



GENERAL SERVICES ADMINISTRATION FEDERAL SUPPLY SERVICE AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

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!TM is: <http://www.gsaadvantage.gov>.

Transportation, Delivery & Relocation Services
Federal Supply Group: V301, V111 & V112

Contract Number: **GS-33F-0001X**

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

Contract Period: October 20, 2015 – October 19, 2020

Contractor: Motir Services, Inc.
1508 East Capitol Street, NE
Washington, DC 20003
202-371-9393 (p)
202-289-1611 (f)
www.motirservices.com

Business Size: Small Disadvantaged 8(a) Business

Contract Administrator: Emmanuel Irono

CUSTOMER INFORMATION:

1a. Awarded Special Item Number(s):

Special Item Number (SIN)	Description	Pricing
653-8	Office Relocation	See Page 4

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: Not Applicable.

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education: Not Applicable. Service Descriptions are provided on page 5.

2. Maximum Order: \$1,000,000

*If the “best value” selection places your order over the Maximum Order, identified in this catalog/price list, you have an opportunity to obtain a better schedule contract price. Before



placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the Schedule contract in accordance with FAR 8.404.

3. Minimum Order: \$100
4. Geographic Coverage: Domestic only - Metro DC, VA and MD
5. Point of Production: Motir Services, Inc.
1508 East Capitol Street, NE
Washington, DC 20003
6. Prices Shown Herein are Net (discount deducted)
7. Volume Discount: None
8. Prompt Payment Terms: 1%/10 Days, Net 30 Days
9. Government Purchase Cards are accepted below and above the micro-purchase threshold.
10. Foreign Items: None
- 11a. Time of Delivery: Motir Services, Inc. shall deliver or perform services in accordance with the terms negotiated in an agency's order. Motir Services, Inc. will not propose in excess of its standard commercial delivery or performance times to agencies without giving notice to the Ordering Officer of its intent to do so.
- 11b. Expedited Delivery: Consult with Contractor
- 11c. Overnight/2-Day Delivery: Consult with Contractor
- 11d. Urgent Requirements: Consult with Contractor
12. FOB Point: FOB Destination
13. Ordering Address: Motir Services, Inc.
1508 East Capitol Street, NE



Washington, DC 20003

14. Payment Address: Motir Services, Inc.
1508 East Capitol Street, NE
Washington, DC 20003
15. Warranty Provisions: Standard Warranty
16. Export Packing charges: Not Applicable
17. Government Purchase Card Acceptance: Contact Motir Services, Inc. for terms and conditions of Government Purchase Card acceptance.
18. Terms and conditions of rental, maintenance, and repair: Not Applicable
19. Terms and conditions of installation: Motir Services, Inc. shall deliver or perform services in accordance with the terms negotiated in an agency's order.
20. Terms and conditions of repair parts: Not Applicable
21. List of service and distribution points: Not Applicable
22. List of participating dealers: Not Applicable
23. Preventive maintenance: Not Applicable
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: Not applicable
- 24b. Section 508 compliance: The EIT standards can be found at: www.motirservices.com
25. DUNS Number: 008716441
26. Motir Services, Inc. is registered in the System for Award Management (SAM) database.



GSA PRICING FOR SIN 653-8 OFFICE RELOCATION

LABOR CATEGORY	GSA Hourly Rate
Mover/Laborer I	\$22.94
Mover/Laborer II	\$66.66
Crew Leader/Foreman	\$30.04
Truck Driver	\$26.35
Supervisor I	\$27.93
Supervisor II	\$68.19
Furniture Installer	\$45.12
24-ft Truck Driver	\$49.87
Project Manager	\$31.92

MATERIALS*	GSA Price by Unit
Steel Panel Cart	\$333.16
Safety Straps	\$12.97
Dolly Rental	\$15.00
Commercial Bins	\$27.93
Aluminum Ramp	\$245.38
Floor Board Protection	\$64.84
Computer Crate Lids	\$5.84
Carton/Boxes	\$1.75
Truck Rental	\$74.81

* Other Direct Costs would have to be procured using the appropriate acquisition regulations including storage space or any supplies not listed on the material list above.



