

**GENERAL SERVICES ADMINISTRATION
Authorized Federal Supply Schedule Price List**

**FACILITIES MAINTENANCE AND
MANAGEMENT**

Federal Supply Schedule 03 FAC

**SIN's 811-002, 811-003, 871-202, 871-202, 871-203, 871-204, 871-205,
871-206, 871-207, 871-208, 871-209, 871-210, 871-299, 003-97**

Contract No. GS-10F-0334L

Modification PO-0016

August 1, 2001 to July 31, 2021

MANAGEMENT ENGINEERING ASSOCIATES, LLC®

Helping organizations to use their resources better

3709 N. W. 16th Ave., Camas, WA 98607

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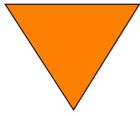
www.manengineer.com

info@manengineer.com

A Small Business

Point of Contact: Bill Ward, P. E., Managing Principal

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.gsa.gov>.



CUSTOMER INFORMATION

Management Engineering Associates, LLC (MEA) is a professional engineering organization that provides strategic planning, architecture, construction engineering and management, human factors/ergonomics, interior design, facilities management, energy conservation, economic analysis and business process reengineering services to many space-intensive Federal agencies.

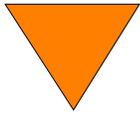


Clients include including the DoD (five commands), Department of Veterans Affairs (30 sites), Social Security Administration, Department of Transportation, Internal Revenue Service (four projects), Dept. of Commerce, Dept. of the Interior, Dept. of Agriculture, and the Department of Energy. We also provide strategic planning, facilities engineering and construction management services to a multitude of private corporations.

We work extensively in medical centers, complex systems of space, plant services, utilities, and up to 20,000 separate physical assets. The health care arena mandates exquisite attention to detail. MEA has provided schematic design, architectural/engineering development, construction management and transition support for at least eight office complexes and 30 medical centers.

Interior Architecture services provide agencies with complete interior design, furniture consultation and product specifications. Ergonomic and *quality of worklife* factors are emphasized. Fashions, colors, fabrics and textures are considered. Decor creates environments inspiring high performance where employees enjoy working.

Building maintenance programs include repair, custodial, window washing, hazardous waste handling and landscaping services.



1. Special Item Numbers (SIN's) Awarded:

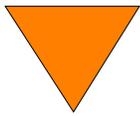
SIN 811-002: COMPLETE FACILITIES MAINTENANCE

Complete Facilities Maintenance includes Services related to the complete operations, maintenance and repair of military and government facilities. Included are:

- ▶ painting, pest control, grounds maintenance
- ▶ landscaping, tree trimming, snow removal
- ▶ elevator inspection and maintenance service
- ▶ fire alarm maintenance and protection systems
- ▶ locksmith services
- ▶ collection and disposal of refuse
- ▶ roofing repair
- ▶ plumbing and pipefitting
- ▶ electrical; including high/low voltage systems and utility service
- ▶ Energy Management Control Services (EMCS)
- ▶ paving
- ▶ telephone maintenance
- ▶ janitorial/custodial
- ▶ all mechanical, operations
- ▶ maintenance and repair of building systems
- ▶ heating/ventilation/Air Conditioning (HVAC)
- ▶ energy planning
- ▶ energy analysis
- ▶ energy audit services
- ▶ maintenance of facilities and systems to include instruments
- ▶ carpentry, masonry, and refrigeration services
- ▶ maintenance and repair of exterior electrical distribution system
- ▶ operation and maintenance of HVAC
- ▶ operation and maintenance of water distribution system
- ▶ maintenance of the septic field and maintenance and repair of surface area
- ▶ training support and consultation services
- ▶ cemetery maintenance



MEA's professional engineering experience since 1979 assures our comprehensive understanding of these requirements and their underlying technologies.



SIN 811-003: COMPLETE FACILITIES MANAGEMENT

MEA provides for management of facilities in support of SIN 811-002 to assure fully adequate and timely completion of all services. Included this service are a range of management duties encompassing:

- ▶ planning, scheduling and quality control
- ▶ software support services
- ▶ computer and/or facilities management systems and upgrades
- ▶ energy management services.

