



Modular Building



Uniformed Personnel Lockers



Guard House



Furniture Installation



Mezzanine



Exterior waterproofing



Kitchen

Cooper Materials Handling, Inc. (COOPER), an SBA 8(a) certified company located in Vienna, VA, has provided the State Department, United States Secret Service, US Marine Corps, FBI, World Bank, Northrop Grumman, General Dynamics, and more, with a wide variety of equipment, material and services for over 10 years.

COOPER applies its extensive expertise in space utilization, project management and contracting along with its highly skilled staff to consistently deliver projects on time, within budget and at or above customer quality expectations. COOPER converts existing space into productive, useable space including modification to existing space, and installation of structures such as mezzanines, modular offices, wire partitions, exterior buildings and trailers. The company has focused on modular units allowing completion of time critical projects more efficiently and within budget. Additionally, COOPER has included electrical, fire protection, plumbing, communications wiring, floor coverings, signage, and HVAC in the package space solutions.

With our materials handling expertise, COOPER has designed and installed total warehouse storage systems and equipment including pallet rack, forklifts, mobile filing systems, wire partitions, special personnel and storage lockers, shelving, office furniture, work benches, security cages, partitions, laboratory equipment and more.

As we progressed in our turnkey projects, COOPER has evolved into a company that offers complementary construction services such as facilities maintenance and rehabilitation. We have bonding capability, and manage risk confidently and professionally.

COOPER designs, engineers and builds accredited RF Shielded Enclosures. A modular RF Shielded Enclosure can be supplied or one can be customized to meet your specifications. Our company has Clean Room design/build experience and can provide expert consultation. COOPER also holds a Facility Clearance and uses its own installation crews.

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Quonset Hut Structure



Inside Structure...Before Construction



Wire Caging, Aisle Guards,
Mezzanine, & Office Space



Optics Lab



Office Space



Conference Room

✓ Design / Build Project ✓ Completed in 78 Days

Cooper provided a complete turnkey solution for two tenants occupying a military Quonset hut structure at the Marine Corp Base, Quantico, VA. Their needs were different; with one needing secure warehouse storage and the other looking for office and lab space. The existing structure, with its curved walls, provided a unique design challenge.

COOPER MATERIALS HANDLING PROVIDED:

✓ **Two story prefabricated office structures; (Inplant Office System)**

- Optics lab; Layout, design, procurement, storage and delivery of equipment to coordinate with completion of the lab
- Two conference rooms; provide all furniture, room accessories, electronic writing board, room divider
- Office Space; with turnkey office furniture design and installation
- Complete installation of HVAC system
- Floor coverings; including carpet, tile, painted epoxy floor

✓ **Mezzanine Structure**

- Relocation of existing mobile filing system
- Storage area with shelving; battery recharging stations
- Installation of guardrail system for close quarters forklift traffic

✓ **Optics Lab**

- Furnish non-conductive rubber flooring
- Installation of counters, cabinets and special Pneumatic optics tables
- Procurement of testing lab equipment for end user
- Constructed "total black/dark" work environment for laser testing
- Installation of lab accessories (power strips, reels, compressed air system)
- Furnish storage cabinets, workbenches, stools and air system

✓ **Secure Wire Cage**

- 19ft tall with custom fit panels

✓ **Kitchen & Bathrooms**

- Plumbing for showers, kitchen and two bathrooms
- Provide all cabinets, fixtures and bathroom accessories
- Furnish and install kitchen/break room; cabinets, microwave, sink



This project converts an empty warehouse into usable office space.



Initial installation of two-level office space & catwalk.



Description of Work Effort

Cooper Materials Handling (CMH) was contracted to design, install and furnish a 6,600 square foot, two story modular In-Plant office structure within the Joint Forces Command secure facility for the U.S. Army at Ft. Belvoir. Under this project, Cooper Materials provided independent assessment of the requirements, design, construction support, supply support, and facilities management.

CMH designed the space to meet special security requirements, oversaw manufacturing, quality control and installation of the designed office facility. CMH was responsible for and provided full utilities including - HVAC, electrical, office furniture, carpet, signage, kitchen and various accessories in the office space to make it fully functional from day one. This project was completed in 70 days without any change orders.

Objective Achieved

The key issues of this project were speed and meeting the special security requirements of the project. CMH handled both considerations to the client's satisfaction.

Value Engineering

CMH's value engineering and design of the facility allowed us to provide the client with a cost effective solution to their warehouse management needs.

Schedule

All products and services were delivered on or ahead of schedule. 95% completed within 60 days.

This completed office space & catwalk met the customer's needs.

