General Services Administration
Authorized Federal Supply Schedule Price List

GSA Multiple Award Schedule
Federal Supply Group: Professional Services
GSA Contract Number: GS-00F-057DA

Price List Current as of Mod. #PS-0016 (effective March 7, 2022)

Contract Period: February 3, 2021, to February 2, 2026

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

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 for GSA Advantage! is; www.GSAAdvantage.gov.
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Richard Grubb & Associates, Inc. (RGA) was established in 1988 as a full-service cultural resource management firm and has since grown to become one of the largest, independent archaeological and historic preservation consulting companies in the Mid-Atlantic, Midwest, and Northeast regions.

RGA’s staff of professional historians, archaeologists, architectural historians, material culture specialists, and GIS experts possess the collective experience to undertake all types of cultural resource management projects. RGA’s corporate headquarters are in Cranbury, New Jersey, with satellite locations in Philadelphia, Pennsylvania; Nashville, Tennessee; and Wake Forest, North Carolina. Since 1988, RGA has successfully completed thousands of projects throughout the United States, including within the Territory of Puerto Rico. Clients include federal and state agencies, county and municipal government entities, architect and engineering firms, environmental consulting firms, architects, planners, commercial and residential property developers, builders, and historic preservation commissions.

The firm has a reputation for excellence among its diverse clientele and the federal and state agencies that review its products. The company strategy is to tailor its services and develop innovative strategies to meet individual client needs for projects of any size and scale.
Scope of the Contract

Under our GSA Multiple Award Schedule contract, RGA can provide a wide range of support for federal agencies. In addition, state and local governments can use this contract to obtain RGA support to prepare for or recover from major disasters.

**Special Item Number (SIN) 541620**

**Environmental Consulting Services**

*Federal agencies can order these services from RGA under SIN 541620. State and local agencies can procure Disaster Recovery services under SIN 541620RC.*

This SIN is for consulting services. They include, but are not limited to:

- Environmental Assessment (EA) and Environmental Impact Statement (EIS) preparation under the National Environmental Policy Act (NEPA).
- Archeological and/or cultural resource management plans.

**Range of Services:**

- Section 106 Eligibility/Effects Documentation
- Area of Potential Effects (APE) Delineation
- Cultural Resource Screenings
- Phase IA Literature Reviews and Phase IB
- Cultural Resource Surveys
- Phase II National Register of Historic Places
- Evaluations and Archaeological Testing
- Phase III Archaeological Data Recovery
- Reconnaissance and Intensive Level
- Architectural Surveys
- HABS/HAER Documentation
- Historic Building Assessments
- Public Consultation
- SHPO and Tribal (Native American)
- Coordination and Consultation
- NEPA Documentation (CED, EA, and EIS)

**Special Item Number (SIN) 561730**

**Grounds Maintenance**

*Federal agencies can order these services from RGA under SIN 561730. State and local agencies can procure Disaster Recovery services under SIN 561730RC.*

Includes all services related to soil preparation, planting and cultivating grounds. Services include but are not limited to the planning; design (excludes A&E services); development; maintenance; management and operations, for grounds and/or cemetery maintenance at or on Federal facilities and/or properties including cemeteries and surrounding grounds. These services involve mowing; planting; seeding; fertilizing; raking; mulching; watering; pruning; weeding (including spraying and pre- and post-emergent treatments); aerating; landscaping (including organic; green and native landscaping); landscaping design (excludes A&E services); raising, setting and aligning headstones; cleaning of headstones; garden maintenance services; maintenance of existing fencing, railing, benches, flag poles, monuments or statues; hydro seeding services; indoor plant and shrub maintenance, including tropical plant maintenance; maintenance of ornamental trees and shrubs; plant maintenance; seasonal grounds maintenance (such as snow plowing and removal); maintenance of irrigation systems, drainage and water features; shrub bracing; sod laying; shrub trimming; green roof maintenance; turf installation; turf and lawn restoration services; lawn painting; natural re-vegetation; and snow and ice removal.
Special Item Number (SIN) OLM

Order-Level Materials

If any OLMs become part of a task order, they are placed under SIN OLM (for task orders for Federal government agencies and departments) or SIN OLMRC (for Disaster Recovery task orders for state or local agencies).

Order-Level Materials (OLMs) are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Federal Supply Schedule (FSS) contract or FSS blanket purchase agreement (BPA). OLMs are not defined, priced, or awarded at the FSS contract level. They are unknown before a task or delivery order is placed against the FSS contract or FSS BPA. OLMs are only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN) and are subject to a Not to Exceed (NTE) ceiling price. OLMs include direct materials, subcontracts for supplies and incidental services for which there is not a labor category specified in the FSS contract, other direct costs, and indirect costs. OLMs are purchased under the authority of the FSS Program and are not "open market items."

