Welcome

Applied Management Engineering, Inc. (AME) is a dynamic firm with core competencies focused on implementation of proactive asset management concepts. We are dedicated to supporting our clients' needs by applying creative thinking, proven engineering and management concepts, and the benefit of many years of experience with diverse clients. AME is considered an industry leader in the services we provide. Our published approach and methods for conducting and developing facility condition assessments are recognized nationally as a benchmark for assessing facility conditions and managing facility assets. At AME, facility assessments are not just another client service, but the premier client service. AME prides itself on providing cost effective, high quality, and timely professional services throughout the country and abroad from our single office in Virginia Beach, Virginia.

Over the years, AME has become a national leader in the areas of facility condition assessment programs, development of comprehensive multi-year plans for maintenance, repair, life cycle, and capital planning and budgeting strategies. AME has developed a standard approach and reporting structure for facility condition assessments that has the flexibility to meet a client's specific requirements based on proven engineering techniques.

A partial list of representative services provided by AME includes:

- Effectiveness Analysis
- Re-Engineering and Strategic Sourcing
- Facility Condition Assessments
- Utility Assessments and Mapping
- Facility Maintenance Standards Development
  - Preventive maintenance standards
  - Maintenance, repair, and replacement cost standards
  - Standard templates for operation and maintenance tasks
- Preventive and Predictive Maintenance Programs
- Facility Modeling
- Maintenance and Repair Cost Estimating
- Facilities Management Training
- Facilities Management Software Selection/Implementation

Partial List of Government Clients

Department of Defense
Department of Energy
Department of Human Health Services
Bureau of Indian Affairs
Bureau of Land Management
General Services Administration
National Park Service
National Aeronautics and Space Administration
While **AME's** reputation has been built upon our many accomplishments in the rapidly growing field of facilities management, the firm considers the following FM SINs as truly indicative of our complete range of services.

**Contracted Scope of FM Schedule:**

... **SIN 811 003: Complete Facilities Management**

**SERVICES**

- Preventive Maintenance Program Development
- Facility Management Software Selection and Implementation
- Facility Management Training
- Facility Condition Information System (FCIS)

... **SIN 811 006: Facilities Maintenance and Management Consulting**

**SERVICES**

- Facility Condition Assessments
- Utility Assessments and mapping
- Facility Maintenance Standards Development
  - preventive maintenance standards
  - maintenance, repair, and replacement cost standards
  - standard templates for operation and maintenance tasks
- Facility Life Cycle Modeling
  - Operations and Maintenance Models
  - Component Renewal / Recapitalization Models
- LEED – EB Analysis and Sustainability support

**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: http://www.GSAAdvantage.gov.

**Schedule Title:** Facilities Maintenance and Management FSC 03FAC

**FSC Group, Part, and Section or Standard Industrial Group:** Not Applicable

**FSC Class(es)/Product code(s) and/or Service Codes:** Not Applicable

**Contract Number:** GS-21F-0016V

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

**Contract Period:** December 1, 2013 through November 30, 2018

**Contractor's name, address, and phone number:**

Applied Management Engineering, Inc.
211 64th St
Virginia Beach, VA 23451

Contract Administrator: Cheryl Dronzek Cheryl@ameinc.biz
Phone: (757) 428-0601 Toll Free: (800) 532-0763 x601
Initial Award dated December 1, 2008. Renewal dated December 1, 2013.
DUNS Number: 09-741-6135

Contract’s internet address/web site schedule information can be found:
http://www.ameinc.biz

Business Size: AME is a small business.

Customer Information:

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

The following rates apply to both SINs:
811-003 Complete Facilities Management
811-006 Facilities Maintenance and Management Consulting

