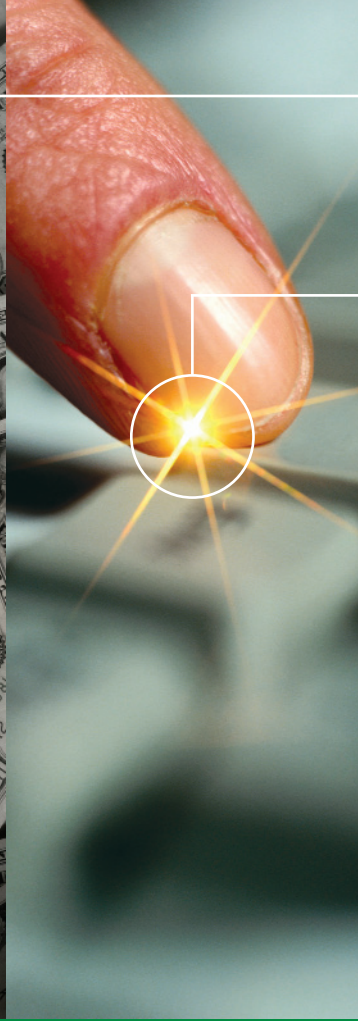
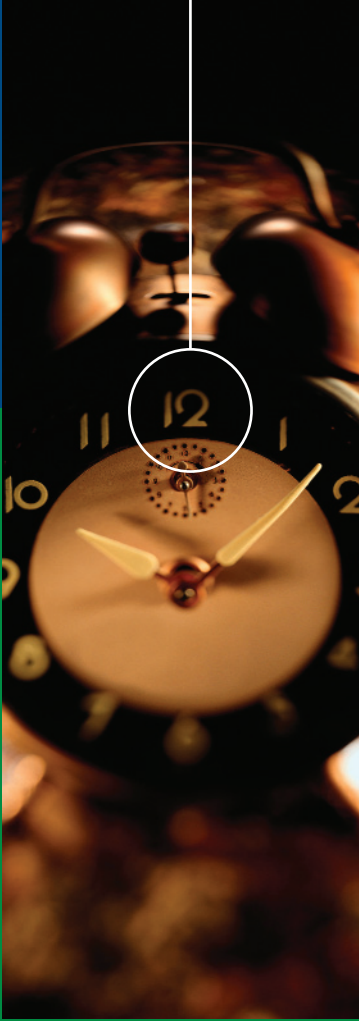


SAVE

TIME



MONEY

EFFORT

IT'S A
**THREE
WAY
WIN!**

PBS|FSS
"BEST VALUE"
FACILITIES
MANAGEMENT
SCHEDULES



GSA now has a series of property-related Multiple Award Schedules** that enable our program and procurement people – or federal agency tenants themselves – to quickly and easily select vendors for:

- Energy Management
- Independent Elevator Inspection
- Preventive Elevator Maintenance
- Interior Furnishings and Alterations
- Guard Services
- Fire Alarm/Fire Suppression Systems
- Landscaping
- Pest Control
- Environmental Services
- Facilities Maintenance and Management

Next up: An award schedule for Disaster Preparedness and Recovery.

Three distinct user groups benefit from this program. First, **PBS users** save big bucks, time, and effort in the selection process, since the vendors are all pre-qualified and agree to perform work to high standards and at an attractive discount. (That's three ways to win right there.) **Vendors** score a big win as they can reach a large federal audience through a single contracting vehicle. And **our customers** ultimately benefit through the timely provision of property-related services.

**Multiple Award Schedules (MAS)
are truly a three-way winner!**

“This program is a model for the kind of value-added service PBS associates deserve. The business case is compelling; it is pre-packaged to minimize time and effort; saves the taxpayers money; improves our ability to manage the consistency and quality of an important service; and takes full advantage of our sister service’s product offerings. Home run!”

F. Joseph Moravec, Commissioner
GSA Public Buildings Service

QUICK BACKGROUND

** First, what is a Multiple Award Schedule? It's simply a listing of contracts that GSA has awarded to multiple responsible companies that supply a comparable product or service. The program closely mirrors commercial buying practices with volume discount pricing and direct delivery. The contracts feature common terms and conditions, so any customer can expect to receive consistent services, convenience and pricing. In June 2000, the Public Buildings

Service (PBS) and Federal Supply Service (FSS) agreed to form an Acquisition Partnership. PBS' objective was to seek out 'best value' contractors to support the variety of services we perform for our customers. FSS' goal was to offer facilities maintenance services and to leverage the marketplace to meet the operational needs of as many as 400,000 facilities owned by the Federal Government.

