



GENERAL SERVICES ADMINISTRATION

FEDERAL SUPPLY SERVICE SCHEDULE CATALOG



Quality Building Services



801 Second Avenue, 8th Floor
New York, NY 10017

www.qualitybuildingservices.com



GENERAL SERVICES ADMINISTRATION
Schedule 03FAC Facilities Maintenance and Management

FEDERAL SUPPLY SCHEDULE

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 GSA Advantage! is:
<http://www.GSAAdvantage.gov>

Contract Number: GS-21F-0036W

Contract Period:
December 9, 2009 through December 8, 2014

Special Item Number:
811 002 Complete Facilities Maintenance

QUALITY BUILDING SERVICES
801 Second Avenue, 8th Floor
New York, NY 10017

Phone: 212-883-0009 or 646-520-4813
Fax: 212-883-6770 or 646-520-4840
Email: daniel.heyman@qualitybuildingservices.com
Website: www.qualitybuildingservices.com

Business Size: Small Business (SB)
Business Classification: Woman-owned (WBE)

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



Mission Statement: At Quality Building Services (QBS), we commit to our clients that we will create a successful partnership and exceed their expectations by adding value to their properties through innovation, foresight, integrity, and consistently exceptional performance. Our dedication to customer satisfaction will continue to be unparalleled in the service industry.

As the largest WBE certified firm for this field in the NY Metropolitan area, QBS supplies janitorial and building maintenance services, metal and marble maintenance, window cleaning, pest control, lighting maintenance, snow removal, and emergency response services. Our portfolio of accounts includes some of the foremost Class A office buildings, financial institutions, and commercial establishments in the NY Metropolitan area.

QBS has a well-deserved reputation for providing quality services at the right price. Together, our executive managers, supervisors, and professionally trained staff work diligently to exceed your expectations. We have quietly gained a name in the industry as a best-value firm, providing quality services with significant cost savings to our clients.



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CUSTOMER INFORMATION:

1a. Special Item Number (s)

811 002 Complete Facilities Maintenance

1b. Lowest Priced Model Number per SIN

Please refer to our itemized price list per category, page 7

1c. Labor Categories and Hourly Rates:

Please refer to our labor categories and hourly rates, pages 7 - 11

2. Maximum Order Threshold:

\$1,000,000

3. Minimum Order:

\$100

4. Geographic Coverage:

Continental USA, 48 States and Washington, DC

5. Point (s) of Production:

Not Applicable

6. Discount from List Prices:

Prices listed herein are NET – discount already applied

7. Quantity Discounts:

1% off all purchases over \$100,000

2% off all purchases over \$300,000

3% off all purchases over \$650,000



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8. Prompt Payment Terms:
No Prompt Payment Discounts offered
- 9a. Government Purchase Cards are accepted at or below the micro-purchase threshold.
- 9b. Government Purchase Cards are accepted above the micro-purchase threshold.
10. Foreign Items:
None
- 11a. Time of Delivery:
30 Days ARO
- 11b. Expedited Delivery:
Items available for expedited delivery are noted in this price list.
- 11c. Overnight and 2-day Delivery:
Please contact QBS for assistance.
- 11d. Urgent Requirements:
Please contact QBS for assistance.
12. F.O.B. Point(s):
Jobsite
- 13a. Ordering Address: Quality Building Services Corp.
801 Second Avenue, 8th Floor
New York, NY 10017
Phone: 212-883-0009 or 646-520-4813
Fax: 212-883-6770 or 646-520-4840
Email: daniel.heyman@qualitybuildingservices.com



13b. Ordering Procedures:

For supplies and services, the ordering procedures and information on establishing Blank Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment Address(es):

Quality Building Services Corp.
801 Second Avenue, 8th Floor
New York, NY 10017

15. Warranty Provision:

Not Applicable

16. Export Packing Charges:

Not Applicable

17. Terms and Conditions of Government Purchase Card Acceptance:

Accepted for all purchases. No additional discounts or concessions offered.

18. Terms and Conditions of Rental, Maintenance and Repair:

Please contact QBS for assistance.

