



ARLINGTON PUBLIC SCHOOLS

PROCUREMENT OFFICE

2110 Washington Blvd., Arlington, VA 22204 • Phone: (703) 228-6123 • Fax: (703) 841-0681

www.apsva.us

August 2, 2024

Via e-mail

Transition Management Systems, Inc
16831 Oakmont Ave.,
Gaithersburg, Maryland 20877
Attn: Denise Kloke, President
Email: denisek@tmsmove.com

Subject: **Amendment No. 2 to Contract 55FY22 – Moving Services**

Dear Denise Kloke:

On June 30, 2024, the above cited Contract between your firm and Arlington County School Board, operating as Arlington Public Schools (APS) expired.

In as much as your firm's performance under the present contract is satisfactory, attached is Amendment No. 2 for a one (1) year renewal of the Contract at the revised Pricing Schedule (attached). The renewal shall be effective July 01, 2024, and shall remain valid through June 30, 2025. This is the second of four (4) renewals, with two (2) renewal options remaining. All other terms and conditions shall remain unchanged.

Please indicate your acceptance by having an officer, or authorized agent, of your company sign and return the acceptance portion attached. Upon receipt, this office will sign and execute the amendment and return one copy to your office. Your response is requested no later than five (5) days from the date of this letter.

Sincerely,

Carolina Sorto

Carolina Sorto
Senior Procurement Specialist
Office: (703) 228-6193
Email: carolina.sorto@apsva.us



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Subject: **Amendment No. 2 to Contract 55FY22 – Moving Services**

Transition Management Systems, Inc
16831 Oakmont Ave.,
Gaithersburg, Maryland 20877
Attn: Denise Kloke, President
Email: denisek@tmsmove.com

By mutual agreement, contract 55FY22 is hereby renewed effective July 01, 2024, through June 30, 2025, at the revised Pricing Schedule (attached). This is the second of four (4) optional renewals with two (2) renewal options remaining. All other terms and conditions shall remain unchanged.

ACCEPTANCE:

ARLINGTON PUBLIC SCHOOLS

Authorized

Signature: *Danielle Godfrey*

Printed Name and Title: Danielle Godfrey
Procurement Agent

Date: August 6, 2024

TRANSITION MANAGEMENT SYSTEMS, INC

Authorized

Signature: *Denise L. Kloke*

Printed Name and Title: Denise L. Kloke, PRES.

Date: 8/5/2024



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Moving Services				
Pricing Schedule				
Item No.	Description	Unit of Measure	Unit Price	Unit Price Year 2 (07/01/2024-06/30/2025)
1	RATE FOR TRUCK FOR MOVE (Pickup and delivery only). Normal Work hours: Hourly truck 2 days at 8 hours each.	Hour	\$ 26.25	\$27.60
2	RATE FOR TRUCK FOR MOVE (Pickup and delivery only). Outside normal work hours Monday through Friday: Hourly truck 8 hours.	Hour	\$ 26.25	\$27.60
3	RATE FOR DRIVER FOR MOVE (Pickup and delivery only). Normal working hours.	Hour	\$ 40.95	\$43.00
4	RATE FOR DRIVER FOR MOVE (Pickup and delivery only). Other than normal working hours Monday through Friday.	Hour	\$ 43.05	\$45.20
5	RATE FOR EACH INDIVIDUAL REQUIRED FOR MOVE. (Pickup and delivery only.) Normal work hours: individual labors for 5 days at 16 hours.	Hour	\$ 32.55	\$34.20
6	RATE FOR EACH INDIVIDUAL REQUIRED FOR MOVE. (Pickup and delivery only.) Outside normal work hours Monday through Friday: Individual laborers for 1 day at 16 hours.	Hour	\$ 34.65	\$36.40
7	RATE FOR EACH SUPERVISOR REQUIRED FOR MOVE. (Pickup and delivery only.) Normal work hours: individual labors for 5 days at 16 hours.	Hour	\$ 68.25	\$71.70
8	RATE FOR EACH SUPERVISOR REQUIRED FOR MOVE. (Pickup and delivery only.) (Pickup and delivery only.) Outside normal work hours Monday through Friday: Individual laborers for 1 day at 16 hours.	Hour	\$ 73.50	\$77.20
9	OFFICE MOVING TOTE CARTONS. Heavy duty tote carton with reinforced sides 24" long X 15" high X 12" deep for owner packing.	Each	\$4.90	\$5.15
10	CARTONS 1.5 Book Carton	Each	\$1.90	\$2.00
11	CARTONS 3.0 Medium Carton	Each	\$3.90	\$4.10
12	CARTONS 4.5 Large Carton	Each	\$5.60	\$5.90
13	CARTONS Mirror	Each	\$11.00	\$11.55
14	CARTONS Wardrobe Carton	Each	\$15.50	\$16.30
15	CARTONS - China Barrel	Each	\$8.50	\$8.95
16	CARTON-Carton Mattress Crib	Each	\$20.00	\$21.00
17	CARTON-Mattress Twin	Each	\$20.00	\$21.00
18	Rolls of bubble wrap Large Bubbles, 24" wide roll, 250' length	Each	\$155.00	\$162.75
19	Roll Shrink-wrap - 18" wide X 1500' long roll	Each	\$52.00	\$54.60
20	Rolls of plastic wrapping tape 2" x 100'	Each	\$3.00	\$3.15
21	Rolls of labels	Each	\$8.00	\$8.40
22	INSIDE DELIVERY CHARGE FOR PACKING MATERIALS. Flat rate per trip.	Flat Rate	\$150.00	\$160.00



