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 GSA Advantage!® is: GSAAdvantage.gov.

MAS Multiple Award Schedule
FSC Group: Professional Services
FSC/PSC Code: F999
Contract Number: 47QRAA19D0048

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Contract Period: February 8, 2019 - February 7, 2024
Contractor: Cultural Resource Analysts, Inc. 151 Walton Avenue
             Lexington, KY 40508
Telephone: (859) 252-4737
FAX Number: (859) 254-3747
Web Site: www.crai-ky.com
E-mail: cmniquette@crai-ky.com
Contract Administration: Charles M. Niquette
Business Size: Small Business

Price list current through Modification #PS-A812, February 3, 2020
CUSTOMER INFORMATION:

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s). 541620: Environmental Consulting Services OLM: Order Level Materials

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. N/A

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. If hourly rates are not applicable, indicate “Not applicable” for this item. Please see page 4

2. Maximum order. $1,000,000.00

3. Minimum order. $100.00

4. Geographic coverage (delivery area). 50 States, DC

5. Point(s) of production (city, county, and State or foreign country).

Lexington, Fayette County, Kentucky; Hurricane, Putnam County, West Virginia; Evansville, Vanderburgh County, Indiana; Sheridan, Sheridan County, Wyoming; Shreveport, Caddo Parish, Louisiana; Richmond, Virginia; Knoxville, Knox County, Tennessee.

6. Discount from list, prices or statement of net price. Prices shown herein are net prices.

7. Quantity discounts. 1.5% discount on orders of $500,000.00

8. Prompt payment terms. NET 30. Information for ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

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. (Contractor insert number of days.) **The Contractor shall deliver in accordance with the terms of delivery and performance negotiated in individual task order with agencies.**

11b. Expedited Delivery. Items available for expedited delivery are noted in this price list. **No expedited delivery.**
11c. Overnight and 2-day delivery. **No overnight or 2-day delivery.**

11d. Urgent Requirements. The Contractor will note in its price list the Urgent Requirements” clause of its contract and advice agencies that they can also contact the Contractor’s representative to affect a faster delivery.

12. F.O.B. point(s). **Destination**


13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address(es) **Cultural Resource Analysts, Inc., 151 Walton Avenue, Lexington, KY 40508.**

15. Warranty provision. **The contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.**

16. Export packing charges, if applicable. **N/A**

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level) **Agencies may contact the Contractor directly.**
18. Terms and conditions of rental, maintenance, and repair (if applicable) N/A

19. Terms and conditions of installation (if applicable). N/A

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). N/A

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. 603124587


GSA Pricing

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The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).
LABOR CLASS DESCRIPTIONS

Cultural Resource Analysts, Inc.

Project Archaeologist Step II
Responsible for execution of phase I (inventory-level survey), phase II (National Register evaluation) and phase III (data recovery) projects. This involves conducting prefield research, directing field work and laboratory analyses, and preparing technical reports. This group consists of Senior Archaeologists with business development and office management responsibilities and senior level studies capabilities with a minimum of 3 years’ experience. Position requires a graduate degree. Minimum Education Requirement—M.A., M.S.

Project Archaeologist Step I
Responsible for execution of phase I (inventory-level survey), phase II (National Register evaluation) and phase III (data recovery) projects. This involves conducting prefield research, directing field work and laboratory analyses, and preparing technical reports. This group consists of Senior Archaeologists with management and supervisory responsibilities and senior level studies capabilities with a minimum of 3 years’ experience. Position requires a graduate degree. Minimum Education Requirement—M.A., M.S.