The SIN provides the necessary management expertise to assure performance of the work in accordance with sound and efficient management practices.

We include the following two specialities in *Complete Facilities Management*:

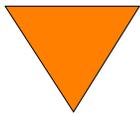
I. INTERIOR ARCHITECTURE

PROJECT MANAGEMENT

Support for the design, reconfiguration, relocation and increasing/downsizing of office space and similar facilities. Feasibility will be determined by space forecasting and building analysis. Services will include the interior design and configuration of the office assets. Coincident services are to:

- ▶ develop project management plan and implementation strategies, which identify all significant issues related to the project;
- ▶ partner with the customer agency and manage the interior design process to insure it meets with their requirements;
- ▶ develop and manage the phasing of the reconfiguration project;
- ▶ assist in preparing the budget requirements for the furnishing and equipment acquisition, delivery and installation; and
- ▶ manage logistics of interior renovations and furniture installation.





SPACE PLANNING AND INTERIOR DESIGN

Inclusive furniture consultations, interior design and product specifications. Work will encompass identifying and analyzing the customer agency's overall office space and furniture requirements, space standards, the functional office environment, work flow, and special space or electrical/data requirements.

A detailed plan is developed from this analysis and rendered in sufficient detail to facilitate thorough review by the user. After approval of the furniture design/layout, drawings and other documentation of the approved plan are produced containing sufficient detail for use by furniture installers; and by architects and engineers to prepare any necessary construction drawings.



MEA can prepare both plan and three dimensional drawings using advanced systems.

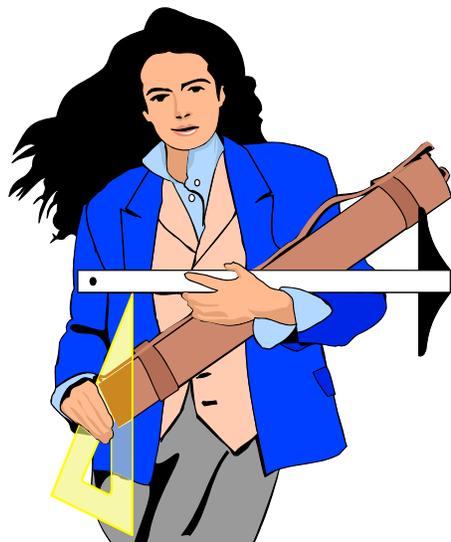
We will support the customer agency in analyzing requirements coincident with ongoing space planning and furniture design projects. Such assistance may include developing furniture layout drawings for vendors, creating scopes of work for furniture inventory contractors, monitoring the furniture inventory process, and manipulating the resulting electronic database containing the furniture inventory to identify furniture to be reused and furniture to be purchased. We are capable of managing the process of proper disposition of Federal Government furnishings.

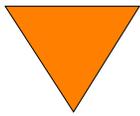
RELOCATION / RECONFIGURATION

MEA provides services for reorganizing, consolidating existing facilities and/or opening new facilities.

Parallel activities include scheduling and monitoring the project work; coordinating with architecture, engineers, telecommunication specialists, vendors, installers and renovation trades people; developing furniture reuse plans; coordinating the move and managing post-move resolution.

These services will be provided and completed with maximum cost efficiency and minimum business disruption. The existing and new location information shall be entered into a database, which can be manipulated to provide reports to develop an accurate furniture inventory to permit tagging for move purposes.





ASSET MANAGEMENT

Designing and installing systems to manage office furniture and related inventories; includes warehousing and property disposal management. Corresponding activities are to:

- ▶ analyze assets management and business processes at Customer Agencies;
- ▶ provide a physical inventory of furniture and furnishings;
- ▶ provide bar coding services including: developing bar code standards, bar coding individual office items, and develop a bar code data base;
- ▶ flow chart current processes and develop recommendations to improve processes;
- ▶ customize computer aided assets management system to meet recommended process improvements;
- ▶ install assets management systems and ensure the customer agency staff is properly trained in its operation; and
- ▶ provide temporary and long term furnishings warehousing, and ensure proper accountability of items in storage as well as managing the process for proper disposition of Federal Government property.

