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 GSA Advantage® is: GSAAdvantage.gov.

Schedule Title MAS     Consolidated GSA Schedule Contract
Part 36        A04. Mail Management Subcategory
                A11. Records Management Subcategory

FSC/PSC Codes: R604 and R616

GSA Schedule Contract Number: **GS-25F-0038N.**

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


BANKERS BUSINESS MANAGEMENT SERVICES INC.

8121Georgia Avenue * Suite 950 * Silver Spring MD 20910
Telephone 301.565.0601 * Fax 301.589.6419   www.bankersbms.com

Minority Business and Small Disadvantaged Business Enterprise
# TABLE OF CONTENTS

Customer Information 3
GSA Contract SINS 6
GSA Schedule Rates 6
SCLC Matrix 7
Labor Category Descriptions 8
Profile 8
Location 9
Corporate History 9
Current BANKERS BMS Federal Clients 11
Federal Clients under other Contract Vehicles 13
References- Commercial Accounts 15
MAIL MANAGEMENT * RECORDS MANAGEMENT* COURIER/MESSENGER SERVICE *

CUSTOMER INFORMATION

1a. Awarded Special Item Number(s):

A04. Mail Management Subcategory

1) SIN 561499M Mail Management, Systems, Processing Equipment and Related Solutions

561499M Includes all services necessary to manage a mailroom, such as Mailroom Administrative Support Services, Presort Mail, Miscellaneous Mail Services, List Management Services, Mailroom Ergonomic Analysis Services, Mail Screening and Inspection Services.

A11. Records Management Subcategory Instructions:
Under this subcategory, contractors are permitted to quote the appropriate combination of records management products, services and ancillary items from any other Office Management Category SIN in order to provide a total solution; however, the terms and conditions of the SIN under which the items are awarded must be applied.

2) SIN 493110RM Physical Records Management Services

493110RM Includes capabilities to manage the movement, manipulation, archiving, security, and management of physical records, including any ancillary supplies and/or services necessary to provide a total physical records management solution.

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

SIN 561499M Driver $26.99
SIN 493110RM Mid-Level Records Management Clerk $45.40

1c. Description of corresponding commercial job titles, experience, functional responsibility, and education for those types of employees:

See insert after #26 below for table.

2. Maximum Order: $1,000,000 for both SINS.
3. Minimum Order: $100.00

5. Point(s) of production (city, county, and state, or foreign country): Silver Spring, MD, Montgomery County.

6. Discount from list prices or statement of net prices: See Bankers BMS GSA pricing.

7. Quantity discounts: Negotiated with customer. Contact Contractor.

8. Prompt Payment terms: None. Net 30 days. ARO.

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

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

10. Foreign items (list items by country of origin): Not applicable.

11a. Time of Delivery: For Couriers: 3 hours. For labor categories: As negotiated.

11b. Expedited Delivery: For Couriers: 2 hours. For labor categories: As negotiated.

11c. Overnight and 2-day delivery: For Couriers and labor categories: As negotiated.

11d. Urgent Requirements: For Couriers and labor categories: As negotiated.

12. F.O.B. Point(s): Destination/N/A.

13a. Ordering address:

Bankers BMS, 8121 Georgia Ave. #950 Silver Spring, MD 20910.

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. We accept orders by telephone, email, text messaging, USPS, fax, negotiated for services.

14. Payment address(es): same as ordering address.
15. Warranty provision: **Not applicable.**

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

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro purchase level): **Net 30 Days.**

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: **Not applicable.**

20a. Terms and conditions for any other services: **Not applicable.**

21. List of services and distribution points:

   8121 Georgia Avenue #950, Silver Spring, MD 20910
   1245 4th Street NW, Wash DC 20024

22. List of participating dealers: **Not applicable.**

23. Preventative maintenance: **Not applicable.**

24a. Special attributes such as environmental attributes: **Not applicable.**

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 and be found. The EIT Standards can be found at http://www.section508.gov/. (e.g. Contractor's website or other location.): **Compliant.**

