

QUOTE SUBMISSION · U.S. DEPARTMENT OF THE AIR FORCE

Grounds Maintenance Services

Shaw Air Force Base · Sumter County, South Carolina

Solicitation No.

FA4890-24-Q-0042

Due

October 15, 2024 — 2:00 PM ET

Response

Firm-Fixed-Price Quotation

SDVOSB | Service-Disabled Veteran-Owned Small Business

SUBMITTED BY

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CAGE CODE

9PSG2

NAICS

561730 — Landscaping Services

CERTIFICATIONS

SDVOSB · Small Business · SC MBE Certified

The terms and conditions contained in the solicitation are acceptable to be included in the award document without modification, deletion, or addition. Palmetto Services Group agrees to hold prices for 90 calendar days from the date set for receipt of quotations and to furnish any or all items at the price set opposite each item.

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Introduction

The United States Department of the Air Force has released Solicitation No. FA4890-24-Q-0042 seeking a qualified contractor to provide comprehensive grounds maintenance services at Shaw Air Force Base, Sumter County, South Carolina. Palmetto Services Group, LLC (PSG) is honored to submit this quotation in response to the government's requirement.

Palmetto Services Group, LLC is a Service-Disabled Veteran-Owned Small Business (SDVOSB) headquartered in North Charleston, South Carolina. Founded in 2016 by Marcus T. Williams, a U.S. Army veteran with 12 years of service and extensive experience in facilities and grounds operations, PSG has built an 8-year track record of delivering grounds maintenance services to military installations, federal agencies, and state facilities throughout the Carolinas.

PSG provides a comprehensive range of grounds maintenance services including turf management, mowing, edging, weed control, tree and shrub maintenance, irrigation system management, pest management, debris removal, and seasonal grounds preparation. Our crews hold the required pesticide applicator licenses, DOD installation access clearances, and OSHA 10-hour construction safety certifications required for work on military installations.

We currently hold an active grounds maintenance contract at Fort Jackson, Columbia, South Carolina — one of the Army's largest training installations — and have successfully performed similar scope work at McEntire Joint National Guard Base in Eastover, SC. Our proximity to Shaw AFB, our established South Carolina supply chain, and our existing DOD-cleared workforce position PSG to perform this requirement with minimal mobilization risk and immediate operational readiness.

Technical Capability

Mission Approach

Palmetto Services Group’s mission approach for Shaw AFB grounds maintenance is built on three core principles: Precision Scheduling, Responsive Execution, and Continuous Quality Verification. Our approach ensures that every requirement in the Performance Work Statement is met with documented evidence of completion.

Proposed Work Plan

PSG will execute grounds maintenance across all designated areas of Shaw AFB according to the following schedule and methodology:

Task	Frequency	Method	Personnel	QC Verification
Turf Mowing — Primary Areas	Weekly (Apr–Oct); Bi-weekly (Nov–Mar)	Commercial zero-turn mowers, 60" deck	Crew of 4	Supervisor inspection + photo log
Edging — Sidewalks & Curbs	Weekly	Stick edgers + string trimmers	Crew of 2	Measurement log
Weed Control — Bed Areas	Bi-weekly + as needed	Licensed applicator, EPA-approved products	Certified applicator	Application record + license on file
Tree & Shrub Pruning	Quarterly + storm response	Hand pruners, pole saws, chippers	ISA-trained crew	Before/after photos
Irrigation System Check	Monthly	Zone-by-zone inspection	1 technician	Inspection form submitted to CO
Debris Removal	After each service + storm events	Truck + trailer haul-off	Full crew	Weight ticket or photo confirmation
Pest Management	Scheduled + reactive	Licensed applicator	SC-licensed applicator	Application log submitted monthly

Quality Control / Quality Assurance Plan

PSG implements a three-tier quality control system that provides the Government with verifiable evidence of service delivery at every level:

- Crew-Level Verification**
Each crew supervisor completes a daily task checklist using our mobile field app. Photos are geotagged and timestamped at the start and completion of each work area.
- Management Inspection**
The Operations Manager (Darnell Cooper) conducts unannounced spot inspections of at least 25% of all work areas each week. Deficiencies are corrected within 4 hours, or the next business day for non-urgent items.
- Government Interface**
The Project Manager (Marcus Williams) provides a weekly summary report to the Contracting Officer's Representative every Friday before 5:00 PM, including photo documentation, deficiency log, and corrective actions taken.

Staffing Plan

PSG will staff this contract with a dedicated team of 14 full-time employees and 4 part-time supplemental crew members for peak season surges. All personnel are SC residents and will undergo DOD installation background screening prior to contract start.

Position	FTE	Key Qualifications	Clearance
Project Manager	1	Army veteran, 12 yrs grounds ops, PMP candidate	DOD Background Check
Operations Manager	1	8 yrs commercial landscaping management, OSHA 30	DOD Background Check
Lead Crew Supervisor (2)	2	5+ yrs supervisory experience, pesticide applicator license	DOD Background Check
Grounds Maintenance Technician	8	Commercial mowing, edging, pruning experience	DOD Background Check
Irrigation Specialist	1	Certified Irrigation Technician (CIT), SC licensed	DOD Background Check
Licensed Pesticide Applicator	1	SC Category 3 & 6 license, EPA compliance training	DOD Background Check
Part-Time Seasonal Crew	4 PT	Peak season mowing / debris support	Escort required

Past Performance

PSG provides three past performance references demonstrating directly relevant grounds maintenance experience at military and government facilities in South Carolina.