Until now, most contractors have only been able to approach the Federal market in a fragmented way, using multiple pricing structures, varied contract terms, and with duplicative proposals required for the same or similar services. Now, firms can offer federal property services using **one contract vehicle**.

Based on their standard commercial practices, MAS contractors are permitted to structure their own unique offers (in accordance with the solicitation terms and conditions). **Each firm certifies that the offer represents its 'most favored' customer package.** This signifies that the proposed package represents the best value being offered anyone, whether a governmental or commercial customer. If a con-

tractor is ever remiss in meeting this commitment, its ability to remain on the MAS is jeopardized.

SAVE MONEY

The Acquisition Partnership takes advantage of PBS' subject matter expertise as well as the procurement leverage of the FSS Acquisition Centers. PBS has helped craft nearly all the Multiple Award Schedules mentioned in this brochure – an assurance of the technical quality you can expect from this program.



PBS business managers are now capitalizing on the significant savings being offered by MAS contractors. Example: some contractors on the Elevator Maintenance Schedule are offering end-users **up to an 18% savings**. That's terrific for the PBS bottom line: Funds from Operations.

Because of cumulative discounts, every agency purchase results in a benefit to you. As discounts accumulate from the use of different vendors, the total benefits to PBS can be enormous.

The MAS program has no minimum purchase level. And, while every schedule has a maximum order amount, you have the ability to negotiate a deeper discount or enhanced value package for large or repetitive purchases.

“If you are awarding stand-alone contracts to vendors who aren’t part of the MAS program - and there is a Multiple Award Schedule to fit your needs - then you’re paying too much!”

Bill Harrison
Certified Elevator Engineer
PBS Greater Southwest Region (R7)

SAVE TIME

Through MAS, our customers benefit through the delivery of property-related services more quickly and cost-effectively than ever before. This is true whether customer demands relate to regular service or Reimbursable Work Authorization

(RWA) requests. And, if you’re a PBS Contracting Officer, check this out. You need only comply with Federal Acquisition Regulation (FAR) Part 8 requirements in lieu of more time-consuming acquisition rules.

Before, it took months to award a contract. That process can now be reduced to weeks or days – **the Government wide average to issue a task order under MAS is just fifteen days!**

This is possible because the FSS Acquisition Centers complete all up-front procurement, legislative requirements, and commercial pricing negotiations. MAS contractors are deemed qualified to meet all contract requirements, based upon past performance and commercial sales practices.

When you’ve identified three or more MAS vendors, send them a scope of work and review their pricing and technical criteria in order to make the ‘best value’ determination. Or use FSS’ e-buy site, which allows scopes of work to be post-



ed and interested firms to respond with quotes electronically. Visit www.gsa.gov and plug in the search term 'e-buy' to get more information.

Once the contractor's product or service has been delivered, the order can be paid for with a Government purchase card, up to cardholder limits, which can be as high as \$100,000. This substantially reduces payment time for MAS vendors.

"The Contract Services Branch of our Property Management Division has begun using Multiple Award Schedules for several of our projects. The MAS is a 'best value' tool that allows us to operate more efficiently and better serve our customers. Based on our successful experience so far, we'll be using the MAS even more."

Mary Kennedy
Supervisory Contract Specialist
GSA Great Lakes Region (R5)

MAXIMIZE EFFORT

Consider this: since every MAS vendor has already been awarded a GSA contract for its services, **your time to research and complete an acquisition is dramatically reduced.**



As MAS contractors' negotiated pricing is uploaded into GSA Advantage![™] each region will be able to compare its current contract prices with the pricing offered by the MAS vendors and determine 'best value' along with the potential bottom-

line savings. And remember, you can negotiate with the contactor to obtain lower prices for your specific requirements based on quantity, location, etc.

Likewise, the Multiple Award Schedules represent an excellent way for PBS' project and business managers to assess today's market prices for the given offering.

Through GSA Advantage!™ and e-Buy, look to MAS as your first source for procurement market surveys. And, you can use the schedules equally well in developing budgets.

While contract administration responsibilities for individual task orders remain with the PBS ordering official, the FSS Acquisition Centers have overall responsibility for the MAS program. This includes economic price adjustments, review and incorporation of prevailing Department of Labor wage rates, incorporation of new or revised Federal Acquisition Regulations, and reviews of individual contractor performance. **FSS' administrative role**

takes a number of potential burdens off your shoulders. And their involvement continues for the entire 20-year life cycle of the contract!