Items awarded under ancillary supplies/services or other direct cost (ODC) SINs are not OLMs. These items are defined, priced, and awarded at the FSS contract level, whereas OLMs are unknown before an order is placed. Ancillary supplies/services and ODC SINs are for use under all order type CLINs (Fixed-Price (FP), T&M, and LH), whereas the Order-Level Materials SIN is only authorized for use under T&M and LH order CLINs.

The Order-Level Materials SIN is only authorized for use in direct support of another awarded SIN. Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs. OLMs are defined and priced at the ordering activity level in accordance with GSAR clause 552.238-82 Special Ordering Procedures for the Acquisition of Order-Level Materials. Prices for items provided under the Order-Level Materials SIN must be inclusive of the Industrial Funding Fee (IFF). The cumulative value of OLMs in an individual task or delivery order cannot exceed 33.33% of the total value of the order.
Selected Project Examples

**U.S. Environmental Protection Agency**, Stage I/II Cultural Resources Survey, Horseshoe Road Superfund Site, Operational Unit 3, Borough of Sayreville, Middlesex County, New Jersey.

RGA completed a Stage I cultural resources survey as part of a Remedial Investigation/Feasibility Study at Horseshoe Road Superfund Site. The work was carried out in compliance with Section 106 of the National Historic Preservation Act. Archaeological fieldwork identified the potentially significant multi-component Horseshoe Road OU3 site, composed of both prehistoric and historic artifacts in an upland portion of the Area of Potential Effects (APE). In addition, the remains of a rail spur or conveyor line possibly associated with the mid-nineteenth century to mid-twentieth century industrial operations of the Such and Crossman Company were identified. A subsequent Stage IB/II cultural resources survey determined that the Horseshoe Road OU3 site was not eligible for listing on the National Register of Historic Places. The remains of a conveyor belt formerly associated with the Such and Crossman Company were recorded and also determined not significant.


Under three task orders of an IDIQ contract with the U.S. Department of Agriculture, Allegheny National Forest, RGA completed Phase I heritage (archaeological) surveys of 1,811 acres for the Bradford/Farnsworth Restoration Project, 4,513 acres for the Greater Stickney Project, and 1,851.43 acres for the Ash Remediation project, of 3,145 acres for the Pre-Burn Reconnaissance Project, and of 1,412 acres for the East Branch Tionesta Creek Vegetation Management Project. The objective of these surveys was to identify, record, and provide a preliminary evaluation of all heritage resources that will or may be affected by proposed land management activities, and to recommend appropriate alternative protection/mitigation measures to meet heritage resource management objectives as outlined in 36 CFR 800. Project tasks included background research, a pedestrian survey of the entire project area and archaeological testing in high probability areas for heritage resources, and preparation of a report meeting the Pennsylvania Historical and Museum Commission's Guidelines for Archaeological Investigations.

**U.S. Fish and Wildlife Service**, Phase I and II Archaeological Assessment Surveys, Area 3, Patuxent Research Refuge, Laurel, Prince George's County, Maryland.

RGA completed a supplemental Phase I archaeological identification survey in a 5.55-acre area of the Patuxent Research Refuge to assist the U.S. Fish and Wildlife Service in complying with Section 106 of the National Historic Preservation Act. Background research determined that the APE had a moderate to high potential for prehistoric archaeological resources and a low potential for historic archaeological resources. The survey identified a potentially significant prehistoric site, representing a small lithic reduction activity area. RGA subsequently completed a Phase II archeological assessment survey to evaluate the eligibility of the site for listing on the National Register. The Phase II fieldwork consisted of the excavation of additional shovel test pits and two excavation units. No additional prehistoric artifacts were recovered. Based on the results of the Phase II archaeological survey, RGA recommended that the site was not eligible for listing on the National Register.
Richard Grubb & Associates, Inc.


RGA completed a Phase I archaeological identification survey for the proposed Rockland Boat Storage project within the Maine Coastal Islands National Wildlife Refuge. The purpose of the survey was to locate and identify any archaeological resources that may have existed within the 1.35-acre APE where ground disturbance activities were proposed in association with the construction of a boat storage building and related driveway improvements. Phase I archaeological fieldwork included the systematic excavation of shovel test pits throughout the APE. As a result of the survey, no potentially significant archaeological resources were identified and no further archaeological survey was recommended. All work was performed in compliance with Section 106 of the National Historic Preservation Act.