25. Data Universal Number System (DUNS) number: **08-126-4160.**

26. Notification regarding registration in the System for Award Management (SAM) database. **Bankers Business Management Services, Inc. Registration valid.**
GSA CONTRACT SPECIAL ITEM NUMBERS (SINS)
Bankers BMS holds a current active GSA schedule contract for Records Management, Mailroom Administrative Services and Courier Services. Our GSA Schedule Contract includes the following Special Item Numbers (SINs):

- **SIN 493110RM – Records Management Services** - This SIN involves on-site services including, but not limited to, organizing paper or electronic files in any work area and tracking them electronically; and information and document indexing; scanning, labeling, bar coding, and filing. Also involved is storage services, which requires preparation of files or other information media for storage; archive, retrieval and pick-up services; managing records throughout the life cycle, including 24 x 7 access and accountability.

- **SIN 561499M – Mail Room Administrative Services** – At a minimum, this SIN involves accepting, and signing for certified mail, registered mail and overnight mail; distribution of mail using an Office Roster, processing outgoing mail; and metering flats, letters, and packages

  **Miscellaneous Mail Services** – Included under this SIN are such activities as Preparing and Packaging mail, Addressing, Labeling, Folding, Inserting, Bursting, and Collating mail. Providing Mail match, Wrapping, Software services, Metering and Stamping in accordance with United States Postal Service (USPS) regulations.

  **List Management Services** – This SIN includes data entry, address label printing, lists management, list cleanup, and list coding.

The following pages present our rates for these four SINs for the current contract year of our GSA Schedule contract. As required by the Department of Labor, hourly rates/base compensation for non-exempt staff is not escalated over time. Rather, these rates reflect the latest Wage Determination and required H&W benefit applicable to Montgomery County as of the date of posting on GSA Advantage.

**GSA SCHEDULE RATES - 2020 CONTRACT YEAR**

1) **SIN 561499M Mail Management, Systems, Processing Equipment and Related Solutions**

2) **SIN 493110RM Physical Records Management Services**

Bankers Business Management Services, Inc. (Bankers BMS)
GSA MAS Schedule Contract Number: GS-25F-0038N
### GSA Labor Rates and Pricing –Modification: PS-0013, effective 9/122/11

**Awarded**

<table>
<thead>
<tr>
<th>Professional Bankers BMS Labor category</th>
<th>Fully Loaded Rate (on-site) w IFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Project Director/Program Manager II</td>
<td>$72.32</td>
</tr>
<tr>
<td>2. Project Manager</td>
<td>$64.05</td>
</tr>
<tr>
<td>3. Operations Manager</td>
<td>$64.05</td>
</tr>
<tr>
<td>4. Quality Assurance Specialist/Analyst</td>
<td>$59.82</td>
</tr>
<tr>
<td>5. Senior Mail Management Specialist/Analyst</td>
<td>$51.66</td>
</tr>
<tr>
<td>6. Lead Supervisor</td>
<td>$51.66</td>
</tr>
</tbody>
</table>

**SCA Non-Professional**

<table>
<thead>
<tr>
<th>SCA Non-Professional</th>
<th>SCA Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Mid-Level Records Management Clerk</td>
<td>Secretary III</td>
</tr>
<tr>
<td>8. Lead Mail Clerk</td>
<td>Secretary III</td>
</tr>
<tr>
<td>9. Senior Mail Clerk</td>
<td>General Clerk III</td>
</tr>
<tr>
<td>10. Mail Clerk</td>
<td>General Clerk I</td>
</tr>
<tr>
<td>11. Lead Courier/Messenger</td>
<td>General Clerk II</td>
</tr>
<tr>
<td>12. Senior Messenger/Courier</td>
<td>General Clerk I</td>
</tr>
<tr>
<td>13. Messenger/Courier</td>
<td>Driver Courier</td>
</tr>
<tr>
<td>14. Driver</td>
<td>Messenger Courier</td>
</tr>
<tr>
<td>15. Data Entry Operator</td>
<td>Key Entry Operator I</td>
</tr>
<tr>
<td>16. Senior Chauffeur Confidential Courier</td>
<td>Driver Courier</td>
</tr>
</tbody>
</table>

