



www.boqinc.com
1.800.BOQ.1159

Corporate Office:
1092 Country Club Rd.
Camp Hill, PA 17011
717.303.0126 fax

Branch Office:
2600 Crystal Dr., Ste. 122
Arlington, VA 22202
703.664.0478 fax

Billing Office:
11809 Morning Star Dr.
Germantown, MD 20876
301.528.6646 fax

Established: 2007
DUNS # 809086338
CAGE #4YNZ3



Contract #GS-33F-0010V



BasicOvernight QUARTERSSM

A Service-Disabled Veteran-Owned Small Business

Housing Solutions that WORK

Corporate | Government | Military | Vacation

Introducing a new option for high quality, low-cost corporate housing.

- Save up to 45% off the US Government lodging rate.
- Available to Government and Military professionals.

What We Offer

Basic Overnight Quarters (BOQ) is a Service-Disabled Veteran-Owned Small Business (SDVOSB). We are a premier provider of government and corporate lodging offering fully furnished one and two bedroom apartments, tailored to each client's needs. Our area of operations includes the Washington, D.C. National Capital Region and the Continental United States (CONUS). BOQ successfully supports large and small lodging assignments, providing locations in major metropolitan centers as well as in highly remote field locations. We have the experience to provide high quality lodging at a lower cost.

Contract Details

Contract Period: December 2008 through December 2013
FSC Group: V301, V111, V112

Contractor: Basic Overnight Quarters, LLC
1092 Country Club Road,
Camp Hill, PA 17011-1036
1-800-BOQ-1159
Phone: (717) 303-2099 / Fax: (717) 303-0126
E-mail: GSA@boqinc.com
Website: www.boqinc.com

Business Size: Service-Disabled Veteran-Owned Small Business

Contract Administrator: William F. Foos, President
Phone: (717) 303-2099
E-Mail: wfoos@boqinc.com

Our Commitment

At BOQ, our commitment starts with the customer. The BOQ three-step approach ensures that we provide each client with the highest quality of service and customer satisfaction. Our process begins with extensive research of available apartment communities and locations. This allows us to achieve optimal site selection as we factor cost, amenities, accessibility and quality of service. Next, our hands-on management approach ensures that each unit is prepared, furnished and fitted to meet our client's specific requirements. Finally, we guarantee a single point-of-contact through a customer service center for all aspects of the client experience along with a guaranty 24-hour turnaround on all service and support requests.



Awarded Pricing

<i>Room Type</i>	Domestic and International Locations *	BOQ Rate	Effective: 1 Oct 2010
		<i>Length of Stay (> 30 days)</i>	
STUDIO BEDROOM	Discount from Per Diem Lodging Rate	17.50%	
ONE BEDROOM		13.25%	
TWO BEDROOM		44.25%	
THREE BEDROOM		50.25%	

(* Where standard lodging rates do not apply)

GSA Schedule 48

SIN 653-9
Corporate Housing
Lodging Services



Contract #GS-33F-0010V



BOQ Amenities

Within the contract price, the client will receive full amenities and services such as:

- Furniture
- House wares and cookware
- Appliances (refrigerator, stove, microwave, garbage disposal)
- Bedroom and bathroom linens
- Washer/Dryer
- Basic cable and high speed internet service
- Local telephone service
- Utilities
- Parking included
- Concierge service
- Assigned mail box
- Fitness center access
- Convenience to shopping and lifestyle centers
- Smoke free apartments
- FEMA and NFPA compliant for fire and safety codes



Terms & Conditions

Housekeeping: Bi-weekly housekeeping services are included.

Tax Applicability: Tax exempt unless state/local laws dictate otherwise.

Billing: BOQ billing options include the following:

1. Government credit card
2. Purchase order
3. Blanket Purchase Agreement
4. Electronic Funds Transfer

Reservations

For direct reservations:

Go to www.boqinc.com for on-line information. We have included a link to GSA Schedule 48 resources and information. Government and corporate clients can also call our BOQ reservation call center directly at the 1-800 number listed below. We honor the GSA negotiated rates.

For reservations:

Phone: 1-800-BOQ-1159
E-mail: reservations@boqinc.com
Fax: (717) 724-3661

GSA Schedule 48

SIN 653-9
 Corporate Housing
 Lodging Services



Contract #GS-33F-0010V



Customer Information



1a. Special Item Number:	SIN 653-9 Corporate Housing Lodging Services
1a. Contract #:	GS-33F-0010V
1b. Lowest Unit Price:	Not applicable
1c. Hourly rates:	Not applicable
2. Maximum Order:	Unlimited
3. Minimum Order:	\$100.00
4. Geographic coverage:	Domestic and International
5. Point(s) of production:	Not applicable
6. Discount from list prices:	Additional discounts may be available for longer stay, time of year, and group bookings as applicable.
7. Quantity discounts:	High quantity pricing will be based upon volume and length of stay.
8. Prompt payment terms:	3% discount if paid net within 15 days
9a. Micro-purchase threshold - below:	Government purchase cards are accepted at and/or below micro-purchase threshold.
9b. Micro purchase threshold - above:	Government purchase cards are accepted at and/or above micro-purchase threshold.
10: Foreign items:	Not applicable
11a. Time of delivery:	FOB Destination
11b. Expedited delivery:	3 Days
11c. Overnight/2-day delivery:	Not applicable
11d. Urgent requirements:	In emergency and declared national disaster areas, discounted rates will not be offered.
12. F.O.B. point(s):	Not applicable
13a. Ordering address:	gsa@boqinc.com Phone: (717) 303-2099 / Fax: (717) 303-0126 www.boqinc.com Basic Overnight Quarters, LLC 1092 Country Club Road, Camp Hill, PA 17011
13b. Ordering procedure:	Orders are accepted from both individuals and groups via phone, fax, email or mail using ordering address in 13a. Blanket Purchase Agreements are accepted under guidelines set forth in FAR 8.405-3.

GSA Schedule 48

SIN 653-9
Corporate Housing
Lodging Services



Contract #GS-33F-0010V





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| 14. Payment address: | See 13a |
| 15. Warranty provision: | Not applicable |
| 16. Export packing charges: | Not applicable |
| 17. Terms & conditions of Government purchase card acceptance: | Not applicable |
| 18. Terms & conditions of rental, maintenance, and repair: | Normal wear and tear is anticipated. Damages due to neglect or willful misconduct are subject to repayment as per individual terms of sale (i.e. paid by individual or contracting agency). |
| 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. Service/distribution points: | Not applicable |
| 22. List of participating dealers: | Not applicable |
| 23. Preventive maintenance: | Not applicable |
| 24a. Special attributes: | Certified Service-Disabled Veteran-Owned Small Business (Certified SDVOSB) |
| 24b. Section 508 compliance: | Not applicable |
| 25. Data Universal Number System (DUNS) Number: | 80-908-6338 |
| 26. Registration in Central Contractor Registration (CCR) Database: | Registered, CAGE Code: 4YNZ3 |

GSA Schedule 48

SIN 653-9
Corporate Housing
Lodging Services



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