RGA completed a Phase I archaeological identification survey in connection with a proposed parking lot at the Dwight D. Eisenhower National Fish Hatchery. The Phase I archaeological identification survey was conducted to comply with Section 106 of the National Historic Preservation Act and in accordance with the Vermont State Historic Preservation (VDHP) Office’s *Guidelines for Conducting Archaeology in Vermont*. Utilizing the VDHP Environmental Predictive Model for locating pre-contact archaeological sites, the APE was assessed with a high sensitivity for pre-contact archaeological resources. Background research also indicated that the APE had a low sensitivity for significant historic archaeological resources. Archaeological field investigations recovered six pre-contact artifacts and 25 historic artifacts, the vast majority found in disturbed contexts. The survey resulted in no potentially significant archaeological resources being identified. No further archaeological survey was recommended.


RGA completed a comprehensive historic documentation in accordance with the *Standards of the Secretary of the Interior*, and the requirements of the Delaware Division of Historical and Cultural Affairs/State Historic Preservation Office of two of the contributing structures to the National Register-eligible Headquarters Complex Historic District at the Bombay Hook National Wildlife Refuge. Project tasks included the photo-documentation, using large format photography, and the production of measured drawings for both the 1939 Service Building (Office/Carpenter Shop) and the 1941 Vehicle Maintenance Shop. The work was completed as a mitigation measure in advance of the proposed demolition of the two buildings.
Richard Grubb & Associates, Inc.


RGA conducted intensive (locational) archaeological surveys within four discrete flood control areas owned by the U.S. Army Corps of Engineers, New England District as part of a requirement for compliance with Sections 106 and 110 of the National Historic Preservation Act. The project included surveys of 4,041 acres within the flood control areas previously identified as containing high and moderate sensitivity for historic and prehistoric archaeological resources. Tasks performed included closely reviewing previously completed Archaeological Overview and Assessment reports and re-assessing the areas identified as having a moderate to high archaeological sensitivity based on current conditions. In several cases, fieldwork strategies were modified based on the re-assessment. Over 300 prehistoric (pre-contact) and historic (post-contact) sites were identified, and registration forms prepared for submission to the Massachusetts Historical Commission and Connecticut Commission on Culture & Tourism. Several of the sites were assessed as potentially eligible for the National Register under Criterion D. These sites provided information on prehistoric and historic settlement patterning in the New England region.


RGA conducted archaeological investigations in advance of the National Park Service’s proposed rehabilitation of the Wesleyan Chapel in the Women’s Rights National Historical Park. The excavations uncovered portions of the original stone foundation of the chapel, which was the site of the first women’s rights convention in 1848. Based on the identification of intact nineteenth-century deposits, archaeological monitoring was recommended during the reconstruction project. A total of 9,379 artifacts, many of which dated to the period of historic significance of the chapel, were recovered and analyzed. Artifacts were cataloged using the Automated National Cataloging System+ (ANCS+; ReDiscovery), following the NPS Northeast Region Archaeology Program Cataloging Guidelines. The artifact assemblage and associated records were curated to NPS standards.

**U.S. Department of Labor**, Cultural Resources Mitigation, Camp Kilmer Buildings 801, 806 and 871, Edison Job Corps Center, Edison Township, Middlesex County, New Jersey.

RGA completed cultural resource services in connection with the proposed abatement and demolition of Camp Kilmer Buildings 801, 806 and 871, the last remaining buildings from the World War II era at Camp Kilmer and contributing resources to the National Register-eligible Camp Kilmer Military Reservation Historic District. The district is significant for its association with military history in the United States, specifically, its role as a staging area for troops embarking for Europe during World War II, and as it represents the distinctive characteristics of World War II-era temporary Army construction. It also has significance for its role as a reception center during the Hungarian refugee crisis of 1956-1957. Project tasks included the recordation of the buildings to the standards of the Historic American Buildings Survey, which documentation consisted of photo-documentation and architectural recordation of each building, and a written report that included a discussion of the history and significance of the buildings and of this former military camp, and its contribution to the successful outcome of World War II.
Richard Grubb & Associates, Inc.


RGA completed an Archaeological Overview and Assessment (AOA) for the 15,978-acre Bombay Hook National Wildlife Refuge to assist in the development of the Comprehensive Conservation Plan for the refuge. The AOA included an analysis of previous cultural resources surveys, preparation of environmental, prehistoric and historic contexts, a review of archaeological site data, and a visual reconnaissance. An archaeological sensitivity model for prehistoric and historic archaeological resources was developed using GIS and other data sources. Recommendations for protecting and managing archaeological resources were also developed. RGA subsequently completed an archaeological reconnaissance survey along sections (5-plus miles) of the refuge’s Delaware Bay shoreline to identify and map archaeological sites within actively eroding portions of the shoreline previously assessed with high Pre-Contact period sensitivity during the AOA of the Refuge. The survey identified 11 Pre-Contact period Native American archaeological resources and one historic archaeological resource. All resources were registered with the USFWS.