Reference 1 — Fort Jackson, SC — Army Installation Grounds	
Contract / Project	Grounds Maintenance Services — Fort Jackson, Columbia, SC
Contracting Agency	U.S. Army, MICC Fort Jackson
Contract Number	W912PM-21-C-0088
Contract Value	\$880,000 (Base Year) — 5-year IDIQ
Period of Performance	October 2021 — Present (3rd Option Year Active)
Scope Performed	Turf maintenance, mowing, edging, weed control, tree/shrub pruning, irrigation management, and pest control across 1,400 acres of training, administrative, and housing areas.
Relevance	Direct — military installation grounds maintenance at a DOD facility of comparable size and operational tempo. Full OSHA and DOD security compliance maintained throughout.
Point of Contact	COR: SSG Patricia Holliday, (803) 751-4200, patricia.holliday@army.mil
Performance Rating	Exceptional — CPARS rating maintained for all performance periods.

Reference 2 — McEntire Joint National Guard Base — SC	
Contract / Project	Grounds Maintenance — McEntire JNGB, Eastover, SC
Contracting Agency	SC Army National Guard, Facilities Management Office
Contract Number	SCNG-FM-2022-0017
Contract Value	\$425,000 (Annual)
Period of Performance	January 2022 — December 2023 (2-year base, completed)
Scope Performed	Mowing, edging, debris removal, storm response, tree pruning, and seasonal grounds prep for flight-line-adjacent areas and administrative campus — 620 acres total.
Relevance	Direct — Air Force-adjacent military installation grounds with comparable security requirements, flight line proximity protocols, and ARNG oversight.
Point of Contact	James R. Owens, Facilities Director, (803) 647-6100, james.r.owens.sc@army.mil
Performance Rating	Very Good — Renewed for optional extension period.

Reference 3 — Daufuskie Island Parks Dept — SC	
Contract / Project	Public Grounds & Parks Maintenance — Daufuskie Island, SC
Contracting Agency	Beaufort County Parks & Recreation
Contract Number	BCPR-2020-114
Contract Value	\$180,000 (Annual)
Period of Performance	March 2020 — Present
Scope Performed	Mowing, landscaping, shoreline vegetation management, and debris removal across island public parks and access areas — 45 acres.
Relevance	Direct — recurring public grounds maintenance with coastal environmental compliance.
Point of Contact	Angela Simmons, Parks Director, (843) 255-2800, asimmons@bcgov.net
Performance Rating	Very Good — extended twice at the County's option.

Price / Cost Schedule

Unit prices and extended totals below reflect Palmetto Services Group's competitive pricing for the stated work. All prices include labor, equipment, materials, overhead, and profit. Prices are firm-fixed-price and held for 90 days from proposal submission.

CLIN	Description	Unit	Qty	Unit Price	Extended
0001	Grounds Mowing — Primary Areas (Zone A)	EA	52	\$2,840.00	\$147,680.00
0002	Grounds Mowing — Secondary Areas (Zone B)	EA	52	\$1,620.00	\$84,240.00
0003	Edging — All Sidewalks and Curbing	EA	52	\$480.00	\$24,960.00
0004	Weed Control — Landscape Beds (licensed application)	EA	26	\$1,100.00	\$28,600.00
0005	Tree and Shrub Pruning — Quarterly	EA	4	\$4,200.00	\$16,800.00
0006	Irrigation System Inspection and Minor Repair	EA	12	\$650.00	\$7,800.00
0007	Pest Management — Turf and Bed Areas	EA	12	\$880.00	\$10,560.00
0008	Storm Response / Emergency Debris Removal	EA	8	\$2,200.00	\$17,600.00
0009	Seasonal Grounds Preparation (Spring / Fall)	EA	2	\$3,800.00	\$7,600.00
0010	Project Management and Quality Assurance	MO	12	\$4,500.00	\$54,000.00
BASE YEAR TOTAL — FIRM FIXED PRICE					\$399,840.00

Option Years (1–4): PSG will honor a maximum 3% annual price escalation for each option year, not to exceed the BLS Employment Cost Index for the prior 12-month period. Detailed option year pricing available upon request or as required by the Contracting Officer.

Required Attachments Checklist

The following documents are included in this submission as required by the solicitation and Performance Work Statement:

Document	Status	Location in Proposal
Completed SF1449 / RFQ Cover Form	Included	Tab A — RFQ Documents
Amendment P00001 Acknowledgment	Included	Tab A
Amendment A00001 Acknowledgment	Included	Tab A
Price / Cost Schedule (Completed)	Included	Tab B — Pricing Section
SDVOSB Certification — VA-Verified	Included	Tab C
SC Business License	Included	Tab C
SC Pesticide Applicator License	Included	Tab C
Certificate of Liability Insurance	Included	Tab H
Workers Compensation Certificate	Included	Tab H