



Epsten Group

High-Performance
Building Specialists™



Facilities Maintenance and Management

Federal Supply Group: 03 FAC

Contract Period: through July 13, 2017

Special Item Number (SINs):

871 206 Building Commissioning

871 207 Energy Audit Services

871 211 Energy Consulting

399 Edgewood Avenue Atlanta, Georgia 30312 USA

p 404.577.0370 f 404.577.1739

epstengroup.com



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CUSTOMER INFORMATION & PRICE LIST

GENERAL SERVICES ADMINISTRATION Federal Supply Service Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is: GSAAdvantage.gov.

Schedule Title: Schedule 03FAC: Facilities Maintenance Management

Contract Number: GS-21F-0133Y

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.
Contract Period: 07.14.2012 to 07.13.2017

Contractor:

The Epsten Group, Inc.
399 Edgewood Ave
Atlanta, GA 30312 USA
Tel: 404-577-0370
Fax: 404-577-1739
www.epstengroup.com

Contractor's Administration Source:

Bill D'Onofrio AIA, Director of Professional Services
Tel: 404-577-0370, ext. 104
E-Mail: bdonofrio@epstengroup.com

Business Size: Small

CUSTOMER INFORMATION & PRICE LIST

Customer Information

1a. Table of Awarded Special Item Numbers (SIN's)

SIN 871-206: Building Commissioning- Services Including, but not limited to, comprehensive building commissioning services on new construction, major modernization projects, and existing energy consuming buildings and facilities designed to ensure the building systems are designed and built to operate as efficiently as possible. This includes re-commissioning and retro-commissioning services. Energy efficient buildings certification programs such as LEED may be included.

SIN 871-207: Energy Audit Services- Including, but not limited to, developing, executing, and reporting on audit plans and/or performing energy and water audit services. Energy audits may range from cursory to comprehensive. Including, but not limited to data collection, data analysis, benchmarking with tools such as Energy Star, and written recommendations of suggested upgrades of electrical and mechanical infrastructure, including their impact on energy consumption and pollution can include recommendations for using alternative Energy Sources. Audit services can include computerized control systems using analytical software and a network of electronic devices to assist Federal agencies with achieving energy conservation goals. Energy efficient buildings certification programs such as LEED may be included.

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
- The implementation, testing and evaluation of networked energy management systems and services that utilize Internet Protocol - Next Generation (IPv6) enabled systems

CUSTOMER INFORMATION & PRICE LIST

1b. Lowest Priced Model Number and Price for each SIN:

SIN 871-206: Building Commissioning
SIN 871-207: Energy Auditing Services
SIN 871-211: Energy Consulting

Principle-in-Charge	\$171.03 per hour
Chief Operating Officer	\$161.26 per hour
Commissioning Department Manager	\$122.17 per hour
Architecture & Consulting Department Manager	\$122.17 per hour
Senior Consultant	\$146.60 per hour
Commissioning Project Manager / PE	\$122.17 per hour
Senior Energy Engineer	\$131.94 per hour
Commissioning Engineer	\$122.17 per hour
Energy Modeler	\$122.17 per hour
Junior Energy Engineer	\$117.28 per hour
Energy Consulting Project Manager	\$122.17 per hour
LEED Specialty Professional	\$ 97.73 per hour
Technician	\$ 78.19 per hour
Research Assistant	\$ 48.87 per hour

CUSTOMER INFORMATION & PRICE LIST

1c. Job Descriptions

Principle-in-Charge: Master's Degree in Business Administration, Finance, Accounting or related field. Minimum 10 years of experience in building industry and company management.

Chief Operating Officer: Master's Degree in Business Administration, Finance, Accounting or related field. Minimum 10 years of experience in building industry and company management.

Commissioning Department Manager: Bachelor Degree in mechanical engineering or related field. Professional Engineer (P.E.). Certified Commissioning Professional (CCP) or (CBxP).

Architecture & Consulting Department Manager: Registered Architect or Professional Engineer. Minimum 10 years of experience in building industry. Minimum 3 years of experience in management of a team of at least 10 people in addition to project management.