RGA completed a Phase I archeological survey for the proposed septic system installation at Blow-Me-Down Farm, Saint-Gaudens National Historic Site. The survey was conducted to identify any potentially significant archeological resources within the APE and consisted of archeological fieldwork, artifact analyses, curation, and report preparation. Archaeological field investigations recovered a multitude of historic structural artifacts in disturbed contexts associated with the nearby historic Casino Building and Chauncey Cottage. No prehistoric cultural material or features were identified. No further archeological investigation was recommended. The project was completed in compliance with Section 106 of the National Historic Preservation Act.


RGA completed an evaluation of National Register eligibility for six buildings at the Berkshire National Fish Hatchery in New Marlborough, Massachusetts. Surveyed resources included an Office Building (circa 1937), a Hatchery Building (circa 1921), a Garage/Shop Building (circa 1885), a Feed Storage Building (circa 1910), and two residential buildings (Quarters 1 [circa 1907] and Quarters 2 [1888]). In addition to individual assessments, the property was also evaluated for National Register-eligibility as a historic district. While none of the six buildings met the requisite criteria to be considered individually eligible for listing in the National Register, the Berkshire National Fish Hatchery was recommended eligible for listing as an historic district under Criteria A and C in the areas of Conservation and Architecture.
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RGA completed the repair and conservation of 62 gravemarkers (1880 to 1960) and burial plot enclosures in two historic cemeteries in Morehead City, North Carolina. Gravemarkers in the Bay View and Greenwood cemeteries had been damaged by fallen trees and limbs as well as flooding caused by Hurricane Florence in 2018. RGA’s gravestone conservator used appropriate techniques/materials for the treatment of historic granite, marble, concrete, and wood gravemarkers. Gravemarker types treated included dies on base, tablets, tabs in socket, and large monuments. Repairs fell into three categories: 1) repairing broken stones; 2) reassembling grave markers that have become displaced from their bases; and 3) repair of plot enclosures. Gravemarkers that fell into the first two categories were properly cleaned/treated with D/2 Biological Solution and their bases leveled before repair. Displaced granite plot enclosures were treated with D/2 Biological Solution and leveled on a bed of marble rock and masonry sand. The displaced brick plot enclosures were realigned by repointing the bricks. RGA followed the Guidelines for Repair of Hurricane Florence Damage – Grave Markers and Structures developed by RGA to accompany our report Archaeological Survey for Root Ball and Tree Debris Removal submitted to the Town of Morehead City in May 2019. All work adhered to the standards of practice of the American Institute for Conservation and the guidelines in the National Park Service Preservation Brief No. 48 Preserving Grave Markers in Historic Cemeteries.

National Park Service, National Register Nomination, San Juan National Historic Site, City of San Juan and Toa Baja, San Juan, Puerto Rico.

RGA drafted a detailed National Register Nomination for San Juan National Historic Site --- a World Heritage Site, National Park, and National Register-listed historic site with a history which spans five centuries. The fortifications at the Park are widely recognized for their significance to military, maritime, and architectural history but no single document brought together the myriad data available on the Park’s 84 contributing resources spread across 80 acres on the western tip of San Juan islet. Fieldwork included photographing each resource to document character-defining features. RGA worked in collaboration with University of Puerto Rico scholars to develop detailed architectural descriptions and significance statements to document the Park’s national significance in terms of military, maritime, and architecture history, as well as Hispanic ethnic heritage, social history, and archaeology. Synthesizing documentation stretched across dozens of Historic Structures Reports, archaeological investigations, Historic American Building surveys, and historic studies, RGA produced a detailed, 250-page nomination which will act as a reference and planning tool for future cultural resources decision-making at the Park.

National Park Service, Phase I Cultural Resources Surveys, Monongahela National Forest, Greenbrier, Nicolas, Pocahontas, and Webster Counties, West Virginia.

Under two task orders of an IDIQ contract with the U.S. Department of Agriculture, Monongahela National Forest, RGA completed numerous Phase I cultural resources surveys totaling 9,070 acres within the Gauley Ranger District, 3,932 acres in the Marlinton Ranger District, and 3,083 acres in the Greenbrier Southeast Greenbrier Ranger District. All work was completed in accordance with Section 106 and 110 of the National Historic Preservation Act and 36 CFR Part 800, as amended, and all projects came under the review of the WV SHPO. The objective of these surveys was to identify, record and provide a preliminary evaluation of all cultural resources that will or may be affected by proposed land management activities, and to recommend appropriate alternative protection/mitigation measures to meet heritage
resource management objectives as outlined in 36 CFR 800. Project tasks included a review of existing sources of information on the cultural resources of the project area, including archival data searches; a pedestrian survey of the entire project area and archaeological testing for cultural resources; preparation of a report that described the results of the surveys and met the WV SHPO Guidelines for Archaeological Investigations; and arranged for storage curatorship of notes, records, and artifacts collected or produced in accordance with 36 CFR Part 79 and Guidelines for Submitting a Collection to the Archaeological Collections Facility of West Virginia.
Advantages of Using a GSA Schedule Contract