**SCLC Matrix**

<table>
<thead>
<tr>
<th>SCLS Eligible Contract</th>
<th>SCLC Equivalent</th>
<th>WD Number- MD-VA DC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Category</td>
<td>Code Title</td>
<td></td>
</tr>
<tr>
<td>Mid-Level Records</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Management Clerk</td>
<td>Secretary III</td>
<td>15-4281</td>
</tr>
<tr>
<td>Lead Mail Clerk</td>
<td>Secretary III</td>
<td>15-4281</td>
</tr>
<tr>
<td>Senior Mail Clerk</td>
<td>General Clerk III</td>
<td>15-4281</td>
</tr>
<tr>
<td>Mail Clerk</td>
<td>General Clerk I</td>
<td>15-4281</td>
</tr>
<tr>
<td>Lead Courier/Messenger</td>
<td>General Clerk II</td>
<td>15-4281</td>
</tr>
<tr>
<td>Senior Messenger/Courier</td>
<td>General Clerk I</td>
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<td>Messenger/Courier</td>
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</tr>
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<td>Senior Chauffeur</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Confidential Courier</td>
<td>Driver Courier</td>
<td>15-4281</td>
</tr>
</tbody>
</table>

"The Service Contract Labor Standards (SCLS) is applicable to this contract and it includes SCLS applicable labor categories. The prices for the indicated"
**Bankers Business Management Services, Inc.**

**PROFILE**

Bankers Business Management Services Inc. (Bankers BMS) was established in 1982 by Mr. Mussie Betre. Mr. Betre is an experienced professional with over forty years of executive experience in the transportation and logistics industries.

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<table>
<thead>
<tr>
<th>Job Title/Task</th>
<th>Minimum Education/Certification Level</th>
<th>Minimum Years of Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>messenger/courier</td>
<td>A BA/BS degree in business administration, library science, information technology, or a related field is desirable, and may be substituted for up to two (2) years of general experience.</td>
<td>8 years of experience in the conduct of records/mail management services, of which at least four (4) years shall have been gained in the management and administration of records/mail management projects.</td>
</tr>
<tr>
<td>lead mail clerk</td>
<td>A BA/BS degree in industrial engineering, business administration, library science, information technology, or a related field is desirable, and may be substituted for up to two (2) years of general experience.</td>
<td>7 years of experience in the administration and management of the operation of records/mail management facilities, such as post offices, postal distribution centers, records archives, and the like.</td>
</tr>
<tr>
<td>mid level records management clerk</td>
<td>A Technical School Diploma/AA degree in business administration, library science, information technology, or a related field is desirable, and may be substituted for one (1) year of general experience.</td>
<td>6 years of professional experience in the design, development, documentation, and implementation of Quality Control and Quality Assurance policies, plans, and procedures for the evaluation and measurement of the successful conduct of records/mail management projects of all sizes.</td>
</tr>
<tr>
<td>mail clerk</td>
<td>High School Graduation is required, and a Trade School Diploma in Business Administration, Library Science, or a closely related field would be desirable.</td>
<td>3 years of experience in the field of mail management. The Lead Supervisor has good knowledge and skills in the area of mailroom administration, and related tasks.</td>
</tr>
<tr>
<td>mail clerk</td>
<td>A BA/BS degree in industrial engineering, statistics, quantitative analysis, information technology, or a related field is needed. An advanced degree (MA/MS) is desirable, and may be substituted for up to two (2) years of general experience.</td>
<td>4 years of experience in the field of mail management. The Senior Mail Management Specialist has thorough knowledge and skills in the area of mailroom administration, and related tasks.</td>
</tr>
<tr>
<td>lead mail clerk</td>
<td>A Technical School Diploma in computer science, library science, information technology, or a related field is desirable.</td>
<td>3 years of experience in the field of mail management. The Lead Supervisor has good knowledge and skills in the area of mailroom administration, and related tasks.</td>
</tr>
<tr>
<td>mail clerk</td>
<td>High School Diploma/SED is required, and a Technical School Diploma in computer science, library science, information technology, or a related field is desirable.</td>
<td>3 years of clerical experience in all aspects of mail management services.</td>
</tr>
<tr>
<td>lead messenger/courier</td>
<td>High School Diploma/SED and a Commercial Driver’s License are required.</td>
<td>4 years of clerical experience in all aspects of mail/package courier and delivery services.</td>
</tr>
<tr>
<td>senior messenger/courier</td>
<td>The Senior Messenger/Courier will have very good working computer skills related to mail management services (word processing, e-mail, database, spreadsheet applications, and the like). High School Graduation and a Commercial Driver’s License are required.</td>
<td>3 years of clerical experience in all aspects of mail/package courier and delivery services.</td>
</tr>
<tr>
<td>messenger/courier</td>
<td>High School Diploma/SED and a Commercial Driver’s License are required.</td>
<td>4 years of clerical experience in all aspects of mail/package courier and delivery services.</td>
</tr>
<tr>
<td>driver</td>
<td>High School diploma or equivalent work experience required along with a Commercial Driver’s License.</td>
<td>1 year of clerical experience in all aspects of mail/package courier and delivery services.</td>
</tr>
<tr>
<td>driver</td>
<td>High School Diploma/SED is required, and a Technical School Diploma in computer skills would be desirable.</td>
<td>1-2 years of clerical experience in all aspects of complex data entry environments. Of this experience, at least one (1) year should have been gained in a records/mail management services environment.</td>
</tr>
<tr>
<td>senior chauffeur confidential courier</td>
<td>High School Graduate. The personnel assigned will possess the ability to read, write, and speak English and follow instructions explicitly.</td>
<td>at least five years of experience with a secret clearance.</td>
</tr>
</tbody>
</table>
Bankers BMS is a professional management services company specializing in mailroom management, mail processing, courier/messenger services, records management, and professional administrative services. Bankers BMS also provides armed and unarmed security services, shuttle bus and parking management, warehousing/ storage and distribution services, printing and imaging, and temporary staffing solutions.