Senior Consultant: Bachelor's Degree from an accredited university in architecture, engineering, or construction management. Minimum 10 years of experience in building envelope systems. Minimum 3 years of experience in management of a team of 5 people. Minimum of 8 years of experience in construction observation related to the building construction industry.

Commissioning Project Manager / PE: Bachelor Degree in engineering or related field. Minimum 5 years of experience in commissioning/engineering/building industry. Minimum 2 years of experience in managing commissioning projects.

Senior Energy Engineer: Bachelor's Degree from an accredited university in engineering. Professional Engineer (P.E.). Minimum 5 years of experience in design engineering or energy analysis.

Commissioning Engineer: Bachelor Degree in mechanical engineering. Minimum 2 years of experience in commissioning.

Energy Modeler: Degree in mechanical engineering or similar discipline. Accreditation as a LEED AP. Minimum 2 years experience in energy modeling within the building industry. Experience with at least 10 energy models including some using eQUEST. Experience with LEED energy modeling protocol.

Junior Energy Engineer: Bachelor's Degree from an accredited university in mechanical engineering. Engineer in Training (EIT). Minimum 1 year of experience in the building industry, or building energy analysis.
Energy Consulting Project Manager: Bachelor's degree. LEED AP or equivalent professional accreditation. Minimum 3 years of experience in a building or environmental science field.

LEED Specialty Professional: Bachelor's degree in a building industry related field such as architecture, interior design, or engineering. LEED AP or equivalent professional accreditation. Minimum 2 years of experience in a building related field such as architecture, interior design, or engineering. Demonstrate experience working on the project team of at least 2 LEED projects.

Technician: Bachelor's degree preferred or LEED AP. Minimum 2 years of experience in the building industry, construction management, DDC controls or TAB.

Research Assistant: Bachelor's degree preferred or LEED AP. Minimum 1 year of experience in the building industry.

CUSTOMER INFORMATION & PRICE LIST

- 2. Maximum Order:** \$1,000,000
 - 3. Minimum Order:** \$100.00
 - 4. Geographic Coverage:** Domestic, 50 states, Washington DC, Puerto Rico, US Territories.
 - 5. Point(s) of Production:** Not Applicable
 - 6. Discount from List Prices:** All prices reflect the discounted Federal Government price.
 - 7. Quantity Discounts:** None
 - 8. Prompt Payment Terms:** Net 30 days.
 - 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold:**
Government purchase cards are not accepted at this time.
 - 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Government purchase cards are not accepted at this time.
 - 10. Foreign Items:** Not Applicable
 - 11a. Time of Delivery:** Negotiated for individual task orders.
 - 11b. Expedited Delivery:** No expedited delivery.
 - 11c. Overnight and 2-day Delivery:** Not applicable.
 - 11d. Urgent Requirement:** Agencies should contact Epsten Group's Contractor's representative to arrange for urgent delivery of deliverables.
 - 12. FOB Point:** Destination
 - 13a. Ordering Address:** Epsten Group, 399 Edgewood Ave, Atlanta, GA 30312
 - 13b. Ordering Procedures:** For supplies and services, the ordering procedures, information on Blanket Purchasing Agreements (BPA's), and a sample EPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
- Epsten Group representative:
Bill D'Onofrio AIA, Director of Professional Services
Tel: 404.577.0370, ext. 104
E-Mail: bdonofrio@epstengroup.com
- 14. Payment Address:** Epsten Group, 399 Edgewood Ave, Atlanta, GA 30312
 - 15. Warranty Provision:** Not Applicable.
 - 16. Export Packing Charges:** Not Applicable.

CUSTOMER INFORMATION & PRICE LIST

- 17. Terms and Conditions of Government Purchase Card Acceptance:** Not Applicable.
- 18. Terms and Conditions of Rental, Maintenance, and Repair:** Not Applicable.
- 19. Terms and Conditions of Installation:** Not Applicable.
- 20. Terms and Conditions of Repair Parts Indicating Date of Parts Price List and any Discounts from Price List:** Not Applicable.
- 20a. Terms and Conditions for any Other Services:** Not Applicable.
- 21. List of Service and Distribution Points:** Not Applicable.
- 22. List of Participating Dealers:** Not Applicable
- 23. Preventative Maintenance:** Not Applicable.
- 24a. Special Attributes Such as Environmental Attributes:** Not Applicable.
- 24b. Section 508 Compliance for EIT:** Not Applicable.
- 25. Data Universal Number System (DUNS) Number:** 848145074
- 26. Notification Regarding Registration in Central Contractor Registration (CCR) Database:** The Epsten Group Inc. is registered in the CCR database. Registration is valid until December 2014 and will be renewed/updated as required.