Do you need a quick, convenient, and cost-effective way to order services from Richard Grubb & Associates (RGA)? Our GSA Multiple Award Schedule contract provides an excellent solution. It offers the following advantages:

- **Dramatic time savings.** You can typically complete the task order initiation process (as specified in FAR 8.405) very quickly—often in a matter of weeks.

- **Minimal administrative burden.** When you place an order with RGA through our GSA Contract, the order will be considered to have been placed using "full and open competition."
  - You are not required to synopsize the requirement ahead of time in FedBizOpps.
  - GSA has already determined that prices offered by GSA contractors are “fair and reasonable.”
  - All applicable federal procurement laws and regulations, including “small business” set-asides and other types of set-asides, already have been applied.

- **No dollar limits** on task orders.

- **Woman Owned Small Business (WOSB) credit.** Your agency will receive Woman Owned Small Business credit for all Task Orders issued to RGA.

- **Flexibility.** For example, you can set up a “Blanket Purchase Agreement” (BPA) with RGA, in the event that you do not know the precise amount or types of services that you would like purchase. You can use the BPA as an ordering device in which all of your offices can participate, allowing them to place orders directly.

- **Direct relationship** with RGA.
  - GSA will not get involved in your selection process.
  - Your agency will not have to transfer funds to GSA and will not have to set up an interagency agreement.
  - RGA will deliver services and submit invoices directly to your agency. You will remit payment directly to RGA. GSA does not inject itself into the client/contractor relationship.
Prices

The following prices are “net” (prices shown include all applicable discounts and are inclusive of the 0.75% Industrial Funding Fee).

**GSA Hourly Rates for Option Period 1**

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<th>RGA Labor Category</th>
<th>SIN</th>
<th>GSA Hourly Rates</th>
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<th>Year 7 2/3/2022 to 2/2/2023</th>
<th>Year 8 2/3/2023 to 2/2/2024</th>
<th>Year 9 2/3/2024 to 2/2/2025</th>
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**Service Contract Labor Standards (formerly Service Contract Act) Matrix**

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<th>SCLS Eligible Contract Labor Category</th>
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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 price list 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).
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Position Descriptions

Director of Quality Assurance

Functional Responsibilities
Provides technical oversight to senior staff to ensure that all cultural resources investigations are technically complete and comply with applicable cultural resource regulations. Has extensive knowledge of federal, state and local laws that mandate cultural resource management research and assessment surveys, and with various agency and company reporting guidelines and policies. Reviews all cultural resource survey reports for completeness prior to submittal to the project client.

Minimum Years of Experience
20

Minimum Educational/Degree Requirements
A Bachelor’s Degree in archaeology, anthropology, history or closely related field.

Training or Certification Requirements
Specialized training in archaeological research, historical research, administration or management.

Substitution Factors
None.

Principal Senior Archaeologist I

Functional Responsibilities
Responsible for overall management of company’s archaeological projects, including archaeological assessments, Phase I archaeological surveys, Phase II archaeological evaluations, Phase III data recoveries and archaeological monitoring projects. Provides technical oversight to senior project staff to ensure that all cultural resources investigations are technically complete and comply with applicable cultural resource regulations. Supervises and directs background research, archaeological field surveys, and report preparation. Develops scopes of work, budgets, and project schedules.

Minimum Years of Experience
15

Minimum Educational/Degree Requirements
Master’s Degree in archaeology, anthropology, or closely related field.

Training or Certification Requirements
Qualifications set forth in the Secretary of the Interior’s Standards for Archaeologists [36 CFR 61].

Substitution Factors
None.

Principal Senior Archaeologist II

Functional Responsibilities
Responsible for the direction of company’s archaeological projects, including archaeological assessments, Phase I archaeological surveys, Phase II archaeological evaluations, Phase III data recoveries and archaeological monitoring projects. Provides technical oversight to senior project staff to ensure that all cultural resources investigations are technically complete and comply with applicable cultural resource regulations. Supervises and directs background research, archaeological field surveys, and report preparation. Develops scopes of work, budgets, and project schedules.

Minimum Years of Experience
10
Minimum Educational/Degree Requirements
Master’s Degree in archaeology, anthropology, or closely related field.

Training or Certification Requirements
Qualifications set forth in the Secretary of the Interior’s Standards for Archaeologists [36 CFR 61].

