



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 the electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is: www.GSAAdvantage.gov.

03FAC Facilities Maintenance and Management

SIN 811 005 Refrigeration, Heating, Ventilation, Air Conditioner, Boiler and Chiller HVAC Maintenance

Contract number: GS-21F-0128Y

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

Contract period: July 3, 2012 to July 2, 2017

AdvantaClean
107 Parr Drive
Huntersville, NC 28078

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Business Size: Small Business



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Company Background

Founded in 1994, AdvantaClean and its affiliates have established themselves as a premier providers of essential services related to indoor air quality in the residential, commercial and governmental market segments. This recession-resistant service category includes emergency water removal, mold remediation, air duct cleaning, dryer vent cleaning and other related services. AdvantaClean Systems, Inc. is headquartered in Huntersville, North Carolina on a five-acre industrial campus. A state-of-the-art 22,000 square foot facility includes executive training facilities, a management education center and a dedicated workshop for hands-on technical training.

HVAC System Air Duct Cleaning

AdvantaClean has been a trusted provider of air duct cleaning in government buildings since 1994.

Whether you are looking to improve your facility's indoor air quality, save money on energy, or provide a cleaner, healthier work environment for your patients, customers or employees, air duct cleaning can make a difference.

In all types of government buildings, contaminants like dust, bacteria and mold accumulate in a building's HVAC system and ductwork over time. **Dirty air ducts and coils are easy to neglect but can create costly issues for property managers, facility managers and building occupants.** Constantly circulating dust, mold and pollen throughout the facility can lead to employee illness or allergy symptoms resulting in reduced productivity.

Call AdvantaClean today for a free air duct cleaning evaluation and estimate. An experienced air duct cleaning technician will inspect your system, evaluate the conditions, and discuss cleaning options with you. We will provide a cost estimate based on your choice of services and can complete air duct cleaning on your schedule, discretely, with minimum disruption.



Mold Removal in HVAC System Ductwork

AdvantaClean has an extensive track record of providing ductwork mold removal and indoor air quality, services to federal government agencies. Our government contracting experience includes ongoing relationships with municipal, county, state, and federal entities.

At AdvantaClean, we understand that time is money, and that facility closure due to HVAC mold contamination is unacceptable. Your facility represents a significant government investment and it is important to ensure that asset is handled properly. The downtime in a public service building coupled with the risk of occupant exposure, can lead to issues beyond mold problems. It is recommended that you contact a professional mold removal company as soon as you suspect mold in your property. Use AdvantaClean's GSA contract for quick procurement and Firm-Fixed-Pricing for a thorough mold removal consultation.

Coil Cleaning

Coil cleaning is important and can save your facility money on energy costs. Air conditioner coil cleaning should be near the top of every building's maintenance list. The US Environmental Protection Agency (EPA) and the US Department of Energy (DOE) have found that dirty condenser and evaporator coils can significantly increase HVAC energy usage and associated utility costs in government buildings.

A dirty air conditioner coil can **increase energy consumption by 30%**, according to the US DOE. Additionally, the federal government's Energy Star program asserts that as much as half the energy used in federal buildings goes toward heating and cooling. Experts contest that building owners are wasting energy by forcing their heating and cooling systems to struggle with dirty, clogged coils that make HVAC systems run longer and harder than necessary.

Recently, a ground breaking study was presented by ASHRAE on the benefits of air conditioning coil cleaning on energy costs. Until now, little actual testing data existed to prove this point.

The results of the air conditioning coil cleaning study were astounding:

- The cleaning of one air handler led to energy savings of up to \$40,000 (air conditioning coil cleaning had not been performed in over a year, and the air conditioning coil was over 30 years old.)
- The same restoration resulted in a 14% decrease in the pressure drop across the air conditioning coil, resulting in increased airflow.
- The air conditioning coil cleaning also provided an increase of 19 to 22 tons cooling capacity.



Additionally:

- HVAC system performance was increased and more closely performed to its original intended specified operation.
- After air conditioning coil cleaning and regular maintenance, the HVAC system was cleaner and did not provide an environment for fungal, bacterial or mold growth.
- The awareness of good IAQ was increased in the building and overall comfort and work effectiveness was enhanced.