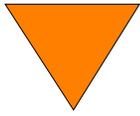


II. LEAN SIX SIGMA APPLICATIONS IN FACILITIES MANAGEMENT

MEA has promoted Lean Six Sigma for over 15 years and has been successful in utilizing the process to eliminate non-value added processes and redundancy – coupled with the application of industry best practices and quality control programs to assist two military commands in winning A-76 competitions.

Facility management is the discipline of maintaining assets to a standard that provides the work or production environment defined by the owner or customer. Knowledge of operations and maintenance, construction, technology and management practices are necessary skills to be successful. The application of these principles usually is achieved by delivering a quality product at the least cost. The principles of Lean Six Sigma can be applied by MEA to facility management to enhance delivery of these services.

Six Sigma quality standards define a level that can not be supported by alternative facility management processes. Its principles can be applied to the understanding of facility management to raise the level of quality in the services delivered.



SIN 871-202: ENERGY MANAGEMENT PLANNING AND STRATEGIES

MEA provides comprehensive energy management solutions consisting of all four phases of an energy project and relevant to a variety of energy projects that include renewable energy, sustainable energy, and energy efficient buildings certification programs such as LEED.



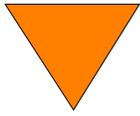
- I. **Consulting/Auditing/Energy Management Solutions:** The strategic planning, energy assessments e.g. feasibility, vulnerability and other detailed assessments, developing and executing of energy audits, audit plans and energy management solutions.
- II. **Concept Development and Requirements Analysis:** The analysis of the audit results and outlined requirements to design a detailed energy management project concept.
- III. **Implementation and Change Management:** The implementation and integration of more energy efficient practices and systems and training in using them effectively.
- IV. **Measurement and Verification:** The performance assessment and measurement of the effectiveness and energy efficiency of the project and including long term monitoring, verification of savings and benchmarking.

MEA brings strong capabilities in energy planning, energy analysis and energy audit services. We provide expert advice, assistance, guidance or counseling in support of agencies' energy management programs to comply with Executive Order 13123 and National Energy Policy Acts. This includes studies, analyses and reports documenting the current situation and proposing remedial actions. Examples of program support include:

Energy Planning and Strategies: Supporting agencies in developing, executing, and reporting their agency implementation plan activities pursuant to all federal laws and executive orders.

Energy Choice Analysis: Providing equipment and/or software and training to enable the customer to evaluate various energy choices. This information shall include an analysis of advantages and disadvantages of choices for reducing energy consumption, including cost, financing, and payback.

Risk Management: Providing equipment, and/or software, and training on risk management to minimize various levels of price uncertainty for energy purchases.



SIN 871-203: TRAINING ON ENERGY MANAGEMENT

MEA will provide training on energy management including, but not limited to, reducing energy consumption, mitigating risk with energy systems, operating systems efficiently, making energy efficient system choices, and energy efficient buildings certification programs such as LEED.

SIN 871-204: METERING SERVICES

MEA provides a full range of metering solutions that allows the specified locations to understand load profiles; manage demand; allocate costs to tenants, regions, facilities, etc.; reduce consumption; negotiate with suppliers; and monitor improvements from energy conservation measures.

MEA will provide metering services including, but not limited to, the installation of metering equipment and software used for the collection of data and measurement of energy consumption through electric, gas, water or steam utilities, the utilization of data to ensure energy conservation goals are being met, and allows for the measurement and tracking of the cost effectiveness of energy technology investments. This could include basic metering services, advanced metering services, maintenance, installation, removal and disposal of new or existing equipment.

SIN 871-205: ENERGY PROGRAM SUPPORT SERVICES

MEA provides energy program support services encompassing billing and management oversight and assistance in preparing energy services related agency statements of work. Included are:

Energy Efficient Buildings Certification Programs: LEED is an example.

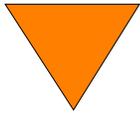
Billing and Management Oversight: Providing billing services that may include verifying and correcting past utility bills, correcting over-billing, analyzing consumption and costs, forecasting energy usage, and reducing administrative costs through payment of a single bill.