Substitution Factors
None.

Principal Senior Historian I

Functional Responsibilities
Responsible for overall management of company’s historical and architectural investigations, including historical architectural surveys, preservation plans, historic structure reports, National Register of Historic Places nominations, Historic American Building Survey (HABS)/Historic American Engineering Record (HAER) documentation, the development of historic interpretive signage, displays and publications. Provides technical oversight to senior project staff to ensure that all cultural resources investigations are technically complete and comply with applicable cultural resource regulations. Supervises and directs background research, historic and architectural field surveys, and report preparation. Develops scopes of work, budgets, and project schedules.

Minimum Years of Experience
15

Minimum Educational/Degree Requirements
Master’s Degree in history or closely related field.

Training or Certification Requirements
Qualifications set forth in the Secretary of the Interior’s Standards for an Historian [36 CFR 61].

Substitution Factors
None.

Senior Archaeologist I

Functional Responsibilities
Performs and directs archaeological projects, including archaeological assessments, Phase I archaeological surveys, Phase II archaeological evaluations, Phase III data recoveries and archaeological monitoring projects. Prepares and directs cultural resource investigations in accordance with applicable cultural resource regulations. Supervises, directs and performs background research, archaeological field surveys, and report preparation. Assists principal staff with the development of scopes of work, budgets, and project schedules.

Minimum Years of Experience
10

Minimum Educational/Degree Requirements
Master’s Degree in archaeology, anthropology, or closely related field.

Training or Certification Requirements
Qualifications set forth in the Secretary of the Interior’s Standards for Archaeologists [36 CFR 61].

Substitution Factors
None.
Richard Grubb & Associates, Inc.

Senior Archaeologist II

Functional Responsibilities
Performs and directs archaeological projects, including archaeological assessments, Phase I archaeological surveys, Phase II archaeological evaluations, Phase III data recoveries and archaeological monitoring projects. Prepares and directs cultural resource investigations in accordance with applicable cultural resource regulations. Supervises, directs and performs background research, archaeological field surveys, and report preparation.

Minimum Years of Experience
5

Minimum Educational/Degree Requirements
Master’s Degree in archaeology, anthropology, or closely related field.

Training or Certification Requirements
Qualifications set forth in the Secretary of the Interior’s Standards for Archaeologists [36 CFR 61].

Substitution Factors
None.

Senior Historian I

Functional Responsibilities
Performs and directs historical and architectural investigations, including historical architectural surveys (reconnaissance and intensive-level), preservation plans, historic structure reports, National Register of Historic Places nominations, Historic American Building Survey (HABS)/Historic American Engineering Record (HAER) documentation, the development of historic interpretive signage, displays and publications. Prepares and directs cultural resource investigations in accordance with applicable cultural resource regulations. Supervises, directs, and performs background research, historic and architectural field surveys, and report preparation. Assists principal staff with the development of scopes of work, budgets, and project schedules.

Minimum Years of Experience
10

Minimum Educational/Degree Requirements
Master’s Degree in history or closely related field.

Training or Certification Requirements
Qualifications set forth in the Secretary of the Interior’s Standards for an Historian [36 CFR 61].

Substitution Factors
A Bachelor’s Degree in history or a closely related field plus 3 additional years of relevant experience can substitute for a Master’s Degree.

Senior Architectural Historian I

Functional Responsibilities
Performs and directs historical and architectural investigations, including historical architectural surveys (reconnaissance and intensive-level), preservation plans, historic structure reports, National Register of Historic Places nominations, Historic American Building Survey (HABS)/Historic American Engineering Record (HAER) documentation, the development of historic interpretive signage, displays and publications. Prepares and directs cultural resource investigations in accordance with applicable cultural resource regulations. Supervises, directs, and performs background research, historic and architectural field surveys, and report preparation. Assists principal staff with the development of scopes of work, budgets, and project schedules.
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**Minimum Years of Experience**
10

**Minimum Educational/Degree Requirements**
Master’s Degree in architectural history or closely related field.

**Training or Certification Requirements**
Qualifications set forth in the Secretary of the Interior’s Standards for an Architectural Historian [36 CFR 61].

**Substitution Factors**
A Bachelor’s Degree in history or closely related field plus 3 years of additional relevant experience can substitute for a Master’s Degree.

**Lab Manager**

**Functional Responsibilities**
Oversees cleaning, cataloging, and curation of all artifact collections. Has experience in the analysis of prehistoric and historic material culture. Compiles and maintains material culture reference materials used for the analyses of material culture and report preparation. Maintains laboratory equipment, including artifact processing equipment and standard artifact conservation and archival storage supplies. Is familiar with curation of artifact collections to Department of Interior Standards for submission to various state and federal repositories. Coordinates final disposition of artifacts and field documentation records where appropriate.