19. Terms and Conditions for Installation:

Please contact QBS for assistance.

20. Terms and Conditions of Repair Parts:

Please contact QBS for assistance.

20a. Terms and Conditions for any Other Services:

Please contact QBS for assistance.



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21. List of Service and Distribution Points:

801 Second Avenue, 8th Floor
New York, NY 10017
 22. List of Participating Dealers:

Not Applicable
 23. Preventative Maintenance:

Please contact QBS for assistance.
 - 24a. Special attributes such as environmental attributes (e.g. recycled content, energy efficiency, and/or reduced pollutants).

Please refer to Green Cleaning, page 12
 - 24b. Section 508 Compliance Information:

Not applicable.
 25. Data Universal Number System (DUNS) number:

874732048
 26. Contractor is registered in the Central Contractor Registration (CCR) Database, Cage Code: 366L7.



HOURLY RATES FOR SERVICES (SIN 811 002):

GSA Labor Category	Base Hourly Rate
Janitor	\$44.05
Window Cleaner	\$50.51
Cleaning Foreman	\$45.45
Handyman	\$56.06
Supervisor	\$49.49
Marble Maintenance Worker	\$89.50
Metal Maintenance Worker	\$56.40
Pest Controller	\$80.08
Lighting Maintenance Worker	\$67.88

*Prices are not inclusive of services provided on legal and union holidays.



LABOR CATEGORY DESCRIPTIONS:

Labor Category: Janitor (Porter/Matron)

Functional Responsibility: Cleans and keeps in an orderly condition building working areas, offices, conference rooms, washrooms, entryways, lobbies or other spaces. Duties involve a combination of the following:

- Sweeping, mopping, washing, and scrubbing of floors.
- Vacuuming carpets.
- Cleaning and washing walls and other surfaces.
- Removing trash and other refuse.
- Dusting equipment, furniture, Venetian blinds, fixtures, and other surfaces.
- Replenishing supplies such as: toilet tissue, paper towels, soap, etc. as required.
- Cleaning lavatories, showers, and other bathroom fixtures.
- Polishing bathroom fixtures and trimmings.
- Reporting need for repairs to equipment, furniture, building and fixtures.
- Performing other duties such as snow removal, pressure washing, operating freight elevator, etc., as required.

Experience / Qualifications / Education: Must have at least two years of experience as a janitor, porter, or maid in a commercial/industrial building or hotel/motel.

Labor Category: Window Cleaner

Functional Responsibility: Cleans windows, glass partitions, mirrors, and other glass surfaces of building interior or exterior, using pail of soapy water, windex, or other cleaner, sponge, and squeegee. Crawls through window from inside and hooks safety belt to brackets for support; sets and climbs ladder to reach second or third story; uses swing stage or other scaffolding lowered from roof to reach outside windows that do not open from inside; or stands to reach first floor or inside windows.

Experience / Qualifications / Education: High School Diploma preferred.

Labor Category: Cleaning Foreman

Functional Responsibility: Provides direct oversight of janitors and serves as a working supervisor who cleans and keeps in an orderly condition building working areas and washrooms, entryways, lobbies or other spaces. Duties involve a combination of the following:

- Providing direction to other janitors
- Sweeping, mopping, washing, and scrubbing of floors.



- Vacuuming carpets.
- Cleaning and washing walls and other surfaces.
- Removing trash and other refuse.
- Dusting equipment, furniture, Venetian blinds, fixtures, and other surfaces.
- Replenishing supplies such as: toilet tissue, paper towels, soap, etc. as required.
- Cleaning lavatories, showers, and other bathroom fixtures.
- Polishing bathroom fixtures and trimmings.
- Reporting need for repairs to equipment, furniture, building and fixtures.
- Performing other duties such as snow removal, pressure washing, building starter, as assigned.

Experience / Qualifications / Education: Must have at least two years of experience as a janitor or maid in a commercial/industrial building or hotel/motel. Past experience in directing efforts of other janitors is preferred.