ARRANGEMENT WITH CONTRACTORS

The MAS program allows qualified firms to offer their services through a

single contract vehicle lasting as much as 20 years (5-year base with three 5-year options).

This represents a great opportunity for contractors to develop long-term relationships to support their customer base.

An MAS contractor can put together its own offers and pricing methodologies in accordance with the terms and conditions of the

solicitation – but must certify that its offer is equal to or better than its 'most favored' customer discounts. If a contractor is ever remiss in meeting this



commitment, its continuation as an MAS partner will be reappraised.

If a customer's needs exceed what any single vendor is able to provide, two or more MAS contractors can combine on a total solution. Under this team arrangement, each contractor uses its 'most favored' customer price. If appropriate, a single invoice can be

delivered to PBS and other federal acquisition personnel.

To cover FSS' cost to establish this program, each MAS contractor pays (as of January 1, 2004) a $\frac{3}{4}$ of 1% Industrial Funding Fee based upon its quarterly sales. This fee is included in vendor pricing and cannot be charged back to the ordering agency. All vendors accept this cost and normally treat it as a sales and market development expense.



produced, with one vendor serving as the team leader. (Requisition guidelines applying here are FAR sections 8.4 and 9.6.)

MAS is also a direct market interface program. This allows vendors to discuss new products and services as well as promote their firms' ability to expedite

reduced when a Blanket Purchase Agreement is negotiated with a given contractor. **This savings in time (a measurable form of overhead) is significant.**

Also remember that MAS vendors commit to providing their current award pricing in GSA Advantage!™ – so PBS' proj-

INTANGIBLE BENEFITS

Using Multiple Award Schedules can reduce the typical 8 to 12-month source selection process to approximately 15 days. This time can be further

ect and business managers will have access to this data and be able to use it to support their budget estimates.

Another intangible: **MAS orders further GSA's procurement preference goals** since the program encompasses a variety of small businesses as well as firms that are owned by women, minorities, veterans, or that employ persons with disabilities. Selecting such companies advances the greater good.

“MAS can save us money, provide alternatives to our increasing workload, build procurement capacity, and leverage our buying power. The cost savings really are substantial - up to 18% off commercial. This is an excellent method for saving time and securing best value returns.”

Paul Lynch, Assistant Commissioner
PBS Office of Business Operations

CHECK OUT MAS TODAY!

The MAS program leverages PBS' property-related expertise, FSS' acquisition know-how, and the buying power of the federal government. By using MAS, you will provide your customer best value through timely, cost-effective, and high-quality service delivery.

This innovative program offers a terrific way for PBS to keep improving our 'bottom line' cost performance...raising customer satisfaction...expediting our acquisition workload, and working productively with our contracting partners.

To find the schedule for the property-related service you need, follow these simple steps:

1. Go to www.gsaelibrary.gsa.gov.
2. On the right side of the page, under the box "Go to Federal Supply Schedule," scroll down the roster of schedules for the one you are seeking:
 - Energy Management 871-II
 - Independent Elevator Inspection 03FAC
 - Preventive Elevator Maintenance 03FAC
 - Interior Furnishings and Alterations 71-I and 71-II-K
 - Guard Services 084
 - Fire Alarm/Fire Suppression Systems 03FAC
 - Landscaping 03FAC
 - Pest Control 03FAC
 - Environmental Services 899
 - Facilities Maintenance and Management 03FAC

3. Review the list of Special Item Numbers (SIN) for the short description of the contract task that is most relevant. Click on the appropriate SIN to get a complete listing of contractors. To get more information on a particular contractor, simply click on its name.

There are, of course, many more Multiple Award Schedules than the ones featured here, which are the product of the PBS-FSS Acquisition Partnership. For information on the entire MAS program, see the **Multiple Award Schedule Owner's Manual**, online at www.fss.gsa.gov/om. The Manual provides insight into all the features, terms, and conditions of the MAS program – along with tips on how to best make use of it. If you have questions or need assistance, find the FSS Customer Service Director nearest you by clicking on <http://www.gsa.gov/Portal/csmap.jsp>. or call 800-488-3111.

For questions on FSS-related services or issues, contact either Mary Snodderly (mary.snodderly@gsa.gov; 816-926-6750), Patricia Pierson (patricia.pierson@gsa.gov; 703-605-5577), or Larry Schmoll (larry.schmoll@gsa.gov; 816-823-1287).

Finally, if you have questions on the PBS-FSS Acquisition Partnership itself, please contact Frank Toth at PBS (frank.toth@gsa.gov; 202-501-0285).







Smarter Solutions

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