**Minimum Years of Experience**
5

**Minimum Educational/Degree Requirements**
Bachelor’s Degree in archaeology, anthropology, or closely related field.

**Training or Certification Requirements**
None.

**Substitution Factors**
None.

**Archaeologist I/Material Culture Analyst**

**Functional Responsibilities**
Supervises Research Assistants during survey and excavation for Phase IB and II archaeological surveys, and assistant to senior staff during Phase III data recovery investigations. Prepares cultural resource investigations in accordance with applicable cultural resource regulations. Performs background research, archaeological field surveys, and report preparation. Responsible for the organization and management of field equipment for projects. Responsible for field photography and assures that all field forms, maps, profiles and any other paperwork generated during the field investigation are correctly and completely filled out. Assures that all artifacts are properly bagged and maintains a log of all bags of artifacts by provenience. Assists with cleaning, sorting, and marking of artifacts recovered from field surveys.

Performs material culture analysis for all archaeological projects. Has extensive experience in the analysis of prehistoric and historic material culture. Is familiar with standard material culture reference materials used for the analyses of material culture and report preparation. Enters analytical results into databases and prepares written reports of findings as part of report preparation.

**Minimum Years of Experience**
5
Minimum Educational/Degree Requirements
Bachelor’s Degree in archaeology, anthropology, or closely related field.

Training or Certification Requirements
None.

Substitution Factors
None.

Archaeologist I/Field Logistics Manager

Functional Responsibilities
Supervises Research Assistants during survey and excavation for Phase IB and II archaeological surveys, and assistant to senior staff during Phase III data recovery investigations. Prepares cultural resource investigations in accordance with applicable cultural resource regulations. Performs background research, archaeological field surveys, and report preparation. Responsible for the organization and management of field equipment for projects. Responsible for field photography and assures that all field forms, maps, profiles and any other paperwork generated during the field investigation are correctly and completely filled out. Assures that all artifacts are properly bagged and maintains a log of all bags of artifacts by provenience. Assists with cleaning, sorting, and marking of artifacts recovered from field surveys.

Maintains a system of tracking field crew availability for ongoing and upcoming assignments. Provides field schedule updates to senior staff for active projects for scheduling purposes. Maintains a database for special training needed for archaeological staff. Oversees inventory of all field equipment, and identifies and acquires replacement equipment and additional special equipment as needed. Maintains field equipment inventories for company vehicles.

Minimum Years of Experience
5

Minimum Educational/Degree Requirements
Bachelor’s Degree in archaeology, anthropology, or closely related field.

Training or Certification Requirements
None.

Substitution Factors
None.

Archaeologist I

Functional Responsibilities
Supervises Research Assistants during survey and excavation for Phase IB and II archaeological surveys, and assistant to senior staff during Phase III data recovery investigations. Prepares cultural resource investigations in accordance with applicable cultural resource regulations. Performs background research, archaeological field surveys, and report preparation. Responsible for the organization and management of field equipment for projects. Responsible for field photography and assures that all field forms, maps, profiles and any other paperwork generated during the field investigation are correctly and completely filled out. Assures that all artifacts are properly bagged and maintains a log of all bags of artifacts by provenience. Assists with cleaning, sorting, and marking of artifacts recovered from field surveys.

Minimum Years of Experience
5

Minimum Educational/Degree Requirements
Bachelor’s Degree in archaeology, anthropology, or closely related field.
Training or Certification Requirements
None.

Substitution Factors
None.

Archaeologist II

Functional Responsibilities
Supervises Research Assistants during survey and excavation for Phase IB and II archaeological surveys, and assistant to senior staff during Phase III data recovery investigations. Responsible for the organization and management of field equipment for projects. Responsible for field photography and assures that all field forms, maps, profiles and any other paperwork generated during the field investigation are correctly and completely filled out. Assures that all artifacts are properly bagged and maintains a log of all bags of artifacts by provenience. Assists with cleaning, sorting, and marking of artifacts recovered from field surveys. Enters field data into databases as part of report preparation.

Minimum Years of Experience
2

Minimum Educational/Degree Requirements
Bachelor's Degree in archaeology, anthropology, or closely related field

Training or Certification Requirements
None.

Substitution Factors
Undergraduate coursework in archaeology, anthropology, or closely related field plus 5 years of additional relevant experience can substitute for a Bachelor's Degree.

Architectural Historian I

Functional Responsibilities
Under the supervision of the Principal Senior Historian or Senior Architectural Historian, performs historical and architectural investigations, including historical architectural surveys, preservation plans, historic structure reports, National Register of Historic Places nominations, Historic American Building Survey (HABS)/Historic American Engineering Record (HAER) documentation, the development of historic interpretive signage, displays and publications. Performs background research, historic and architectural field surveys, and report preparation.

