Contractor:
Aviar Commercial Space Planning & Design, Inc.
(Aviar Design)
7650 East Broadway Blvd., Suite 212
Tucson, AZ 85710
520-820-0474
www.AviarDesign.com

Federal Supply Service
Multiple Award Schedule
SIN(s) 541614CF Comprehensive Furniture Management Services
OLM- Order-Level Materials (OLM)

Interior Design Services

Business Size: Service-Disabled Veteran Owned Small Business

Contract Administrator: Linda Kay Mracek
520-820-0474
Linda@AviarDesign.com

GSA Contract Number GS-29F-0017S
Contract Period: September 1, 2016 to August 31, 2021
Pricelist current through eMod HFLBJ22, issued 7/26/16
Aviar Design

- **Service-Disabled Veteran Owned Small Business Notice**

  - Aviar Design is certified with the City of Tucson Small Business Section and recognized by the State of Arizona as a Small Business Enterprise. This certification is evaluated and renewed yearly.

  - **Aviar Design is headed by Curtis P Mracek**, who is a service-disabled US Air Force Veteran, retiring in 1998 after a 20-year career.

  - For Orders exceeding the micro-purchase threshold, FAR 8.404, agencies are required to consider three (3) GSA schedule contractors whose information is available by using the GSA Advantage! online information service (www.fss.gsa.gov).
Contract Information for GS-29F-0017S

1. Aviar Design is a Service-Disabled Veteran Owned Small Business Enterprise
   1a. The SIN numbers awarded under this GSA contract number are SIN(s) 541614CF, Comprehensive Furniture Management Services, OLM- Order-Level Materials (OLM)
   1b. The basis for pricing is Aviar Design’s commercial hourly rates less discounts to the government
   1c. Aviar Design’s pricing is based on hourly rates for Services. No products are offered.
   1d. Aviar Design will price by hourly rates per this contract and provide a “not to exceed” firm fixed price for scope of work requirements
   1e. Discounts: The basic GSA discount is 18% off list. The contract awards prices shown here are net
2. Maximum Order: For all SINs is $500,000 per order. Orders above $500,000 may be negotiated on a project-by-project basis
3. Minimum Order: $150.00
4. Geographic Coverage: Worldwide
5. Points of Performance and/or Production: Tucson, AZ, and Tampa, FL
6a. Prompt Volume Discount: None, standard payment period 30 days
6b. Quantity Volume discount: None
7. Government credit cards are accepted
8. Trade Agreement clause 52.225-5 (Nov 2013): All services provided are U.S. made end products/services.
9a. Time of Delivery: Aviar Design will begin performance of the services within 30 days After Receipt of Order (ARO), unless directed otherwise by the contracting officer. The schedule of completion will depend upon the project Statement of Work (SOW) and project schedule.
9b. Expedited Delivery: Aviar Design will begin performance on project services within one week upon receiving ARO. If overtime is needed to complete an expedited project, overtime hours/rates may be negotiated with the ordering activity if appropriate. Schedule date for completion will depend on the SOW requirements.
9c Overnight/2day Delivery: Aviar Design will begin performance on project services within 2 days upon receiving ARO. If overtime is needed to complete an expedited project, overtime hours/rates may be negotiated with the ordering activity if appropriate. Schedule date for completion will depend on the SOW requirements.
9d. Urgent Delivery: Aviar Design will begin performance on project services immediately upon receiving ARO. If overtime is needed to complete an expedited project, overtime hours/rates may be negotiated with the ordering activity if appropriate. Schedule date for completion will depend on the SOW requirements.
10. FOB Point: Prepaid and add (Agency cover travel and coping cost per receipt, no markup)
11a. Ordering Addresses: Aviar Design
   7650 East Broadway Blvd., Suite 212
   Tucson, AZ 8510
   Email Ordering Address: Linda@AviarDesign.com
11b. Ordering Procedures: For services, the ordering procedures are shown in the information provided in Blanket Purchase Agreement (BPAs (BPAs) and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules)
Contract Information for GS-29F-0017S Continued

13. Warranty Provision: All workmanship will meet or exceed quality standards normal in the industry for interior design product and services. Aviar Design warrants their services and workmanship performed under this contract for a period of 90 days from the federal government customer’s acceptance. Aviar Design may extend warranties specially as is appropriate to the project SOW

14. Export Packing Charges: Export packing/shipping charges will be negotiated on a project-by-project basis

15. Terms and conditions of the government purchase card: Aviar Design accepts the government purchase card for all orders. Use of the card does not affect the project price

16. Terms and condition of rental, maintenance, and repair: Not Applicable

17. Terms and conditions of installation: Not Applicable

18a. Terms and conditions of spare parts indicating date of parts price lists and any discounts from price lists: Not Applicable

18b. Terms and conditions of any other services; Aviar Design will perform other services (project management, asset management, as appropriate for each project SOW

19. List of service points: Aviar Design
    7650 East Broadway Blvd., Suite 212
    Tucson, AZ 85710
    and
    Aviar Design
    Tampa, FL

20. List of participating dealers: Not Applicable

21. Preventive Maintenance: Not Applicable

22a. Environmental Attributes: Aviar Design incorporates recycling processes, environmentally friendly product specifications, well-being design and LEED design strategies on all projects unless other strategies are requirered.

