GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST
899-1 Environmental Consulting Services
899-7 Geographic Information Systems

ALTHOUSE AND MEADE, INC.
BIOLOGICAL AND ENVIRONMENTAL SERVICES

Multiple Award Schedule
Contract Number 47QRAA19D005T

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage™, a menu-driven database system. The INTERNET address for GSA Advantage™ is: http://www.GSAAdvantage.gov.

Althouse & Meade, Inc.
1602 Spring St.
Paso Robles, CA 93446
www.althouseandmeade.com
CONTRACT INFORMATION

Schedule for - Professional Services Schedule (PSS)

Federal Supply Group: 00CORP

Contract Number: 47QRAA19D005T

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at http://www.gsa.gov/schedules-ordering

Contract Period: 03/11/2019 – 03/10/2024

Contractor: ALTHOUSE & MEADE, INC
1602 Spring St.
Paso Robles, CA 93446


Telephone: 805.237.9626

Web Site: www.althouseandmeade.com

E-mail: dw@alt-me.com

Contract Administration: Debbie Wheeler

Service Contract Act: The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Professional Services Schedule (PSS) Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.
ALTHOUSE & MEADE INFORMATION:

Althouse and Meade, Inc. offers expert identification and analysis of biological resources, provides expert, professional service for permit compliance issues, and obtains permits and authorizations from agencies. We have extensive experience in agency consultations and permitting from federal regulatory agencies, including:

- U.S. Fish and Wildlife Service
- National Marine Fisheries Service
- U.S. Army Corps of Engineers
- U.S. Environmental Protection Agency
- Regional Water Quality Control Boards
- Office for Coastal Management

Services Include:

- Biological Reports / Assessments
- Wetland Delineations / Permit Applications
- Habitat Restoration Plans
- Habitat Evaluations
- California red-legged frog Protocol Surveys
- San Joaquin kit fox surveys
- Wildlife and Botanical Surveys
- Wildlife Movement Studies
- Biological Monitoring
- GIS Mapping and Analysis
- Biological Constraints Planning
- Rangeland Management

AWARDED SINS

1a. Table of Awarded Special Item Number(s):

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>899-1</td>
<td>899-1RC</td>
<td>Environmental Consulting Services</td>
</tr>
<tr>
<td>899-7</td>
<td>899-7RC</td>
<td>Geographic Information Systems (GIS) Services</td>
</tr>
</tbody>
</table>
SIN 899-1: Environmental Consulting Services

Althouse & Meade is committed to teamwork in project planning and implementation. We excel in science-based objective studies and solutions based analyses of project effects.

Under this SIN, Althouse & Meade provides the following services:

**Biological and Botanical Reports:** Our Biological and Botanical Reports provide agencies and stakeholders with information regarding biological resources, potential impacts, and mitigation or restoration recommendations. Our reports are prepared in compliance with CEQA and NEPA standards.

**Habitat Restoration and Land Management:** Our restoration and botanical specialists, and Certified Rangeland Manager apply the latest in scientific knowledge in their consulting. We develop site specific plans tailored to meet management goals and objectives.

**Habitat Evaluations:** We use our intimate knowledge of ecology and botany to assess species-specific habitat quality and quantity. This information is used to determine appropriate compensatory mitigation of project related impacts.

**Protocol Species Surveys:** Our agency approved biologists conduct protocol level surveys for rare and listed species, including San Joaquin kit fox, California red-legged frog, California tiger salamander, burrowing owl, and plant species.

**Construction Monitoring:** Our biologists work safely alongside construction personnel to protect environmental resources while maintaining project progress, and preventing compliance violations.

**Compliance Management:** Our office manages all aspects of environmental compliance, to ensure that construction activities are compliant with permit conditions. We track data streams to ensure timely and complete reporting to agencies.

**Wetland Delineations:** We provide jurisdictional delineations of Federal and State wetlands and waters per USACE, CDFW, RWQCB, and CCC requirements.

**Permit Assistance:** Our office prepares State and Federal permit applications for authorizations under Section 404 and 401 of the Clean Water Act and Section 1602 of California Fish and Game Code. We provide biological resource studies and analysis for USFWS Section 7 and 10 actions under the Endangered Species Act, and for California Code section 2081 authorizations under the California Endangered Species Act.
SIN 899-7: Geographic Information Services

Our Geographic Information System department is a combination of specialized hardware, software, and trained professionals utilizing spatial information to perform analysis, display patterns, improve management decisions with data sharing, and provide viewers with a graphical representation of data.