Labor Category: Handyman

Functional Responsibility: Performs general maintenance and repair of equipment and buildings requiring practical skill and knowledge (but not proficiency) in such trades as painting, carpentry, plumbing, masonry, and electrical work. Work involves a variety of the following duties: replacing electrical receptacles, wires, switches, fixtures, and motors; using plaster or compound to patch minor holes and cracks in walls and ceilings; repairing or replacing sinks, water coolers, and toilets; painting structures and equipment; repairing or replacing concrete floors, steps, and sidewalks; replacing damaged paneling and floor tiles; hanging doors and installing door locks; replacing broken window panes; and performing general maintenance on equipment and machinery.

Experience / Qualifications / Education: Has at least two years of experience as a general maintenance worker in commercial or industrial building. High school diploma or equivalent desired.

Labor Category: Supervisor

Functional Responsibility: Supervises a team of custodians. Sees that buildings/facilities are cleaned and maintained to customer specifications and satisfaction, and ensures compliance with sanitation regulations. Relies on experience and judgment to plan and accomplish goals. Establishes individual technician work schedules; coordinates work assignments and necessary tools / resources to complete assignments; performs personnel performance evaluations; quality control reviews; ensures adherence to proper safety procedures. Accountable for tool / equipment used by staff. Ensures completion of work orders documentation, adherence to work



schedules, discipline, prepares reports as required. Recommends technical training for staff members.

Experience / Qualifications / Education: High School diploma or equivalent. Previous supervisory or lead experience preferred. Must be an effective communicator with staff and facility occupants.

Labor Category: Marble Maintenance Worker

Functional Responsibility: Performs maintenance and restoration to marble and stone flooring, surfaces, and fixtures in main lobby, elevator corridors, and other relevant areas.

- Stripping, cleaning, diamondizing, and polishing damaged, hard, and/or resilient flooring.
- Stripping, cleaning, and sealing stairs and landings.
- Stripping, cleaning, and crystallizing damaged, hard and/or resilient flooring.
- Performing repairs to damaged stone and marble surfaces.

Experience / Qualifications / Education: High School Diploma is preferred. Completion of IUPAT Scaffolding User Erectors & Dismantling course, Swing scaffold training course, and OSHA 10 Training is required.

Labor Category: Metal Maintenance Worker

Functional Responsibility: Performs restoration and maintenance to metal fixtures, panels, signage, etc. in main lobby, elevator lobbies, and other relevant areas of building. Duties involve a combination of the following:

- Scrubbing and polishing of floors.
- Stripping, polishing, and lacquering interior and exterior of elevators.
- Cleaning and polishing solid panel doors, landing doors, swing doors, and revolving doors in entrances, lobby, conference room, etc.
- Cleaning and polishing all transom window frames.
- Stripping and refinishing damaged, hard, and/or resilient flooring.
- Reporting need for repairs to equipment, furniture, building and fixtures.
- Polishing metal fixtures, porcelain bathroom fixtures or trimmings.

Experience / Qualifications / Education: High School diploma is preferred. Completion of IUPAT Scaffolding User Erectors & Dismantling course, Swing scaffold training course, and OSHA 10 Training is required.



Labor Category: Pest Controller

Functional Responsibility: Sprays chemical solutions or toxic gases and sets mechanical traps to kill pests that infest buildings and surrounding areas. Fumigates rooms and buildings, using toxic gases. Sprays chemical solutions or dusts powders in rooms and work areas. Places poisonous paste or bait and mechanical traps where pests are present. May clean areas that harbor pests, using rakes, brooms, shovels, and mops preparatory to fumigating. May be required to hold State license.

Experience / Qualifications / Education: Must have a thorough knowledge of pesticide products and various application techniques. Must be licensed as a pesticide applicator in accordance with local and /or state requirements. High school diploma or equivalent is preferred.

Labor Category: Lighting Maintenance Worker

Functional Responsibility: Performs operation and maintenance of low-voltage electrical power systems beginning at the service entrance of buildings and structures, and maintains complete wiring systems, conduit systems, cable systems, conductors, switches, receptacles, outlets, device plates, and grounds and light fixtures. Repairs electrical equipment: disassembles electrical units such as generators, motors, voltage regulators, and electrical appliances; locates sources of malfunction; and accomplishes required repairs by splicing or replacing wiring, rewinding armatures and field coils, replacing commutators, and replacing damaged parts. Uses common hand tools, tubing and conduit benders, hand-and-motor- operated conduit-threading machines, soldering irons, and hand drills. Ensures that all replacements are of the same kind, equal or better type, style, quality, grade, or class to obtain specific operating characteristics or to match other items already in place. Ensures that all work conforms to the National Electric Code.