CAPABILITIES STATEMENT

About Epsten Group:

Established in 1991 in Atlanta, Georgia, Epsten Group is a global leader in sustainable design services. We are a multidisciplinary design and consulting firm with a diverse range of services.

Epsten Group consults on projects in the government, commercial, institutional, healthcare and residential markets, providing services in all phases, from programming to occupancy. As a global leader in high-performance buildings, Epsten Group offers diverse experience in:

- Architecture & Interior Design
- LEED Consulting
- Energy Modeling
- Energy Audits
- Commissioning & Retro-Commissioning
- Building Envelope Commissioning
- Roofing & Waterproofing Consulting
- BIM Consulting

Epsten Group has vast experience in high-performance building solutions through being the world's premier certification reviewer for LEED projects around the globe. Selected in 2006 as a consultant, **Epsten Group has reviewed in detail over 6,000 high-performance buildings in more than 50 countries.**

Epsten Group is an **8(m)** Economically Disadvantaged Woman-Owned Small Business (**EDWOSB**).

President and CEO:

Dagmar B. Epsten, FAIA, CCS, CxA, LEED Fellow, is President and CEO of Epsten Group. Ms. Epsten is a registered architect in Georgia, Florida, North Carolina, South Carolina, and Alabama, a national NCARB certificate holder, registered interior designer in Georgia, Certified Construction Specifier, and LEED Fellow.

Ms. Epsten obtained a Master in Architecture degree from Georgia Institute of Technology and a Diploma Engineering degree in architecture from Karlsruhe University, Germany. Ms. Epsten has 30 years of professional experience, including 23 as founder and principal of Epsten Group.

Key Information:

Number of Years in Business: 23
Number of Employees: 50
LEED AP's: 31
Registered Architects: 5

DUNS: 848145074
CAGE Code: 15V70

NAICS CODES:

541310 - Architectural Services
541320 - Landscape Architectural Services
541330 - Engineering Services
541350 - Building Inspection Services
541380 - Testing Laboratories
541410 - Interior Design Services
541611 - Administrative Management & General Management Consulting Services
541618 - Other Management Consulting Services
541620 - Environmental Consulting Services
541690 - Other Scientific and Technical Consulting Services
611430 - Professional & Management Development Training

8(m) Economically Disadvantaged Woman Owned Small Business (**EDWOSB**)

U.S. Small Business Administration

Disadvantaged Business Enterprise (DBE)

Georgia Department of Transportation

Female Business Enterprise (FBE)

City of Atlanta

Minority/Female Business Enterprise (M/FBE)

Fulton County

Women's Business Enterprise (WBE)

[National Women's Business Enterprise Certification] (**WBENC**)



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LEED CONSULTING

Experience

Epsten Group has more LEED experience than any other firm in the United States. Our portfolio includes projects that span the globe, including Latin America, China and Europe.

Diversity

We help project teams from schematic design, through LEED web site administration, to final award. Our projects have ranged from very small office buildings to large campuses with multiple buildings and multiple tenants.

- Public, Commercial, Government and Education clients
- Successful Certifications in multiple LEED Rating Systems
- LEED AP's on staff accredited in multiple specialties offered by the GBCI

Expertise

As the largest volume certifications review firm in the world, Epsten Group has a unique perspective on the LEED certification review process, and how to avoid pitfalls like application delays and unnecessary appeal costs. Diverse experience of staff in complementary services helps project teams achieve energy credits. Epsten Group has proficient Commissioning Agents on staff, and an Energy Modeling team that is also experienced in energy model certification reviews.