Description of Work Effort

Cooper Materials Handling (CMH) prepared independent assessments to determine warehousing needs for a new 50,000 sq. ft. warehouse for the World Bank. CMH provided initial design of a mixture of warehouse racking utilizing cube space. Specified appropriate narrow aisle fork lift trucks which increased the overall effectiveness of this secure facility. Design included a specialized security area to handle inbound mail, express packages and deliveries of a wide variety of products that services five large offices.



CMH designed a special rack system to accommodate the storage of loose office furniture, archive records and construction materials. Furnished and designed an

environmentally efficient dock area. CMH provided complete county permitting services, and furnished & supervised all installation labor. This important and time critical phase was completed in less than four (4) weeks.

Objective Achieved

The major objective of this task was to maximize the number of pallet positions and accommodate a wide variety of stored inventory. CMH was very successful in this effort through the creative use of different racking products, including 120 ft. long cantilever shelves for odd size inventory products. In an effort to increase the number of

pallet positions, CMH incorporated narrow aisles with side guides for safe forklift travel. A final objective was to secure sections within the warehouse to prevent unauthorized personnel from entering restricted areas. CMH successfully fulfilled this objective through a unique design, isolating designated dock doors and utilizing security fencing.



Value Engineering

CMH's value engineering and design of the facility allowed us to provide the client with a cost effective solution to their warehouse management needs.

Schedule

This project was completed on time, ahead of schedule (in 4 weeks) and within the client's budget.

Turn Key Operations:

- ✓ Design and Integration
- ✓ Project Management
- ✓ Maintenance



Partition Rack

√Warehouse Conversion Project √Completed in 92 Days

Cooper provided a complete turnkey solution for three tenants occupying a warehouse structure in Washington, DC.

The following components were provided for this custom Warehouse System:



Project Mgr, Stuart Downs (right), consults with onsite supervisor.

- Design Layout
- Installation
- Modular Office Structures
- Flooring
- Work Tables
- Shelving
- Rack Systems
 - *Pallet Rack*
 - *Partition Rack*
 - *Cantilever Rack*
- Electrical Sprinkler
- HVAC
 - *Labor & Materials for Heat Pump Installation*
- Secure Wire Caging
- Aisle Guards



Modular Offices



Bin Shelf Unit • Aisle Guards



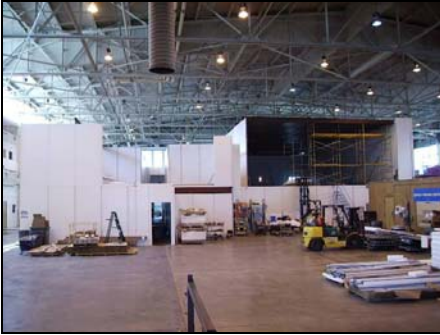
Cantilever Rack



Modular Office • Secure Wire Caging • Aisle Guards

Location: Undisclosed Location, Washington, DC

Date of Award: December 2006 Period of Performance: March – May 2007



Design / Build Project



Cooper provided final design and installation of a 20,000 square foot training facility at an undisclosed government facility. This two-level structure contained numerous classrooms, laboratories, support facilities and a large auditorium.



Incorporated into the auditorium was a raised audio-visual (AV) booth, with a glass front, special wiring and controls. Cooper provided the final installation of the AV equipment supporting the classrooms.

Our design team provided a unique lighting scheme in the auditorium, giving the room additional capabilities.

The challenges that Cooper faced on this project included coordination with the end user to maintain a tight schedule, allowing for the continuation of ongoing classes, tight security, an older facility infrastructure, an uneven concrete surface and coordination with several other trades working on the project.



Phase I: Shelving & Aisle Guard



Phase I: Overview of Shelving, 1st level



Phase I: Phase I installation nearing completion

√Warehouse Design / Layout & Installation

Cooper Materials Handling was asked to design a warehouse solution for an International Oil warehouse located in the African Nation of Equatorial Guinea.



This project was accomplished in two phases:

Phase I consisted of installing the first floor shelving and rack system.

Phase II (scheduled to be completed in 2007) required the second level of shelving to be installed. This included a mezzanine, handrails and stairs.

Cooper had a firm understanding of this unique customer's storage needs. Our expertise in warehouse systems, layout and design allowed us to showcase our strengths.

Custom Shelving / Rack System

Phase I – 2004

- Design / Layout
- Shelving, 1st level
- Cantilever Rack
- Aisle Guards
- Provided an on-site Supervisor during installation

Phase II – To be completed in 2007

- Design / Layout
- Shelving, 2nd level
- Mezzanine
- Handrails, Stairs
- Provided an on-site Supervisor during installation

LOCKERS



UPL Lockers

Lockers can be designed in standard or custom configurations to meet your needs. Cooper Materials Handling has over 35 years of developing specifications, designing solutions, creating layouts, and installing lockers for schools, government, and commercial customers.