Preparing Agency Statements of Work: Assisting agencies in preparing statements of work for Energy Management projects. This includes Strategic Source Support, Performance Management, Benchmarking/Performance diagnostics such as Energy Star, Organizational Design of the statement of work, and compliance with legislative and Executive Order requirements such as achieving Energy Star criteria, where applicable.

SIN 871-206: BUILDING COMMISSIONING SERVICES

MEA provides comprehensive building commissioning services on new construction, major modernization, and existing energy consuming operations (recommissioning). We have conducted commissioning studies for complex Federal installations.

Our commissioning support is designed to ensure the building systems are designed and built to operate as efficiently as possible. This includes re-commissioning and retro-commissioning services. Energy efficient buildings certification programs such as LEED are included.



SIN 871-207: ENERGY AUDIT SERVICES

MEA will supply energy audit services including developing, executing, and reporting on audit plans and/or perform energy and water audit services. Energy audits may range from cursory to comprehensive. Including, but not limited to data collection, data analysis, benchmarking with tools such as Energy Star, and written recommendations of suggested upgrades of electrical and mechanical infrastructure, including their impact on energy consumption and pollution can include recommendations for using alternative Energy Sources. Energy efficient buildings certification programs such as LEED are included.

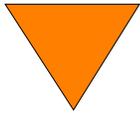
MEA provides facilitation and related decision support services in support of agencies' energy audit efforts. This will include studies, analyses, and reports documenting the current situation(s) and recommending remedial actions. We develop, execute, and report on 10-year audit plans, or perform energy audit services. Energy audits range from cursory to comprehensive and include data collection, data analysis, benchmarking with tools such as Energy Star, and written recommendations of suggested upgrades of electrical and mechanical infrastructure, including their impact on energy consumption and pollution prevention.

SIN 871-208: RESOURCE EFFICIENCY MANAGEMENT (REM)

MEA will provide resource efficiency management (REM) including providing information on possible steps that will improve energy efficiency. This information shall include estimates of cost savings and environmental benefits. This includes onsite analysis of current operations, equipment, and energy purchasing patterns. This may include the services of a resource efficiency advocate for individual or aggregated building(s) in order to maximize resource efficiency. Energy efficient buildings certification programs such as LEED will be included.

MEA provides the customer agency with information on possible steps that will improve energy efficiency at the site(s). This information shall include estimates of cost savings and environmental benefits. This includes onsite analysis of current operations, equipment, and energy purchasing patterns. This may take the form of a full or part time contract employee acting as a resource efficiency advocate for individual or aggregated building(s) in order to maximize resource efficiency.

The services proposed by MEA are intended to fully support Federal energy policy. Our professional engineering consultancy emphasizes energy conservation in commercial buildings. Commercial buildings account for 25% of all electricity consumed in the U. S. The Department of Energy reports that 64% of all commercial buildings are cooled; electricity constitutes 95% of the energy consumed for that purpose. Further, the DoE states that 67% of existing commercial buildings use heated water, 46% of which is heated by electricity.



SIN 871-209: INNOVATIONS IN ENERGY

MEA introduces innovative approaches to renewable and/or sustainable energy, sustainability services, and energy management technology and services. These might include new developments or improvements in providing renewable energy and managing energy through biomass conversion, solar energy, fuel cells, geothermal energy, hydropower (tidal power, wave power, tidal stream power, waterwheels, and hydro electricity), wind power or other sources.



These approaches deliver renewable and/or sustainable energy and sustainability services that are more "carbon-neutral", thereby lessening dependence on traditional non-renewable, "fossil fuel" sources of energy such as coal, oil, natural gas and propane. This includes sustainability and carbon management solutions such as analysis, foot printing, measuring, mitigation, verification and management, training on new energy technologies and systems, life-cycle costing, and maintenance and operational support of renewable energy systems; and the implementation, testing and evaluation of networked energy management systems and services that utilize Internet Protocol - Next Generation (IPv6) enabled systems that are configured using open standards architecture that can include Power over Ethernet (POE) implementation, wireless configurations, data security using IPSEC or 128 DES Encryption standards, high reliability, NIST compliant, and demonstrated energy efficiencies or cost savings, and are capable of integrating with existing information systems data infrastructure and backbone.

