



## Mustardseed Cultural and Environmental Services, LLC

As a Minority-Owned Small Business, Mustardseed Cultural and Environmental Services, LLC (MCE) is committed to providing our clients service with quality and commitment to excellence. Our core business is environmental and safety compliance and cultural resource management services. MCE believes the cornerstone of a good project is communication and value engineering; we listen to and learn about each client's requirements, goals and vision to ensure the final product is practical and more than satisfactory. MCE provides services nation-wide and is W/M/D/BE certified by various state and local agencies. Our General Services Administration services are classified under the following North American Industry Classification System (NAICS) code:

Description	Code
Environmental Consulting	541620

*Dedicated to the protection of the Earth: Land, Air, Water, Life and Culture*

**GSA Schedule No: GS-10F-0009U**

**SINs: 899-1 & 899-2**

### Environmental

- Environmental Compliance Audits
- Phase I Site Assessments
- All Appropriate Inquiry
- Hazardous Materials Management
- Emissions Inventory Questionnaire
- Air Monitoring
- NEPA Environmental Assessments
- Spill Prevention Control and Countermeasures Plans
- Permitting Assistance
- Environmental Impact Statements
- Wetland Analysis
- Identification and Mitigation of Threats
- Environmental Program Development
- Community Right To Know Reporting
- Soil & Water Sampling

### Cultural Resources

- National Historic Preservation Act Section 106 and 110 Evaluations
- Archaeological Site Inventory and Evaluation
- Cultural Reconnaissance Studies
- Ethnographic and Ethnohistorical analysis
- Cultural Phase I, II and III Testing
- Historic American Buildings Survey/Historic American Engineering Record (HABS/HAER) assessment and documentation
- Intensive Surveys-Phase I Testing
  - Comprehensive, systemic and pedestrian survey
  - Site documentation
  - Site Analysis
- Phase II and III Evaluations
  - Chronometrical, floatation, paleobotanical, paleozoological and palynological sample analysis
  - Mitigation design
  - Explicit research design for test implications and analysis

**606 E. 66<sup>th</sup> St. ☞ Kansas City, MO 64131 ☞ [www.m-c-e-services.net/](http://www.m-c-e-services.net/)  
[info@m-c-e-services.net](mailto:info@m-c-e-services.net) ☞ 816-333-2480 phone ☞ 816-333-1632 fax**

# GENERAL SERVICES ADMINISTRATION

## **Federal Acquisition Service** *Authorized Federal Supply Schedule Price List*

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!**<sup>TM</sup>, a menu-driven database system. The INTERNET address for **GSA Advantage!**<sup>TM</sup> is: **<http://www.GSAAdvantage.gov>**.

### **Schedule for - Environmental Services**

**Federal Supply Group: 899      Class: F999**

**Contract Number: GS-10F-0009U**

**For more information on ordering from Federal Supply Schedules  
click on the FSS Schedules button at <http://www.fss.gsa.gov>**

**Contract Period: October 19, 2007 through October 18, 2012**

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**Contractor:** Mustardseed Cultural and Environmental Services, LLC  
606 East 66th St.  
Kansas City, MO 64131 1411

**Business Size:** Small, Disadvantaged, Woman Owned Business

**Telephone:** (816) 333-2480

**Extension:**

**FAX Number:** (816) 333-1632

**Web Site:** [www.m-c-e-services.net](http://www.m-c-e-services.net)

**E-mail:** [tsmith@m-c-e-services.net](mailto:tsmith@m-c-e-services.net)

**Contract Administration:** Timberlyn Smith

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Mustardseed  
Cultural & Environmental  
Services, LLC

## CUSTOMER INFORMATION:

- 1a. **Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:** 899-1, & 899-1RC, 899-2, & 899-2RC
- 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.**
- 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.**
2. **Maximum Order:** \$5,000,000.00

## **(CUSTOMER INFORMATION: Continued)**

3. **Minimum Order:** \$100.00
4. **Geographic Coverage (delivery Area):** Domestic only
5. **Point(s) of production (city, county, and state or foreign country):** Same as company address
6. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted). See Attachment.
7. **Quantity discounts:** None Offered
8. **Prompt payment terms:** 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:**
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: Contact Contractor
- 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 Contractor
- 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](http://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