Versatility

Epsten Group can tailor each project scope to the applicable budget and client experience with our wide range of services:

- Preliminary LEED Evaluation and Strategy Meetings
- LEED Submittal Documentation Review
- Full LEED Project Administration
- Individual Credit Documentation
 - Tenant Design Guidelines
 - Daylight & Views Calculations
 - Green Education Signage
 - Water Savings Calculations
 - Measurement & Verification Plans



Department of Veterans Affairs
Greenville, SC



Bibb County Central High School
Macon, GA

Building Owners:

- Emory University
- Mohawk Group
- Atlanta-Fulton Public Library System
- Atlanta Public Schools
- Department of Veterans Affairs

Projects:

- Armed Forces Readiness Center
Montgomery, AL (LEED – NC Gold)
- Bibb County Central High School
Macon, GA (LEED for Schools Certified)
- Greenville VA Clinic
Greenville, SC (LEED – NC Gold)
- Plumrose USA Slicing Facility
Council Bluffs, IA (LEED – NC Silver)



ENERGY MODELING

Epsten Group offers the services of an experienced energy modeling team. With four energy modelers on staff and the ability to use BIM to quickly create model geometry, we can efficiently provide our clients with whole building energy simulations for both new and existing projects.

Our energy models help to accurately quantify the energy characteristics of a building. When combined with the full scope of our sustainable design services, project teams are able to identify the most effective methods of optimizing energy and environmental performance for the life of a building.

Our Energy Modeling Services Include:

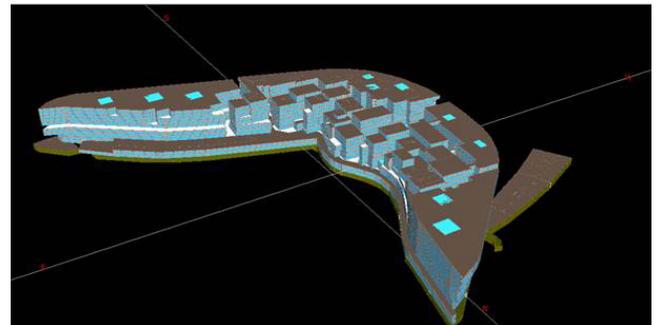
- **LEED Documentation**
 - EAp2
 - EAc1
 - EAc2
 - Exceptional Calculations
- **Compliance Documentation**
 - ASHRAE 90.1
 - IECC
- **Cost-Benefit Analysis**
 - Photovoltaics
 - Solar Water Heating
 - LED Lighting

As the largest volume LEED certifications review firm in the world, our energy modeling group has participated in both the creation of new models and in performing third party reviews for hundreds of building energy simulations each year. This value added service helps project teams avoid delays in the documentation of LEED projects.

Our team offers a wide array of experience in both architecture and engineering design, including LEED Accredited Professionals (AP), Certified Energy Managers (CEM) and a licensed Professional Engineer (PE).



NuOffice
Munich, Germany



Circle at Zurich Airport
Zurich, Switzerland

Building Owners:

- Department of Veterans Affairs
- Emory University
- Atlanta Public Schools
- MV Automation
- Kennesaw State University

Projects:

- Circle at Zurich Airport
Zurich, Switzerland (LEED-CS Platinum-in Progress)
- NuOffice
Munich, Germany (LEED-CS Platinum)
- Outpatient Clinic, DVA
Greenville, SC (LEED-NC Gold)



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ENERGY AUDITS

Epsten Group's Energy Audit services help building owners and facility managers document their existing building conditions and processes, and identify potential energy saving opportunities. Energy Audit services can range from a simple, ASHRAE Level I Walk-Through to a more intensive ASHRAE Level II Detailed/General Audit that will help identify specific energy conservation measures (ECM's) and estimate their annual energy savings. Energy Audits help operations and maintenance staffs to make informed decisions about potential capital upgrades and can help diagnose whether more extensive Retro-Commissioning efforts are warranted.