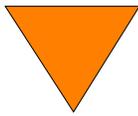
We define options for use of alternative energy sources, including converting to use of different sources of energy, alternative off-site storage and management, alternative and standby fuel pricing. This information shall include a statement concerning specific environmental benefits and estimates of cost savings.

We hold SIN 871-299 for *Development of Renewable Energy Sources* to promote the development of *renewable sources* such as geothermal, solar thermal, photovoltaic, wind, waste-to-energy, biomass, and cogeneration.

MEA promotes interest in renewable sources among regulated and nonregulated utilities, as well as Federal installations. We will continue by helping utility providers/Federal agencies make plans to generate power from renewable sources, create conceptual designs, complete market analysis, conduct feasibility studies, and facilitate delivery of resulting power. We find that the potential market represented by the Federal Government encourages this development.

SIN 871-210: WATER CONSERVATION

MEA provides water conservation services and consulting related to the reduction of water usage, recycling of water for multiple purposes, retention of water, improvement of water quality and water flow. These services include facility water audits, water balance, and water system analysis.



SIN 871-299: DEVELOPMENT OF RENEWABLE ENERGY SOURCES

This SIN authorizes MEA to promote and develop *renewable sources* such as geothermal, solar thermal, photovoltaic, wind, waste-to-energy, biomass, and cogeneration. We help utility providers and Federal agencies make plans to generate/consume power from renewable sources, create conceptual designs, complete market analysis, conduct feasibility studies, and facilitate delivery of resulting power. It is intended to ignite interest in renewable sources among utilities suppliers and Federal installations.

A wide spectrum of management, planning and engineering skills are provided.

Renewable sources include:

PHOTOVOLTAICS



WINDPOWER

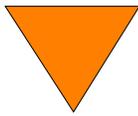


GEOHERMAL



SIN 003-97: ANCILLARY REPAIR AND ALTERATION

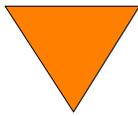
The repair, alteration, delivery or installation of products or services associated with this schedule such as painting or carpeting, hanging of drywall, electrical or plumbing work landscaping and similar services.



Billing rates are itemized by labor category for SIN's 811-002, 811-003, 871-202, 871-203, 871-204, 871-205, 871-206, 871-207, 871-208, 871-209, 871-210, 871-299 and 003-97.

<i>Labor Categories</i>	<i>Year 16 8/1/2016 7/31/2017 Hourly</i>	<i>Year 17 8/1/2017 7/31/2018 Hourly</i>	<i>Year 18 8/1/2018 7/31/2019 Hourly</i>	<i>Year 19 8/1/2019 7/31/2020 Hourly</i>	<i>Year 20 8/1/2020 7/31/2021 Hourly</i>
Principal	\$180.57	\$185.99	\$191.57	\$197.31	\$203.23
Program Director	\$175.84	\$181.11	\$186.55	\$192.14	\$197.91
Project Manager	\$167.51	\$148.83	\$153.29	\$157.89	\$162.63
Energy Policy Strategist	\$167.50	\$172.53	\$177.70	\$183.04	\$188.53
Interior Architect	\$167.50	\$172.53	\$177.70	\$183.04	\$188.53
Senior Computer Programmer	\$167.50	\$172.53	\$177.70	\$183.04	\$188.53
High Performance Organization Analyst	\$167.50	\$172.53	\$177.70	\$183.04	\$188.53
Condition Assessment Specialist	\$167.50	\$172.53	\$177.70	\$183.04	\$188.53
Energy Auditor	\$164.67	\$169.62	\$174.70	\$179.94	\$185.34
Industrial Engineer	\$164.67	\$169.62	\$174.70	\$179.94	\$185.34
Mechanical Engineer	\$164.67	\$169.62	\$174.70	\$179.94	\$185.34
Electrical Engineer	\$164.67	\$169.62	\$174.70	\$179.94	\$185.34
Environmental Engineer	\$164.67	\$169.62	\$174.70	\$179.94	\$185.34
Management Scientist	\$153.50	\$158.10	\$162.85	\$167.73	\$172.77
Economist	\$143.75	\$148.06	\$152.50	\$157.08	\$161.79
Information Processing Specialist	\$103.42	\$106.52	\$109.72	\$113.01	\$116.40
Specification Writer	\$103.42	\$106.52	\$109.72	\$113.01	\$116.40
Junior Specification Writer	\$82.22	\$84.68	\$87.22	\$89.84	\$92.53
CAD Operator	\$68.51	\$70.57	\$72.69	\$74.87	\$77.11
Administration	\$64.13	\$66.05	\$68.04	\$70.08	\$72.18