Dryer Vent Cleaning

Dryer vent cleaning is imperative for municipal, county, state, and federal facilities, **where dryers are routinely over-taxed to support extensive washing.**

Dryer vent fires are responsible for a substantial number of damages, injuries, and deaths annually. There are approximately 15,600 structure fires, 400 injuries, and 15 deaths reported each year due to dryer vent fires. And, half of all commercial dryer vent fires start from within the lint trap. The National Fire Protection Association (NFPA) states there are an average of 3,700 structure fires at hotel or motel properties annually, causing \$127 million in damage. Of those fires, 9% are clothes dryer and washer related. And, the statistical percentages grow in industrial and manufacturing properties along with other commercial environments.

According to the United States Fire Administration, every year clothes **dryer fires account for over \$100 million in losses.** Also, dryer fires involving commercial dryer vents have a 78% higher injury rate than residential dryer fires.

A majority of commercial dryer vent fires occur as a result of highly flammable lint getting caught in the dryer duct and becoming heated to the point of ignition. Most commercial dryers come with lint traps, or filters, designed to capture the lint, yet only 70% is typically collected. The remainder sticks to the duct work and piping. Lint and other debris builds up over time so it is not ever safe to assume that emptying the filter regularly is enough to protect your property from a dryer vent fire.



Facts you should know:

When a governmental dryer vent is clogged, airflow is reduced and dryers are forced to work harder. This means the air travelling through the ductwork and vents gets hotter and does not dry effectively, which can cause:

- Potential for lint to ignite as the heated air moves slower and temperature intensifies
- Accelerated thermostat and internal sensor failure
- Reduction in the lifespan of your appliance
- Higher energy consumption

Save money, reduce fire hazards and prevent business interruption with governmental dryer vent cleaning.



GSA Authorized Price List; GS-21F-0128Y

(ii) Customer Information:

1a. Table of awarded special item number(s) with appropriate cross reference to item descriptions and awarded prices(s): SIN 811 005 Refrigeration, Heating, Ventilation, Air Conditioner, Boiler and Chiller HVAC Maintenance

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: See below for pricing information.

1c. A description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees who will perform services is provided below.

2. Maximum order: SIN 811 005 \$1,000,000

3. Minimum order for all SINs: \$100

4. Geographic Coverage (delivery area): CONUS, Alaska, Hawaii, and Puerto Rico

5. Point(s) of production: Huntersville, North Carolina

6. Discount from list prices or statement of net price: The Government receives a basic discount of 4% (the prices shown below are Net)

7. Volume discounts: Additional 1% volume discount only on single orders over \$300,000 will be added to basic discount of 4% (Pricing shown below is Net).

8. Prompt payment terms: Net 30

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: N/A

11a. Time of delivery: 30 Days ARO

11b. Expedited Delivery: 7 Days ARO

12. F.O.B. point: Destination

13a. Ordering address: AdvantaClean; 107 Par Drive; Huntersville, NC 28078



- 13b. Ordering procedures: For supplies and service, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.
- 14. Payment address: AdvantaClean; ATTN: Ryan Hash; 107 Parr Drive; Huntersville, NC 28078
- 15. Warranty provision: N/A
- 16. Export packing charges, if applicable: N/A
- 17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Accepted at all levels
- 18. Terms and conditions of rental, maintenance and repair (if applicable): N/A
- 19. Term and conditions of repair parts indicating date of parts price lists and any discounts from lists prices (if applicable): N/A
- 20. Terms and conditions for any other services (if applicable): N/A
- 21. List of service and distributions points (if applicable): Huntersville, North Carolina
- 22. List of participating dealers (if applicable): N/A
- 23. Preventive maintenance (if applicable): N/A
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A
- 24b. Section 508 compliance: N/A
- 25. Data Universal Number System (DUNS) number: 835498064
- 26. Notification regarding registration in Central Contractor Registration (CCR) database: CAGE Code 5B3K4 valid until 01/16/2013.