Fire Station Lockers

SURVEY & DESIGN

- Review floor plans for locker placement
- Make necessary adjustments to plans
- Lockers are ordered per specifications
- Final Buildout Drawing

FURNISH AND INSTALL

- Product is delivered to customer site
- Installation performed by experienced / cleared personnel



Double Tier Lockers

LOCKER INSTALLATIONS

- US Park Police
- US Capitol Police
- Fairfax County, Virginia Fire Stations
- US Navy Yard
- Internal Revenue Service



Plastic Lockers



School Lockers



Locker Room



UPL Lockers

LABORATORY



Optics Lab with self-leveling tables

FURNISH AND INSTALL NEW EQUIPMENT

- Pneumatic self-leveling tables for optics lab
- Procure, inventory and deliver optics lab equipment
- Workbenches, tables, air reels, wire caging
- Compressor and air line drops
- Turnkey installation of fire sprinkler system in two story (40,000sf) lab building.
- Upgrade to existing fire alarm system



Research Lab

MAINTENANCE & REPAIR

- Engineer and construct special footers to accommodate special animal lab equipment (22,000lbs)
- Install electric heaters for loading dock area
- Install special fiberglass floor grating in animal cage wash area (dirty side)
- Relocate compressor and associated air lines
- Guard House; install power and control system for gate opener, paint booth, and exterior brick work.
- Miscellaneous applications of special epoxy laboratory paint to ceiling, walls and floor in Non-human primate labs.
- Cinder block wall penetration to install new, heavy lab doors.
- Exterior waterproofing of lab building
- Design & furnish clean room for pharmaceutical company



Guard House for Laboratory

LABORATORY WORK PERFORMED

- Walter Reed Army Institute of Research
- Fort Belvoir Night Vision
- Experimental Pathology Labs
- US Marine Corps Systems Command
- Eminent Services Corporation



Fiberglass Floor Installation



Special footers for Lab equipment



Waterproofing for Research Lab



Chemical Lab

Contract Vehicles

Sole-Source Directly to Cooper Materials Handling

Any federal agency can identify work especially suited for an 8(a) firm and can set-aside the project without advertising in FedBizOpps/Commerce Business Daily. This allows the federal agency to directly award a contract to this 8(a) firm without lengthy contracting delays.

If this option is chosen, the steps typically followed are:

1. The project manager or interested party identifies a statement of work, prepares a government estimate and earmarks funds.
2. The agency chooses Cooper Materials Handling to perform the work

An authorization to negotiate is obtained from the SBA by filling out a Small Business Coordination Record form. The interested party may consult with their small business program office and/or the contracting office in order to complete the Business Coordination Record or a Procurement Request Form, depending on the agency. Federal departments have different forms; for example, the DOD and its agencies use [DD Form 2579](#).

- The prepared contract documents must include the following statement: "Request procurement be made pursuant to Section 8(a) of the Small Business Act 15 U.S.C. 637(a) and in accordance with FAR 19.8."
- Once the procurement request has been made, the Small Business Deputy or the Contract Officer prepares an offer letter or a proposed project form (FAR 19.804-2). [Download an offer letter template for SBA Region 4](#) (Word Doc format).
- After the offering information is received and processed by the SBA, the process returns to the contracting officer who submits the Scope of Work and Request for Quotation to Cooper Materials Handling.
- Cooper Materials Handling submits its proposal and the package is evaluated and negotiated (if necessary) by the agency.
- The contract is awarded.

Sole-Source IDIQ for Cooper Materials Handling

When an agency finds an 8(a) company that they would like to utilize on a regular basis, the agency might choose to award a sole-source **IDIQ (Indefinite Delivery/Indefinite Quantity)** contract. Preparation of this IDIQ is very cost-effective for the agency as it minimizes the length of time involved in contracting out individual task orders and it is not as costly and time-consuming to award as a competitive **IDIQ**. This type of contracting mechanism can be awarded very much like the sole-source contracts described above.

BOA with Cooper Materials Handling

A **BOA (Basic Order Agreement)** can also be awarded on a sole-source basis under the 8(a) program. A **BOA** is a written instrument of understanding, negotiated between an agency, contracting activity, or contracting office and a contractor, that contains the following items:

- Terms and clauses applying to future contracts (orders) between the parties during its term
- A description, as specific as practicable, of items or work to be provided
- Methods for pricing, issuing, and delivering future orders under the Basic Ordering Agreement