and sustain a higher level of wellness than they can do alone.

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