## (CUSTOMER INFORMATION: Continued)

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. contractor's website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).
25. Data Universal Numbering System (DUNS) number: 12-8494023
26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered



**Mustards and Cultural Land Environmental Services, LLC**

<u>GSA Labor Category</u>	<u>GSA Rate Per Hour</u>	Year 2	Year 3	Year 4	Year 5
Program Manager	\$91.65	\$94.47	\$97.37	\$100.37	\$103.45
Professional Engineer	\$98.40	\$101.43	\$104.54	\$107.76	\$111.07
Certified Industrial Hygienist	\$125.94	\$129.81	\$133.80	\$137.92	\$142.16
Project Ecologist/ Wetland Specialist	\$106.55	\$109.83	\$113.20	\$116.68	\$120.27
Environmental Project Manager	\$72.36	\$74.59	\$76.88	\$79.24	\$81.68
Project Geologist/Hydro-geologist (RPG)	\$85.64	\$88.27	\$90.99	\$93.79	\$96.67
Archaeological Principal Investigator	\$82.00	\$84.52	\$87.12	\$89.80	\$92.56
Senior Project Archaeologist/ Historian	\$82.00	\$84.52	\$87.12	\$89.80	\$92.56
Archaeological Crew Chief SIN: 899-1	\$62.71	\$64.64	\$66.63	\$68.67	\$70.79
Staff Archaeologist	\$57.88	\$59.66	\$61.49	\$63.39	\$65.33
Archaeology Technician II	\$53.06	\$54.69	\$56.37	\$58.11	\$59.89
Archaeology Tech I	\$26.04	\$26.84	\$27.67	\$28.52	\$29.39
Architectural Historian	\$82.00	\$84.52	\$87.12	\$89.80	\$92.56
GIS Specialist	\$43.41	\$44.74	\$46.12	\$47.54	\$49.00
Environmental Technician	\$37.41	\$38.56	\$39.75	\$40.97	\$42.23
Environmental Specialist	\$65.90	\$67.93	\$70.02	\$72.17	\$74.39
Archaeology Lab Supervisor	\$65.90	\$67.93	\$70.02	\$72.17	\$74.39
Clerical	\$24.88	\$25.65	\$26.43	\$27.25	\$28.08

## **(CUSTOMER INFORMATION: Continued)**

### **Labor Minimum Qualifications**

Program Manager: Overall contract management and signature authority on work orders, quality control, works with staff to ensure customer satisfaction. Requires a bachelor's degree, with a masters degree preferred. Must have 5+ years management experience be a certified professional (CHMM, PE, PG etc)

Professional Engineer: Works with project managers on environmental compliance, technical submittal preparation, permitting, field programs, and task management. Requires a Bachelors degree in engineering. Must have at least 5 years experience and have a P.E. certification.

Certified Industrial Hygienist: Knowledge of OSHA health and safety regulations regarding hazardous waste sites and general site operations. Knowledgeable about current and recognized occupational safety and health standards. Requires a Bachelors degree in industrial hygiene, environmental science or other related field. Must have at least 7 years experience in the environmental field, 40 hour HAZWOPER, AHERA and CIH certification. Air Sampling Professional certification preferred.

Project Ecologist/Wetlands Specialist: Provides technical expertise, regulatory compliance, project management in the areas of threatened/endangered species, wetlands analysis and ecological assessments. Bachelors degree in ecology or related science, must have attended a USACE wetland delineation workshop. Have a minimum of 5 years wetland and ecological risk assessment experience.

Environmental Project Manager/Project Scientist: Provides technical expertise, regulatory compliance, project management, and quality control in all areas of environmental issues: Air, Water, Waste and Land. Requires a M.A. or higher in biology, environmental science or ecology with at least five years experience in environmental compliance projects, professional certifications (CHMM or REA etc.) and 2+ years supervisory experience.

Project Geologist/Hydrogeologist: Produces work plans, schedules, and closure reports. Make ecological health risk assessments, conduct remedial investigations and feasibility studies. Requires an advanced degree in geology. Must have at least 7 years experience have a P.G. certification.

Archaeological Principal Investigator: Provides technical expertise, regulatory compliance, project management, client-relationship development, and quality control. Interacts with Field Supervisors to ensure their needs are met. Requires a Masters degree or higher in archeology/anthropology or cultural resource management with at least five years experience in archeological resource compliance projects.

