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: http://www.gsaadvantage.gov

Multiple Award Schedule (MAS)  
Large Category: Furniture & Furnishings  
Subcategories: Packaged Office Furniture and Furniture Services and Comprehensive Furniture Management Services, and  
Large Category: Office Management  
Subcategory: Office Relocation and Reconfiguration

Contract Number: GS-28F-0008U

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

Contract Period: 02/15/2008 – 02/14/2023

The Bialek Corporation of Maryland  
t/a Bialek Environments  
530 Gaither Road, Suite 300  
Rockville, MD 20850-5971  
Telephone: 301-738-0380  
Fax: 301-738-2118  
www.bialek.com

Business Size/Status: Small; Woman-Owned; certified Woman-Owned Small Business (WOSB)

Prices shown herein are NET (discount deducted).

Updated per modification PS-0018 dated 07-28-2020
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# GENERAL CONTRACT INFORMATION

1a. Table of Awarded Special Item Numbers (SINs):
   - 33721P Packaged Office Furniture
   - 541614CF Comprehensive Furniture Mgmt. Services
   - 541614OR Office Relocation and Reconfiguration

1b. Lowest Priced Model Number and Lowest Price:
   Please refer to our rates on Page #6

1c. Labor Category Descriptions:
   See labor rate chart

2. Maximum Order: $500,000.00

3. Minimum Order: $100.00

4. Geographic Coverage: Domestic Only

5. Points of Production: Varies by Manufacturer

6. Discount from List Price: All Prices Herein are Net

7. Quantity Discounts: Varies by Manufacturer

8. Prompt Payment Terms: Net 30 Days

9a. Government Purchase Card is accepted at or below the micro-purchase threshold.

9b. Government Purchase Card is accepted above the micro-purchase threshold.

10. Foreign Items: None

11a. Time of Delivery:
    To Be Negotiated with Ordering Agency

11b. Expedited Delivery:
    To Be Negotiated with Ordering Agency

11c. Overnight and 2-Day Delivery:
    To Be Negotiated with Ordering Agency

11d. Urgent Requirement:
    To Be Negotiated with Ordering Agency

12. F.O.B. Point(s):
    Varies by Manufacturer

13a. Ordering Address:
    Bialek Environments
    Attn: Client Services / GSA Orders
    530 Gaither Road, Suite 300
    Rockville, MD 20850-5971

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

14. Payment Address:
    Bialek Environments
    Attn: Chief Financial Officer / Accounts Receivable
    530 Gaither Road, Suite 300
    Rockville, MD 20850-5971

15. Warranty Provision:
    Varies by Manufacturer

16. Export Packing Charges:
    Not Applicable

17. Terms and Conditions of Government Purchase Card Acceptance (any thresholds above the micro-purchase level):
    Contact Contract Administrator
18. Terms and conditions of rental, maintenance, and repair: Varies by Manufacturer

19. Terms and conditions of installation: See Page #6

20. Terms and conditions of repair parts indicating date of parts, price lists and any discounts from list prices: 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 manufacturers: See Page #7

23. Preventative maintenance (if applicable) Not Applicable

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not Applicable

24b. 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/ Contact Contract Administrator for more information.

25. Data Universal Number System (DUNS) Number: 024218299

26. Bialek Environments is registered in the System for Award Management (SAM) database (formerly known as the Central Contractor Registration (CCR) database).
CONTRACT OVERVIEW

GSA awarded Bialek Environments a Consolidated GSA MAS contract (Contract Number GS-28F-0008U) for Furniture under SIN 33721P and Services related to Furniture under SIN’s 541614CF & 541614OR. When ordering furniture Bialek can offer services that are ancillary to the furniture, such as installation, design, and project management. These ancillary services are included in the Furniture SIN of 33721P. When the services are requested on a stand-alone basis, such a relocation or reconfiguration, they are available under SIN’s 541614CF & 541614OR as applicable.

The current contract period is February 15, 2008 - February 14, 2023. GSA may exercise one additional 5-year option period. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

CONTRACT ADMINISTRATOR

Richard G. Newman, CFO
Bialek Environments
530 Gaither Road, Suite 300
Rockville, MD 20850-5971
Telephone: (301) 738-0380 x5104
Fax: (301) 738-2118
Email: rnewman@bialek.com

MARKETING AND TECHNICAL POINT OF CONTACT

Dave Ruble, Government Sales Manager
Bialek Environments
530 Gaither Road, Suite 300
Rockville, MD 20850-5971
Telephone: (240) 444-1933
Fax: (301) 738-2118
Email: druble@bialek.com

BRIEF COMPANY OVERVIEW

Bialek Environments (“Bialek”), established in 1991 as part of The Bialek Corporation of Maryland and located in Rockville, Maryland, is a full-service provider of workplace solutions that encompass the design, sale, installation and project management of clients’ furnishings and modular interior construction. The company serves the specialized interior needs of customers in the federal government, including the Department of Defense and civilian agencies, as well as customers in healthcare, research and other commercial organizations. Bialek represents over 200 healthcare, research, and office furniture manufacturers, as well as manufacturers providing interior modular construction products. Bialek is an authorized Herman Miller dealer as well as an authorized DIRTT dealer partner. As a Herman Miller dealer for almost 30 years, Bialek has consistently been one of Herman Miller’s largest healthcare and federal government dealers in the U.S.