Bankers BMS is one of the longest established minority-owned firms in the mail and logistics industry in the Washington Metropolitan area. Bankers BMS has graduated from participation in the 8(a) Business Development Program by the U.S. Small Business Administration. Bankers BMS holds equivalent certifications from the State of Maryland, The Commonwealth of Virginia, and the District of Columbia. Bankers BMS is certified as a Disadvantaged Business Enterprise (DBE) by the Washington Metropolitan Transit Authority, as well as by several private enterprises.

In 2005, Bankers BMS, Inc. was awarded the Greater Silver Spring Chamber of Commerce Small Business of the Year. In 2007, Bankers BMS surpassed 25 years in business and Mussie Betre received recognition as one of the TOP 100 Minority Business Enterprise Leaders from the University of Maryland, University College, The Governor’s Office on Minority Affairs and the Maryland Chamber of Commerce. Other accomplishments earned through hard work and dedication are: INC. 5000’s American’s fastest growing businesses in 2008, 2009 and 2010, ranked as the 8th Largest Mail Operations Management Company in the United States by epipeline, Inc. and selected as one of The Gazette of Politics and Business Minority Business Leaders in 2011.

**LOCATION**

Bankers BMS’ corporate headquarters is located at 8121 Georgia Avenue, Suite 950, in Silver Spring, MD, where it readily serves both corporate and government clients throughout the Washington Metropolitan Area. Additionally, Bankers BMS maintains a satellite office in Washington, DC, to coordinate its DC operation more effectively and efficiently. Bankers BMS also successfully manage projects at dispersed areas of the U.S. such as: Newport, RI; Philadelphia, PA; Baltimore, MD, and Stennis Space Center, MS.

**CORPORATE HISTORY**

Bankers BMS started with three full-time and two part-time employees providing courier/ delivery services to private sector clients. Many of these clients have been with Bankers BMS for over 15 years, with new clients, such as Discovery Communication Inc., joining in 2002. Being awarded SBA 8(a) certification in 2000 led to a rapid expansion of services. The firm was awarded several contracts for mailroom
management and administrative services for such federal clients as the National Institutes of Health (NIH), the Navy Yard in Washington, DC (Postal Operations), and the US Department of Agriculture (National Finance Center) in New Orleans, LA.

In 2015, Bankers BMS was awarded a **GSA Schedule Group 48 Contract, GS-33F-001DA**, for messenger and courier services.

