



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 GSA Advantage!® is: www.GSAAdvantage.gov”

Schedule Title: Multiple Award Schedule

Federal Supply Group: Office Relocation and Reconfiguration

Contract Number: 47QSMA21D08QR

Contract Period: July 22, 2021 - July 21, 2026

Contractor Information

Contractor: Elysse Interiors LLC

Company Address: 590 Herndon Parkway, Suite 375, Herndon, VA 20170

Business Size: SBA Certified 8(a) Firm, Small Disadvantaged Business, Minority Owned Small Business (MOSB)

Telephone: (571)-271-7184

Contact Information

Contract Administration: Saif Malki, Michaela Hertig

Telephone: (571)-271-7184, (703)-615-9883

E-Mail: smalki@elysseinteriors.com, mhertig@elysseinteriors.com

Website: www.elysseinteriors.com

Customer Information

1a. Awarded Special Item Number (SIN):

SIN	Description	Large Category	Subcategory
541614OR	Office Relocation and Reconfiguration	Office Management	Office Services

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: **See Pricing (Page 5)**

1c. Descriptions of all corresponding commercial job titles, experiences, functional responsibility, and education for those types of employees: **See Pricing (Page 6-11)**

2. Maximum Order Limit: \$500,000

3. Minimum Order Limit: \$100

4. Geographic Coverage (Delivery Area)

- Domestic Only (Northern VA, DC, Southern MD) - Other areas available upon request. Contact Contract Administrator.

5. Point(s) of Production (City, County, and State or Foreign Country)

- Herndon, Fairfax County, VA

6. Discount from List Prices or Statement of Net Price:

- Prices shown on Page _ are Net, all Discounts Deducted

7. Quantity Discounts: None offered.

8. Prompt Payment Terms/Discounts:

- Terms: Net 30
- Discounts: None Offered

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.

- Yes, Government Purchase Cards are accepted below the micro-purchase threshold.

9b. Notification whether Government Purchase Cards are accepted or not accepted above the micro-purchase threshold.

- Yes, Government Purchase cards are accepted above the micro-purchase threshold.

10. Foreign Items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): 60 Day DARO (Days after Receipt of Order)

11b. Expedited Delivery. Items Available for expedited delivery are noted in the price list on Page 5: Destination, Contact Contractor for more information.

11c. Overnight and 2-Day Delivery: Contact Contractor for rates for overnight and 2-day delivery.

11d. Urgent Requirements: Contact Contractor for any urgent requirements.

12. F.O.B. Point(s): Destination

13. Ordering Address(es):

ELYSSE INTERIORS LLC
590 Herndon Parkway, Suite 375
Herndon, VA, 20170

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

14. Payment Address(es)

ELYSSE INTERIORS LLC
590 Herndon Parkway, Suite 375

Herndon, VA, 20170

15. Warranty Provision: Contractor's Standard Commercial Warranty

16. Export Packing Charges, if Applicable: N/A

17. Terms and Conditions of Government Purchase Card acceptance (any thresholds above the micro-purchase level).

- Yes, Government Purchase Cards are accepted above the micro-purchase threshold.

18. Terms and Conditions of rental, maintenance, and repair (if applicable):
N/A

19. Terms and Conditions of Installation (if applicable): N/A

20a. Terms and Conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). N/A

20b. Terms and Conditions for any other services (if applicable): N/A

21. List of service and distribution points (if applicable): N/A

22. List of participating dealers (if applicable): N/A

23. Preventive Maintenance (if applicable): N/A

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A

24b. If applicable, indicate that Section 508 compliance information is available of 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 : N/A

25. Data Universal Number System (DUNS) Number: 116948768

26. Notification regarding registration in System for Award Management (SAM) Database: Registered, *Registration Expires: March 2nd, 2022*

