

**Joint Base Fort Myer Henderson Hall (Virginia), JBMHH**

**IF YOU DON'T BID YOU DON'T WIN**

**EXISTING CONTRACT BRIEFING NUMBER 007**

**Opportunity Knocks...16 January 2020 Report using All Source  
Data:**

**RFP ISSUED 23 December 2019, DUE DATE WITH  
AMEENDMENT 0001 IS 21 JANUARY 2020**

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# Joint Base Fort Myer Henderson Hall (Virginia), JBMHH

## Contents

DETAILS AND ESTIMATES: .....	3
GOVERNMENT STAFFING DISCLOSURE: .....	4
PRODUCTION RATE ANALYSIS AND WAGE AND BENEFIT BREAKDOWN: .....	4
ANTICIPATED SERVICE DELIVERY SUMMARY: .....	6
ANTICIPATED GOVERNMENT FURNISHED FACILITIES BREAKDOWN:.....	8
PREVIOUS QUESTIONS AND GOVERNMENT ANSWERS: .....	10

## Joint Base Fort Myer Henderson Hall (Virginia), JBMHH

### DETAILS AND ESTIMATES:

Funding & Awarding Agency	USA MILITARY AND INSTALLATION COMMAND (MICC) FORT BELVOIR
Awarded Vendor	APEX LIMITED, INC
Major Program	JANITORIAL SERVICES FOR FORT MYER AND HENDERSON HALL (HOME OF THE JOINT CHIEFS)
Contacts	<a href="mailto:neka.l.williams.ctr@mail.mil">neka.l.williams.ctr@mail.mil</a> - Contract Specialist
Original RFP	W91QV114B0004
Contract Number	W91QV115C0066
Contract Modifications Made	27
Value (5 YRS)	\$8,000,000.00
1 YEAR VALUE	\$1,855,346.56
Bid Bond	NO
Performance Bond	NO
Payment Bond	NO
Estimated Bond	\$0.00
Number of Offers Received	27
Set Aside	SBA 8a Program
Buildings in Service Area	87
Cleanable Square Feet	1,639,264 SF
Site Visit	3 January 2020
Questions and Answers	None posted as of 16 Jan 2020

### Other Available Data:

- Frequency of service by task name
- Collective Bargaining Agreement
- Floor Mats listed by building

## Joint Base Fort Myer Henderson Hall (Virginia), JBMHH

### GOVERNMENT STAFFING DISCLOSURE:

NONE

### PRODUCTION RATE ANALYSIS AND WAGE AND BENEFIT BREAKDOWN:

11 Holidays (88 hours)

88 Hours average Vacation projections

56 Hours Sick Leave

(1,848 Hours annual productive time rate)

See Table Below: Highlight in yellow is the obligation on the bid

Item	Classification	Current	Effective 07/01/2017	Effective 07/01/2018	Effective 07/01/2019
Wage per Hour	Housekeeping Floor	\$12.08	\$16.55	\$16.88	\$17.22
	Tech Group Leader	\$12.18	\$17.12	\$17.46	\$17.80
	Equipment	\$13.18	\$18.11	\$18.47	\$18.84
	Coordinator	N/A	\$16.72	\$17.05	\$17.39
Evening Shift Differential			\$0.35 per hour paid	\$0.40 per hour paid	\$0.45 per hour paid
Health & Welfare	Man-U		\$5.09 per hour paid	\$5.53 per hour paid	\$6.01 per hour paid
Pension	LiUNA (Industrial) Pension Fund		\$1.00 per hour paid	\$1.00 per hour paid	\$1.09 per hour paid
Holidays			11	11	11
Vacation			2 weeks/1 year 3 weeks/5 years 4 weeks/10 years	2 weeks/1 year 3 weeks/5 years 4 weeks/10 years	2 weeks/1 year 3 weeks/5 year 4 weeks/10 years
Sick Leave			7 sick days	7 sick days	7 sick days
Jury Duty			Difference between jury allowance and normal pay up to 5 days	Difference between jury allowance and normal pay up to 5 days	Difference between jury allowance and normal pay up to 5 days
Funeral Leave	2 DAY		3 days with pay or immediate family, plus 2 days extra	3 days with pay or immediate family, plus 2 days extra	3 days with pay or immediate family, plus 2 days extra with

## Joint Base Fort Myer Henderson Hall (Virginia), JBMHH

			with pay when traveling over 200 miles	with pay when traveling over 200 miles	pay when traveling over 200 miles
Training Fund	SCETTF		\$0.40 per hour	\$0.45 per hour	\$0.50 per hour

## Joint Base Fort Myer Henderson Hall (Virginia), JBMHH

### ANTICIPATED SERVICE DELIVERY SUMMARY:

<b>Deliverable</b>	<b>Frequency</b>	<b># of Copies</b>	<b>Medium/Format</b>	<b>Submit To</b>
Holiday Alternate Schedule PWS paragraph 2.1.4	10 work days prior to holiday	1 Original and 1 copy	MS WORD document or EXCEL spreadsheet as an E-MAIL attachment	COR
Quality Control Plan PWS paragraph 2.1.8	14 days prior to implementation	1 Original	MS WORD document as an EMAIL attachment	COR
Management Plan PWS Paragraph 2.1.8.3	Within 10 work days after contract award	1 Original	MS WORD document as an EMAIL attachment	COR
Final List of Employees PWS paragraph 2.1.7.2	14 days after award of contract	1 Original	MS WORD document as an EMAIL attachment	COR
AT Level 1 Training Certificates PWS paragraph 2.2.2.1	Within 30 calendar days after completion of training	1 Original	Hard Copy or PDF EMAIL attachment	COR
iWATCH Training Results PWS paragraph 2.2.2.3	Within 30 calendar days after completion of training	1 Original	Hard Copy or PDF EMAIL attachment	COR
OPSEC Training Results PWS paragraph 2.2.2.4	Within 30 calendar days after completion of training	1 Original	Hard Copy or PDF EMAIL attachment	COR