Architectural Historian Step III
1. Assists with the supervision of Architectural Historian/Historian I and II staff.
2. Responsible for the overall quality of the background research, field work, and resulting cultural resource assessment reports for projects they are supervising.
3. Responsible for the monitoring of budgets for projects they are supervising.
4. Completes evaluations of Architectural Historian/Historian I and II staff.
5. Prepares project proposals and budgets, schedules projects, coordinates with clients and state and federal officials, and supervise survey teams for projects they are supervising.
6. Responsible for researching, documenting, and analyzing historic properties by conducting archival research and making on-site inspections. This includes using written and oral sources to prepare historical overviews of the project area; developing historic property types and historical theme studies for use in evaluating historic properties, and developing site-specific histories for significant properties in the project area. The on-site inspection of historic properties may involve interviewing owners or residents, photographing the features of the site; preparing a written description of the property, preparing a site plan showing the location of the buildings and other landscape features, and completing a state historic inventory form.
7. Following professional documentation standards to evaluate the significance of historic properties in relation to the National Register of Historic Places (NHRP) criteria and within the framework of the historic and architectural contexts developed for the project.
8. If there are resources in the project area which are potentially eligible for listing in the NRHP, prepares determinations of eligibility, determinations of effect, and recommendations for the elimination, minimization, or mitigation of adverse effects (when appropriate). Recommendations regarding adverse effects associated with federal, federally funded, and/or federally licensed undertakings will be based upon the regulations found at 36CFR Part 800 and other guidance provided by the Advisory Council on Historic Preservation.
9. Prepares written reports that summarize survey findings and recommendations.
10. Responsible for preparing intensive documentation of significant historic properties by preparing historical research, measured drawings, and photography in conformity with Historic American Building Survey (HABS) or Historic American Engineering Record (HAER) standards.
11. Monitor safety in the office and on job sites.
12. Other duties as assigned.
Position requires a minimum of 5 years’ experience. Minimum Education Requirement- M.A., M.S.

**Architectural Historian Step II**

1. Prepares project proposals and budgets, schedules projects, coordinates with clients and state and federal officials, and supervises field teams for projects they are assigned.
2. Responsible for the overall quality of the background research, field work, and resulting cultural resource assessment reports for projects for which they are assigned.
3. Responsible for the monitoring of budgets for projects they are assigned.
4. Responsible for researching, documenting, and analyzing historic properties by conducting archival research and making on-site inspections. This includes using written and oral sources to prepare historical overviews of the project area; developing historic property types and historical theme studies for use in evaluating historic properties and developing site-specific histories for significant properties in the project area. The on-site inspection of historic properties may involve interviewing owners or residents, photographing the features of the site; preparing a written description of the property, preparing a site plan showing the location of the buildings and other landscape features, and completing a state historic inventory form.
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7. Prepares written reports that summarize survey findings and recommendations.
8. Responsible for preparing intensive documentation of significant historic properties by preparing historical research, measured drawings, and photography in conformity with Historic American Building Survey (HABS) or Historic American Engineering Record (HAER) standards.
9. Monitor safety in the office and on job sites.
10. Other duties as assigned.

Position requires 2 years of experience. Minimum Education Requirement- M.A., M.S.

Architectural Historian Step I
Responsible for researching, documenting, and analyzing historic properties by conducting archival research and making on-site inspections. This includes using written and oral sources to prepare historical overviews of the project area; developing historic property types and historical theme studies for use in evaluating historic properties and developing site-specific histories for significant properties in the project area. The on-site inspection of historic properties may involve interviewing owners or residents, photographing the features of the site; preparing a written description of the property, preparing a site plan showing the location of the buildings and other landscape features, and completing a state historic inventory form. This group consists of Architectural Historians and Historians with supervisory responsibilities and senior level studies capabilities with a minimum of 1 years’ experience. Position requires a graduate degree. Minimum Education Requirement- M.A., M.S.

Staff Archaeologist Step II
Responsible for assigned phase I (inventory-level survey) and, to a lesser extent, phase II (National Register evaluation) projects. This may involve conducting pre-field research, directing fieldwork and laboratory analyses, and preparing technical reports. This group consists of Archaeologists with field and report writing responsibilities and a minimum of 3 years’ experience. Minimum Education Requirement-M.A., M.S.