GSA Awarded Pricing for SIN 541614OR

The rates are inclusive of the Industrial Funding Fee (IFF) of 2.0%

Labor Category	UOI	GSA Price w/IFF	GSA Price w/IFF	GSA Price w/IFF	GSA Price w/IFF	GSA Price w/IFF
		7/22/2021 -	7/22/2022 -	7/22/2023 -	7/22/2024 -	7/22/2025 -
		7/21/2022	7/21/2023	7/21/2024	7/21/2025	7/21/2026
<i>Project Director</i>	Hour	\$140.25	\$143.06	\$145.92	\$158.84	\$161.82
<i>Sr. Project Manager</i>	Hour	\$90.02	\$91.82	\$93.66	\$95.53	\$97.44
<i>Relocation Specialist</i>	Hour	\$70.19	\$71.59	\$73.02	\$74.48	\$75.97
<i>Site Supervisor</i>	Hour	\$63.04	\$64.30	\$65.59	\$66.90	\$68.24
<i>Foreman</i>	Hour	\$75.39	\$76.90	\$78.43	\$80.01	\$81.61
<i>Furniture Installer**</i>	Hour	\$55.16	\$56.26	\$57.39	\$58.14	\$59.30
<i>Mover**</i>	Hour	\$32.89	\$33.55	\$34.22	\$34.90	\$35.60
<i>Shipping Packer**</i>	Hour	\$30.15	\$30.75	31.37	\$32.01	\$32.65
<i>Tractor/Trailer Driver**</i>	Hour	\$71.35	\$72.78	\$74.24	\$75.73	\$77.24
<i>Truck Driver (Class A+B)**</i>	Hour	\$40.20	\$41.00	\$42.82	\$43.66	\$44.53
<i>Laborer/Helper**</i>	Hour	\$30.06	\$30.66	\$31.27	\$31.90	\$32.54
<i>Admin Support**</i>	Hour	\$45.42	\$46.33	\$47.26	\$48.21	\$49.17

****The Service Contract Labor Standards (SCLS), formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).**

SCLS Matrix		
SCLS Eligible Contract Labor Category/Fixed Price Service	SCLS Equivalent Coded Title	WD Number
<i>Admin Support</i>	01113 – General Clerk III	2015-4281
<i>Furniture Installer</i>	21110 – Shipping Packer	2015-4281
<i>Shipping Packer</i>	21110 – Shipping Packer	2015-4281
<i>Mover</i>	21050 – Material Handling Laborer	2015-4281
<i>Tractor/Trailer Driver</i>	31364 – Truckdriver, Tractor-Trailer	2015-4281
<i>Truck Driver (Class A+B)</i>	31364 – Truckdriver, Tractor-Trailer	2015-4281
<i>Laborer/Helper</i>	23470 - Laborer	2015-4281

Labor Category Descriptions

SIN 541614OR

Admin Support

Functional Responsibilities:

Provide high-level administrative support by conducting research, preparing statistical reports, and handling information requests, as well as performing routine administrative functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings. May also train and supervise lower-level clerical staff. Typical duties include: assisting in a variety of administrative matters; maintaining a wide variety of financial or other records (stored both manually and electronically); verifying statistical reports for accuracy and completeness; compiling information; and handling and adjusting complaints.

Minimum Education: High School Diploma or GED

Minimum Experience: 2+ Years

Senior Project Manager

Functional Responsibilities:

Analyze and coordinate the schedule, timeline, procurement, staffing, and budget of a product or service on a per project basis. Lead and guide the work of technical staff. May serve as a point of contact for the client or customer. Typical duties include: Assign duties or responsibilities to project personnel. Communicate with key stakeholders to determine project requirements and objectives. Confer with project personnel to identify and resolve problems. Create project status presentations for delivery to customers or project personnel. Develop or update project plans including information such as objectives, technologies, schedules, funding, and staffing.

Minimum Education: Bachelor's Degree

Minimum Experience: 8 Years

Project Director

Functional Responsibilities:

Manages the activities of a group of management. Directs multiple activities of a group of management. Executes the business plans and develops plans and projects. Determines needs as well as investigates and resolves problems. Interfaces with other functions and outside personnel. Prepares capital and operating requests. Manages staff. Acts as senior resource for a specific discipline or function. Organizes and directs work, coordinates efforts with other functions, and directs personnel to achieve objectives. Directly supervises contractor employees. Responsible for interviewing, hiring, and training contractor employees. Responsible for staff development, planning, assigning, and directing work. Responsible for addressing complaints and resolving problems.

Minimum Education: Bachelor's Degree

Minimum Experience: 15 Years

Relocation Specialist

Functional Responsibilities:

Estimate creation, moving plan development, arrangement of moves on the moving team's schedule and provides the team with a work order that details date, time, pickup, delivery, and other related instructions. If assistance from a third-party company is needed, such as another mover or a security firm, they negotiate and arrange services. Additionally, they provide the customer with moving process information, such as a checklist and packing recommendations, if applicable. They also provide a list of perishable or hazardous items for transport, and any other special instructions, and answers additional customer questions.