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SIN	SERVICE	UNIT OF ISSUE	GSA PRICE
811 005	Category 5 - Duct Cleaning & Servicing	Per Sq ft	\$1.45
811 005	Category 4 - Duct Cleaning & Servicing	Per Sq ft	\$1.21
811 005	Category 3 - Duct Cleaning & Servicing	Per Sq ft	\$0.97
811 005	Category 2 - Duct Cleaning & Servicing	Per Sq ft	\$0.87
811 005	Category 1 - Duct Cleaning & Servicing	Per Sq ft	\$0.73
811 005	Senior Project Manager	Hour	\$114.14
811 005	Project Manager	Hour	\$81.25
811 005	Site Supervisor	Hour	\$67.71
811 005	Technician	Hour	\$62.87
811 005	Industrial Hygienist	Hour	\$114.14
811 005	CMR/CMI Specialist	Hour	\$114.14
811 005	Admin. Support	Hour	\$42.56
811 005	Accounting Manager	Hour	\$46.43
811 005	Account Clerk	Hour	\$34.82



Categories and Descriptions for Duct Work Condition:

- Category 5 – Very Poor Condition
 - Duct Cleaning & Servicing a system that contains more than 1-2 of the following conditions: is lined, poorly maintained, damaged, water/moisture damage, has mold, has grease build up, indoor air quality concerns, has smoke damage, and not easily accessible.
- Category 4 – Poor Condition
 - Duct Cleaning & Servicing a system that contains 1-2 of the following conditions: that is poorly maintained, damaged, water/moisture damage, mold, not easily accessible.
- Category 3 – Fair Condition
 - Duct Cleaning & Servicing a system that that is not lined, consistently maintained, has no damaged, no presence of mold, and is fairly accessible.
- Category 2 – Good Condition
 - Duct Cleaning & Servicing a system that is not lined, well maintained, has no damage, has minimal particulate, and is fairly accessible.
- Category 1 – Very Good Condition
 - Duct Cleaning & Servicing a system that is part of a new building, is not lined, the system has just been installed, has no damage, has minimal particulate, and is easy to access.



Senior Project Manager

Position Description:

The Senior Project Manager is responsible to effectively manage multiple or large complex projects through development, procurement, start-up and completion. Provide direction and oversight to a project team including quality assurance, production planning, purchasing and cost accounting; secure and coordinate the services of support organizations including legal, finance, manufacturing, sales and field service. Project scope will be large projects typically for industrial or health care facilities.

Responsibilities

- Define project scope, goals and deliverables that support project requirements and business goals in collaboration with senior management and stakeholders.
- Develop full-scale project plans and associated communications documents.
- Internal Management of core project team and assigned engineering and third party resources to accomplish stated project objectives on-time and within budget.
- Effectively communicate project expectations to team members and stakeholders in a timely and clear fashion.
- Plan and schedule project timelines and milestones using appropriate tools.
- Identify and manage project dependencies and critical path.
- Represent business as single-point contact for the project's customer, with respect to technical, commercial, schedule, and develop and negotiate proposals for supplemental work and changes of project scope.
- Continuously monitor the project for signs of existing or potential problems and take the lead role to solve or preclude the problem from developing. This may take the form of adding resources, negotiating a change with the customer, revising the plan, development of contingency plans, etc. as deemed appropriate.
- Determine and assess need for additional staff and/or consultants and make the appropriate recruitments as necessary during project cycle.
- Prepare and issue progress reports and presentation to customers and management.
- Coordinate/Conduct periodic review meetings of projects in process for business leadership.
- Coach, mentor, motivate and supervise project team members, and influence them to take positive action and accountability for their assigned work.
- Managing any contractual claims through to a speedy conclusion that is satisfactory to all parties.
- Assist and sign off on the development and completion of estimates in relation to specific projects.
- Implement and maintain the project quality plan on projects assigned.
- Maintain regular liaison with the internal / external stakeholders.
- Control of project procurement and approval of purchasing.
- Ensure that safety measures and systems are implemented on projects in accordance with company procedures.

Experience:

- BA or BS Degree
- 10 years



Project Manager

Position Description:

The role of the Project Manager is to plan, execute, and finalize projects according to strict deadlines and within budget. This includes acquiring resources and coordinating the efforts of team members and third-party testing firms or consultants in order to deliver projects according to plan. The Project Manager will also define the project's objectives and oversee quality control throughout its life cycle.

