



Place Orders

Watkins Security Agency of the District of Columbia
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GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE
ORDERING GUIDELINES

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 to GSA Advantage is: [GSA Advantage!](#)

For more information on ordering from the Federal Supply Schedules click on the Federal Supply Service or Federal Acquisition "Overview" button at www.fss.gsa.gov.

Schedule 84
Total Solutions for Law Enforcement, Security
Facilities Management, Fire, Rescue, Clothing,
Marine Craft and Emergency/Disaster Response



GSA Contract Number: GS-07-F-5693P
Contract Period: 04.01.04 through 03.31.09
Special Item No. 264-54 Guard Services
Business Size: Small, Woman Owned
NAISC Code: 561612



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INTRODUCTION



Richard A. Hamilton, Sr. is the president and CEO of Watkins Security Agency of DC. He has spent more than 35 years in the area of law enforcement and security operations serving 25 of these as a Metropolitan police detective. A community activist, Mr. Hamilton is co-founder and chairman of the board for the Marshall Heights Community Development Organization (MHCDO), est. 1980. For 25 years he has served in this capacity and is directly responsible for bringing about change to the people and the community of Ward 7 by increasing job opportunities and home ownership. Under his leader of the MHCDO, Mr. Hamilton helped to increase the organization's annual budget— from \$115,000 to more than \$5.1 million. He is the recipient of numerous awards and accolades, including the Bronze Star for Valor Metropolitan Police Department, Certificate of National Merit; Honorary Deputy Sheriff – P.G. County Maryland; and the Community Service Award for the 6th District Police Department. Mr. Hamilton is co-founder and chairman of the Benning/Marshall Heights Coalition Against Drugs and Crime. He and his family reside in Ward 7 of the District of Columbia.



OUR SECURITY STAFF

Watkins officers are put through the test—literally and physically. Each of our officers undergo rigorous background screening and a Basic Training program, which is supplemented by special work— theoretical as well as practical training. This results in a minimum of 36 hours of drill in such topics as:

- Crisis Intervention / Conflict Management / Advanced Conflict Resolution
- Laws of Arrest—Search and Seizure / Criminal Law
- Medical Emergencies and Blood borne Pathogens
- Fire Safety and Prevention / Hazardous Materials
- Bomb Threat Procedures And Terrorism Awareness
- Crime Scene Protection / Evidence Collection
- Sexual Harassment and Discrimination / Use of Force
- Report Writing / Interview Techniques
- Professional Ethics and Standards
- Security Technology Operations— (Metal Detectors, X-Ray Machines, CCTV Monitoring Systems, Radios, Nextel Phones, etc.)

Our armed officers and supervisors are required to have even more training and experience. Watkins maintains the highest standard in the security industry.

We consistently retain a lofty percentage of incumbent employees. We enjoy a high level of name recognition throughout the industry, the result of our many years of quality service. A top priority of our phase-in team will be the interviewing, screening, pre-qualifying, and retaining-for-hire a minimum of 95% of the incumbent guard force below the level of Key Personnel. With exception to the Firearms Training, retained personnel should already possess necessary permits, certifications, licenses, and should already have received all initial FPS orientation and basic training. As incumbent employees are retained, our Project Manager will finalize guard schedules and guard post assignments and will submit them to the Contracting Officer's Technical Representative for his/her review and final approval.



CUSTOMER ORDERING INFORMATION

1A. Awarded Special Item Number: 246-54-Guard Services

1b. N/A

1c. See Accepted Pricelist

2. Maximum Order Guideline: 246-54-\$200,000 per SIN/order

This maximum order is a dollar amount at which it is suggested that the ordering agency request higher discounts from the contractor before issuing the order. The contractor may: 1) Offer a new lower price, 2) Offer the lowest price available under the contract, or 3) Decline the order within five (5) days. In accordance with the Maximum Order provisions contained in the schedule, a delivery order may be placed against the Schedule contract even though it exceeds the maximum order.

3. Maximum Order Limitations: \$100.00

4. Geographical Coverage: Washington, DC, Maryland and Virginia

5. Production Point: N/A

6. Basic Discount: Pricing shown is net GSA pricing.

7. Quantity Discounts: N/A

8. Prompt Payment terms: Net 30 days

9a. Government Purchase Cards are not accepted up to the micro-purchase threshold.

9b. Government Purchase cards are not accepted above the micro-purchase threshold.

10. Foreign Items: N/A



- 11a. Time of Delivery: Per Statement of Work.
- 11b. Expedited Delivery: Consult with Contractor.
- 11c. Overnight Delivery: Consult with Contractor.
- 11d. Urgent Delivery: Consult with Contractor.
- 12. FOB Points: As negotiated.
- 13a. Ordering Address: 5325 East Capital Street, SE, Second Floor, Washington, DC 20019.
- 13b. Ordering Procedures: For Supplies and Services, the ordering procedures, information on Blanket Purchase Agreement (BPA's) and a simple BPA can be found at the GSA/FSS Schedule homepage (www.fss.gsa.gov).
- 14. Payment address: 5325 East Capital Street, SE, Second Floor, Washington, DC 20019.
- 15. Warranty Provisions: Standard Commercial, reference Ordering Procedures for Service.
- 16. Export Packing Charges: N/A
- 17. Terms and Conditions of Government Purchase Card Acceptance: Determined on a case by case basis.
- 18. Terms and Conditions of Rental: N/A
- 19. Terms and Conditions of Installations: N/A
- 20. Terms and Conditions of Repair Parts: N/A
- 20a. Terms and Conditions for any other services: N/A
- 21. List of Service and Distribution Points: N/A
- 22. List of Participating Dealers: N/A
- 23. Preventive Maintenance: N/A
- 24a. Special Attributes: N/A
- 24b. Section 508: N/A
- 25. Data Universal Number System (DUNS) Number:
- 26. Notification regarding registration in Central Contractor Registration (CCR) Database:.
Registration valid until 06-31-2009



PRICING AND DISCOUNTS SIN 246-54 GUARD SERVICES

List Prices: Watkins Security Agencies’ pricing methodology will remain the same throughout the contract period.

SCA Positions

Per Contract GS-07-F-5693P, additional locations and current Wage Determination adjustments will be added as RFQ’s/SOW’s are presented. The same methodology for pricing will be used substituting current local wage determinations.

(Price updates will be proposed to GSA based on current Wage Determinations/Collective Bargaining Agreements at the time of offer or inquiry. Billing rates for Service Contract Act (SCA) positions subject to equitable adjustment pursuant to FAR 52.222.43; non-SCA positions will be escalated annually from the base year pricing. Pricing methodology will remain as approved by GSA.)

LABOR CATAGORY	HOURLY BILLING RATE	OVERTIME BILLING RATE
Guard I-Unarmed (Category I or II)	\$25.91	\$28.51
Guard I-Armed (Category II)	\$33.00	\$43.82
Detention Officer	\$34.00	\$48.03
Corrections Officer	\$35.10	\$48.03
Court Security Officer	\$36.10	\$53.70
General Clerk I (Administrative Support)	\$23.79	\$26.16
General Clerk II (Receptionist)	\$28.37	\$30.73
General Security Clerk I	\$22.64	\$33.96
Security Supervisor I or II		
Level 1,2,or3	\$39.63	\$39.63
Assistant Project Manager	\$53.90	\$53.90
Project Manager	\$65.96	\$65.96