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Year 1 Rate*</th>
<th>Year 2 Rate*</th>
<th>Year 3 Rate*</th>
<th>Year 4 Rate*</th>
<th>Year 5 Rate*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facility Management Expert</td>
<td>$219.50</td>
<td>$224.99</td>
<td>$230.61</td>
<td>$236.38</td>
<td>$242.29</td>
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<tr>
<td>Facility Management Senior Specialist</td>
<td>$197.97</td>
<td>$202.92</td>
<td>$207.99</td>
<td>$213.19</td>
<td>$218.52</td>
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<tr>
<td>Facility Management Consultant</td>
<td>$165.23</td>
<td>$169.36</td>
<td>$173.59</td>
<td>$177.93</td>
<td>$182.38</td>
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<tr>
<td>Facility Project Manager</td>
<td>$147.11</td>
<td>$150.79</td>
<td>$154.56</td>
<td>$158.42</td>
<td>$162.38</td>
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<tr>
<td>Facility Assessment Level I</td>
<td>$123.32</td>
<td>$126.40</td>
<td>$129.56</td>
<td>$132.80</td>
<td>$136.12</td>
</tr>
<tr>
<td>Facility Assessment Level II</td>
<td>$98.74</td>
<td>$101.21</td>
<td>$103.74</td>
<td>$106.33</td>
<td>$108.99</td>
</tr>
<tr>
<td>Project Support Assistant</td>
<td>$109.69</td>
<td>$112.43</td>
<td>$115.24</td>
<td>$118.12</td>
<td>$121.08</td>
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<tr>
<td>IT Support Specialist</td>
<td>$130.98</td>
<td>$134.25</td>
<td>$137.61</td>
<td>$141.05</td>
<td>$144.58</td>
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<tr>
<td>QA Manager</td>
<td>$78.24</td>
<td>$80.20</td>
<td>$82.20</td>
<td>$84.26</td>
<td>$86.36</td>
</tr>
<tr>
<td>QA Technician</td>
<td>$65.49</td>
<td>$67.13</td>
<td>$68.81</td>
<td>$70.53</td>
<td>$72.29</td>
</tr>
<tr>
<td>Graphics Specialist</td>
<td>$68.14</td>
<td>$69.84</td>
<td>$71.59</td>
<td>$73.38</td>
<td>$75.21</td>
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</table>

* - Notes:
Year 1 Rate effective December 1, 2013
Year 2 Rate effective December 1, 2014
Year 3 Rate effective December 1, 2015
Year 4 Rate effective December 1, 2016
Year 5 Rate effective December 1, 2017

1b. Identification of the lowest priced model number and the lowest unit price for that model for each special item number awarded in the 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.
Not applicable.
1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.

<table>
<thead>
<tr>
<th>GSA Category/Commercial Category</th>
<th>Description</th>
<th>Experience/Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facility Management Expert</td>
<td>Directs company initiatives in support of corporate guidance to meet client, industry; and company goals. Provides clients with a vision of how to strategically accomplish the project and how to move beyond the project to meet facility management industry business practices. Provides facility management clients with a liaison and marketing guidance to gain funding and recognition in their own organizations. Is an industry recognized expert by authoring or contributing to industry publications and presenting to industry groups.</td>
<td>Masters Degree; P.E., or 20 years of experience.</td>
</tr>
<tr>
<td>Facility Management Senior Specialist</td>
<td>Provides clients with vision of how to strategically accomplish the project and how to move beyond the project to meet facility management industry business practices. Provides facility management clients with a liaison and marketing guidance to gain funding and recognition in their own organizations. Authors or contributes to industry publications and presents to industry groups.</td>
<td>Masters Degree; P.E., or 20 years of experience.</td>
</tr>
<tr>
<td>Facility Management Consultant</td>
<td>Provides highly specialized expertise on projects that are not resource intensive but require day to day interface with clients to effectively provide project deliverables. Performs technical studies, assessments, or other functions as required by the project scope of work. Certified in a specialized area such as Leadership in Energy and Environmental Design (LEED), commissioning, cost estimating, or other industry issues.</td>
<td>B.S. Degree; 15 years of experience, or specialized certification.</td>
</tr>
<tr>
<td>Facility Project Manager</td>
<td>Provides team leadership and effectively manages projects, including identification of potential project issues or conflicts for resolution. Primary contact for communication with the client of project status. Manages a project team to accomplish tasks. Reviews all data and products to ensure the requirements are satisfied. Resolves any client concerns or requests, field-related safety issues, and conduct or behavior detrimental to the welfare and/or mission of the company or its employees.</td>
<td>B.S. Degree or 10 years of experience in the facilities industry. At least 5 years of experience in managing projects.</td>
</tr>
<tr>
<td>Facility Assessment Level I</td>
<td>Provides expertise and leadership in support of the Project Manager. Performs technical studies, assessments, inventory, or other functions as required by the project scope of work. Applies engineering discipline and competent knowledge of facility construction and maintenance.</td>
<td>B.S. Degree, or 10 years of experience in the facility industry.</td>
</tr>
<tr>
<td>Facility Assessment Level II</td>
<td>Provides expertise in support of the Project Manager. Performs technical studies, assessments, inventory, or other functions as required by the project scope of work. Applies engineering discipline and competent knowledge of facility construction and maintenance.</td>
<td>B.S. Degree or 5 years of experience in the facility industry.</td>
</tr>
</tbody>
</table>
Project Support Assistant
Generates and reviews all executive summaries, progress letters, and other major documents for clear concise language and content. Maintains milestones in project tracking and updates financials against project goals.