**Corporate Infrastructure**

In addition to the senior management team at corporate headquarters, Bankers has over 110 full-time staff proving courier and mailroom management and related professional administrative services in the Washington area and at sites in Rhode Island and Louisiana. Bankers BMS supervises another 50 staff working under subcontracts. We average over 20,000 delivery transactions on a weekly basis. The 30-member courier team support over 120 daily scheduled runs and another 100 or more call-in/ & special delivery requests.

Bankers BMS uses a state-of-the art dispatch software program, known as COPS, developed by DataTrack. This tracks on every single aspect of a delivery order from the initial call to the final receipt. Records are stored on data tapes, which are backed up every night and every weekend. These tapes are maintained in a secure, off-site location.
National Institutes of Health (NIH)

We provide mail and messenger services for the Office of Financial Management (OFM). We are responsible for sorting, date stamping, and routing incoming and outgoing mail for external and internal sources. This operation includes the handling and processing of invoices for NIH. We also provide special messenger services on the main NIH campus in Bethesda using a Government vehicle.

COR: Ms. Liz Pulliam (301) 496-9498

Naval Facilities Engineering Command (NAVFEC)
Washington Navy Yard, DC

We provided on-site administrative support for the Postal Operations Division, located at 132 Patterson Avenue SE, Washington, DC. Provided personnel with secret clearance and processed the following:

- **Incoming Non-Accountable USPS Mail**, including sorting mail for the Office of Judge Advocate General and the Naval Engineering Service Center

- **All other Incoming Letters and Packages** from the Navy Mailing Services, including maintaining special logs for: (1) Registered and Classified Mail; (2) Certified Mail; (3) Packages, which are logged and then delivered directly to the addressee; (4) Overnight Express Mail; and (5) Incoming Checks: process items such as certified mail, money and other legal tender as directed, observing all security requirements.

- **Outgoing Mail, Packages and Overnight Shipments**: Process items for pick up and stamping by the Naval Mail Service, including: (1) 1st Class Letters, (2) Accountable Mail including processing registered or certified items, maintaining a continuous chain of custody; (3) Parcels; and (4) Express Mail using approved carriers.

COR: Mr. Barry J. Haddox (202) 685-9084
Administrative Support Services for the Naval Underwater Warfare Center (NUWC), Newport, RI

Bankers BMS provides comprehensive mail services to NUWC including management and operation of the division’s mailroom, mail pick-up, delivery and other messenger services on the NUWC campus and to/from other points in the Newport Naval Station.

Typical tasks include: processing of inter-office mail and parcels, incoming and outgoing mail, performing scheduled and unscheduled messenger runs, scanning and entering into the NUWC correspondence management system of unclassified letters, classified letters and transmittals.

COR: Kurt E. Lawson
(401) 832-4733
(401) 829-1766 (Cell)

Department of Defense (Washington Headquarters Services) Real Estate and Facilities Directorate

Bankers BMS provides daily scheduled messenger services with three different drivers involving morning and afternoon runs to deliver documents and packages to other DoD facilities and Federal agencies in the Washington metropolitan area, including the Pentagon. Bankers BMS provides unscheduled deliveries whenever needed. The drivers are bonded and have a DoD clearance.

COTR: Maurice C. Brown
(703) 696-1674

Department of Labor, Mine Health and Safety Administration (MSHA)

Bankers BMS provides an experienced driver with a clean driving record to act as driver/messenger for MSHA, located in Rosslyn, Arlington, VA. Our driver serves as a Senior Chauffeur/Confidential Courier for the Assistant Secretary of MSHA. In addition, we transport other MSHA personnel and visitors throughout the Washington metropolitan area. We make scheduled deliveries and pick up mail and informational materials to/from the DOL Frances Perkins Building in downtown, DC. We also provide assistance, unscheduled deliveries, and support for sorting/processing incoming and outgoing mail at MSHA Headquarters mailroom.

COR: Carol Thomas
(202) 693-9414
**Bankers BMS Federal Clients Under Other Contract Vehicles**

**US Department of the Navy, Anacostia Naval Station:** This project demonstrates our ability to assume full operational responsibility for large-scale mail and messenger services. Bankers BMS currently supports the Department of Navy in processing over 300,000 pieces of mail annually. The tasks include sorting of all mail to Naval Personnel in the Washington, D.C. Metropolitan area. All Bankers BMS employees are cleared to the highest security level allowable per labor category and are trained and capable of operating a wide variety of mail processing equipment.