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23	RATE FOR EACH INDIVIDUAL PACKER REQUIRED FOR MOVE during normal hours: Packers for 2 days at 8 hours	Hour	\$ 32.55	\$34.20
24	RATE FOR EACH INDIVIDUAL PACKER REQUIRED FOR MOVES outside normal work hours Monday through Friday. Packer for 1 day at 8 hours	Hour	\$ 34.65	\$36.40
25	Consultation and Pre-Move Planning	Hour	\$70.00	\$73.50
26	Weekly Rental – Square Foot Charge for a secure storage space at Contractor’s warehouse for computer equipment, office and household furnishings and miscellaneous related items (Cost must include all carts, dollies, shelving, pallets, ladders, etc. involved in storing or moving these items.)	Square Foot	\$0.95	\$1.00
27	Monthly Rental – Square Foot Charge for secure storage space at Contractor’s warehouse for computer equipment, office and household furnishings and miscellaneous related items (Cost must include all carts, dollies, shelving, pallets, ladders, etc. involved in storing or moving these items.)	Square Foot	\$2.30	\$3.25
28	Move Cancellation Charge (Each Move) Cancellation of a move (only) with less than 24-hour notice. The cancellation charge, however, will not exceed \$300/per move. The cancellation charge will not apply to the delivery of moving supplies (i.e. boxes, carts, labels, etc.)	Each	\$300.00	\$330.00
29	Record Storage Boxes	Each	\$4.90	\$5.15
30	Office Furniture Technician: Office Furniture disassembly and re-assembly, Modular or Systems furniture disassembly and reassembly-requires more skills and specialized tools, than a basic mover labor category.	Hour	\$55.00	\$57.75
31	Simple Computer Disconnect and Reconnect: includes Keyboard zip lock bag for accessories	Unit	\$30.00	\$31.50
32	RATE FOR DRIVER FOR MOVE (Pickup and delivery only). Saturday working hours.	Hour	\$61.00	\$64.05
33	RATE FOR DRIVER FOR MOVE (Pickup and delivery only). Sunday and Holiday working hours	Hour	\$82.00	\$86.10
34	RATE FOR EACH INDIVIDUAL REQUIRED FOR MOVE. (Pickup and delivery only.) Saturday working hours.	Hour	\$48.00	\$50.40
35	RATE FOR EACH INDIVIDUAL REQUIRED FOR MOVE. (Pickup and delivery only.) Sunday and Holiday working hours.	Hour	\$65.00	\$68.25
36	RATE FOR EACH INDIVIDUAL PACKER REQUIRED FOR MOVE during Saturday working hours	Hour	\$48.00	\$50.40
37	RATE FOR EACH INDIVIDUAL PACKER REQUIRED FOR MOVE during Sunday and Holiday working hours.	Hour	\$65.00	\$68.25
38	Office Furniture Technician: Saturday working hours.	Hour	\$73.00	\$76.65
39	Office Furniture Technician: Sunday and Federal Holiday working hours.	Hour	\$98.00	\$102.90
40	Packing Paper (25lb. bundle)	Each		\$52.00
41	1” Painter’s Tape (blue Tape)	Each		\$8.00
42	2” Painter’s Tape (blue Tape)	Each		\$16.00

Moving Services Minimum

4-hr minimum for moving services. (3) hrs. labor and (1) hr. travel/mobilization