GENERAL SERVICES ADMINSTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

03FAC Facilities Maintenance and Management

SIG Group 8744	
Special Item No. 003 01	Smart Building Systems Operator
Special Item No. 003 97	Ancillary Repair and Alteration
Special Item No. 811 002	Complete Facilities Maintenance
Special Item No. 811-003	Complete Facilities Management
Special Item No. 811-005	Refrigeration, Heating, Ventilation, Air Conditioning, Boiler and Chiller HVAC Maintenance
Special Item No. 811-006	Facility Maintenance and Management Consulting
Special Item No. 871-211	Energy Consulting Service

Contract Number: GS-21F-0129X

Contract Period: 7/7/2011-7/6/2016
Accepted 03FAC Refresh 14 Modification on 7/9/2010

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BUSINESS SIZE: LARGE

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! TM, a menu-driven database system. The INTERNET address for GSA Advantage! TM is http://www.fss.gsa.gov.

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CUSTOMER INFORMATION

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

- **003 01 Smart Building System Operator**
- **003 97 Ancillary Repairs and Alterations**
- **811 002 Complete Facilities Maintenance**
- **811 003 Complete Facilities Management**
- **811 005 Refrigeration, Heating, Ventilation, Air Conditioning, Boiler, and Chiller HVAC Maintenance**
- **811 006 Facilities Maintenance and Management Consulting**
- **871 211 Energy Consulting Services**

1B. Not Applicable

1C. See Labor Categories Descriptions Starting on Page 18

2. Maximum Order: $1,000,000. Requirements exceeding the maximum order may be handled pursuant to clause I-FSS-125 (August 1995). In accordance with FAR 8.404, there may be circumstances where an ordering activity finds it advantageous to request a price reduction such as where a quantity of an individual order clearly indicates the potential for obtaining a reduced price. To assist customer agencies in determining when they should seek a price decrease, a level called a Maximum Order has been established under the contract. When an agency order exceeds this maximum amount, it is recommended that the ordering activity contact the contractor for a reduced price.

The contractor may:

- Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the Maximum Order in FAR 52. 216-19);
- Offer the lowest price available under the contract; or,
- Decline the order; orders must be returned in accordance with FAR 52. 216-19. A delivery order for quantities that exceed the Maximum Order may be placed with the contractor selected in accordance with FAR 8. 404. The order will be placed under the current contract. Sales for orders that exceed the Maximum Order shall be reported in accordance with GSAR 552. 238-72.

3. Minimum Order $100.00.

4. Geographic Coverage Worldwide

5. Point(s) of Production: Various PEPCO Government Services and customer locations and as negotiated in task orders.

6. Discount from List Prices or Statement of Net Price All prices herein are net.

7. **Quantity Discounts:** Contractor may offer volume discounts on large dollar orders. Exact discount and terms may be negotiated on individual issued task order. Work being performed "on-site" may also be subject to additional discounts.

8. **Prompt Payment Terms:** Discounts will be handled on an order by order basis.

9A. **Government Commercial Credit Card:** PEPCO Government Services accepts government credit cards and electronic payments through Wide Area Workflow.

9B. **Discount for Payment by Government Commercial Credit Card:** Contact Contractor's Representative for credit card acceptance of orders above the micropurchase threshold. Discounts for use of the card may be available upon request.

10. **Foreign Items:** Not Applicable.

11A. **Time of Delivery:** To be negotiated with ordering agency on each task order.

11B. **Expedited Delivery:** Contact Pepco government services for rates of expedited delivery(s).

11C. **Overnight and 2-day Delivery:** Contact contractor for rates for overnight and 2-day delivery.

11D. **Urgent Requirements:** Contact contractor for faster delivery or rush requirements

12. **F.O.B. Point(s):** Destination.

13A. **Ordering Address:**

PEPCO GOVERNMENT SERVICES (PGOV)
5001 FORBES BLVD, SUITE H,
LANHAM, MARYLAND 20706
ATTENTION: JOHN IRWIN, MANAGER DEVELOPMENT SERVICES
PHONE: 301-429-1533 x112, FAX: 301-429-1662
EMAIL: JIRWIN@PGOV.COM

13B. **Ordering Procedures:** For 03FAC services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. **Payment Addresses:** *Deliver all physical check payments (lockbox remittances) to the following address:*

Same as ordering address

The following general instructions should be used for electronic remittances in USD:

PEPCO GOVERNMENT SERVICES (PGOV)
5001 FORBES BLVD, SUITE H,
LANHAM, MARYLAND 20706
ATTENTION: Helen Clarke
PHONE: 301-429-1533 X176, FAX: 301-429-1662

15. **Warranty Provision:** Provision for any appropriate and applicable warranties shall be specifically identified in individual orders. Such warranties are subject to the negotiation between the ordering agencies and the contractor.

16. **Export packing charges:** Not Applicable

17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).** Not Applicable

18. **Terms and conditions of rental, maintenance, and repair:** **One Year Parts and Ninety Days Labor after completion of services.**

19. **Terms and conditions of installation: :** **One Year Parts and Ninety Days Labor after completion of services**

20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** **One Year Parts and Ninety Days Labor after completion of services**

20a. **Terms and conditions for any other services:** **One Year Parts and Ninety Days Labor after completion of services.**

21. **List of service and distribution points:** If Applicable

22. **List of participating dealers:** If Applicable

23. **Preventive maintenance:** If Applicable

24A. **Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants):** If Applicable

24B. **Section 508 compliance:** If Applicable

25. **DUNS Number:** **108870143**

26. **Notification regarding registration in Central Contractor Registration (CCR) database:** PEPCO GOVERNMENT SERVICES is registered in the CCR database.

GSA's streamlined ordering procedures have reduced the tedious, time-consuming government procurement process to a few simple steps. GSA has done this by prequalifying vendors to perform a range of services. GSA has reviewed vendor qualifications, capabilities and cost schedules in advance of the need for services, and identified these vendors, by type of service, on its *GSA Advantage!TM* web site. For PEPCO Government Services, refer to Contract Number: GS-21F-0129X. This approval is valid for all organizations in the federal government, and other governmental agencies, and the entire process, from identifying the Statement of Work (SOW) to having a contractor on board, can be completed in as little as three weeks.