Accountant	\$91.12	\$93.85	\$96.67	\$99.57	\$102.55
Security Manager	\$97.88	\$100.81	\$103.84	\$106.95	\$110.16
Firefighter	\$74.25	\$76.47	\$78.77	\$81.13	\$83.56
Operator	\$67.50	\$69.52	\$71.61	\$73.76	\$75.97
HVAC Technician	\$70.88	\$73.01	\$75.20	\$77.45	\$79.77
Maintenance Craftsman	\$67.50	\$69.52	\$71.61	\$73.76	\$75.97
Machinist	\$81.00	\$83.43	\$85.94	\$88.52	\$91.17
Security Guard	\$54.00	\$55.61	\$57.28	\$59.00	\$60.77
Communications Operator	\$79.31	\$81.69	\$84.14	\$86.66	\$89.26
Forklift Operator	\$57.37	\$59.10	\$60.87	\$62.69	\$64.58
Driver	\$58.22	\$59.97	\$61.77	\$63.62	\$65.53
Media Technician	\$67.50	\$69.52	\$71.61	\$73.76	\$75.97
Librarian	\$82.69	\$85.17	\$87.72	\$90.36	\$93.07
Bookkeeper	\$60.75	\$62.58	\$64.45	\$66.39	\$68.38
Reproduction Technician	\$47.25	\$48.67	\$50.13	\$51.63	\$53.18
Stock Keeper	\$57.37	\$59.10	\$60.87	\$62.69	\$64.58
Food Service Worker	\$40.50	\$41.72	\$42.97	\$44.26	\$45.59
Landscaper	\$47.25	\$48.67	\$50.13	\$51.63	\$53.18
Housekeeper	\$40.50	\$41.72	\$42.97	\$44.26	\$45.59
Data entry Clerk	\$40.50	\$41.72	\$42.97	\$44.26	\$45.59
Mail Messenger	\$40.50	\$41.72	\$42.97	\$44.26	\$45.59



2. Maximum Order: \$ 1,000,000
3. Minimum Order: \$ 100
4. Geographic Coverage: Worldwide
5. Point of production: Camas, WA
6. Rates shown are net prices.
7. Quantity Discounts: N/A
8. Prompt Payment Terms: Net 30 Days
9. Government Commercial Credit Card: Accepted up to micro purchase threshold and beyond.
10. No foreign content
- 11a. Delivery time: Specified on each Task Order
- 11b. Expedited Delivery: As required by customer
- 11c. Overnight/2-day Delivery: As requested by customer
- 11d. Urgent Requirements: Urgent needs receive our immediate attention.
12. FOB Point: Destination/Domestic
13. Ordering Address: 3709 N. W. 16th Ave., Camas, WA 98607
(360)834-3004, FAX: (360)834-0107
info@manengineer.com
14. Payment Address: 3709 N. W. 16th Ave., Camas, WA 98607
15. Warranty Provision: Commercial Standard Warranty
16. Export Packing Charges: N/A
17. Terms and Conditions of Government Credit Card: In accordance with *Government Credit Card Guidelines*
18. Terms and Conditions of Rental, Maintenance and Repair: N/A
19. Terms and Conditions of Installation: N/A
20. Terms and Conditions of Repair Parts and Other Services: N/A
21. Service and Distribution Points: N/A
22. Participating Dealers: N/A
23. Preventive Maintenance: N/A
24. DUNS No.: 05-020-8511
25. Registration in Central Contractor Registration (CCR) database: 05-020-8511
CAGE Code: 1BW54
TIN: 13-4234989