

# *RoMiCo, Ltd.*

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**Friday, December 22, 2006**

RoMiCo, Ltd. is an established and recognized Small Business Real Property and Real Estate Management consultant company dedicated to providing a variety of management services to the government, commercial and residential sectors. Our mission is to focus on providing our clients with a broad spectrum of real estate and real property professionals and services at fair and reasonable prices.

Over the years RoMiCo, Ltd. has developed innovative and productive facility management strategies that are still providing continued benefit long after achieved Headquarters project approval for our customers.

RoMiCo, Ltd. provides assistance and services such as:

- Fast and efficient facility inventories including personal property;
- Facility management, reduction & leasing strategies;
- Investment & buy-out strategies & Analysis of Alternatives Studies;
- Real Property Planning Reports & Land Use Requirements Studies;
- Real Property Inventory Surveys / Facility Requirements Analysis / Space Utilization Studies
- On-site action officers & interim employees;
- Our team consists of a select group of Certified Real Estate Appraisers, Real Property Instructors, Industrial Managers, Facility Managers, Environment Engineers, Master Planners, and Real Estate Attorneys.
- RoMiCo, Ltd. has the right mix of people with the right amount of experience, and forward-thinking outlook to partner with your organization for success.

## **GENERAL**

RoMiCo, Ltd. has conducted a series of Real Property Inventory (RPI) validation surveys, facilities requirements analyses, and space utilization studies. These surveys were conducted from the ground up where existing data was non-existing or required field validation. All analysis was based on current Army criteria from AR 405-45, AR 405-70 and TM 5-803-5. These studies provided the Installations with the data required for making hard choices on facility reduction, allocation of space to users and facility requirements for new construction. Data obtained from the surveys was used to update the Installations' IFS database. The results of these surveys also provided a more accurate accounting of the Installations' excesses and balances required in RPLANS, which provides information to MACOM and DA planners for funding and stationing actions.

## **RPI VALIDATION**

RPI validation surveys involved the physical measuring of building exteriors to determine accurate gross square feet (GSF), the appropriate category codes for Design and Current Uses, and other data as required to accurately reflect assets in IFS. For each survey, the Installation determined the amount and level of data to be collected. Reports were developed that provided the Installations with a comparison between existing IFS data and the field surveys, allowing for easier updating of IFS data elements.

## **FACILITIES REQUIREMENTS ANALYSIS**

Facilities requirements may vary significantly from allowances generated by automated systems using corporate databases. Space allowances are calculated based on surveyed data and algorithms from Army criteria. Requirements are determined for space above or below allowances based on unit interviews and surveyor observations. Recommended requirements edits can then be entered in RPLANS and submitted for Region approval.

## **SPACE UTILIZATION STUDIES**

Space utilization studies required the determination of net usable square feet (NSF) in buildings studied. Dependent on the Installation's need for level of accuracy, NSF was established either by measuring all interior net space or by various levels of measurements of portions of a building and determination of a net to gross ratio to calculate overall net usable space. Additional data is collected including users by UICs, personnel by type and number, and usage of space at the category code and FCG level. Overall utilization based on requirements is presented in a report that includes analysis of findings and recommendations to resolve any space issues.

## **ROMICO LTD. STAFFING GUIDE**

### **PROGRAM MANAGER**

- Education: 4 Year Bachelor Degree (Advanced degree desired) in Engineering, Scientific or Business fields or 10 Years Program Management experience
- Experience: 15 years in program management in support of the Army, Navy, DoD, and other Government programs directly related to the tasks in the statement of services offered.

### **PROJECT MANAGER**

- Education: 4 Year Bachelor Degree in Engineering, Scientific or Business filed or 10 Years Project Management experience
- Experience 12 years in project management in support of the Army, Navy, DoD, and other Government programs directly related to the tasks in the statement of services offered

### **SENIOR ANALYST**

- Education: 4 year Bachelor Degree or 10 years experience in support of the Army, Navy, DoD, and other Government programs directly related to the tasks in the statement of services offered

Experience: 6 years experience in providing analysis support of various programs, processes, and procedures for various government or commercial clients.

### **ANALYST**

Education: 2 Year college credit  
Or 5 years in support of program analysis

Experience: 4 years in support of the Army, Navy, DoD, and other Government programs directly related to the tasks in the statement of services offered.

### **ENGINEER**

Education: 4 Year Bachelor of any Engineering Degree (Advanced degree desired) in Civil, Electrical, Mechanical, Environmental or Structural fields.

Experience: 5 years of providing Electrical, Civil, Mechanical, Environmental, or Structural support for government or commercial clients.

### **TECHNICAL SPECIALIST**

Education: 4 Year Bachelor Degree in either Engineering, Scientific or Business fields or 10 years specialized technical experience.

Experience: 10 years in support of the Army, Navy, DoD, and other Government programs directly related to the tasks in the statement of services offered.

### **DOCUMENTATION SPECIALIST**

Education: Degree Desired.

Experience: 5 years experience in documentation support to the Army, Navy, DoD, and other Government programs directly related to the tasks in the statement of services offered.

### **DATA ENTRY CLERK**

Experience: 5 years experience in word processing and windows applications.

### **ADMINISTRATIVE/CLERICAL**

Experience: 2 years experience in word processing and windows applications.

**GSA MOBIS RATES For SIN(s) 874-1, 874-2, 874-3 & 874-6**

<b><u>Customer</u></b>	<b><u>Labor Category</u></b>	<b><u>Hourly Rate</u></b>	<b><u>Daily Rate</u></b>	<b><u>Additional Discounts, Concessions, Terms and Conditions</u></b>
ALL FEDERAL CUSTOMERS	Program Manager	\$86.16	\$689.30	Per Contract
ALL FEDERAL CUSTOMERS	Project Manager	\$73.32	\$586.61	Per Contract
ALL FEDERAL CUSTOMERS	Senior Analyst	\$73.32	\$586.61	Per Contract
ALL FEDERAL CUSTOMERS	Analyst	\$61.41	\$491.32	Per Contract
ALL FEDERAL CUSTOMERS	Engineer	\$61.41	\$491.32	Per Contract
ALL FEDERAL CUSTOMERS	Technical Specialist	\$51.79	\$414.33	Per Contract
ALL FEDERAL CUSTOMERS	Documentation Specialist	\$51.79	\$414.33	Per Contract
ALL FEDERAL CUSTOMERS	Data Entry Clerk	\$39.41	\$315.33	Per Contract
ALL FEDERAL CUSTOMERS	Administrative/Clerical	\$26.13	\$209.01	Per Contract