To initiate the process, provide your contracts officer with a SOW. Your contracts officer will issue your SOW to three approved GSA Marketing, Media and Information Services vendors. You and your contracts officer then review the vendors' responses, and select the "best value" contractor. A contract order is issued directly to the selected contractor. GSA has put the process in place, and will assist you, if needed, but does not get involved in your procurement process.

WHO CAN USE THE SCHEDULE?

Download the GSA Order ADM 4800.2F (634k PDF file*)

In accordance with GSA Order ADM 4800.2F the following agencies and organizations are eligible to use the GSA Schedule. The lists are not intended to be all-inclusive, please refer to the GSA Order for additional information.

- All Federal agencies and activities in the executive, legislative, and judicial branches;
- Government contractors authorized in writing by a Federal agency pursuant to CFR 51. 1;
- Mixed ownership government corporations (as defined in the Government Corporation Control Act);
- The government of the District of Columbia; and,
- Other activities and organizations authorized by statute or regulation to use GSA as a source of supply. See links below for full listing.

SCOPE

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsize the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with Subpart 19.5. GSA has already determined the prices of items under Schedule contracts to be fair and reason-able. By placing an order against a Schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs.

Services provided under Special Item Numbers 003 01, 003 97, 811-002, 811-003, 811-005, 811-006, and 871-211 Facilities Maintenance and Management Services apply to all Federal agencies, both civilian and Defense. The prices, terms and conditions stated under Special Item Numbers 003 01, 003 97, 811-002, 811-003, 811-005, 811-006, and 871-211 apply exclusively to Facilities Maintenance and Management Services within the scope of this Schedule. PEPCO Government Services shall provide services at PEPCO Government Services's facility and/or at the Government location, as agreed to by PEPCO Government Services and the ordering office. An adjusted rate is required for services to be performed in the geographic areas of Hawaii, Alaska and the Commonwealth of Puerto Rico.

Ordering procedures for Facilities Maintenance and Management Services Priced on GSA Schedule at Hourly Rates

The GSA has determined that the rates for Facilities Maintenance and Management Services contained in this price list are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm fixed price or ceiling price is fair and reasonable. In accordance with the Federal Acquisition Streamlining Act of 1994 and the Federal Acquisition Reform Act of 1996, GSA's streamlined ordering procedures have reduced the government procurement process to a few simple steps. While the federal supply schedule program already has determined these rates to be fair and reasonable, ordering offices must determine that the total price is reasonable for the specific tasks required by the agency. Based on quotes requested from three contractors that appear to offer the best value

(considering scope of services offered, hourly rates, contractor's locations and other factors, as appropriate), the ordering agency selects the one that best meets its needs.

This contract is available to all federal agencies for domestic and overseas use. Executive agencies, other federal agencies, mixed-ownership government corporations, and the District of Columbia; government contractors authorized in writing by a federal agency pursuant to FAR Part 51; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the executive branch of the federal government. GSA Order ADM 4800.2F provides a complete list of authorized schedule users.

Total price for services are established at the time the task order is placed and are based on the rates offered in the PEPCO Government Services Price List catalog. The resultant task order details the estimated number of hours, the labor categories to be provided, and any related items. If the ordering agency's contracting officer chooses to purchase services on a labor-hour-time-and-material basis, the resultant task order will specify the not-to-exceed price, the labor categories proposed (with the hourly rates for each), and any applicable travel and other direct costs. Federal Acquisition Regulation 8.4 provides procedures for the acquisition of services using GSA schedule contracts.

How to place an order based on the GSA Schedule hourly rates

Step 1. Develop a Statement of Work (SOW) In the SOW, include the following information:

- Work to be performed,
- Location of work,
- Period of performance;
- Deliverable schedule, and
- Special standards and any special requirements, where applicable.

Step 2. Select Contractor and Place Order

- If the order is at or below the micro-purchase threshold, select the contractor best suited for your needs and place the order.
- If the order is exceeding but less than the maximum order threshold (MOT), prepare an RFQ;
- If the order is in excess of the MOT, prepare an RFQ. Consider expansion of competition and seek price reductions.

Step 3. Prepare a Request for Quote (RFQ)

- Include the SOW and evaluation criteria;
- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;
- If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection.
- May be posted on GSA's electronic RFQ system, e-Buy

Step 4. Provide RFQ to at least Three Contractors

Step 5. Evaluate Offers, Select Best Value Contractor, and Place Order

BLANKET PURCHASE AGREEMENTS

Ordering activities may establish blanket purchase agreements under any GSA schedule contract. A GSA schedule blanket purchase agreement simplifies the filling of recurring needs for supplies or services, while leveraging a customer's buying power by taking advantage of quantity discounts, thus saving administrative time and reducing paperwork.

Blanket purchase agreements are established in accordance with the procedures in Federal Acquisition Regulation Part 8.405-3. An ordering activity may request a price reduction based on the total estimated volume of the blanket purchase agreement, regardless of the size of individual orders. Blanket purchase agreements may be established with one or more scheduled contractors at the discretion of the ordering activity. When establishing multiple blanket purchase agreements, the ordering activity must specify the procedures for placing orders under the blanket purchase agreements. A GSA schedule blanket purchase agreement should not exceed five years in length, but may do so to meet program requirements. A blanket purchase agreement may extend beyond the current term of its GSA schedule contract, so long as there are option periods in the GSA schedule contract that, if exercised, will cover the blanket purchase agreement's period of performance.

HOW TO ORDER FROM A BLANKET PURCHASE AGREEMENT

Information contained on page 26 will assist ordering agency offices understand how to utilize Blanket Purchase Agreements (BPAs) under the GSA Federal Supply Schedule contracts. Blanket Purchase Agreements (BPAs) are a simplified method of filling anticipated repetitive needs for services and products. BPAs are "charge accounts" that ordering offices establish with GSA Schedule contractors to provide themselves with an easy ordering tool. In accordance with Federal Acquisition Regulation (FAR) 8.404, ordering offices may establish BPAs under any GSA Schedule contract.