Responsibilities:

- Direct and manage project development from beginning to end.
- Define project scope, goals and deliverables that support business goals in collaboration with senior management and stakeholders.
- Develop full-scale project plans and associated communications documents.
- Effectively communicate project expectations to team members and stakeholders in a timely and clear fashion.
- Liaise with project stakeholders on an ongoing basis.
- Estimate the resources and participants needed to achieve project goals.
- Draft and submit budget proposals, and recommend subsequent budget changes where necessary.
- Where required, negotiate with other department managers for the acquisition of required personnel from within the company.
- Determine and assess need for additional staff and/or consultants and make the appropriate recruitments if necessary during project cycle.
- Set and continually manage project expectations with team members and other stakeholders.
- Delegate tasks and responsibilities to appropriate personnel.
- Identify and resolve issues and conflicts within the project team.
- Identify and manage project dependencies and critical path.
- Plan and schedule project timelines and milestones using appropriate tools.
- Track project milestones and deliverables.
- Develop and deliver progress reports, proposals, requirements documentation, and presentations.
- Determine the frequency and content of status reports from the project team, analyze results, and troubleshoot problem areas.
- Proactively manage changes in project scope, identify potential crises, and devise contingency plans.
- Define project success criteria and disseminate them to involved parties throughout project life cycle.
- Coach, mentor, motivate and supervise project team members, and influence them to take positive action and accountability for their assigned work.
- Build, develop, and grow any business relationships vital to the success of the project.

Experience:

- BA or BS Degree
- 5 years



Supervisor

Position Description:

Under the direction and assignments of the Program Manager the Superior's role is to plan, execute, and finalize a project according to strict deadlines and within budget.

Responsibilities:

- Facilitate the communication and ensuring effective coordination of projects between Project Managers, contractors, and clients
- Responsible for coordinating/scheduling overall project assignments
- Create and maintain project schedules using appropriate software/spreadsheets
- Ensure leadership team is aware of urgent issues related to scheduling, technician performance, and client needs
- Acquire and maintain appropriate training and licenses to perform company duties
- Responsible for completion of the contract, purchase orders, change orders and project tasks.
- Generate professional, thorough, technically correct reports with minimal support/assistance
- Demonstrate ability to take appropriate corrective actions on customer complaints
- Supervises work of field technicians and checks completed work for accuracy
- Ensure proper training of all staff prior to assigning staff to a project (site orientations)
- Clearly communicate all job requirements to technicians
- Constantly monitor and coordinate onsite technicians
- Develop and maintain a proficient level of knowledge of regulatory compliance issues commonly associated with the occupational safety and health and/or environmental fields
- Possess and demonstrate capability of using sound judgment to recognize, and implement appropriate course of action for, opportunities to enhance project performance
- Conduct technician interviews
- Special projects as needed

Experience:

- High School Diploma
- 1 years



Technician

Position Description:

The Technician's job is to perform a variety of basic hands on tasks. They must be in good physical condition as they will be required to perform manual tasks within conditions that are sometimes less than ideal, such as outdoors during inclement winter.

Responsibilities:

- Perform onsite tasks as instructed by supervisor
- Report any onsite damage or abuse of property, maintenance concerns, and any fire or safety hazards to supervisors
- Create the necessary remediation systems and ensure that the job sites are set up as desired, they might have to perform light construction work.
- Clean and store all equipment and supplies.
- Set up infectious control measures
- Knowledge of residential and commercial construction techniques.
- Microbial remediation certification (applicable per state).
- Ability to work within confined areas, properly using protective clothing, respirator and operating standard environmental field equipment.
- Ability to follow industry safety standards and supervisor directions to ensure effective task and work order completion.
- Attend and complete periodic safety training courses
- Attend and complete periodic compliance courses
- Strong client service demeanor with the capability to execute field assignments to meet company and client standards.
- Able to correctly assess and manage communication opportunities within team and during client interaction.
- Ability to work effectively within changing organizational environment.
- Reliability and actively seeking solutions to work challenges is required.
- Pass medical clearance, background check and drug testing per project as conditions of employment.