- **Data Storage**: In addition to numerous maps and figures used in our reports, plans, and permitting applications, we develop, manage, and analyze large spatial databases in an isolated and protected server environment.

- **Data Collection and Analysis**: We have the capacity to collect, store, and quality check data from more than 20 in-field technicians using mobile tablets equipped with offline mapping applications with up to sub-meter accuracy and temporal databases capability. Our skilled team of GIS specialists uses the industry's most advanced technology and software to perform complex analyses on these data and make effective planning decisions.

- **Remote Sensing**: Our GIS services also includes remote sensing capabilities with experience using LANDSAT, MODIS, and RADARSAT imagery to preform complex analyses of changing natural systems in response to forest fires, climate change, human interaction, and more.

CUSTOMER INFORMATION

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. Description of all hourly-rate commercial job titles, experience, functional responsibility and education for those types of employees: Provided below on pages 5, 6, and 7.

2. **Maximum Order**: $1,000,000.00

3. **Minimum Order**: $100.00

4. **Geographic Coverage** (delivery Area): 48 states, D.C

5. **Point(s) of production** (city, county, and state or foreign country): Paso Robles, CA

6. **Discount from list prices or statement of net price**: See page 9 for net prices

7. **Quantity discounts**: 1% for task orders between $250,000.00 and $1,000,000.00; and 3% for task orders over $1,000,000.00.

8. **Prompt payment terms**: 1% for payment in 15 days, Net 30 days.
9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Are accepted.

10. Foreign items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: No items are specifically identified for expedited delivery. Please contact Contractor for specific information

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

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

12. F.O.B. Points(s): Destination

13a. Ordering Address(es): Same as Company Address

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment address(es): Same as company address

15. Warranty provision: Contractor’s standard commercial warranty.

16. Export Packing Charges (if applicable): N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Contact Contractor

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. **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., contactor’s website or other location.) The EIT standards can be found at: www.Section508.gov.

25. **Data Universal Numbering System (DUNS) number**: 036463623

26. **Notification regarding registration in Central Contractor Registration (CCR) database**: A&M is current on sam.gov