Minimum Education: High School Diploma or GED

Minimum Experience: 5 Years

Site Supervisor

Functional Responsibilities

Supervision of a construction site in accordance with health and safety guidelines. Assess hazards, determine risks, conduct regular inspections, and maintain a safety program. The site supervisor will typically work closely with the site foreman, who is responsible for organizing project works on site, and report to the project manager. Duties include supervising workers, subcontractors and work activities, preparing and presenting site inductions, safety briefings and toolbox talks, assessing and managing safety hazards, ensuring appropriate site rules and welfare facilities are in place, and carrying out regular inspections.

Minimum Education: High School Diploma or GED

Minimum Experience: 4 Years

Foreman

Functional Responsibilities

Coordinates daily tasks, schedules, and oversee quality of site. The foreman helps ensure the project is in line with the budget. Typical duties include: Reporting project progress to supervisors, developing work schedules for laborers, supervise site supervisors and laborers, and assign tasks to workers/helpers.

Minimum Education: Associate's Degree

Minimum Experience: 5 Years

Furniture Installer

Functional Responsibilities:

Deliver/remove heavy assembled/disassembled furniture items from warehouse/customer location to desired location. Assemble/disassemble (per service) and install/move office furniture efficiently according to manufactures recommended procedures; correctly operate a variety of trade tools: screwdriver, drill, wrench, etc. Must have technical experience with a wide range of furniture systems. Relays any issues to management, such as damage to furniture, client property, or installation problems.

Minimum Education: High School Diploma or GED

Minimum Experience: 3 Years

Tractor/Trailer Driver

Functional Responsibilities:

Drives a truck to transport materials, merchandise, equipment, or workers between various types of establishments. This driver may also load or unload truck with or without helpers, make minor mechanical repairs, and keep truck in good working order. Tractor-Trailer is considered: A trailer has a set or several sets of wheels at the rear only, with the forward portion being supported by the truck tractor or towing vehicle.

Minimum Education: High School or GED

Minimum Experience: 3 Years

Driver (Class A-B)

Functional Responsibilities:

Drives a standard vehicle/truck to transport materials, merchandise, equipment, or workers between various types of establishments. This driver may also load or unload truck with or without helpers, make minor mechanical repairs, and keep truck in good working order. Tractor-Trailer is considered: A trailer has a set or several sets of wheels at the rear only, with the forward portion being supported by the truck tractor or towing vehicle. Vehicle/Truck considered: Straight truck, less than 1 1/2 tons, usually 4 wheels, OR Straight truck, 1 1/2 to 4 tons inclusive, usually 6 wheels, OR Straight truck, over 4 tons, usually 10 wheels.

Minimum Education: High School or GED

Minimum Experience: 3 Years

Shipping Packer

Functional Responsibilities:

Prepares finished products for shipment or storage by placing them in shipping containers, the specific operations performed being dependent upon the type, size, and number of units to be packed, the type of container employed, and method of shipment. Work requires the placing of items in shipping containers and may involve one or more of the following: knowledge of various items of stock to verify content, selection of appropriate type and size of container, inserting enclosures in container; using excelsior or other material to prevent breakage or damage, closing and sealing container, and applying labels or entering identifying data on container.

Minimum Education: High School or GED

Minimum Experience: 2 Years

Mover

Functional Responsibilities:

This person will perform physical tasks to transport or store materials or merchandise. Duties involve one or more of the following: manually loading or unloading freight cars, trucks, or other transporting devices; unpacking, shelving, or placing items in proper storage locations; or transporting goods by hand truck, cart, or wheelbarrow.

Minimum Education: High School Diploma or GED

Minimum Experience: 3 Years

Laborer/Help

Functional Responsibilities:

The Laborer performs tasks that require mainly physical abilities and effort involving little or no specialized skill or prior work experience. The following tasks are typical of this occupation: The Laborer loads and unloads trucks, and other conveyances, moves supplies and materials to proper location by wheelbarrow or hand truck; stacks materials for storage.

Minimum Education: High School Diploma or GED

Minimum Experience: 1 Year

Experience & Degree Substitution Equivalencies

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

Equivalent Degree	Equivalent Experience
Associate's	2 years relevant experience.
Bachelor's	Associate's degree + 2 years relevant experience or 4 years relevant experience.



Updated: July 27, 2021