Experience:

- High School Diploma
- 0 years



Project Administrator/Admin. Support

Position Description:

Project administrators assist in the preparation, reporting and analysis of assigned business projects under the supervision of a project manager. Responsibilities of a project administrator include assisting in administrative functions of project-related assignments including overall planning, tracking and documentation of one or several projects from the project proposal phase to the project closeout. Projects are typically outlined with specific guidelines to be followed.

Responsibilities:

- The Administrative Assistant would provide field administrative support services
- Assembles and summarizes facts in connection with business matters.
- Prepares and maintains continuous updates of reports and spreadsheets (department metrics, etc.)
- General administrative support (e.g. expense processing, travel scheduling, meeting organizing).
- Responsible for scheduling and preparing agenda for regular and special project meetings, organizing and tracking multiple projects, securing requested information and for compiling reports and studies.
- Material involvement in development and active management of global department budget.
- Materially involved with the organization of meetings, associated logistics, organization and dissemination of applicable information.
- Keep commitments; keep others informed of work progress, timetables and issues.
- Address problems and issues constructively to find acceptable and practical solutions.
- All actions require extreme level of confidentiality and accuracy.

Experience:

- High School Diploma
- 1 years



Accounting Manager

Position Description:

The Accounting Manager (AM) serves as the primary business contact for the client and is responsible for client satisfaction and is responsible for project budget delivery. The AM is expected to consistently provide excellent customer service to accounts, as well as represent client needs and goals within the organization to ensure quality. In addition, the AM should build relationships with clients to encourage new and repeat business opportunities.

Responsibilities:

- Responsible for all client communications, conflict resolution, and compliance on client deliverables and revenue.
- Reviews all major deliverables (i.e. strategic brief, function spec, tech spec, etc.) to ensure quality standards and client expectations are met.
- Ensures that client issues are dealt with in an efficient manner, informing the Business office or Director of Operations of any problems that may arise.
- Owns the contract and contract renewals for new work for an existing client.
- Approves Change Orders and invoices, and is responsible for payment collections.
- Works closely with the project team in order to maintain a continuous knowledge of project status in order to identify potential issues and/or opportunities within or related to the project.
- Ensures that all processes and procedures are completed, quality standards are met, and that projects are profitable.
- Reviews and approves Prevailing Wages upon initial project submission and approves Certified Payroll when required per project
- Aware and in pursuit of opportunities for account growth and new business, involving the National Accounts and operations team
- Communicates the client's goals and represent the client's interests to the team.
- Provides regular two-way communication between the client and field team, to provide strong team representation and set proper client expectations.
- Provides written reports and documentation when required by clients for project execution
- Understanding of company capabilities and service, and effectively communicates all offerings to the client.
- Reports to the Director of Operations, providing regular input on all account activity, including status and call reports on a weekly basis.

Experience:

- BA or BS Degree
- 1 years



Account Clerk

Position Description:

The Account Clerk (AC) serves as plays a dual function role with interaction in the business office as well as field operations. The AC reports to the Director of Finance and is responsible for providing financial, administrative and clerical services. This includes processing and monitoring payments and expenditures and preparing and monitoring the payroll system. The AC also supports the Account Manager and project field team with providing project charters, project budget analysis, vendor selection and approval, contract support, and certified payroll. Providing these services in an effective and efficient manner will ensure that finances and field operations have a line of communication.

Responsibilities:

The AC performs a variety of support tasks with the finance department including:

- Verifying the accuracy of invoices and other accounting documents or records.
- Update and maintain accounting journals, ledgers and other records detailing financial business transactions (e.g., disbursements, expense vouchers, receipts, accounts payable). Enters data into computer system using defined computer programs (SAP)
- Compile data and prepare a variety of reports.
- External vendor or customer document management
- Investigates questionable data and recommends actions to resolve discrepancies.

The AC performs a variety of support tasks with the operations department including:

- Vendor selection assistance and approvals
- Contract reviews
- Jobsite material orders

Experience:

- High School Diploma
- 0 years