

GENERAL SERVICES ADMINISTRATION
Federal Supply Service
Authorized Federal Supply Schedule Price List

SUPPLEMENT NO 001: Effective March 12, 2021

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! is: GSAAdvantage.gov.

SCHEDULE TITLE: Utility Maintenance Services **561210FAC** (MAS)
FSC GROUP: MAS
CONTRACT NUMBER: GS-21F-081BA
CONTRACT PERIOD: April 25, 2019 – April 24, 2024
CONTRACTOR: Dvorak, LLC
2700 North Point Boulevard
Baltimore, MD 21222
Phone: (443) 503-6400
Fax: (443) 503-6626
www.dvorakllc.com

BUSINESS SIZE: **Small**

CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross- reference to item descriptions and awarded price(s). **SIN: 561210FAC and OLM**

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

		LIST PRICE	Government Price for orders under \$50,000. This is a 6% discount from list.
561210FAC	SKILLED LABORER	\$35.00 per hour	\$32.90 per hour
561210FAC	SKILLED LABORER	\$52.50 per hour overtime	\$49.35 per hour overtime
		LIST PRICE	Government Price for orders under \$50,000. This is a 12% discount from list.
561210FAC	APPRENTICE	\$55.00 per hour	\$48.40 per hour
561210FAC	APPRENTICE	\$82.50 per hour overtime	\$72.60 per hour overtime
561210FAC	SAFETY OFFICER	\$86.75 per hour	\$76.34 per hour
561210FAC	SAFETY OFFICER	\$130.13 per hour overtime	\$114.51 per hour overtime
561210FAC	QUALITY CONTROL MANAGER	\$95.00 per hour	\$83.60 per hour
561210FAC	QUALITY CONTROL MANAGER	\$142.50 per hour overtime	\$125.40 per hour overtime
		LIST PRICE	Government Price for orders under \$50,000. This is a 24% discount from list.
561210FAC	MECHANIC	\$65.00 per hour	\$49.40 per hour
561210FAC	MECHANIC	\$97.50 per hour overtime	\$74.10 per hour overtime

561210FAC	FOREMAN	\$110.00 per hour	\$83.60 per hour
561210FAC	FOREMAN	\$165.00 per hour overtime	\$125.40 per hour overtime

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided.

LABOR DESCRIPTIONS

Title: SKILLED LABORER

Minimum Education Level: High School Diploma or GED

Experience of two (2) years may be substituted for the education requirement.

Position Summary:

A Skilled Laborer performs construction duties on a daily basis, functioning as a team member.

Responsibilities:

- Function as a team member on a crew of two to five people.
- Install electrical distribution equipment, conduits, conductors, ground rings and meter boards.
- Report directly to crew leader.
- Comply with all safety procedures and directives.
- Perform miscellaneous duties including clean up.
- Exhibit a professional appearance and demeanor with customers and other employees.

Qualifications

- OSHA 30, CPR/First Aid, Hazardous Waste Operations and Emergency Response (HAZWOPER), and Confined Space, at minimum.

Training/Certification Requirements within one (1) year of hire:

- Minimum thirty (30) hours of supplemental training per year.
- OSHA 10
- First Aid/CPR

Title: APPRENTICE

Minimum Education Level/Minimum Years Experience: High School Diploma or GED/1 Year

Position Summary:

An Apprentice is responsible for assisting journeyman and/or mechanics on the job site, under direct supervision of the Foreman, and possessing a practicing knowledge of basic electricity with ability to perform basic electric skills as assigned, with basic tools. Demonstrates safe working habits and proper care of tools and equipment. Must be enrolled in first year of approved Apprenticeship Program.

Responsibilities:

- Follow the directions and instructions of all supervisors.
- Perform basic tasks.
- Accurately organize materials and tools, and maintain inventory of stocked material for the job site.
- Properly use and safely handle basic tools including but not limited to hand benders, jacks, rollers, pinch bars, pallet jacks, air float system, drills, knock-out cutter and other equipment listed for rigging specifications.
- Possess personal hand tools, tool belt, and safety equipment.
- Maintains clean work area
- Determines materials and equipment required to adequately perform work, and communicates those needs to supervisor(s).
- Accurately fills out required company documents including but not limited to time sheets, inventory sheets, accident/incident reports, check-offlists, and tools lists.
- Accurately interpret written documents including labels and job site directions; demonstrate ongoing progress interpreting contract documents.
- Exhibit a professional appearance and demeanor with customers and other employees.

