GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE

MULTIPLE AWARD SCHEDULE

Contract Number: **GS-21F-028GA**

NAICS 541690
Categories: 541690, 541690E, and OLM

Contract Period: March 15, 2022 to March 14, 2027

**CAPITOL COMMISSIONING, INC**

7616 Belmont Landing Rd
Lorton, VA 22079
Office: **703-665-9508**
DUNS: 963719195

**SERVICE DISABLED VETERAN OWNED SMALL BUSINESS (SDVOSB)**

*Online access to contract ordering information, terms, and conditions, up-to-date pricing and the option to create an electronic delivery system are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is: http://www.gsaadvantage.gov.*
Company Introduction
Capitol Commissioning Inc. is a Service Disabled Veteran Owned Small Business (SDVOSB). Our vision is based on providing 3rd party, certified commissioning expertise, leveraging our extensive experience and diverse backgrounds. Capitol Commissioning offers commissioning services for new and existing buildings as well as facility assessments that optimize energy efficiency and performance of building systems.

At Capitol Commissioning, our mission and objective is to deliver facilities that function to specification, perform as designed, and meet the environmental and economical targets desired by the owners. Our team approaches commissioning with a commitment to building performance and proactive involvement. We understand that clear objectives and a cohesive team are critical to move each project through milestones, engage contractors, promote coordination, ease transitions and verify engineering/system requirements. Our commissioning process works to ensure the client gets what they paid for. Our commissioning and energy managements services delivers the following:

- Improved building occupant productivity
- Lower utility bills
- Increased occupant and owner satisfaction
- Significant equipment and systems life extension
- Improved indoor air quality
- Improved system and equipment performance
- Enhanced occupant safety
- Improved documentation of building conditions
- Better trained and informed facility staff
- Improved building operation and maintenance

Our firm is based in Lorton, VA, very near the US Army base, Fort Belvoir. Capitol Commissioning specializes in serving the U.S. Military, Department of Defense, Homeland Security, General Services Administration, Department of Veterans Affairs, and many other Federal Government and private clients. We are geographically based in the Mid-Atlantic region; however our projects and travels include international destinations such as Japan, Saudi Arabia, Kuwait, Doha, Abu Dhabi, Sweden, Peru and Romania.

Capitol Commissioning offers commissioning services for new and existing buildings as well as facility assessments that optimize energy efficiency and performance of building systems. All of our commissioning agents are certified Commissioning Authorities, as certified by the AABC Commissioning Group (ACG). Our services include the following main categories:

- New Construction and Renovation Commissioning
- Retro-Commissioning
- Re-Commissioning
- Energy Audit
Contract Summary:

MULTIPLE AWARD SCHEDULE
GSA Contract No.: GS-21F-028GA
Contract Period: March 15, 2022 to March 14, 2027

1a. Categories:

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>541690</td>
<td>Technical Consulting Services</td>
</tr>
<tr>
<td>541690E</td>
<td>Energy Consulting Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order-Level Materials (OLM)</td>
</tr>
</tbody>
</table>

1b. Price Lists:
Rates include 0.75% GSA Industrial Funding Fee (IFF)
Volume Discounts:
1% on orders from $500,000 to $799,999.99
1.5% on orders over $800,000

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Director</td>
<td>$176.23</td>
<td>$181.53</td>
<td>$186.98</td>
<td>$192.60</td>
<td>$198.36</td>
</tr>
<tr>
<td>Energy Engineer/Senior Commissioning Authority/Project Manager</td>
<td>$144.85</td>
<td>$149.19</td>
<td>$153.67</td>
<td>$158.26</td>
<td>$163.00</td>
</tr>
<tr>
<td>Project Engineer/Commissioning Authority</td>
<td>$120.39</td>
<td>$124.00</td>
<td>$127.72</td>
<td>$131.54</td>
<td>$135.47</td>
</tr>
<tr>
<td>Field Engineer/Commissioning Technician</td>
<td>$93.22</td>
<td>$96.02</td>
<td>$98.91</td>
<td>$101.88</td>
<td>$104.93</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>$63.23</td>
<td>$65.13</td>
<td>$67.08</td>
<td>$69.09</td>
<td>$71.18</td>
</tr>
</tbody>
</table>
1c. Labor Category Descriptions

Category 1-Title: Program Director
Experience & Credentials: BA/BS with +10 years of experience; or MS with +8 years of experience; or Ph.D. with +6 years of experience.
Functional Responsibilities:
- Technical and managerial involvement in projects
- Involved in the daily operation as director or principal in charge
- Project resource allocation, contract financial management