27. **Final Pricing**: Listed on Page 7
### AWARDED LABOR CATEGORIES

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Description / Responsibilities</th>
<th>Education / Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Scientist and Principal Biologist (Sr. Project Manager)</td>
<td>Principal Biologists/Scientists serve as the leaders of the company, overseeing company management, staffing, training, and quality control and quality assurance (QA/QC) management. They are expert in environmental project management, the preparation of technical reports, and biological sections of California Environmental Quality Act/National Environmental Policy Act, Federal and/or State Endangered Species Acts, and other related federal and state environmental policies.</td>
<td>Required Experience: 10 years Principal Biologists/Scientists will have a minimum of ten years’ experience in environmental consulting with at least eight years of post-graduate professional experience in a biological or earth science discipline. Required Education: MS In order to qualified as a Principal Biologists/Scientists they should have a Ph.D. degree or Master’s degree from an accredited university; a Bachelor’s degree with greater than fifteen years of experience in biological sciences, agriculture, natural resource management, chemistry, or related disciplines may also suffice.</td>
</tr>
<tr>
<td>Sr. Biologist / Sr. Project Manager (SB/SPM)</td>
<td>The Sr. Biologist/Project Manager has working knowledge and experience in biological or earth science disciplines as a consultant. They have the skill to plan, budget, and manage complex projects and have experience working with the preparation of technical reports, ability to manage regulatory and client consultations, and have a working knowledge of biological sections of California Environmental Quality Act/National Environmental Policy Act, Federal and/or State Endangered Species Acts, and other related federal and state environmental policies. The Sr. Biologist/Project Manager will supervise, support, and mentor junior biologist and staff, and oversee the data collection protocols, logistics, QA/QC, and the preparation of reports and other documentations. They will work independently with input from Sr. Project Manager for review and on an as-needed bases.</td>
<td>Required Experience: 8 years Senior Biologist/ Project Manager will have a minimum of eight years’ experience in environmental consulting with at least five years of post-graduate professional experience in a biological or earth science discipline. They will also have at least three years of experience being supervised by a Sr. Project Manager as an acting associate Project Manager while working as a Sr. Biologist level. Required Education: BS In order to qualified as a Senior Biologist/Senior Project Manager they should have a Master’s degree from an accredited university or a Bachelor’s degree with at least eight years of experience in biological sciences, agriculture, natural resource management, chemistry, or related disciplines may also suffice.</td>
</tr>
<tr>
<td>GIS Program Manager / Project Manager (GIS-PM)</td>
<td>Primary responsibilities include but are not limited to project management and management of the GIS program and its employees. Duties include producing maps and maintaining spatial databases, documents, licenses, GIS field equipment, and data entry for all projects, and providing assistance with field surveys and</td>
<td>Required Experience: 5 years GIS Program Manager will have a minimum of five years’ experience in environmental consulting with at least five years of post-graduate</td>
</tr>
<tr>
<td>Labor Category</td>
<td>Description / Responsibilities</td>
<td>Education / Experience</td>
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<tr>
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<td></td>
<td>monitoring. Successfully communicating with policymakers, construction workers, surveyors, scientists, and environmental managers to meet all mapping needs in a timely fashion.</td>
<td>professional experience in the geospatial science discipline. Required Education: BS In order to qualify as a GIS Program Manager, they should have a Bachelor’s degree in geography, cartography, planning, natural resources, engineering, or another GIS related field, with a minimum of eight years of applied GIS experience.</td>
</tr>
<tr>
<td>Sr. Biologist (Environmental Scientist)</td>
<td>The Sr. Biologist has working knowledge and experience in biological or earth science disciplines as a consultant. They have the skill to manage projects, with direct supervision of a Sr. Project Manager, and have experience working with the preparation of technical reports, ability to assist in regulatory and client consultations, and have a working knowledge of biological sections of California Environmental Quality Act/National Environmental Policy Act, Federal and/or State Endangered Species Acts, and other related federal and state environmental policies. The Sr. Biologist will supervise, support, and mentor junior biologist and staff, and oversee the data collection protocols, logistics, QA/QC, and the preparation of reports and other documentations.</td>
<td>Required Experience: 5 years Senior Biologist will have a minimum of five years’ experience in environmental consulting and at least five years of post-graduate professional experience in a biological or earth science discipline. Required Education: BS In order to qualify as a Senior Biologist, they should have a Bachelor’s degree with at least five years of experience in biological sciences, agriculture, natural resource management, chemistry, or related discipline.</td>
</tr>
<tr>
<td>Biologist III (Field Supervisor)</td>
<td>The Biologist III has working knowledge and experience in biological or earth science disciplines as a field biologist and can lead programs and manage more junior field staff. They are responsible for the logistic, scheduling, and management of field staff and overseeing project task with the supervision of a Project Manager. The Biologist III will have direct contact with clients on an as-needed basis and all project changes or issues (project risks) will be directed through the Project Manager. Other responsibilities include overseeing and conducting biological survey, oversee the data collection protocols and field level QA/QC, keeping records of field activities, maintaining onsite Health and Safety field records, assisting in the mentoring of junior biologist and staff with the supervision of at least a Sr. Biologist, and</td>
<td>Required Experience: 4 years Biologist III will have a minimum of four years’ experience in environmental consulting and at least four years of post-graduate professional experience in a biological or earth science discipline. Required Education: BS In order to qualify as a Biologist III, they should have a Bachelor’s degree from an accredited university with at least four years of experience in biological sciences, agriculture, natural resource management, chemistry, or related discipline. A masters and two years of post-graduate experience may also suffice</td>
</tr>
<tr>
<td>Labor Category</td>
<td>Description / Responsibilities</td>
<td>Education / Experience</td>
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<tr>
<td>----------------</td>
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</table>
| Biologist II   | The Biologist II has working knowledge and experience in biological or earth science disciplines as a field scientist, works as a field team member, and can work independently with periodic supervision of more senior staff. They have at least two years of practical biological or earth science field experience and have a working knowledge of field sampling protocols for the survey and monitor environmental resources. A Biologist II may be given a supervisory role over project tasks and oversee more junior staff with supervision from a project manager or more senior staff. Other responsibilities include assisting with data collection protocols and field level QA/QC, keeping records of field activities, support for the preparation of reports and other documentations, and assisting with the mentoring of junior biologist and staff with the supervision of at least a Sr. Biologist. | Required Experience: 2 years  
Biologist II will have a minimum of two years’ experience in environmental consulting and at least two years of post-graduate professional experience in a biological or earth science discipline.  
Required Education: BS  
In order to qualified as a Biologist II, they should have a Bachelor’s degree from an accredited university with at least two years of experience in biological sciences, agriculture, natural resource management, chemistry, or related discipline |
| Biologist I    | A Biologist I, has some experience in biological or earth science disciplines as a field scientist and works as a team member with supervision of more senior staff. They have at least a year of practical biological or earth science field experience and the ability to follow field sampling protocols for the survey and monitor environmental resources. Other responsibilities include assisting with data collection protocols, keeping records of field activities, some support for the preparation of reports and other documentations. | Required Experience: 1 year  
Biologist I will have one year of experience in environmental consulting and the equivalence of at least one year of post-graduate professional experience in a biological or earth science discipline. Advanced field research experience as a biology or earth science student may suffice.  
Required Education: BS  
In order to qualified as a Biologist I, they should have a Bachelor’s degree from an accredited university with at least one year of post-graduate experience in biological sciences, agriculture, natural resource management, chemistry, or related discipline. A Bachelor’s degree and field experience as a biology or earth science student may suffice. |
| Data Manager   | The Data Manager has experience with the development and enforcement of policies and protocols for effective data management | Required Experience: 3 years  
A Data Manager will have at least three years of post-graduate experience |
<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Description / Responsibilities</th>
<th>Education / Experience</th>
</tr>
</thead>
</table>
| GIS Analyst II         | A GIS Analyst II has a solid knowledge of spatial data, GIS software, GIS field equipment, ability to work with and organize data from various databases, and the ability to run the spatial analysis for environmental reports and problem solve issues with technical data resources. They have the skills to produce maps and ArcReader databases independently and collaborate with biologists to produce exhibits for biological reports, wetland delineations, and conservation plans. A GIS Analyst II has experience working with environmental regulatory agencies to prepare geospatial figures and tables for environmental reports and permit applications. Other duties include mentoring more junior staff with input from GIS Program Manager, providing technical support to field staff for GIS software on computers, Android tablets, phones, and Garmin GPS units as needed. | Required Experience: 2 years  
A GIS Analyst II will have at least two years of post-graduate experience in environmental or GIS consulting.  
Required Education: BS  
To qualify as a GIS Analyst II, they should have at least a minimum of a bachelor’s degree in geography, computer science, surveying engineering, earth science, or related field of study. |
| Administrative Assistant | Administrative Assistant manages the day-to-day operations of the office. Knowledgeable in managerial skills of a small company, the Administrative Assistant will over-see various task within the company including, but not limited to, vehicle maintenance schedule, supply ordering and inventory, office logistics, upkeep and scheduling of cleaning services, coordination of overnight travel, answering phones, helping with document production, and assisting other administrative staff as needed. | Required Experience: 1 Year  
The Administrative Assistant should have at least one year of previous experience working in an office setting or show a strong desire to learn the skill needed for this position. Experience in general office management; excellent computer skills and proficiency in MS Office and some experience with bookkeeping programs.  
Required Education: HS  
High School Diploma, GED, Office Support Certification, or Associates degree in Business Administration or closely related field. |
LABOR RATES