**COR:** Ernest Terry:  
(202) 685-0901

**National Institutes of Health (NIH), Main Mail Center**
Bankers BMS operates one of the largest Washington DC mailroom and messenger operations for NIH, employing 42 full-time staff. For this effort Bankers BMS processes over 50,000 pieces of mail daily, servicing 27 different buildings with five different vehicle routes. Bankers BMS has total operational responsibility for this contract, which also includes providing administrative support for document reproduction and transmission via facsimile.

We receive all NIH mail at an off-campus remote location early each morning. We perform a security check on all mail, and sort according to building, department, and priorities. Bankers BMS drivers then pick-up items for delivery to various “mailrooms” on the main campus; Bankers BMS mailroom clerks then distribute items to appropriate rooms. Letters and packages to be mailed out and or delivered to other NIH buildings are picked up accordingly and brought back to the off-campus site for redistribution.

**COTR:** Mr. Tracey Niksich  
(301) 402-4171

**Nuclear Regulatory Commission (NRC)**
Bankers BMS, receives all incoming mail for NRC Headquarters located at 11555, Rockville Pike, Rockville, MD. After X-raying all incoming mail, it is sorted and delivered. All inter-office mail and all out-going mail is collected, three times each day. At the start and finish of each day, we make a trip to the Post Office to pick up and/or deliver any out-going mail.

**COR:** Sharlene McCobbin  
(301) 415-6565
Montgomery County Maryland Parking & Citation Processing (Duncan Solution)
As a subcontractor to Duncan Solution of Milwaukee, Wisconsin, Bankers BMS provides a daily scheduled collection of deposits, inter-office mail, and supplies for all the public parking locations. Additionally, we provide pickup and delivery of bulk mail to the US Post Office.

COR: Althea Etienne (414) 573-9951

Also:

- Department of Navy Central Adjudication Center (DON CAF)
- U.S. State Department
- U.S. Internal Revenue Services
- DHS, Customs & Border Patrol
- Washington Headquarters Service (WHS)

GSA Contract Holder

Keys To Our Success
- Proven Performance & Customer Satisfaction
- Breadth of Contracts and Experience
- Refined Corporate Infrastructure
- Financially Strong (including bonding)
- Collaborative Business Operations
- Individual Integrity & Leadership

GSA Federal Supply Schedule GS-25F-0038N
REFERENCES: COMMERCIAL ACCOUNTS

Since its inception in 1982, Bankers BMS has provided Messenger/Courier, Delivery, and Administrative services to numerous commercial clients. Since Washington DC is the nation’s capital, an extensive amount of our activity involves support for agencies, organizations, law firms and lobbyists that do business with the Government. This includes multiple deliveries to and from Capitol Hill and to Federal and State agencies throughout the metropolitan area. Bankers BMS has over 200 active commercial clients many of whom have been with the firm for 10-15 years.

Given the recent changes in the business environment that have affected the patterns of daily life, Bankers BMS has expanded its services to commercial clients to offer comprehensive on and off-site mail room management services; delivery; provision of guard and security services and parking lot management. The following individuals may be contacted as references regarding our work.

EAGLE BANK
Mr. Tom Murphy (240) 497-2042

PEPGO
Mr. Kambiz Molkara (202) 872-2133

PITNEY BOWES MANAGEMENT
Mr. Dana Robinson (301) 731-4595 Ext. 16515 (202) 494-2011 (Cell)

JOSEPH GREENWALD & LAKE
Mr. Jerry Miller (301) 220-2200 Ext. 214

HEALTH CARE MANAGEMENT GROUP
Ms. Kathy Mellott (301) 652-5771

AARP
Mr. John Vallejo (202) 434-3151
Ms. Pat Peterson (202) 434-3143

DISCOVERY COMMUNICATIONS
Mr. Mike Price (240) 662-2023

CANON BUSINESS SOLUTIONS
Mr. Barney Hill (703) 914-3082 (703) 772-9050 (Cell)

- 2007, 2009, 2012 and 2014 Maryland’s TOP 100 MBE Award Winner
**2013 Greater Silver Spring Chamber of Commerce Awardees of ’Shining Star of Silver Spring, MD’