Category 2-Title: Energy Engineer/Senior Commissioning Authority/Project Manager
Experience & Credentials: BA/BS with +8 years of experience and Certified Commissioning Authority / Certified Energy Manager; or MS with +4 years of experience and Certified Commissioning Authority / Certified Energy Manager; or Ph.D. with +2 years of experience and Certified Commissioning Authority / Certified Energy Manager.
Functional Responsibilities:
- Technical authority in charge of commissioning and energy management activities
- Manage project execution
- Develop and execute work plan
- Provide senior level technical support
- Oversee project deliverable development
- Lead project planning and reporting
- Oversee project technical compliance
- Task protocol development and implementation management
- Direct quality control process
- Project technical point of contact

Category 3-Title: Project Engineer/Commissioning Authority
Experience & Credentials: BA/BS with +4 years of experience and Certified Commissioning Authority / Certified Energy Manager; or MS with +2 years of experience and Certified Commissioning Authority / Certified Energy Manager; or +8 years of experience and Certified Commissioning Authority / Certified Energy Manager.
Functional Responsibilities:
- Directly involved in performing commissioning and energy management activities
- Performing projects investigation studies, and technical activities,
- Technical reviews and assessments,
- Providing technical and engineering support for projects,
- Development of project deliverables
Category 4-Title: **Field Engineer/ Commissioning Technician**
**Experience & Credentials:** +2 years of experience and Certified Commissioning Technician
**Functional Responsibilities:**
- Assisting field assessment, investigation tasks and commissioning activities
- Assisting on-site testing and documenting project activities
- Supporting project planning and reporting
- Support preparation of project deliverables

Category 5-Title: **Administrative Assistant**
**Experience & Credentials:** High school graduate or equivalent
**Functional Responsibilities:**
- Project administrative support

2. Maximum order.
   
   $10,000,000

3. Minimum order.
   
   $100

4. Geographic coverage (delivery area).
   
   Domestic / Worldwide

5. Point(s) of production (city, county, and State or foreign country).
   
   N/A - Per Order

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

7. Quantity discounts.
   
   1% on orders from $500,000 to $799,999.99
   1.5% on orders over $800,000

8. Prompt payment terms.
   
   Net 30

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.
   
   Government purchase cards are accepted

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.
   
   Government purchase cards are accepted
10. Foreign items (list items by country of origin).
N/A

11a. Time of delivery:
Services will be performed in accordance with the order requirement as negotiated at the time of order.

11b. Expedited Delivery:
Services will be performed in accordance with the order requirement as negotiated at the time of order.

11c. Overnight and 2-day delivery:
Services will be performed in accordance with the order requirement as negotiated at the time of order.

11d. Urgent Requirements
Services will be performed in accordance with the order requirement as negotiated at the time of order.

12. F.O.B. point(s).
N/A

13a. Ordering address:
Capitol Commissioning, Inc.
7616 Belmont Landing Rd
Lorton, VA 22079
Office: 703-665-9508

13b. Ordering procedures:
For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address:
Capitol Commissioning, Inc.
7616 Belmont Landing Rd
Lorton, VA 22079
Office: 703-665-9508

15. Warranty provision.
For a period of one year after services are performed, Capitol Commissioning, Inc. warrants that services provided by it will be performed in a professional and workmanlike manner utilizing the information available at the time services were provided. Capitol Commissioning is not responsible for performance issues caused by poor or improper maintenance, changes in use or operations, equipment defects or breakdowns, or new information not provided at the
time services were rendered. The client is responsible for backing up all provided paper and electronic data provided; Capitol Commissioning, Inc. is not responsible for any loss of your data once delivered. When satisfactory evidence is provided that a warranty item exists, Capitol Commissioning, Inc., will re-perform the provided service for the indicated system(s), provided that the customer gives Capitol Commissioning prompt notice upon discovery of the defect / warranty item. The warranty and remedies set forth above are exclusive and in lieu of all other warranties and remedies, unless specified otherwise in the signed services contract. The warranties contained herein set forth the customer’s sole and exclusive remedy in the event of a defect in provided services.

16. Export packing charges, if applicable.
   N/A

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

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

19. Terms and conditions of installation (if applicable).
   N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).
   N/A

20a. Terms and conditions for any other services (if applicable).
   N/A

21. List of service and distribution points (if applicable).
   N/A

22. List of participating dealers (if applicable).
   N/A

23. Preventive maintenance (if applicable).
   N/A

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).
   N/A

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and
Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/.

N/A

25. Data Universal Number System (DUNS) number.
   963719195

26. Notification regarding registration in Central Contractor Registration (CCR) database.

Contractor is registered with the SAM Database
Cage Code: 641V6