Qualifications

- Enrollment in First Year Apprenticeship Program.
- Demonstrate familiarity with high voltage safety, confined space, cable splicing, and any and all specific certifications incidental to the scope of work performed on a given project.

Training/Certification Requirements within one (1) year of hire:

- OSHA 10
- First Aid/CPR
- Minimum thirty (30) hours of supplemental training per year.

Title: MECHANIC

Minimum Education Level/Minimum Years Experience: High School Diploma or GED/4 Years

Position Summary:

A Mechanic is primarily responsible for determining reasons for the wear of mechanical equipment, and for performing repairs and/or preventative maintenance of mechanical items.

Responsibilities:

- Perform a variety of electrical trade functions such as the installation, maintenance, or repair of equipment for the generation, distribution, monitoring, or utilization of electric energy.
- Install or repair electrical equipment including but not limited to generators, transformers, switchboards, controllers, circuit breakers, motors, heating units, conduit systems, or other transmission equipment.
- Locate and diagnose trouble in the electrical system or equipment; work with standard computations relating to load requirements of wiring or electrical equipment.
- Perform work based on interpretation of plans, specifications, layouts, or other written scope of work.
- Coordinate installations with other trades.
- Reports directly to the Lead Service Mechanic or Foreman, as applicable.
- Determines materials and equipment required to adequately perform work, and communicates those needs to supervisor(s).
- Have knowledge of measuring and testing instruments.
- Safely use all hand and power tools and equipment necessary to perform assigned tasks.
- Exhibit a professional appearance and demeanor with customers and other employees.

Qualifications

- Complete a formal, four (4) year apprenticeship.
- Demonstrate thorough understanding and adherence to National Electrical Code (NEC) and local code requirements.
- Demonstrate familiarity with high voltage safety, confined space, cable splicing, and any and all specific certifications incidental to the scope of work performed on a given project.

Training/Certification Requirements within one (1) year of hire:

- OSHA 10
- First Aid/CPR
- Minimum thirty (30) hours of supplemental training per year.

Title: FOREMAN

Minimum Education Level/Minimum Years Experience: High School Diploma or GED/7 Years

Position Summary:

A Foreman is responsible for managing a crew comprised of mechanics and/or laborers, and is responsible for performing the duties required to complete the project according to the plans and specifications, and/or customer scope of work.

Responsibilities:

- Responsible for start-up, planning and execution of work on projects that are longer than one (1) week in duration, for non-residential customers, (often) with multiple crews.
- Train, supervise, and evaluate Crew Leaders, Operators and Laborers.
- Review proposed means and methods of installation, develop proposed sequencing of installation, and manpower needs.
- Develop short and long-range manpower requirements to meet project schedule and budget with Customers and/or Superintendent.
- Manage all subcontracted work in the field; coordinate all work with other trades.
- Maintain as-built drawings on a daily basis.
- Responsible for ordering, and properly allocating costs for, all material and equipment.
- Coordinate customer meetings.
- Safely use and instruct crew on proper use of all hand and power tools and equipment necessary to perform assigned tasks, including all tools and equipment utilized by apprentices; conduct weekly Safety Toolbox talks; enforce any penalties related to unsafe behavior among crew members and subcontractors.
- Reinforces company policies, culture, values, and work ethic to all employees.
- Exhibit a professional appearance and demeanor with customers and other employees.
- Responsible for quality control and safety, with respect to product delivery, crew member(s) conduct, and overall performance.

Qualifications

- Complete a formal, four (4) year apprenticeship.
- Demonstrate thorough understanding and adherence to National Electrical Code (NEC) and local code requirements.
- Demonstrate familiarity with high voltage safety, confined space, cable splicing, and any and all specific certifications incidental to the scope of work performed on a given project.

Training/Certification Requirements within one (1) year of hire:

- OSHA 10 & OSHA 30
- First Aid/CPR
- Minimum thirty (30) hours of supplemental training per year.

Title: QUALITY CONTROL MANAGER

Minimum Education Level/Minimum Years Experience: High School Diploma or GED/4 Years

Position Summary:

A Quality Control Manager supervises/manages the quality program and all related activities for the company on a day-to-day basis.