Staff Archaeologist Step I
Responsible for assigned phase I (inventory-level survey) and, to a lesser extent, phase II (National Register evaluation) projects. This may involve conducting pre-field research, directing fieldwork and laboratory analyses, and preparing technical reports. This group consists of Archaeologists with field and report writing responsibilities and a minimum of 3 years’ experience. Minimum Education Requirement-B.A., B.S.

Archaeological Field/Lab Staff Step III
Conducts hand excavations, completes plan and profile maps, screens soils, performs flotation, catalogs packages and labels artifacts, identifies and records historic and prehistoric cultural resource sites. This group consists of Archaeologists with field, lab, and occasional report writing responsibilities and a minimum of 5 years’ experience. Minimum Education Requirement-B.A., B.S.

Archaeological Field/Lab Staff Step II
Conducts hand excavations, completes plan and profile maps, screens soils, performs flotation, catalogs packages and labels artifacts, identifies and records historic and prehistoric cultural resource sites. This group consists of Archaeologists with field, lab, and occasional report writing responsibilities and a minimum of 2 years’ experience. Minimum Education Requirement- B.A., B.S.

Archaeological Field/Lab Staff Step I
Conducts hand excavations, completes plan and profile maps, screens soils, performs flotation, catalogs packages and labels artifacts, identifies and records historic and prehistoric cultural resource sites. This group consists of Archaeologists with field and lab responsibilities and a minimum of 1 years’ experience. Minimum Education Requirement- B.A., B.S.

**Publications Assistant II**
Supervise the editorial preparation of the entire annual publications output of Cultural Resource Analysts, Inc. (CRAI). For each project: assess needs; plan and maintain schedule; prepare electronic files for computer editing and direct conversion to type; instruct authors, manuscript editors, and mapping department on how to assist in accomplishing the goals set for each project. This group includes the editor and supervisor of publication staff primarily with a minimum of 5 years’ experience. Minimum Education Requirement-M.A., M.S.

**Publications Assistant I**
Assist with proofreading final text to ensure accuracy and that the spelling and punctuation are correct, check all text on graphics and tables, check revised reports for corrections, prepare reports for printing. This group includes the edits and produces reports and other publications primarily with a minimum of 2 years’ experience Minimum Education Requirement-B.A., B.S

**Lab Director**
Responsible for planning, implementing, coordinating and monitoring all laboratory processing and analyses. This group consists of Archaeologists who supervise catalog and artifact identification and updates databases with a minimum of 5 years’ experience. Minimum Education Requirement-B.A., B.S.

**CAD Operator I**
Prepare Map Drawings, diagrams and documents using computer-aided design and GIS software, develop CAD files based on field maps, data and client provided mapping. This group includes archaeological CADD Designers, Graphics Artists, and GIS Specialists primarily with a minimum of 1-year experience. May perform other archaeological field and reporting duties. Minimum Education Requirement-B.A., B.S

**Clerical III**
Responsible for all aspects of accounting, A/R, A/P, G/L, job costing, knowledge of ensuring compliance with AASHTO (The American Association of State Highway and Transportation Officials) and DCAA (Defense Contracting Auditing Agency) rules and guidelines, financial reporting, reconciling company checking accounts, perform tasks necessary for external audits. Minimum experience is 1 year. Minimum Education Requirement-B.A., B.S.

**Clerical II**
Responsible for assigning project numbers, entering project budgets, reconciling per diem and petty cash, requesting certificates of insurance. Must act as Fleet Manager, responsible for building maintenance and office equipment. Prepares invoices as needed, tracking prequalification schedules and monitor filing of annual business reports. Assists CFO and Human Resource Director as needed. Minimum experience is 1 year. Minimum Education Requirement- Associate Degree.

**Clerical I**
Responsible for answering phones, transferring calls to internal extensions, putting callers into voice mail, paging calls over the intercom as needed, and/or taking messages, maintaining voice mail and phone system, checking main voice mail box each morning, and setting up phones for new offices (ex. Assign long distance codes to new employees, obtain new phone extension number). Minimum experience is 1 year. Minimum Education Requirement- Associate Degree.