B.S. Degree or 5 years of experience.

IT Support Specialist
Supports the project team with data management and delivery. Develops improvements in AME’s Facility Condition Information System (FCIS) based on staff and client input. Supports; AME’s Project Tracking System; cost estimating system, and other software and tools required to support client projects as well as internal operating requirements.

B.S. Degree or 5 years of experience in computer programming or data management.

QA Manager
Manages QA staff that reviews data associated with technical studies, assessments, inventory, or other tasks as required by the project scope of work for completeness and consistency.

B.S. Degree or 10 years of experience in the facilities industry.

QA Technician
Reviews data associated with technical studies, assessments, inventory, or other tasks as required by the project scope of work for completeness and consistency.

B.S. Degree or 5 years of experience in the facilities industry.

Graphics Specialist
Develops all drawings prepared for field work as well as deliverables. Creates, manages, and maintains all marketing materials and presentations. Updates training documents as they relate to AME’s graphic standards and processes.

B.S. Degree or 10 years of experience in graphics.

2. Maximum order.
$1,000,000

3. Minimum order.
$100

4. Geographic coverage (delivery area).

5. Point(s) of production (city, county, and State or foreign county).
Not applicable.

6. Discount from list prices or statement of net price.
Prices are net Government awarded discount.

7. Quantity discount.
Not applicable.

8. Prompt payment terms.
0% Net 30 Days.

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.
Applied Management Engineering, Inc. will accept Government purchase cards for orders below the micro-purchase threshold.
9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.

Applied Management Engineering, Inc. will accept Government purchase cards for orders above the micro-purchase threshold.

10. Foreign items (list items by country of origin).

Not applicable.

11a. Time of delivery. (Contractor insert number of days).

Typically 30 days, but dependent on scope and extent of services.

11b. Expedited Delivery.

The contractor shall perform services in accordance with the terms negotiated with the Ordering Activity.

11c. Overnight and 2-day delivery.

The contractor shall perform services in accordance with the terms negotiated with the Ordering Activity.

11d. Urgent Requirements.

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. F.O.B. point(s).

Not applicable

13a. Ordering address(es). Same as contractor.

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).

Same as contractor.

15. Warranty provision.

Applied Management Engineering, Inc. certifies that all labor provided will meet the minimum education and experience requirements set forth in the awarded GSA Schedule Pricelist.

16. Export packing charges, if applicable.

Not applicable

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

Government purchase cards will be accepted for all orders

18. Terms and conditions of rental, maintenance, and repair (if applicable).

Not applicable.

19. Terms and conditions of installations (if applicable).

Not applicable.

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).
Not applicable.

20a. Terms and conditions for any other services (if applicable).
   Not applicable.

21. List of service and distribution points (if applicable).
   Not applicable.

22. List of participating dealers (if applicable).
   Not applicable.

23. Preventive maintenance (if applicable).
   Not applicable.

24a. Special attributes such as environmental attributes (e.g. recycled content, energy efficiency, and/or reduced pollutants).
   Not applicable.

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. contractor’s website or other location). The EIT standards can be found at: www.Section508.gov/. Not applicable.

25. Data Universal Number System (DUNS) number.
   09-741-6135

26. Notification regarding registration in System For Award Management (SAM) database.
   AME is registered in the SAM database. Cage Code: 3T862