Senior Project Archaeologist: Provides overall technical expertise, regulatory compliance, project management, client-relationship development, and quality control. Interacts with Crew Chief and PI to ensure their needs are met. Requires a PhD in archeology/anthropology or cultural resource management with at least 10 years experience in archeological resource compliance projects.

Archeological Crew Chief: Is responsible for the direction of a field crew of between one and four persons in conducting limited archaeological survey projects. He/she will conduct routine field reconnaissance searches in areas planned for activity, employing a combination of shovel-testing and visual inspection. Must have a basic understanding of professional archeological principles, theories, concepts, methods, and techniques. Requires a Bachelors degree in archeology/anthropology or higher and at least 2 years of experience including management.

Staff Archaeologist: Duties include research, archival studies and historical documentation. May also act as a field supervisor, be able to manage personnel, conduct excavations, surveys and write reports. Requires a minimum Bachelors degree in Archaeology, Anthropology, History or related field, 5 years experience.

Archaeological Technician I: Conducts field work under the supervision of the crew chief or principal investigator. Performs on-the-ground area searches for surface and subsurface evidence of historic and prehistoric archeological remains. Requires a minimum 1 year of field experience.

## (CUSTOMER INFORMATION: Continued)

Archaeological Technician II: Provides technical support in inventory and management of cultural resources by conducting inventories of cultural resources. Requires less supervision than a Tech I. Researches reference material such as State and National register files, historic documents, archeological reports, maps and aerial photos, etc. Performs on-the-ground area searches for surface and subsurface evidence of historic and prehistoric archeological remains. Requires a Bachelors degree in archaeology and at least 2 year of field experience.

Architectural Historian: Provides research, assessment, evaluation, recommendations and documentation for structures. Responsibilities will include 35mm and digital photography, conducting reconnaissance and intensive architectural surveys, HABS/HAER recordations, National Register Nominations and Section 106 technical report writing. Requires a minimum of a Masters degree in architecture with an emphasis in historic structures; 3 years experience.

GIS Specialist: Responsibilities include basic cartographic production, data entry, georeferencing scanned maps, and digitizing archaeological features. Experience with ESRI Arcview is required. Must also have knowledge and experience with Microsoft Excel and Access and general principles of archaeology. Requires a minimum of Bachelor's degree and two years of related experience.

Environmental Technician: Responsible for the performance of field tests and researches reference material such as State and National register files, historic documents, environmental reports, maps and aerial photos, etc. to support projects. Performs other miscellaneous duties as assigned. Must have 2-year experience in the environmental field, 40 hour HAZWOPER and a Bachelors degree in an environmental or related field.

Environmental Specialist: Have NEPA and general environmental compliance knowledge. Responsible for sampling and assessment; and supports projects. Performs other miscellaneous duties as assigned. Must have 3-5 years experience. A specialist may have any of the following certifications: Air Sampling Professional, Radiologist, Industrial Hygiene degree, GIS/GPS, Asbestos or Lead Inspector.

Archaeology Lab Supervisor: Manage and oversee artifact cleaning, analysis and curating. Maintain oversight of all artifacts that come into the laboratory, track their progress, ensure proper conservation, curate or arrange for curation. Requires a minimum of Masters Degree museum studies, anthropology or archaeological studies and 5 years experience.

Administrative Support Personnel: Performs a variety of basic clerical duties including typing (55 wpm accuracy), copying, data entry, filing, answering the telephone, and receiving visitors. May perform other miscellaneous duties as assigned. Requires a high school degree 2 years experience, including 1-year experience with desk top publishing.

The wage determination for the area where the predominance of work is projected to be performed: No: 94-2307, Rev. 30, Rev. Date 5/23/05, Missouri, Jackson County.

SCA Eligible Contract Labor Category	SCA Equivalent Code-Title
Administrative	01315 Secretary V
Archaeology Tech I	29024 Archeological Technician II
Archaeology Tech II	29025 Archaeological Technician III
Environmental Technician	29090 Environmental Technician

MCE agrees to pay at least the minimum wage and benefits as directed by the applicable determination. The Service Contract Act (SCA) is applicable to this contract. This contract includes SCA applicable labor categories. The prices for the indicated SCA applicable labor categories are ceiling rates based on the U.S. Department of Labor Wage Determination #(s) identified in the matrix above. Should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the prices offered will be discounted accordingly.