Single BPA

Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The Schedule Contractor who represents the best value and results in the lowest overall cost alternative to meet the agency's needs should be awarded the BPA.

Multiple BPAs

When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedure in 2.1.2 above, and then place the order with the Schedule Contractor who represents the best value and results in the lowest overall cost alternative to meet the agency's needs.

Ordering offices shall also review BPAs periodically. Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value (considering price, special qualifications, etc.) and results in the lowest overall cost alternative to meet the agency's needs.

BPAs shall not extend beyond the end of the contract period; all services and deliveries shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks that extend beyond the fiscal year for which funds are available shall include Federal Acquisition Regulation (FAR) 52.232-19 Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm fixed price or ceiling price.

When the ordering office's requirement involves products as well as Facilities Maintenance and Management Services, the ordering office should total the prices for the products and the firm fixed price for the services, and select the Schedule Contractor that represents the greatest value in terms of meeting the agency's total needs.

The ordering office should, at a minimum, document orders by identifying PEPCO Government Services as the source from which the services were purchased, and listing the services purchased and the amount paid. If other than a firm fixed-price order is placed, such documentation should include the basis for the determination to use a labor-hour, or time and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule Contractors' proposals that formed the basis for selecting the Schedule Contractor that received the order and the rationale for any trade-offs made in making the selection.

For Supplies and Services Not Requiring a SOW

Survey at least three Schedule contractors through the GSA Advantage!® online shopping service or review the catalogs or pricelists of at least three Schedule contractors (more if over $200,000) pricelists. The GSA Advantage!® online shopping service may be used to facilitate this review and seek additional price reductions where appropriate; evaluate; and make a best value selection.

For Services requiring a Statement of Work (SOW)

To summarize the process for ordering Facilities Maintenance and Management Services, the government agency:

1. Prepares a request for quotation that includes:
    - A performance-based statement of work that outlines the work to be performed.
    - Type of task order – time and material or firm fixed price.
    - Basis to be used for contractor selection (best value, etc.).
2. Transmits the request for quotations to contractors:
    - Selects at least three (more if task order value is more than $1 million) qualified contractors on the schedule. Note: Department of Defense agencies need to refer to DFAR 208.4 when ordering services over $100,000 using the GSA schedules.
    - Sends requests for quotations to selected contractors. GSA's e-buy provides ordering agencies a streamlined, Web-based system for ordering services using the GSA schedules.
3. Evaluates quotes and selects the contractor to receive the order:
    - Evaluates responses based on the factors identified in the requests for quotations.
    - Places the order directly with the schedule contractor that represents the best value and results in the lowest overall cost alternative, considering price, special qualifications, administrative costs, and so forth.

The requesting government agency's contracting office directly issues the task order to the selected contractor without GSA involvement in the procurement process. All task order reporting requirements and remission of fees to GSA are the responsibility of the contractor.

Establishment of Federal Supply Schedule (FSS) BPAs for recurring services is permitted (FAR 8.404) when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along

with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts.

When establishing BPAs, ordering offices shall inform contractors in the RFP (based on the agency's requirement) whether a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the Schedule Contractor to be awarded the BPAs.

For orders of supplies and/or services below $3,000

Place the order with any Schedule contractor that can meet the agency's needs. Though not required to solicit from a specific number of Schedule contractors, ordering activities should attempt to distribute orders among contractors (FAR 8.405).

ORDERS EXCEEDING THE MAXIMUM ORDER THRESHOLD (MOT)

All GSA MAS contracts contain a price point called a maximum order threshold. This threshold is not a ceiling on an order size; rather, it is a point where the ordering agency needs to consider additional contractors (more than three) and seek discounts from the listed catalog rates.

When placing an order that exceeds the maximum order threshold, ordering offices shall follow the standard ordering procedures, and the following additional procedures:

1. Consider additional schedule contractors (more than three)
2. Seek price reductions from the schedule contractor(s) offering the best value (considering price and other factors)
3. Selected contractor(s) may choose to offer a lower price for the requirement (the price reduction clause is not applicable to orders placed over the maximum order threshold)
4. After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

PURCHASE OF INCIDENTIAL, NON-SCHEDULE ITEMS

For administrative convenience, open market (non-contract) items may be added to an FSS BPA or an individual order, provided the items are clearly labeled as such on the order, all applicable regulations have been followed, and price reasonableness has been determined by the ordering activity for the open market (non-contract) items.

SECTION 508 COMPLIANCE

Section 508 requirements will be addressed on a case-by-case basis for individual Delivery Orders and/or BPAs. In the event Section 508 applies to individual Delivery Orders or BPAs, and no exception is present in the Delivery Order or BPA solicitation, the Delivery Order or BPA shall specify the ordering agency's compliance strategy (selection of technical performance standards/requirements and/or technologies to be used, based upon the agency's market research), as provided for under the Rehabilitation Act and FAR Final Rule, in order for PEPCO Government Services to

appropriately develop and cost a technical approach that is responsive to Section 508 requirements of the individual Delivery Order or BPA. The Electronic and Information Technology (EIT) standard can be found at www.Section508.gov.

CONTRACTOR TEAMING ARANGEMENTS

Contractor Team Arrangements are encouraged under the Federal Supply Schedules Program. Under a Contractor Team Arrangement (CTA), two or more GSA Schedule contractors work together, by complementing each other's capabilities, to offer a total solution to meet an ordering activity's requirement rather than ordering activity making separate buys for each part of a requirement. The CTA combines the supplies and/or services from the team members' separate GSA Schedule contracts. It permits contractors to compete for orders for which they may not independently qualify. A customer benefits from a CTA by buying a solution rather than making separate buys from various contractors. Contractor Team Arrangements provide a "win-win" situation for both GSA Schedule contractors and ordering activities.