- ASHRAE Level I Walk-Throughs are a prerequisite of the LEED-EBOM Rating System and are an inexpensive way to identify obvious deficiencies with building energy systems and simple, inexpensive energy optimization solutions.
- ASHRAE Level II Detailed/General Audits can contribute to the achievement of credit points in the LEED-EBOM Rating System and provide detailed reports that document existing system conditions and processes, identify energy conservation measures, and estimate the potential energy savings from facility upgrades.
- Energy Audit information can contribute to a facility's efforts to benchmark energy performance in the Energy Star Portfolio Manager by gathering necessary building energy performance information, which can also contribute to LEED-EBOM Rating System credit points.
- Energy Audits can help determine whether Retro-Commissioning efforts are warranted and the most logical ways to schedule and implement Retro-Commissioning activities.



Sanford Hall, University of Georgia
Athens, GA

Building Owners:
University of Georgia

Projects:
Sanford Hall Renovation



COMMISSIONING

Commissioning is both a process and a critical phase within the overall project delivery plan. Whether providing the commissioning component for our own projects, or as a stand-alone service, the approach is the same. We focus on linking the design and construction processes by facilitating an approach that encourages the team to view the building process holistically. That means taking a big picture systems-oriented perspective on the project, and developing an understanding of the interactions of the systems and the facility as a whole. Only then do we embark on developing solutions.

The measure of success for the commissioning function is when the building system is working in a manner that is consistent with the design intent and is meeting the building owner's needs and requirements.

Epsten Group offers comprehensive services for the commissioning of the building, including:

- Design Development (Basis of Design/Owners Project Requirements)
- Design reviews (schematic design, construction documents, bid addenda, shop drawings)
- Commissioning plans
- Review or development of testing requirements
- Installation checklists
- Site observation
- Testing of installed components (Functional Testing)
- Test reports
- Tracking of correction items
- Commissioning reports
- Training of staff for operations and maintenance
- Warranty follow-up

Epsten Group also has special expertise with building types that rely on superior building envelope performance, such as laboratory buildings.



Outpatient Clinic, Department of Veterans Affairs
Greenville, SC



Joint Force Headquarters Armed Forces Readiness Center
Montgomery, AL

Building Owners:

- United States Army, Ft. Benning
- Veterans Affairs
- Alabama Army National Guard
- WellStar Health System
- Georgia Institute of Technology
- Emory University

Projects:

- Ft. Benning Troop Clinic #5, Columbus, GA
- Greenville VA Outpatient Clinic, Greenville, SC
- Joint Force Headquarters Armed Forces Readiness Center
- WellStar Douglas Hospital ICU Expansion, Douglasville, GA
- WellStar Pediatric Imaging Center, Kennesaw, GA
- Georgia Tech Molecular Science and Engineering Building, Atlanta, GA
- Emory University Raoul Hall, Atlanta, GA



RETRO - COMMISSIONING

Existing facilities may require Retro-Commissioning (R-Cx) to validate that the facility and its systems operate as intended; this could either be a requirement for periodic validation as part of a facilities quality assurance program, or as a result of program, functional or operational changes to the facility and its systems.

This is a systematic process applied to existing buildings for identifying and implementing operational and maintenance improvements and for ensuring their continued performance over time. Retro-Commissioning assures system functionality. It is an inclusive and systematic process that intends not only to optimize how equipment and systems operate, but also to optimize how the systems function together.

Although Retro-Commissioning may include recommendations for capital improvements, the primary focus is on using O&M tune-up activities and diagnostic testing to optimize the building systems. Retro-Commissioning is not a substitute for major repair work. Repairing major problems is a must before Retro-Commissioning can be fully completed.

- Document Review
- Facility Staff Interview
- Re-Commissioning Plan
- Retro-Commissioning Plan
- Field Testing
- System Evaluations
- Energy Modeling
- Systems Commissioning
- Building Envelope Commissioning
- Planning
- Implementation Phase
- O&M Personnel Training



University of Alabama
Shelby Hall

Building Owners:

- University of Georgia – Athens, Georgia
- Atlanta University Center – Atlanta, Georgia
- University of South Alabama – Mobile, Alabama

Projects:

- Sanford Hall- Athens, Georgia
- Administration Building – Mobile, Alabama
- R.W. Woodruff Library – Atlanta, Georgia



BUILDING ENVELOPE COMMISSIONING

Many aspects of long-term building performance are linked to the durability, water-resistance, airtightness and energy-efficiency of the exterior walls, roofs and floors, including windows, doors, skylights, and envelope penetrations and transitions. Building envelope commissioning ensures long-term performance of a building's most critical and liability-prone components and can make a project eligible for a LEED Innovation credit.