Experience / Qualifications / Education: Must have at least one year of experience as an electrician within a commercial or industrial building. Have or be able to obtain any licenses or permits required by federal, state, or local regulatory agencies to perform position duties. Have a high school diploma or equivalent.



GREEN CLEANING

Green cleaning aims to eliminate or reduce potentially harmful toxins and also minimize resource consumption through product substitutions and procedural changes. Several Green trends have occurred in the past few years that have increased the interest in Green Cleaning and the use of environmentally preferable products.

- Environmentally friendly products have improved. Products certified by the EcoLogo Program M or Green Seal programs are certified to be effective and performance compatible to conventional cleaning products.
- LEED (Leadership in Energy and Environmental Design) and LEED-EB (LEED- Existing Buildings) now help industries define and measure Green Cleaning products and buildings. This has raised consumer awareness of the health benefits.
- Executive Orders encourage the use of environmentally preferable cleaning products in all federal government agencies. City, state and local governments throughout the country have begun instituting Green-only purchasing.

We at QBS are committed to doing our part to minimize our impact on the planet and health. No matter what your need, QBS can meet any standards to get the job done safely.

QUALITY GREEN

Quality Green is an important part of QBS' services. Our commitment to sustainability is integrated into how our company operates as well as how our company performs. We consider:

- **What is the best sustainability plan for a building?**
- **What is the right product selection?**
- **How can we reduce costs and maintain sustainability standards?**
- **How can we reduce and document the reduction of the building's carbon footprint?**
- **What recycling methods should be implemented?**

All purpose cleaners
Carpet cleaners
Floor sealers and removers
Glass cleaners
Hand soaps
Industrial cleaners
Micro fiber pads and cloths
Neutral disinfectant
Paper products
Restroom cleaners
HEPA vacuums
Energy star rated equipment





Focused on Sustainability

Beginning in 2008, QBS successfully implemented a comprehensive green initiative at every level of our corporation. Our green cleaning program was designed to meet and exceed current industry standards established by U.S. Green Building Council's LEED program for Existing Buildings.

QBS' green initiative includes use of sustainable products and equipment, green seal certified cleaning chemicals, potable water reduction through proper training and awareness of employees, HEPA vacuums and energy star rated equipment, biodegradable plastic trash liners, and green seal certified paper towels and toilet paper.

LEED Certification

Quality Green can help you earn points toward certification under the U.S. Green Building Council's LEED-EB rating system. Quality Green has assisted many existing clients in certifying their real estate asset as a LEED compliant structure. The LEED-EB program focuses on seven major areas, each with its own certifications standards:

- Facility Cleaning and Maintenance
- Indoor Air Quality
- Energy Efficiency
- Water Efficiency
- Recycling Programs
- Exterior Maintenance Programs
- Systems Upgrades

For every area, you can depend on Quality Green as a trusted partner who will expertly counsel you on every aspect of the total LEED certification process.

Reducing Our Impact on the Carbon Footprint

QBS's corporate sustainability program seeks to limit unnecessary environmental impact by encouraging the use of public transportation, recycling, durable goods, and water efficiency. In the next few years, QBS hopes to achieve its goals of cutting total potable water usage by 25% through the installation of water meters for careful monitoring, eliminating the use of paper cups, plates, and other perishable goods in the office space, implementing a QBS sponsored mass transit program for all QBS employees, and cutting email printing by half through mandatory environmental awareness meetings.