Minimum Years of Experience
2

Minimum Educational/Degree Requirements
Bachelor's Degree in architectural history, or closely related field.

Training or Certification Requirements
None.

Substitution Factors
None.

Research Assistant

Functional Responsibilities
Under the direct supervision of Archaeologists and senior staff, participates in survey and excavation for Phase I-III archaeological surveys and archaeological monitoring projects. Assists with field photography, completion of necessary field forms and drawings, and in-field artifact management.
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Under the direct supervision of the Lab Manager assists with cleaning, sorting, and marking of artifacts recovered from field surveys. Enters field data into databases as part of report preparation.

Minimum Years of Experience
1

Minimum Educational/Degree Requirements
Undergraduate coursework in archaeology, anthropology, or closely related field.

Training or Certification Requirements
None.

Substitution Factors
None.

Cartographer/CAD-GIS Specialist I

Functional Responsibilities
Digitizes field drawings and prepares figures and plates for illustration in technical reports. Proficient in AutoCAD, MicroStation, and ESRI ArcGIS products. Utilizes ARC GIS, combined raster and vector data, to create accurate up-to-date and historic representations of environmental and geo-political site conditions for background research, field investigations, and analysis.

Minimum Years of Experience
2

Minimum Educational/Degree Requirements
Bachelor's Degree in archaeology, anthropology, or closely related field.

Training or Certification Requirements
None.

Substitution Factors
None.

Technical Editor I

Functional Responsibilities
Performs copy editing and formatting of all company reports utilizing production software, word processing, data processing, and multiple graphics applications. Has extensive knowledge with various agency and company reporting guidelines and policies. Proficient in Microsoft Word and Excel, Adobe Creative Suite, Adobe Acrobat Professional software, and CorelDRAW Graphics Suite.

Minimum Years of Experience
3

Minimum Educational/Degree Requirements
Bachelor's Degree in archaeology, anthropology, or closely related field.

Training or Certification Requirements
None.

Substitution Factors
None.
Customer Information

1a. Awarded Special Item Numbers (SINs) under the GSA Multiple Award Schedule contract:

<table>
<thead>
<tr>
<th>SINs</th>
<th>Recovery</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>541620</td>
<td>541620RC</td>
<td>Environmental Consulting Services</td>
</tr>
<tr>
<td>561730</td>
<td>561730RC</td>
<td>Grounds Maintenance</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order-Level Materials</td>
</tr>
</tbody>
</table>

1b. Prices: See “Prices” section, above.
1c. Labor Category Descriptions: See “Position Descriptions” section, above.

2. Maximum Order: SINs 541620 and 561730: $1 million; SIN OLM: $250,000.
   There are no limits on the sizes of task orders that can be issued under the GSA contract. If the best value selection places your order over the amounts shown above for a task order, RGA can decline the order.

3. Minimum Order: $100


5. Points of Production: Same as company address.

6. Discount from List Prices or Statement of Net Price: Government net prices (discounts already deducted). See “Prices” section, above.

7. Quantity/Volume Discounts: 2% discount for order equal to or exceeding $100,000; 3% discount for order equal to or exceeding $175,000.

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.

9. Foreign Items: None.

10a. Time of Delivery: To Be Determined at the Task Order level.
10b. Expedited Delivery: To Be Determined at the Task Order level.
10c. Overnight and 2-day Delivery: Contact contractor.
10d. Urgent Requirements: Contact contractor.

11. F.O.B. point(s): Destination.

12a. Ordering Address:
   259 Prospect Plains Road, Building D
   Cranbury, NJ 08512
   E-mail: adomm@rgaincorporated.com
   Tel.: (609) 655-0692
   Fax: (609) 655-3050
   Web: www.rgaincorporated.com

12b. Ordering Procedures: For supplies and services, the ordering procedures and information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment Address: Same as ordering address, above.


15. Export Packing Charges (if applicable): Not Applicable (N/A)

16. Terms and Conditions of Rental, Maintenance, and Repair (if applicable): N/A
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17. Terms and Conditions of Installation (if applicable): N/A

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

18b. Terms and conditions for any other services (if applicable): N/A

19. List of Service and Distribution Points (if applicable): N/A

20. List of Participating Dealers (if applicable): N/A

21. Preventive Maintenance (if applicable): N/A

22a. Environmental Attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

22b. 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

23. Unique Entity Identifier: VK5RFJT1LTP6

24. Notification Regarding Registration in System for Award Management: Contractor registered and active in SAM.
Contact Us

How can we be of service? Please give us a call or drop us a line:

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