LABOR CATEGORY DESCRIPTIONS

Supervisor I:

General Experience: Minimum of three years experience working in related trade or experience related to logistics, transportation, move management, and facilities supervision related to office relocation and building management services.

Functional Responsibility: The supervisor will provide and supervise the staff in the performance of a variety of duties in transportation, logistics, facility site preparation, building functional operations, inventory and supervise the labor required to install and maintain equipment and systems and reconfigure and or relocate systems, modular furniture, high density shelving, and computer systems.

Education: BA/Associate Degree with supervisory training

Supervisor II:

General Experience: Minimum of eight years experience working in related trade or experience related to logistics, transportation, move management, and facilities supervision related to office relocation and building management services.

Functional Responsibility: The supervisor will provide and supervise the staff and other supervisors in the performance of a variety of duties in transportation, logistics, facility site preparation, building functional operations, inventory and supervise the labor required to install and maintain equipment and systems and reconfigure and or relocate systems, modular furniture, high density shelving, and computer systems.

Education: BA/Associate Degree with supervisory training

Furniture Installer:

General Experience: Minimum of three years experience in the fields of equipment and materials handling systems, systems reconfiguration and facilities and office relocation services.

Functional Responsibility: The installer will provide equipment, facility and office installation, relocation, assembly and disassembly services to support a variety of distribution systems, modular furniture, high density shelving and storage, laboratory equipment and computer components and systems according to the designs and plans.

Education: Associate Degree and/or Appropriate Certifications



Mover/Laborer I:

General Experience: Minimum of one year experience in the related field for the moving and office relocation industry.

Functional Responsibility: Movers are responsible for following the directions of supervisors for packing and moving all office furniture, files, records, books, computer systems and other office equipment using moving equipment that includes dollies, commercial bins, panel carts, cradles, including proficient in utilizing a variety of specialized moving supplies such as computer bags, bubble wrap, shrink wrap, and containers.

Education: High School Diploma and/or Appropriate Certifications

Mover/Laborer II:

General Experience: Minimum of five years experience in the related field for the moving and office relocation industry.

Functional Responsibility: Movers are responsible for following the directions of supervisors for packing and moving all office furniture, files, records, books, computer systems and other office equipment using moving equipment that includes dollies, commercial bins, panel carts, cradles, including proficient in utilizing a variety of specialized moving supplies such as computer bags, bubble wrap, shrink wrap, and containers. Also responsible for moving items requiring higher skills than Laborer I. May serve as a lead person for other moving staff.

Education: High School Diploma and/or Appropriate Certifications

Crew Leader/Foreman:

General Experience: Minimum of five years experience working in related trade or experience related to logistics and transportation facilities supervision or related to office and building management services.

Functional Responsibility: The foreman will provide and supervise the facility site preparation or building functional operations and supervise the labor required to install and maintain equipment and systems and reconfigure and or relocate systems, modular furniture, high density shelving, and computer systems.

Education: Associate Degree or High School Diploma and related training



Truck Driver:

CDL A (24ft. Truck Driver)

General Experience: A minimum of two years of certified driving experience is required to have and maintain their CDL Class A Certified license.

Functional Responsibility: A CDL Class A Driver is responsible for safely operating a Truck or Tractor/Trailer in transporting the furniture, equipment and scientific equipment from one location to another in supporting all office relocations. The driver is responsible for the operation, maintenance and cleanliness of his assigned vehicles.

Education: Associate Degree or High School Diploma with a CDL Class A Certification.

CDL B (Truck Driver)

General Experience: A minimum of two years of certified driving experience is required to have and maintain their CDL Class B Certified license.

Functional Responsibility: A Class B Driver is responsible for safely operating a Truck or Tractor/Trailer in transporting the furniture, equipment and scientific equipment from one location to another in supporting all office relocations. The driver is responsible for the operation, maintenance and cleanliness of his assigned vehicles.

Education: Associate Degree or High School Diploma with a CDL Class B Certification

Project Manager

General Experience: Minimum of 3 years experience in the field or related area.

Functional Responsibility: Oversees all aspects of projects and is responsible for their coordination and completion. Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project. The Project Manager prepares reports for upper management regarding status of project using a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected.

Education: Bachelor Degree and/or Project Management certifications