Bialek is certified as a woman-owned small business by the Women’s Business Enterprise National Council (WBENC) and is also certified by the SBA under the 8(m) Women-Owned Small Business (WOSB) Contracting Rule.

CONTRACT USE

This contract is available for use by all federal government agencies, as a source for furniture, for worldwide 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 48 CFR 51.1; 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.
CONTRACT SCOPE

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional services as specified in each task order.

Services specified in a task order may be performed at the contractor’s facilities or the ordering agencies’ facilities. The government will determine the contractor’s compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material.

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. The Bialek Corporation of Maryland has been awarded a contract by GSA to provide services under the following SIN:

SIN 33721P: Packaged Offices  
SIN 541614CF: Comprehensive Furniture Management Services  
SIN 541614OR: Office Relocation and Reconfiguration

For a full description of each SIN definition and examples of the types of work covered by these SIN’s visit: GSA eLibrary at http://www.gsaelibrary.gsa.gov.
BLANKET PURCHASE AGREEMENT

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (e.g. estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

Ordering from BPAs:

Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arise.

Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

Duration of BPAs. BPAs generally should not exceed five years in length but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA’s period of performance.

Review of BPAs:

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.
BIALEK SERVICES

GSA Approved Price List

Pricing for installation, staging, warehousing, ancillary services, administrative services, and site preparation are subject to negotiation on a case-by-case basis if over $150,000.

Program Manager Hour $130.00
Project Manager Hour $97.75
Designer Hour $97.75
Foreman Hour $87.00
Furniture Repair Technician Hour $97.75
Installer Hour $66.75
Driver Hour $62.00
Electrician Hour $155.00
Foreman Hour $87.00
Furniture Repair Technician Hour $97.75
Installer Hour $66.75
Driver Hour $62.00
Electrician Hour $155.00

Straight Truck Day $205.00
Warehouse Storage Sq Ft/Month $3.60

Keep It New (KIN) Of Product Sell 6.0%

Maintenance Service Price

Additional Keep It New (KIN) Hour $97.75

Maintenance Service

Notes - terms for commercial and GSA customers:
1. Rates reflected are for all projects quoted starting September 1, 2019.
2. These rates are based on non-union/non-prevailing wage rates during normal delivery hours. Nights, off-hours, weekends, overtime hours, holiday work, and/or union/prevailing wage requirements will be charged at higher rates. A higher rate or cost may be assessed for inside delivery, travel to site, and/or special site conditions such as no elevator access, dock restrictions, street loading, and/or major metropolitan (including large population centers and urban environments) labor rate differences.
3. Special restrictions or limits established by local laws, ordinances or the directions of the buyer may result in additional charges.
4. Any additional charges shall be quoted by Bialek Environments and approved by the buyer prior to performance of the work.
5. Installation / service work will not be hindered by other trades (otherwise it may result in additional charges).
6. Electric, heat, and adequate elevator service will be furnished to Bialek Environments without charge.
7. The immediate installation area shall be finished and free of debris including the carpet / flooring before installation commences (otherwise it may result in additional charges).
8. Daily truck rate excludes fuel surcharge, which may be applicable at times based on market conditions.
9. Other trades, e.g. plumbing, to be priced separately, if required by Task Order.

Additional notes and terms for GSA:
A. GSA rates do not include Industrial Funding Fee (IFF). An additional charge of 0.75% will be added to the total installation services price.
B. Services above $150,000 shall be negotiated on a case-by-case basis.
PARTICIPATING MANUFACTURERS

Bialek Environments is the Packaged Office contractor for the following GSA Schedule suppliers:

<table>
<thead>
<tr>
<th>Participating Manufacturers</th>
<th>GSA Contract #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aurora c/o Richards-Wilcox, Inc.</td>
<td>GS-25F-0084M</td>
</tr>
<tr>
<td>B Nevins, Ltd.</td>
<td>47QSCA18D000E</td>
</tr>
<tr>
<td>DIRT T</td>
<td>GS-07F-0005T</td>
</tr>
<tr>
<td>Exemplis LLC</td>
<td>47QSMA18D08NQ</td>
</tr>
<tr>
<td>Herman Miller</td>
<td>GS-03F-036DA</td>
</tr>
<tr>
<td>Krug, Inc.</td>
<td>GS-03F-084DA</td>
</tr>
<tr>
<td>National Office Furniture</td>
<td>GS-27F-0034X</td>
</tr>
<tr>
<td>Nemschoff, Inc.</td>
<td>GS-03F-097DA</td>
</tr>
<tr>
<td>Nucraft Furniture Co.</td>
<td>GS-27F-022CA</td>
</tr>
<tr>
<td>Peter Pepper</td>
<td>GS-28F-0017X</td>
</tr>
<tr>
<td>Peter Pepper</td>
<td>GS-07F-0323N</td>
</tr>
</tbody>
</table>

Bialek Environments can provide total GSA packaged office solutions for additional furniture manufacturers through GSA Contractor Teaming Arrangements. Please contact Bialek for a complete list of participating manufacturers and for more information about your furniture options.
<table>
<thead>
<tr>
<th>Title: Program Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum Education Level:</strong></td>
</tr>
<tr>
<td><strong>Minimum Level of Experience:</strong></td>
</tr>
<tr>
<td><strong>Functional Duties / Responsibilities:</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title: Project Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum Education Level:</strong></td>
</tr>
<tr>
<td><strong>Minimum Level of Experience:</strong></td>
</tr>
<tr>
<td><strong>Functional Duties / Responsibilities:</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title: Designer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum Education Level:</strong></td>
</tr>
<tr>
<td><strong>Minimum Level of Experience:</strong></td>
</tr>
<tr>
<td><strong>Functional Duties / Responsibilities:</strong></td>
</tr>
</tbody>
</table>
# LABOR CATEGORY DESCRIPTIONS

<table>
<thead>
<tr>
<th>Title: Fore man</th>
<th>Minimum Education Level: High School Diploma or equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Level of Experience:</td>
<td>Ability to interact effectively with employees/managers and maintain a positive, can-do, service oriented attitude. Ability to demonstrate ingenuity and prompt action in resolving problems. Good communications skills. Ability to read and interpret furniture CAD drawings. Previous management experience required</td>
</tr>
<tr>
<td>Functional Duties / Responsibilities:</td>
<td>Responsibilities include assembly of modular furniture, loading and unloading trucks, and assisting customers with requests. Manage and direct installation crew and interact with customer and management.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title: Furniture Repair Technician</th>
<th>Minimum Education Level: High School Diploma or equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Level of Experience:</td>
<td>The proven ability to repair all merchandise and an above average working knowledge of wood and upholstered goods. Thorough understanding of Systems Furniture installation techniques</td>
</tr>
<tr>
<td>Title: Installer</td>
<td>Minimum Education Level: High School Diploma or equivalent</td>
</tr>
<tr>
<td>Minimum Level of Experience:</td>
<td>Ability to interact effectively with employees/managers and maintain a positive, can-do, service oriented attitude. Ability to demonstrate ingenuity and prompt action in resolving problems. Good communications skills.</td>
</tr>
<tr>
<td>Functional Duties / Responsibilities:</td>
<td>Responsibilities include assembly of modular furniture, loading and unloading trucks, and assisting customers with requests.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title: Driver</th>
<th>Minimum Education Level: High School Diploma or equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Level of Experience:</td>
<td>Ability to drive appropriate trucks to and from worksites. Clean driving record. Knowledge of area roads, ability to read a map.</td>
</tr>
<tr>
<td>Functional Duties / Responsibilities:</td>
<td>Drive trucks to and from worksites. Assist in loading and unloading of furniture.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title: Electrician</th>
<th>Minimum Education Level: Licensed electrician</th>
</tr>
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</table>
## UNIT-PRICED SERVICES

<table>
<thead>
<tr>
<th>Title:</th>
<th>Straight Truck</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Description:</td>
<td>16-26-foot straight truck on a per day charge</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title:</th>
<th>Warehouse Storage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Description:</td>
<td>Furniture storage; climate controlled and secure warehouse environment; charged per square foot of storage space</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title:</th>
<th>Keep It New “KIN” Maintenance Service Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Description:</td>
<td>Maintenance contract which includes comprehensive furniture inspection, reinstallation of items that may be loose or have fallen off (such as base covers, tack boards, etc.), chair demonstration and repair, wood and metal touch-ups, ergonomic adjustments, identification of items that may need repair or replacement, including items under warranty</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Title:</th>
<th>Additional KIN Maintenance Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Description:</td>
<td>Selected Keep It New services on a “as needed” basis</td>
</tr>
</tbody>
</table>