Green Seal Certified Chemicals and Supplies

- Butchers #2 – LOOK NA Glass & Multi-Purpose Cleaner Non-Ammoniated
 - Butchers #5 – Raindance Neutral Cleaner
 - Butchers # 15 – Fountainhead Carpet Cleaner
 - Butchers #33 – Morning Mist Neutral Disinfectant Cleaner
 - Butchers #71 – Butchers G-Force Washroom Cleaner
 - Butchers #72 – G-Force H2O2 RTD Multi-Purpose Cleaner
 - Butchers #73 – G-Force Floor Stripper
 - EPA Green Paper Towels – KC Scott M-Fold Towels #1960 & C-fold Towels #151
 - Green Seal Certified Toilet Tissue – Atlas Paper Mills #125, #250, and #275
 - Carefree Chemicals – Pink Lotion Hand Soap CFPINLO1
 - Biodegradable Trash Liners
 - Green Seal Certified MicroFiber Products
-



Green Seal Certified Cleaning Chemicals

Manufactured by Johnson Diversey, the Butchers brand is an industry leader in green approved chemicals. The following chemicals are used at every one of our facilities. These products meet Green Seal's environmental standard for industrial and institutional cleaners based on their reduced human and aquatic toxicity as well as their reduced smog production.

1. Butchers #2 – LOOK NA Glass & Multi-Purpose Cleaner Non-Ammoniated
2. Butchers #5 – Raindance Neutral Cleaner
3. Butchers #15 – Fountainhead Carpet Cleaner
4. Butchers #33 – Morning Mist Neutral Disinfectant Cleaner
5. Butchers #71 – Butchers G-Force Washroom Cleaner
6. Butchers #72 – G-Force H2O2 RTD Multi-Purpose Cleaner
7. Butchers #73 – G-Force Floor Stripper



Dilution Control Center

A dilution control center is installed in every supply closet and regulated by an Area Manager. A dilution control center provides the following overall benefits to QBS' cleaning operation.

- Ultra concentrated products use less packaging
- Error factor is eliminated – systematized dilution calculations produce optimal cleaning agents and prevent waste of chemicals and use of incorrect proportions that could harm your facility
- Chemical containers are recycled and refilled, reducing plastic waste
- Accurate on/off prevents wasting water



Quality Building Services



QUALITY YOU CAN VALUE

COMPANY OVERVIEW

Quality Building Services (QBS) is a New York State and New York City certified woman-owned business (**WBE**). QBS is affiliated with Quality Protection Services (QPS), a sister company. QBS serves the greater New York metropolitan area with high-quality cleaning and facility management services, and would be happy to assist you in fulfilling your M/WBE utilization goals.

WHAT WE DO

Premium Janitorial Services

QBS provides comprehensive, superior quality cleaning services in offices, conference rooms, kitchens, bathrooms, lobbies and other common spaces, with special attention given to:

- Floors
- Windows
- Walls
- Air Vents
- Construction Clean-up
- Document Disposal
- Technology Hardware Cleaning
- Pest Control
- Elevator Maintenance
- Recycling Services

Exterior Facility Maintenance

- Façade Maintenance and Cleaning
- Pressure-washing
- Snow Removal
- Exterior Window Cleaning
- Wood, Marble, Metal and Glass repair and maintenance, resealing and damage protection
- Lintel Repair and Replacement

WBE CERTIFICATIONS

Dormitory Authority of the State of New York
NYC Department of Small Business Services
Empire State Development Corporation
Port Authority of New York and New Jersey

SELECT ASSIGNMENTS

Health and Hospitals Corporation (HHC)
Coney Island Hospital
2601 Ocean Parkway
Brooklyn, NY 11235
Contact: Hector L. Cotto,
Senior Procurement Analyst II,
Purchasing Dept.

Office of General Services
James A. Farley Building
421 Eighth Avenue
New York, NY 10199-2001
Contact: Warren Joscelyn,
Purchasing Officer I,
Division of Financial Administration

Battery Park City Authority
1 World Financial Center
24th Floor
New York, NY 10281
Contact: Anthony Peterson, Project Associate

CORPORATE INFO

Cage# 366L7
5NDG9
DUNS# 874732048
136484602
EIN# 13-4125850
13-4128925

Established in 2000

GSA Contract #
GS-21F-0036W
SIN: 811 002

NAICS CODES

561720, 561210, 561612



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