For additional information see FAR 9.6 and "Contractor Team Arrangements" at the GSA website http://www.gsa.gov under "Acquisition Solutions", click on "GSA Schedules", click on "Contractor Team Arrangements" or contact the PEPCO Government Services Program Director.

SECURITY REQUIREMENTS

In the event security requirements are necessary, the ordering activities may incorporate, in their Delivery Orders, a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed $100,000 or 10 percent of the total dollar value of the order, whichever is less.

PERFORMANCE OF SERVICES

PEPCO Government Services shall commence performance of services on the date agreed to by PEPCO Government Services and the ordering office.

PEPCO Government Services agrees to render services only during normal working hours, unless otherwise agreed to by PEPCO Government Services and the ordering office.

PEPCO Government Services guarantees the satisfactory completion of the Facilities Maintenance and Management Services performed under the Task Order and that all contract personnel used in the performance of Facilities Maintenance and Management Services under the Task Order shall have the education, experience, and expertise as stated in the task order.

Any contractor travel required in the performance of Facilities Maintenance and Management Services must comply with the Federal Travel Regulations or JTRs, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all contractor travel. Contractors cannot use GSA city pair contracts.

INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) clause at FAR 52.246-4 applies to firm fixed-price orders placed under this contract. The Inspection Time-and-Materials and Labor-Hour (JAN 1986) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

RESPONSIBILITIES OF PEPCO GOVERNMENT SERVICES

PEPCO Government Services shall comply with all laws, ordinances, and regulations (Federal, State, city, or otherwise) covering work of this character.

RESPONSIBILITIES OF THE GOVERNMENT

Subject to security regulations, the ordering office shall permit contractor access to all facilities necessary to perform the requisite Facilities Maintenance and Management Services.

INDEPENDENT CONTRACTOR

All Facilities Maintenance and Management Services performed by PEPCO Government Services under the terms of this contract shall be as an independent contractor, and not as an agent or employee of the Government.

PEPCO GOVERNMENT SERVICES'S COMMITMENTS, WARRANTIES AND REPRESENTATIONS

For the purpose of this contract, commitments, warranties, and representations include the following, in addition to those agreed to for the entire Schedule contract: Time of delivery/installation quotations for individual orders Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/service/software package submitted in response to requirements that result in orders under this Schedule contract Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by PEPCO Government Services. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

OVERSEAS ACTIVITIES

Prices offered include delivery to destinations located within the 48 contiguous States and the District of Columbia. The prices offered do not include delivery FOB destinations in Alaska, Hawaii, the Commonwealth of Puerto Rico, and such overseas locations as specified.

When deliveries are made to destinations outside the 48 contiguous States; i.e., Alaska, Hawaii, the Common-wealth of Puerto Rico, and such overseas locations as specified, the following conditions will apply:

Delivery will be FOB inland carrier, point of exportation (FAR 52.247-38), with the transportation charges to be paid by the Government from point of exportation to destination in Alaska, Hawaii, the Commonwealth of Puerto Rico, and such overseas locations specified, as designated by the ordering office. The contractor shall add the actual cost of transportation to destination from the point of exportation in the 48 contiguous States nearest to the designated destination. Such costs will, in all cases, be based upon the lowest regularly established rates on file with the Interstate Commerce Commission, the U.S. Maritime Commission (if shipped by water), or any State regulatory body, or those published by the U.S. Postal Service, and must be supported by paid freight or express receipt or by a statement of parcel post charges, including weight of shipment.

The right is reserved to ordering agencies to furnish Government bills of lading.

Ordering offices will be required to pay differential between freight charges and express charges where express deliveries are desired by the Government.

Upon request of the contractor, the Government may provide the contractor with logistics support, as available, in accordance with all applicable Government regulations. Such Government support will be provided on a reimbursable basis, and will only be provided to the contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

INVOICES

PEPCO Government Services, upon completion of the work ordered, shall submit invoices for Facilities Maintenance and Management Services. Progress payments may be authorized by the ordering office on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

PAYMENTS

For firm fixed-price orders, the Government shall pay PEPCO Government Services, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments Under Time-and-Materials and Labor-Hour Contracts (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

RESUMES

Resumes shall be provided to the GSA Contracting Officer (CO) or the user agency upon request. Skill set for labor categories are included in this catalog.

INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering agency in accordance with the guidelines set forth in the FAR.

APPROVAL OF SUBCONTRACTS

The ordering activity may require that PEPCO Government Services receive written consent from the ordering activity's CO before placing any subcontract for furnishing any of the work called for in a Task Order.

MAKING A MEASURABLE DIFFERENCE

Government and industry are under enormous pressure to improve their products and services as cost and efficiency become the major drivers in an increasingly competitive world. Decision-makers need useful information the complete management, business, cost, schedule, technical and risk "big picture" to support sensible and expedient decisions. Our personnel have built and refined data gathering, problem solving, and process improvement expertise for more than 50 years. Our business management, engineering, information technology, acquisition streamlining, data management, and scientific skills yield innovative solutions to customer's highly complex problems in the rapidly changing, technically demanding global economy.

PEPCO GOVERNMENT SERVICES COMMITMENT

PEPCO Government Services is a company renowned for quality services and products, superior technology, and financial strength. We earn trust by operating with integrity and by demonstrating our long-term commitment to the markets we serve. We provide powerful solutions by offering superior services, products, and support to our customers. PEPCO Government Services offers unparalleled cross-industry expertise, opportunities to gain from synergies across businesses, and a commitment to provide ongoing support to individual customers and markets.

We understand the critical issues and challenges that are facing our customers and we will work as committed partners to create innovative solutions. Our team provides exceptional value by proactively helping to articulate your needs, and by responding quickly and effectively to support your success. We know that you take your responsibilities very seriously and you can count on us to do what we say.

PURPOSE AND OBJECTIVES

Many Federal Government agencies require facilities maintenance and management services and related products in order to supply material and other resources to meet their mission in a timely, efficient, and cost-effective manner. Our goal is to help agencies utilize the latest concepts, methods, and technology in material and resource distribution in order to achieve efficient operations while providing improved customer service.