Responsibilities:

- Organize highly complex activities for the development, implementation, and maintenance of quality control projects and plans.
- Develop and define major and minor characteristics of quality.
- Establish and maintain a process for evaluating hardware, software, and associated documentation, and/or assists in the evaluation.
- Conduct and/or participate in formal and informal reviews.
- Develop and implement quality control methodologies to ensure compliance with quality assurance concepts, standards, guidelines, practices, and procedures.
- Maintain the checklist of inspection processes and protocols used within a company.
- Exhibit a professional appearance and demeanor with customers and other employees.

Qualifications

- Have a certification directly related to the job site tasks.
- USACE/NAVFAC Construction Quality Management Certification, as required.

Training/Certification Requirements within one (1) year of hire:

- OSHA 10
- First Aid/CPR
- Minimum thirty (30) hours of supplemental training per year.

Title: Safety Officer (SSHO)

Minimum Education Level/Minimum Years Experience: High School Diploma or GED/7 Years

Position Summary:

A Safety Officer is responsible for monitoring and improving workplace safety.

Responsibilities:

- Perform audits of workplace for hazards, develop solutions to eliminate those hazards, communicate the solution to other employees, and evaluate progress as the solution is implemented.
- Develop an Emergency Response Plan and site specific Safety and Health Plans.
- Identify and cause correction of occupational safety and health hazards.
- Continuously monitor workers for exposure to safety or health hazardous conditions.
- Review Subcontractor safety performance and issues citations if necessary. Request and review Subcontractor safety plans.
- Provide training and safety and health information.
- Perform assessment of engineering controls and personal protective equipment (PPE).
- Ensure compliance with OSHA standards.
- Investigate workplace accidents.
- Maintain a log of conditions observed, actions required, and goals.
- Exhibit a professional appearance and demeanor with customers and other employees.

Qualifications

- OSHA 30, CPR/First Aid, Hazardous Waste Operations and Emergency Response (HAZWOPER), and Confined Space, at minimum.

Training/Certification Requirements within one (1) year of hire:

- Minimum thirty (50) hours of supplemental training per year.

Subcontractors will not perform any work under the scope of this contract.

2. Maximum order. **\$1,000,000.00**

3. Minimum order. **\$100.00**

4. Geographic coverage (delivery area): **Continental United States**

5. Point(s) of production: **Baltimore, MD**

6. Discount from list, prices or statement of net price: **Federal Government price is list price minus 6-24%**
7. Quantity discounts: **2% for single task orders of \$50,000 or more.**
8. Prompt payment terms: **1% 20 NET 30.**
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: **Commercial credit cards are accepted in full.**
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: **Government purchase cards are accepted in full.**
10. Foreign items (list items by country of origin): **None.**
- 11a. Time of delivery: **30-120 DARO.**
- 11b. Expedited Delivery: **Expedited delivery terms are to be negotiated at the task order level.**
- 11c. Overnight and 2-day delivery: **Expedited delivery is available; expedited delivery terms are to be negotiated at the task order level.**
- 11d. Urgent Requirements: **Urgent delivery terms are to be negotiated at the task order level.**
12. F.O.B. point(s): **F.O.B. Origin.**
- 13a. Ordering address: **Dvorak, LLC, 2700 North Point Boulevard, Baltimore, MD 21222.**
- 13b. Ordering procedures: **ordering will be accomplished through single and/or multiple award Blanket Purchase Agreements (BPAs), and as required by FAR Subpart 8.4.**
14. Payment address: **Dvorak, LLC, 2700 North Point Boulevard, Baltimore, MD 21222.**
15. Warranty provision: **Warranty terms are workmanship for a period of on (1) year after date of purchase.**
16. Export packing charges: **Not applicable.**
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): **N/A**
18. Terms and conditions of rental, maintenance, and repair (if applicable): **N/A**
19. Terms and conditions of installation (if applicable): **One (1) year warranty on workmanship.**

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

20a. Terms and conditions for any other services (if applicable): **N/A**

21. List of service and distribution points (if applicable): **Dvorak, LLC, 2700 North Point Boulevard, Baltimore, MD 21222.**

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 on 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: **13746-2888**

26. Notification regarding registration in Central Contractor Registration (CCR) database.
Dvorak, LLC's CCR registration in sam.gov is valid through March 3rd, 2022.