## Joint Base Fort Myer Henderson Hall (Virginia), JBMHH

Notification of Accident PWS Paragraph 2.1.6	Within 30 minutes of the incident	Phone call with an EMAIL follow-up	Hard Copy or PDF EMAIL attachment	KO or COR
Accident Report PWS Paragraph 2.2.5	Within five calendar days of each occurrence	1 Original	Hard Copy or PDF EMAIL attachment	COR
Recyclable report PWS Paragraph 2.2.6.2	Quarterly; due by 5th day after end of quarter	1 Copy	Report submitted by email	COR
Green Procurement Annual Report PWS Paragraph 2.2.6.2	Annually; due by February 28	1 Copy	Report submitted by email	COR
Cleaning Product Submittal (MSDS) PWS paragraph 3.14.2 & 2.2.6.2.1	Prior to contract startup	1 Original	MS WORD document or EXCEL spreadsheet as an E-MAIL attachment	COR
<b>Deliverable</b>	<b>Frequency</b>	<b># of Copies</b>	<b>Medium/Format</b>	<b>Submit To</b>
Phase In/Phase OY Plan PWS Para 3.17	Within 5 days of contract award	1 Original	Hard Copy or PDF EMAIL attachment	COR/KO
Work Log Monthly Report PWS paragraph 3.7.2 and 2.2.6.2.3	NLT 5 <sup>th</sup> day of each month	1 Original	Hard Copy or PDF EMAIL attachment	COR
Project Work List PWS paragraph 3.7.2 and 2.2.6.2.3	NLT 5 <sup>th</sup> day of each month	1 Original	Hard Copy or PDF EMAIL attachment	COR

## **Joint Base Fort Myer Henderson Hall (Virginia), JBMHH**

### **ANTICIPATED GOVERNMENT FURNISHED FACILITIES BREAKDOWN:**

6.4. Government Furnished Material/Property/Equipment.

6.4.1. Government Furnished Items and Services.

6.4.2. Services. N/A

6.4.3. Facilities. Space for Contractor's Operation: The government will provide the contractor office space of

approximately 100 square feet located at Fort Myer, Virginia at no charge to the contractor. The Government will not

be responsible in any way for damage or loss to the contractors' stored supplies, material, replacement parts, parts, or

equipment.

6.4.3.1 The contractor shall arrange for utilities, maintenance, or modifications to the government furnished space at

contractor's own expense. Upon completion of the period of performance of the contract, the office space provided to the contractor by the government shall be returned to the government in the original condition (normal wear and

tear is accepted) rendered to the contractor and in a condition acceptable to the COR.

6.4.3.2 The contractor shall maintain janitor closets clean and free of drain clogs at all times. COR shall conduct

random inspections to ensure they are kept clean and free of any hazards. The contractor is prohibited from storing

flammables or any type of hazardous materials.

6.4.4. Utilities. The government will furnish the contractor reasonable amounts of electrical, water, sewage, and

heating utilities needed to perform the work at no charge to the contractor. Failure of the Government to furnish the

utilities at any time during the performance of the contract due to outages or other interruptions in service shall not be

used by the contractor as a basis of claim against the Government. In the event of power outage or interruption, the

contractor is not relieved from performing those tasks, which do not require power. Contractor operations shall



## **Joint Base Fort Myer Henderson Hall (Virginia), JBMHH**

minimize the use of electricity, heat, water and sewage. After normal working hours or 4:00 PM through 7:00 AM,

lights shall be used only in areas where work is actually being performed. Contractor's employees shall not adjust or

tamper with Mechanical Equipment controls.

6.4.4.1 The Contractor shall instruct employees in utilities conservation practices. The contractor shall be responsible

for operating under conditions that preclude the waste of utilities, which include turning off the water faucets or valves

after using the required amount to accomplish cleaning vehicles and equipment.

6.4.4.2 Water faucets or valves shall be turned off after the required usage has been accomplished. The contractor

personnel shall report the malfunction of any utility device/fixture or the misuse of any utility to the KO or his/her

duly authorized COR.

6.4.5. Equipment. Government telephones, typewriters, computers, facsimile and copy machines or any other

office equipment to include personal items of government employees shall not be used by the contractor or

contractors' employees.

6.4.6. Materials. The government will not provide materials. The recycle dumpsters located outside of the buildings

are for the use of everyone on JBM-HH. The contractor shall empty the recycle containers and places the recycled

material into the outside dumpsters. The contractor is responsible for the plastic bags.

## **Joint Base Fort Myer Henderson Hall (Virginia), JBMHH**

### **PREVIOUS QUESTIONS AND GOVERNMENT ANSWERS:**

None available through the new beta.SAM.gov web site at this time.