PEPCO Government Services shall provide facilities maintenance and management services to agencies as specified in task orders under this FSS.

PEPCO Government Services can provide all resources, including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of services and products as specified in each task order.

SPECIAL ITEM NUMBER (SIN'S) DESCRIPTION

SIN 003 01 Smart Building Systems Integrator

Includes the comprehensive integration of building systems and technology using a non-proprietary and open architecture. Typical building systems to be integrated include: building automation, life safety, telecommunications, facilities management, security, energy, and environmental control, HVAC, lighting, building envelope, access control, power management, cabling infrastructure/wireless, VOIP, video distribution, video surveillance, data network, etc. Typical integration functions include, but are not limited to: requirements analysis, strategic system planning, system configuration, implementation alternatives, integration planning, system component acquisition, component integration, testing and analysis, interaction with Building Operation Centers, collection/manipulation of smart building component data, configuration management and control, design guide development, operational training and support, monitoring, reporting and managing of the systems, and systems maintenance.

SIN 003 97 Ancillary Repair and Alterations

Repair and Alterations ancillary to existing SINs under this Schedule. Ancillary Repair and Alterations projects are those (1) solely associated with the repair, alternation, delivery or installation of products or services also purchased under this Schedule, and which are (2) routine and non-complex in nature, such as routine painting or carpeting, simple hanging of drywall, basic electrical or plumbing work, landscaping, and similar noncomplex services. This SIN excludes: (1) major or new construction of buildings, roads, parking lots and other facilities; (2) complex R&A of entire facilities or significant portions of facilities, and (3) Architect-Engineering Services subject to Public Law 92-582 (Brooks Act).

The work performed under this SIN shall be associated with existing SINs that are part of this Schedule. Ancillary Repair and Alterations shall not be the primary purpose of the work ordered, but an integral part of the total solution offered. Ancillary repair and alteration services may only be ordered in conjunction with or in support of products or services purchased under this Federal Supply Schedule contract.

This SIN includes all regulatory guidance outlined in accordance with FAR 36, including the Davis Bacon Act and the Miller Act.

Special Instructions: No award will be made under 003-97 Ancillary Repair and Alteration unless an offeror is awarded (or receives

award concurrently) for another SIN under this Schedule. The Repair and Alteration work must be ancillary (incidental) to the \primary services or products offered under the Schedule.

For Federally-owned space managed by GSA's Public Building Service (PBS), approval of the PBS Building Manager must be received by the ordering activity and contractor before any repair and alteration work may be ordered. A copy of the approval must be retained by both the ordering activity contracting officer and the contractor.

Owned or leased space outside the PBS inventory may also include approval requirements. A copy of the approval must be retained by both the ordering activity contracting officer and the MAS contractor performing the R&A services.

This R&A SIN shall not be used for PBS leased space.

Any Agency contracting officer ordering services under this SIN for Ancillary Repair and Alterations is responsible for complying with his or her agency s internal policies when procuring R&A services. This may include a specific warrant delegation for procuring construction services when the estimated amount of this portion of the task order exceeds $2,000 (Ref. FAR 22.4).

Special Notice to Ordering Agencies: GSA or other landlords may require re-performance of any nonconforming work at agency expense. If applicable, agencies may seek appropriate recourse from the contractor responsible for the nonconforming work.

SIN 811 002 Complete Facilities Maintenance

Services related to the complete operations, maintenance and repair of military and government facilities to include green maintenance. These services could include but are not limited to a combination of: plumbing and pipefitting; electrical, including low voltage systems and utility service; support training and consulting services; all mechanical and operations maintenance and repair of building systems; Heating/Ventilation/Air Conditioning (HVAC) maintenance; boiler and chiller maintenance; and maintenance of facilities, renewable energy systems, Energy Management Control Services (EMCS) and building systems to include instruments; carpentry; masonry; and refrigeration services.

NOTE: Offerors seeking award under SIN 811-002 must submit an offer, which encompasses at least 3 of the specific tasks as listed in this SIN. In addition, Offerors performing at least 3 of the specified tasks as listed show experience for continuous complete facilities maintenance for each task. Continuous Complete Facilities Maintenance is defined as 1 (one) year or more for a minimum of 8 (eight) hours per day.

Any Offeror performing fire alarm system preventive maintenance and repair services and/or fire suppression system preventive maintenance and repair services under 811-002 must also meet all of the requirements, including the certifications and qualification requirements, in SIN 561-001 (Fire Alarm System Preventive Maintenance and Repair Services) and SIN 561-002 (Fire Suppression System Preventive Maintenance and Repair Services) respectively.

SIN 811 003 Complete Facilities Management

Services include facilities management and consulting. Services will be management duties including, but not limited to, property and facilities management, planning, scheduling, quality control software support services, and computer and/or facilities management systems. The service will include adequate staff of personnel and alternates as required, with the necessary management expertise to assure performance of the work in accordance with sound and efficient management practices. [For separate SIN requirements not part of integrated facility management systems support such as independent energy management systems, intrusion alarm systems, and guard services, see schedule 84]

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

Services related to providing heating and ventilation services. Services could include, but are not limited to, cleaning; air balancing; restoration and de-contamination of HVAC systems or any combination of providing plant equipment; materials; tools; transportation; supervision; labor to perform all repairs; periodic preventative maintenance (PPM); and emergency service work calls to ensure continual operations of refrigeration; heating; ventilation; air conditioner; boiler; Geothermal heat pump systems; renewable energy systems; and boiler and chiller systems.

SIN 811 006 Facilities Maintenance and Management Consulting

Facilities consulting services that include, but are not limited to: the development, planning, facilitation, coordination, documentation, program planning, audits, inspections, evaluations, studies, analyses (including cost), scenarios, reports, policy and regulation development assistance for initiatives in areas of facilities maintenance and management solutions.

