



Hughes Group LLC

FEDERAL SUPPLY SCHEDULE

Facilities Maintenance and Management

811 002

Hughes Group LLC
dba Dia Mo Clean
3701 South Lawrence Street
Tacoma, WA 98409
Phone: 253-588-2626
Fax: 253-581-2526

www.hughesgroup.biz

Federal Supply Class Group

SIN	Description
811 002	Complete Facilities Maintenance and Management

Contract Number: GS21F184AA

Period Covered by Contract: 9/10/2013-09/09/2018

Small Business

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

General Services Administration – Authorized Federal Supply Schedule Pricelist

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

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CUSTOMER INFORMATION

1. Table of SINS

SIN	Description
811 002	Complete Facilities Maintenance

1a) Lowest Priced Model

SIN	Description	GSA NET Price
811 002	Janitor	\$33.00
811 002	Laborer, Ground Maintenance	\$39.05
811 002	Electronics Technician Maintenance II	\$51.41
811 002	General Maintenance Worker	\$38.44

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Facilities Maintenance and Management Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the Contractor adds SCA labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

1b) Hourly Rates

See 1a above

2) Maximum order:

The maximum dollar amount to be issued is **\$1,000,000**

3) Minimum order:

The minimum dollar value of orders to be issued is **\$100.00**

4) Geographic coverage (delivery area):

FOB Tacoma, WA. Call for pricing and Availability for all United States locations.

5) Point(s) of production (city, county, and State or foreign country):

Hughes Group LLC



Hughes Group LLC

3701 South Lawrence Street
Tacoma, WA 98409

6) Discount from list prices or statement of net price:

All Prices herein are net (Discounts have been deducted)

7) Quantity discounts:

Hughes Group, LLC offers a Volume Discount of 1.5% on orders of \$150,000.00 or higher.

8) Prompt payment terms:

Hughes Group, LLC offers a Prompt Payment Discount of 1%, 1/10/0, Net 10.

9) Notification that Government purchase cards are accepted up to the micro-purchase threshold:

Hughes Group LLC will accept Government purchase cards up to the micro-purchase threshold.

9b) Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:

Hughes Group LLC will accept Government purchase cards above the micro-purchase threshold of \$2,500.

10) Foreign items (list items by country of origin).

None

11) Time of delivery:

Specified on Task Order.

11a) Expedited Delivery.

Contact Hughes Group LLC

11b) Overnight and 2-day delivery.

Not Applicable

11c) Urgent Requirements.

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12) F.O.B. point(s).

Destination

13) Ordering address (es):

3701 South Lawrence Street
Tacoma, WA 98409
Phone: 253-588-2626
Fax: 253-581-2526

13a) 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 (es).

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15) Warranty provision.

Not Applicable

16) Export packing charges, if applicable:

Not Applicable

17) Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):

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18) Terms and conditions of rental, maintenance, and repair (if applicable):

Not Applicable

19) Terms and conditions of installation (if applicable):

Not Applicable

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

Not Applicable

20a) Terms and conditions for any other services (if applicable)

Not Applicable

21) List of service and distribution points (if applicable):

Not Applicable

22) List of participating dealers (if applicable):

Not Applicable

23) Preventive maintenance (if applicable):

Not Applicable

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

Not Applicable

24a) 508 Compliance:

Not Applicable

25) Data Universal Number System (DUNS) number:

947033999

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

Hughes Group LLC is registered with the CCR database.



LABOR CATEGORY DESCRIPTIONS

SIN 811 002

Janitor

Education: High School

Experience: One year experience required

General Duties: Keep buildings in clean and orderly condition. Perform heavy cleaning duties, such as cleaning floors, washing walls and windows, and removing rubbish. Duties may include performing routine maintenance activities, notifying management of need for repairs, and clean debris from around buildings.

Tasks and Responsibilities

Clean building floors by sweeping, mopping, scrubbing, or vacuuming

Gather and empty trash from all areas

Service, clean, and supply restrooms

Clean and polish furniture and fixtures

Clean windows, glass partitions, and mirrors, using soapy water or other cleaners, sponges, and squeegees

Dust furniture, walls, machines, and equipment. (High and Low)

Mix water and detergents or acids in containers to prepare cleaning solutions, according to specifications

Strip, seal, finish, and polish floors

Follow procedures for the use of chemical cleaners and power equipment, in order to prevent damage to floors and fixtures.

Monitor building security and safety by performing such tasks as locking doors after operating hours

Notify managers concerning the need for major repairs or additions to building operating systems

Requisition supplies and equipment needed for cleaning and maintenance duties

All other duties assigned

Qualifications: Minimum of one year janitorial maintenance skills. Interpersonal communication and organizational skills desirable must be flexible and dependable. Proper attire (i.e. shoes, gloves, safety gear) required. Must be able to read and write English fluently, ability to lift 40lbs



Hughes Group LLC

Laborer Grounds Maintenance

Education High School

Experience

36 Months

General Duties: The Lawn Care worker shall perform skilled landscaping and manual work necessary to maintain grounds. Work is accomplished within established procedures.

Task and Responsibilities:

Mows grass

Plows snow

Feeds and trims shrubs

Tends flower beds and regularly inspects assigned work areas to ensure proper standards are maintained

Operates lawn and grounds equipment including power mowers, snow blowers, bucket loaders and other power equipment

Plants and maintains exterior and interior landscaping in accordance with the landscaping plan

Removes refuse and trash from grounds

Enforces safety regulations at the work site

Plants trees, shrubs and flowers

Applies fertilizers, herbicides and pesticides.

Qualifications:

HS Diploma or GED Equivalency

A minimum of 2 years of experience as a landscaper.

Must demonstrate personal communication skills and customer service experience.

Ability to lift 40 lbs

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Electronics Technician II

Education High School

Experience

36 Months

General Duties: The Electronics Technician Maintenance II applies basic and some advanced technical knowledge to solve routine problems by interpreting manufacturers' manuals or similar documents. Work requires familiarity with the interrelationships of circuits and judgment in planning work sequence, in selecting tools, testing instruments, and is reviewed for compliance with accepted practices. This technician works under immediate supervision and achieves technical guidance, as required, from supervisor or higher-level technician.

Qualifications: Interpersonal communication and organizational skills desirable must be flexible and dependable. Proper attire (i.e. shoes, gloves, safety gear) required. Must be able to read and write English fluently, ability to lift 40lbs

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Hughes Group LLC

General Maintenance Worker

Education

High School

Experience

36 Months

General Duties: Keep buildings in clean and orderly condition. Perform heavy cleaning duties, such as cleaning floors, washing walls and windows, and removing rubbish. Duties may include performing routine maintenance activities, notifying management of need for repairs, and clean debris from around buildings.

Tasks and Responsibilities:

Clean building floors by sweeping, mopping, scrubbing, or vacuuming

Gather and empty trash from all areas

Service, clean, and supply restrooms

Clean and polish furniture and fixtures

Clean windows, glass partitions, and mirrors, using soapy water or other cleaners, sponges, and squeegees

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Qualifications: Interpersonal communication and organizational skills desirable must be flexible and dependable. Proper attire (i.e. shoes, gloves, safety gear) required. Must be able to read and write English fluently, ability to lift 40lbs

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