<table>
<thead>
<tr>
<th>SIN(s)</th>
<th>Labor Category</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>899-1, 899-7</td>
<td>Principal Scientist</td>
<td>$141.06</td>
</tr>
<tr>
<td>899-1, 899-7</td>
<td>Principal Biologist</td>
<td>$120.91</td>
</tr>
<tr>
<td>899-1, 899-7</td>
<td>Sr. Biologist/Sr. Project Manager</td>
<td>$110.83</td>
</tr>
<tr>
<td>899-1, 899-7</td>
<td>Sr. Biologist/Project Manager</td>
<td>$110.83</td>
</tr>
<tr>
<td>899-1, 899-7</td>
<td>GIS Program Manager</td>
<td>$95.72</td>
</tr>
<tr>
<td>899-1, 899-7</td>
<td>Sr. Biologist/Environmental Scientist</td>
<td>$90.68</td>
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<tr>
<td>899-1, 899-7</td>
<td>Biologist III</td>
<td>$80.60</td>
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<tr>
<td>899-1, 899-7</td>
<td>Biologist II</td>
<td>$63.13</td>
</tr>
<tr>
<td>899-1, 899-7</td>
<td>Biologist I</td>
<td>$65.49</td>
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<tr>
<td>899-1, 899-7</td>
<td>Data Manager</td>
<td>$67.19</td>
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<td>899-1, 899-7</td>
<td>GIS Analyst</td>
<td>$70.53</td>
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<tr>
<td>899-1, 899-7</td>
<td>Administrative Assistant</td>
<td>$55.85</td>
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**SCA Matrix**

<table>
<thead>
<tr>
<th>SCA Eligible Contract Labor Category</th>
<th>SCA Equivalent Code Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Assistant</td>
<td>01020 Administrative Assistant</td>
<td>2015-5643</td>
</tr>
</tbody>
</table>

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (**) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with higher or lower SCA rates, resulting in higher or lower wages being paid, the task order prices will be increased or discounted accordingly.

San Luis Obispo County, California were used to determine rates.