22b. Section 508 Compliance: Not Applicable


Labor Task Descriptions

Interior Designer, Asset Manager and Project Manager Qualifications
Aviar Design Interior Designers, Asset Managers and Project Managers qualification include a four-year degree from an accredited interior design program, including an internship. Interior Designers will have will have passed or be working towards completing the National Council of Interior Design Certification (NCIDQ). These positions also require proven communication skills (both oral and written), experience in working with other trades and professionals on a design team, and a strong understanding of the construction process related to furniture and furnishings. Aviar Design staff meets the qualification required in the DoD Uniformed Facility Criteria (UFC) 3-120-10, Interior Design (dated 15 June 2006, including update changes added 1 July 2007). Minimum experience required is 2 years for an interior designer and 5 years for a project manager.

A. The interior designer will complete the following tasks for each project:
   - Fully indicate or follow the Scope of Work in the contract documents.
   - Comply with applicable codes, regulations and laws.
   - Provide a design within funding limits.
   - Provide a design within Scope of Work limits.
   - Provide a design of appropriate appearance in accordance with industry standards.
   - Provide a design that satisfies the functional requirements of the project.
   - Provide a design with coordinated systems (interior finish materials, furnishings, fixtures, equipment, electrical, lighting, etc.)
   - Provide complete, accurate, and coordinated construction/procurement documentation for the Project.
   - Provide a fully coordinated Comprehensive Interior Design, unless otherwise directed, which includes:
     - Fully coordinated Structural Interior Design (SID;)
     - Fully coordinated Furniture, Fixtures & Equipment Interior Design (FF&E.)
   - Provide a design that is in accordance with sustainable design principles.
   - Attend design meetings, presentations and gather project minutes/notes
Labor Task Descriptions-Continued

B. The asset manager will complete the following tasks for each project (per SOW)
   Complete site walkthrough for existing furniture
   Complete detailed documents indicating product condition, reuse or excess, manufacturer, size, description
   Provide coordination with agency department for excessing un-reused items
   Provide details for project Scope of Work documents to be used in bidding/procurement of removal services

C. The project manager will complete the following tasks for each project (per SOW)
   Establish and update FF&E schedule for project
   Provide communication with other trades, professionals and building managers regarding project coordination
   Attend meetings for on-going communication, especially regarding project time frame and coordination issues
   Complete installation evaluation document any discrepancies to the SOW for furniture product and installation
## Contract Rates and GSA Discount to Federal Agencies

<table>
<thead>
<tr>
<th>Labor/Disciplines For 541614CF</th>
<th>Per Unit</th>
<th>Govt. Rate (IFF included)</th>
<th>Discount from Non-Federal Government Pricing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager</td>
<td>Hour</td>
<td>$70.00</td>
<td>18.00%</td>
</tr>
<tr>
<td>Asset Manager</td>
<td>Hour</td>
<td>$70.00</td>
<td>18.00%</td>
</tr>
<tr>
<td>Interior Designer</td>
<td>Hour</td>
<td>$70.00</td>
<td>18.00%</td>
</tr>
</tbody>
</table>
Aviar Design Interior Design Services

Services Offered:
- Design/Layout
- Design Intent Drawings
- Block plans
- Space Planning
- Furniture Selection
- Finish Selection
- Reconfiguration
- Inventory of Existing Furniture
- As Built Drawings
- Procurement Documents
- Project Management
- Move Management
Aviar Design

Related Projects

2. GSA NW Region 10, Blanket Purchase Agreement (BPA) for Interior Design Services, Tenant Outfitting Design Services (TODS), 2010-2021.
3. Tucson Medical Center, Tucson, AZ – On Call Contract for Interior Design Consultant, since 2007
4. Pima County, AZ – On Call Consultant for Interior Design Services, since 2008-2016

GOVERNMENT FACILITIES
Greater Puget Sound Service Center, Auburn WA
Dept. of Defense Office of Inspector General, Seattle WA
EPA Office, Seattle WA
U.S. Army Corps of Engineers, Seattle WA
Southern Service Center, Portland OR
US Forest Service, Anchorage AK
Department of Education, Seattle WA
Veterans Affairs Office of Inspector General, Seattle WA
Federal Motor Carriers Safety Administration, Salem OR
US Forest Service, Baker City OR
EGWW Federal Bldg. Property Mgmt Office, Portland OR
Veterans Benefit Administration Relocation, Auburn WA
US Marshals Service, Yuma AZ
Pima County Arizona
Navy Facilities (NAVFAC) Southwest
Child Development Center, Bridgeport, CA
US Treasury, Hyattsville, MD
FDA Offices Spokane, WA

Fire Station, Renovation & Addition, Bridgeport, CA
Dining Facility, Renovation, Bridgeport, CA
Naval Post Graduate School, Monterey CA
Naval Operations Support Center, Alameda CA
Naval Air Station, Lemoore Facility, Lemoore CA
Davis Monthan Air Force Base, Tucson AZ
Combined Air Operations Center (CAOC)
12th Air Force Headquarters Building
Ft Huachuca Army Post
AIT Complex Dining Hall
US Army Corps of Engineers, Albuq., NM
US Forest Service, Sandy OR
US Army Corps of Engineers, Portland, OR
Department of HHS, Seattle, WA
IHSS Behavioral Health Clinic, Lockport, NY

See project photos in our digital portfolio at our website: www.aviardesign.com, under Gallery
Providing interior design services in support of the procurement of furniture since 2004.