SIN 871 211 Energy Consulting Services

Contractors shall provide expert advice, assistance, guidance or counseling on energy related projects or initiatives to assist agencies in adhering to energy legislation and policy such as EPACT 2005, Executive Orders 13423 and 13514. Consulting services covered by this SIN include:

Energy management or strategy; energy program planning and evaluations; energy-related studies, analyses, benchmarking and reporting such as feasibility studies, vulnerability assessments, and energy security; assistance in meeting energy-efficient building standards, such as Leadership in Energy and Environmental Design (LEED), Green Globes and Energy Star; advisory services in obtaining alternative financing for energy projects, such as Energy Savings Performance Contracts, Power Purchase Agreements or Enhanced Use Leases; consulting on carbon emissions trading programs; consulting on where to obtain renewable energy credits/certificates; consulting on greenhouse gas measurement and management; strategic sustainability performance planning; consulting on obtaining high-performance sustainable buildings.

LABOR CATEGORY DESCRIPTIONS

The descriptions and qualification requirements for the following labor categories are applicable to new task orders issued on or after the effective date, are not applicable to existing task orders, Blanket Purchase Agreements and resulting task orders, or to proposals submitted prior to execution of any modification exercising Option Period 1.

Labor Category Substitutions: PEPCO Government Services only offers personnel who meet or exceed the stated minimum qualification requirements in the labor category descriptions provided in this approved GSA Schedule catalog. PEPCO Government Services understands the diverse amounts of experience employees possess that contribute to the successful execution of government tasks orders. With this in mind PEPCO Government Services enforces strict substitution standards for each of the approved labor categories listed in this schedule. PEPCO Government Services criteria for substitutions are as follows.

Undergraduate: An associate degree will equal 2 years of experience. A relevant bachelor's degree will equal 4 years of experience. A relevant Masters Degree will equal 6 years of experience. A Doctorate will equal 8 years of experience.

Experience: For every year of full time specific field experience, the person shall be credited with one-half year of "degree" qualifications toward the values stated in the labor category descriptions.

SITE MANAGER / PROGRAM MANAGER

PRIMARY DUTIES & RESPONSIBILITIES:

- Provides oversight, strategic direction and management over all aspects of a project or business area.
- Directs and manages internal/external communications and all functional program activities to meet contract cost, requirements, specifications, schedules and performance objectives.
- Makes decisions on administrative and operational matters affecting more than one segment or functional activity of the facility program.

EDUCATION/EXPERIENCE REQUIREMENTS:

- Associates Degree in Engineering or related field
- 5 years of progressively responsible experience in project management
- Knowledge and experience with building systems or energy management system as they relate to HVAC design and equipment
- Proficiency with Microsoft Office (Word, Excel, and Power Point) and Microsoft Project
- Must have effective communication skills. Will be expected to work with clients and at various levels within the company.
- Ability to work independently or as a team in a diverse group

ENGINEER CONSULTANT

PRIMARY DUTIES & RESPONSIBILITIES:

- Performs planning, estimating and design activities for the layout of equipment, for commercial and industrial facilities.
- Assists in determining the scope of projects,
- Provides cost estimates, designs and documents for HVAC, BAS and Electrical systems and procures components.
- Works directly on the project team to assist the Program Manager with project commissioning.

EDUCATION/EXPERIENCE REQUIREMENTS:

- Associate's Degree or Bachelor's Degree in Engineering
- 7 years of experience in design and application of energy efficient and energy conservation technologies involving HVAC system and building automation systems.
- Knowledge and experience with building systems, energy audits and energy conservation technologies involving lighting, water conservation and HVAC
- Experience with HVAC and temperature controls, building simulation programs and methodologies.
- Must have effective communication skills. Will be expected to work with clients and at various levels within the company.
- Proficiency with Microsoft Office (Word, Excel, and Power Point) and Microsoft Project

PROGRAM SUPPORT SPECIALIST

PRIMARY DUTIES & RESPONSIBILITIES:

- Performs general administrative, scheduling, and coordination of personnel and material to support operation and maintenance activities.
- Inputs work requests into a work management system
- Documents resources expended for project management support
- Provides reports, and assists with tracking performance

EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma
- 3 years of experience in clerical work or related field.
- Proficiency with Microsoft Office (Word, Excel, and Power Point)
- Ability to work independently or as a team in a diverse group

BUILDING AUTOMATIONS SYSTEMS (BAS) MANAGER

PRIMARY DUTIES & RESPONSIBILITIES:

- Manages and supervises all aspects of HVAC control projects, including personnel
- Has direct responsibility for project execution while leading a team, or teams, to accomplish specific objectives in a given time frame and with available resources.

- Responsible for the administration, implementation, and management of HVAC control projects.
- Ensures assigned projects' scope of work, schedule, and budget are achieved

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EDUCATION/EXPERIENCE REQUIREMENTS:

- Associates Degree in Engineering or related field
- Minimum of 7 years of experience in design, programming and application of Building Automation Systems
- Experience with HVAC systems as they relate to temperature controls, building simulation programs and methodologies.
- Must be a self-starter with ability to handle multiple projects simultaneously
- Must have effective communication skills. Will be expected to work with clients and at various levels within the company.
- Computer skills in Microsoft Excel, Word, and Project

HVAC MECHANIC SITE FOREMAN

PRIMARY DUTIES & RESPONSIBILITIES:

- Supervises and directs HVAC Field Technicians in the field.
- Performs and accomplishes the repair/retrofit/replacement installation of HVAC systems.
- Utilizes knowledge of air conditioning theory, pipe fitting and mechanical layouts to direct repair/retrofit/replacement of HVAC Systems.

EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma or equivalent
- Minimum of 7 years of experience in servicing, troubleshooting and repairing HVAC systems or other related fields.
- Must possess Universal Refrigerant Certification
- Must have effective communication skills.

HVAC MECHANIC JOURNEYMAN

PRIMARY DUTIES & RESPONSIBILITIES:

- Applies training, knowledge and experience of HVAC systems at a Journeyman level.
- Performs all service work, installation and maintenance in the field on all major and minor types of HVAC equipment
- Utilizes knowledge of air conditioning and refrigeration theory, control systems, pipe fitting, and mechanical layouts to troubleshoot and repair HVAC Systems.

EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma or equivalent
- Minimum of 5 years of experience in servicing, troubleshooting and repairing HVAC systems or other related fields.
- Must possess Universal Refrigerant Certification

- Must have effective communication skills.

HVAC MECHANIC APPRENTICE

PRIMARY DUTIES & RESPONSIBILITIES:

- Assists HVAC Mechanic Journeyman or Foreman in the installation and repair of environmental control systems
- Utilizes knowledge of air conditioning and refrigeration theory, control systems, pipe fitting, and mechanical layouts to troubleshoot and repair HVAC Systems.

EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma or equivalent
- Minimum of 1 year of experience in servicing, troubleshooting and repairing HVAC systems or other related fields.
- Must have effective communication skills.

HVAC MECHANIC TRADESMAN

PRIMARY DUTIES & RESPONSIBILITIES:

- Performs general labor, cleaning and service requests supporting operation and maintenance of facilities with supervision.
- Helps maintenance personnel with but not limited to: preventive & corrective maintenance helper, lifting, stocking of supplies, cleanup, and moving materials and tools.

EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma or equivalent
- Minimum of 1 year of experience in servicing, troubleshooting and repairing HVAC systems or other related fields.
- Must have effective communication skills.

HVAC MAINTENANCE MECHANIC

PRIMARY DUTIES & RESPONSIBILITIES:

- Assists with the retrofit and repair of environmental comfort systems with limited supervision.

EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma or equivalent
- Minimum of 1 year of experience in servicing, troubleshooting and repairing HVAC systems or other related fields.
- Must have effective communication skills.

HELPER

PRIMARY DUTIES & RESPONSIBILITIES:

- Assists HVAC Field Technicians in routine maintenance and inspections on existing systems

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EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma or equivalent
- Minimum of 1 year of experience with HVAC systems or other related fields.
- Must have effective communication skills.

LIGHTING MECHANIC

PRIMARY DUTIES & RESPONSIBILITIES:

- Assist in performing basic O&M service work in a specialized building system area such as mechanical, electrical and electronic, as it pertains to lighting.
- Perform all work in accordance with established safety procedures. Perform other duties as required.

EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma or equivalent
- Minimum of 2 years of experience with lighting ystems or other related fields.
- Must have effective communication skills.

BAS TECHNICIAN

PRIMARY DUTIES & RESPONSIBILITIES:

- Performs complex commissioning, diagnosis, programming and repair of environmental-control systems
- Utilizes knowledge of electronics, direct digital control, airflow, hydronics, refrigeration theory, pneumatics and control techniques.

EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma or equivalent
- Minimum of 3 years of experience with Building Automation Systems and HVAC Systems or other related fields.
- Must have effective communication skills.

ELECTRICIAN LEVEL II

PRIMARY DUTIES & RESPONSIBILITIES:

- Directs, processes, performs and tracks installation, operation, repair and maintenance of electrical systems and controls as well as general maintenance service and repair of other building systems.
- Follows blueprints, specifications, schematics, sketches and verbal instructions to perform electrical work

and small projects.

- Performs complex diagnostics, repair and replacement of electrical components and devices.

EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma or equivalent
- Minimum of 7 years of experience with Electrical Systems, Building Automation Systems and HVAC Systems or other related fields.
- Must have effective communication skills.

ELECTRICAN LEVEL I

PRIMARY DUTIES & RESPONSIBILITIES:

- Processes, performs and tracks installation, operation, repair and maintenance of electrical systems and controls as well as general maintenance service and repair of other building systems.
- Follows blueprints, specifications, schematics, sketches and verbal instructions to perform critical work and small projects.
- Performs routine diagnostics, repair and replacement of electrical components and devices.

EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma or equivalent
- Minimum of 5 years of experience with Electrical Systems, Building Automation Systems and HVAC Systems or other related fields.
- Must have effective communication skills.

MEASUREMENT AND VERIFICATION TECHNICIAN

PRIMARY DUTIES & RESPONSIBILITIES:

- Handles retrieval of energy usage data, trend and error logs.
- Elevates issues discovered to appropriate management when problems occur as required.
- Monitors data gathering systems to track energy consumption.
- Assists in the preparation of Performance Value Reports for assigned Performance Contracting projects.
- Performs general duties and projects as assigned.

EDUCATION/EXPERIENCE REQUIREMENTS:

- High School Diploma or equivalent
- Minimum of 5 years of experience with Electrical Systems, Building Automation Systems and HVAC Systems or other related fields.
- Must have effective communication skills.

GSA SCHEDULE PRICE LIST

	2011	2012	2013	2014	2015	2016
Labor Category	Rate (Includes IFF)	Rate (Includes IFF)	Rate (Includes IFF)	Rate (Includes IFF)	Rate (Includes IFF)	Rate (Includes IFF)
Site Manger / Program Manager	$86.89	$89.49	$92.18	$94.94	$97.79	$100.73
Engineer Consultant	$98.74	$101.70	$104.75	$107.89	$111.13	$114.46
Program Support Specialist	$49.37	$50.85	$52.37	$53.95	$55.56	$57.23
Building Automation Systems (BAS) Manager	$123.42	$127.12	$130.93	$134.86	$138.91	$143.08
HVAC Mechanic/Site Foreman	$118.48	$122.04	$125.70	$129.47	$133.35	$137.35
HVAC Mechanic Journeyman	$86.89	$89.49	$92.18	$94.94	$97.79	$100.73
HVAC Mechanic Apprentice	$67.14	$69.15	$71.23	$73.37	$75.57	$77.83
HVAC Mechanic Tradesman	$67.14	$69.15	$71.23	$73.37	$75.57	$77.83
HVAC Maintenance Mechanic	$67.14	$69.15	$71.23	$73.37	$75.57	$77.83
Helper	$64.18	$66.10	$68.09	$70.13	$72.23	$74.40
Lighting Mechanic	$64.18	$66.10	$68.09	$70.13	$72.23	$74.40
BAS Technician	$83.92	$86.44	$89.04	$91.71	$94.46	$97.29
Electrician Level II	$83.92	$86.44	$89.04	$91.71	$94.46	$97.29
Electrician Level I	$64.18	$66.10	$68.09	$70.13	$72.23	$74.40
M&V Technician	$83.92	$86.44	$89.04	$91.71	$94.46	$97.29