Epsten Group offers comprehensive services for the commissioning of the building envelope:

- Design reviews (schematic design, design development, construction documents, bid addenda, shop drawings)
- Commissioning plans
- Envelope commissioning specifications
- Review or development of testing requirements
- Recommendations for mock-ups
- Installation checklists
- Pre-installation conferences
- Mock-up observation
- Mock-up testing
- Site observation
- Testing of installed components
- Test reports
- Tracking of correction items
- Commissioning reports
- Training of staff for operations and maintenance
- Warranty follow-up

We have served our clients with building envelope commissioning since 2006, with a focus on buildings owned for many years by the same entity, such as universities, governments, and corporations. Epsten Group also has special expertise with building types that rely on superior building envelope performance, such as laboratory buildings.



American General Finance Main Corporate Headquarters
Evansville, Indiana



College of Charleston Science Building,
Charleston, South Carolina

Building Owners:

- College of Charleston
- Blue Cross Blue Shield of North Carolina
- American General Finance
- University of North Carolina, Chapel Hill
- University of South Carolina (USC)

Projects:

- U.S. Federal Courthouse, Cedar Rapids, Iowa
- College of Charleston Physical Science Building, Charleston, South Carolina
- BlueCross BlueShield of North Carolina Corporate Office, Durham, North Carolina
- American General Finance Main Corporate Expansion, Evansville, Indiana
- North Carolina Botanical Garden Visitor Center, Chapel Hill, North Carolina
- USC Honors College, Columbia, South Carolina



FEDERAL EXPERIENCE

Epsten Group has worked on a variety of federal projects including military facilities. Our services on these projects include the following:

- LEED Consulting
- SPiRiT Consulting
- Energy Use Benchmarking
- Energy Modeling
- Cost Benefit Analysis
- Building Envelope Consulting
- Roofing and Waterproofing Consulting
- Infrared Testing
- Daylighting Assessments
- Asbestos Identification and Testing
- Lead Paint Sampling

Epsten Group's experience includes LEED Consulting and SPiRiT Consulting, as well as sustainability training, for US Army Corps of Engineers projects.

Our project experience includes acting as the LEED Consultant for the U.S. Federal Courthouse in Jackson, Mississippi. This project was a part of the General Services Administration's pilot program for the use of Building Information Modeling (BIM) technology by the entire design team and general contractor. The use of BIM technology resulted in improved design coordination and estimation of material quantities. This project is slated to achieve LEED Silver certification.

Epsten Group also provided a multitude of in-house services for the General Services Administration on the historic Federal Courthouse and Post Office in New Bern, North Carolina. These services included Building Envelope Consulting, Infrared Testing, Energy Modeling, and Lead Sampling. The project concluded with a comprehensive Cost Benefit Analysis for window repair, replacement and upgrades.



US Federal Courthouse
Jackson, MS



1st Fighter Wing Hospital Addition and Alteration
Langley Air Force Base Norfolk, VA

Building Owners:

- U.S. Army Corps of Engineers, Savannah District
- General Services Administration
- U.S. Army Corps of Engineers, Norfolk District
- Department of Health and Human Services, CDC

Projects:

- Base Entrance/Visitors Facility, Robins Air Force Base, GA
- Parachute Team Headquarters Building, Fort Bragg, NC
- Basic Combat Trainee Barracks Complex, Fort Jackson, SC
- 1st Fighter Wing Hospital Addition and Alteration, Langley Air Force Base, Norfolk, VA
- Historic Federal Courthouse, New Bern, NC
- Federal Courthouse, Jackson, MS
- CDC Building 24, Atlanta, GA
- Echelon Office Facility, Jackson, MS
- Armed Forces Reserve Center for Joint Forces Headquarters, Montgomery, AL



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