***All rates in this price list include the .75% IFF**

HOW TO ORDER FROM A BLANKET PURCHASE AGREEMENT

This information will assist ordering agency offices understand how to utilize Blanket Purchase Agreements (BPAs) under the GSA Federal Supply Schedule contracts. Blanket Purchase Agreements (BPAs) are a simplified method of filling anticipated repetitive needs for services and products. BPAs are "charge accounts" that ordering offices establish with GSA Schedule contractors to provide themselves with an easy ordering tool. In accordance with Federal Acquisition Regulation (FAR) 8.404, ordering offices may establish BPAs under any GSA Schedule contract.

Benefits and Advantages of Using BPAs

Contractual terms and conditions are contained in the GSA Schedule contracts and are not to be renegotiated for the GSA Federal Supply Schedule BPAs. Therefore, as a purchasing option, BPAs eliminate such contracting and open market costs as the search for sources, the need to prepare solicitations, and the requirement to synopsize the acquisition. BPAs also:

- Satisfy recurring requirements;
- Reduce acquisition costs through quantity discounts;
- Save time by eliminating repetitive, individual purchases and payments;
- Reduce administrative efforts and paperwork;
- Obtain better value by leveraging an ordering office's buying power through volume purchasing;
- Enable an ordering office to use streamlined ordering procedures with no dollar limitations on individual task/delivery orders;
- Permit an ordering office to incorporate Contractor Team Arrangements;
- Allow for quicker turnarounds on orders; and
- Permit an ordering office to incorporate terms and conditions not in conflict with the underlying contract.

A BPA can be set up for field offices across the nation to use, thus allowing them to participate in an ordering office's BPA and place orders directly with GSA Federal Supply Schedule contractors. In doing so, the entire agency reaps the benefits of additional discounts negotiated into the BPA. In addition, the ordering office reduces the administrative burden of writing numerous task/delivery orders, while still being able to order as much as it wants and as often as it wants. The flexibility and advantages are endless when setting up a BPA.

Establishing a BPA

BPAs are established directly with a GSA Schedule contractor(s). In accordance with FAR 8.404, an ordering office may request a price reduction based on the total estimated volume of the BPA, regardless of the size of individual orders. The Request For Quotation (RFQ) should specify the ordering office's requirements, including estimated quantities and work to be performed, and should advise GSA Schedule contractors whether the ordering office intends to establish a single BPA or multiple BPAs.

Generally, a single BPA should be established when the ordering office can easily define its services and/or products requirements and a firm-fixed price or ceiling price can be established. Since a best value selection is made when the

single BPA is established, the ordering office does not need to make a separate best value selection for each order under the BPA.

Multiple BPAs should be established when the ordering office cannot easily define its services and/or products requirements, or it determines that more than one BPA is needed to meet its needs. First determine which GSA Schedule contractors are technically qualified and then establish BPAs with them. When multiple BPAs are established, each order must be competed among all BPA holders and a best value selection must be made each time an order is placed. All BPAs must contain certain information, such as:

- The name of the GSA Schedule contractor;
- The GSA Schedule contract number;
- The BPA number assigned by the ordering office;
- A description of the requirement, to include estimated quantities and work to be performed;
- The prices and/or discounts;
- The extent of the obligation;
- Any additional price reductions negotiated by the ordering office, based on the proposed dollar value of the BPA;
- A listing of individuals authorized to purchase under the BPA;
- The delivery or performance time frames;
- The location of deliveries;
- The frequency of ordering and invoicing;
- The date of BPA expiration; and
- A statement that all other terms and conditions are contained in the GSA Federal Supply Schedule contract.

Note: Prices under GSA Federal Supply Schedule contracts have already been determined to be fair and reasonable.

BEST-VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act, (Agency) and PEPCO Government Services enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) GS-21F-0129X.

Federal Supply Schedule Contract BPAs eliminate contracting and open market costs such as search for sources, development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the Schedule Contract. The end result is to create a purchasing mechanism for the Government that works better and costs less.

Signatures

Agency _____ Date _____

PEPCO Government Services _____ Date _____

(BPA NUMBER)

(Customer Name)

Blanket Purchase Agreement

Pursuant to GSA Federal Supply Schedule Contract Number(s) GS-21F-0129X, Blanket Purchase Agreements (BPAs), PEPCO Government Services agrees to the following terms of a BPA EXCLUSIVELY WITH (Ordering Agency):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

Special Item Number:	*Special BPA Discount/Price:
_____	_____
_____	_____

(2) Delivery:

Destination	Delivery Schedule/Dates
_____	_____

(3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____ .

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is (are) hereby authorized to place orders under this BPA:

Office _____

Point of Contact _____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

(a) Name of Contractor: PEPCO Government Services

(b) Contract Number:

(c) BPA Number:

(d) Special Item Number:

(e) Purchase Order Number:

(f) Date of Purchase:

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems, provided that the invoice is itemized to show the information):

(h) Date of Shipment:

(i) GSA Schedule GS-21F-0129X

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule Contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and PEPCO Government Services's invoice, the provisions of this BPA will take precedence. The Federal Supply Schedules Program permits contractors to offer price reductions in accordance with commercial practice. Contractor Team Arrangements are permitted with Federal Supply Schedule contractors in accordance with FAR Subpart 9.6.

BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"

Federal Supply Schedule Contractors may use "Contractor Team Arrangements" (see FAR 9.6) to provide solutions when responding to customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- Customers identify their requirements.
- Federal Supply Schedule Contractors may individually meet a customer's needs, or Federal Supply Schedule Contractors may individually submit a Schedules "Team Solution" to meet a customer's requirement.
- Customers make a best-value selection.