

**GENERAL SERVICES ADMINISTRATION  
Federal Supply Service  
Authorized Federal Supply Schedule (FSS) 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 are available through **GSAAdvantage!**<sup>®</sup>, a menu-driven database system. The INTERNET address for **GSAAdvantage!**<sup>®</sup> is: [www.GSAAdvantage.gov](http://www.GSAAdvantage.gov).

Schedule Title: Environmental Services  
Federal Supply Group: 899 Class: F999  
Contract number: GS-10F-0034T

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

Contract period: October 31, 2006 to October 30, 2011



**The Source Group, Inc.**  
3451-C Vincent Road  
Pleasant Hill, CA 94523  
Point of Contact: Bruce Thrupp  
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Web Site: <http://www.TheSourceGroup.net>

Business size: Small Business

**CUSTOMER INFORMATION**

- 1a. Table of awarded special item numbers with appropriate cross-reference to item descriptions and awarded prices.

<b>Special Item Number (SIN)</b>	<b>Description Page</b>	<b>Price List Page</b>
SIN 899-2: Environmental Compliance Services	9	5
SIN 899-4: Waste Management Services	9	5
SIN 899-8: Remediation Services	10	5



- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.

**Not applicable.**

- 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.

**Not applicable.**

- 2. Maximum order. **\$1,000,000.00**

- 3. Minimum order. **\$300.00**

- 4. Geographic coverage (delivery area).

**FOB Destination, Domestic, with the exact time to be specified on individual Delivery/Task Orders.**

*The contract defines "domestic delivery" as "...delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities."*

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

**Environmental Services will be provided at offices of The Source Group, Inc. or at customer sites.**

- 6. Discount from list prices or statement of net price.

**The rates provided are Government net prices (discounts already deducted).**

- 7. Quantity discounts.

**None.**

- 8. Prompt payment terms.

**Net-30 Days.**

- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.

**Government purchase cards are accepted at or below the micro-purchase threshold.**



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

**Government purchase cards are accepted above the micro-purchase threshold.**

10. Foreign items (list items by country of origin).

**None.**

- 11a. Time of delivery.

**The “time of delivery” will be negotiated for each individual task order.**

- 11b. Expedited Delivery.

**The “time of delivery” will be negotiated for each individual task order.**

- 11c. Overnight and 2-day delivery.

**The “time of delivery” will be negotiated for each individual task order.**

- 11d. Urgent Requirements.

**Not applicable.**

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

**Destination.**

- 13a. Ordering address(es).

**Bruce D. Thrupp  
The Source Group, Inc.  
3451-C Vincent Road  
Pleasant Hill, CA 94523-7317**

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

**FAR Subpart 8.4—Federal Supply Schedules, includes the following ordering procedures:**

**FAR 8.405 Ordering procedures for Federal Supply Schedules.**

**FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.**

**FAR 8.405-2 Ordering procedures for services requiring a statement of work.**

**FAR 8.405-3 Blanket purchase agreements (BPAs).**



14. Payment address.  
**The Source Group, Inc.  
3451-C Vincent Road  
Pleasant Hill, CA 94523-7317**
15. Warranty provision.  
**None.**
16. Export packing charges, if applicable.  
**Not applicable.**
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).  
**Government purchase cards are accepted.**
18. Terms and conditions of rental, maintenance, and repair (if applicable).  
**Not applicable.**
19. Terms and conditions of installation (if applicable).  
**Not applicable.**
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).  
**Not applicable.**
- 20a. Terms and conditions for any other services (if applicable).  
**Not applicable.**
21. List of service and distribution points (if applicable).  
**Not applicable.**
22. List of participating dealers (if applicable).  
**Not applicable.**
23. Preventive maintenance (if applicable).  
**Not applicable.**



- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).

**Not applicable.**

- 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/).

**In the event that EIT products supplies or services are to be provided as deliverables under this contract, they will be Section 508 compliant, unless otherwise exempted.**

25. Data Universal Number System (DUNS) number.

**01-6597119**

26. Notification regarding registration in Central Contractor Registration (CCR) database.

**The Source Group, Inc. is registered in the CCR database.**

27. Uncompensated Overtime. (Indicate if used).

**Not applicable.**

#### **PRICE LIST FOR THE SOURCE GROUP, INC. (THE SOURCE GROUP)**

**The Source Group's fully-burdened labor rates for all SINs under contract (899-2, 899-4, & 899-8):**

##### **Base Period (First 5 years)**

Labor Category	Year 1 (10/31/06 – 10/30/07)	Year 2 (10/31/07 – 10/30/08)	Year 3 (10/31/08 – 10/30/09)	Year 4 (10/31/09 – 10/30/10)	Year 5 (10/31/10 – 10/30/11)
Principal Professional*	\$132.30	\$136.93	\$141.72	\$146.68	\$151.82
Senior Professional*	\$112.70	\$116.64	\$120.73	\$124.95	\$129.33
Project Professional*	\$102.90	\$106.50	\$110.23	\$114.09	\$118.08
Senior Staff Professional*	\$92.12	\$95.34	\$98.68	\$102.14	\$105.71
Staff Professional*	\$78.40	\$81.14	\$83.98	\$86.92	\$89.97
Assistant Professional*	\$59.78	\$61.87	\$64.04	\$66.28	\$68.60
Technician	\$57.82	\$59.84	\$61.94	\$64.11	\$66.35
CAD Operator	\$63.70	\$65.93	\$68.24	\$70.63	\$73.10
Word Processor	\$51.94	\$53.76	\$55.64	\$57.59	\$59.60
Administrator	\$51.94	\$53.76	\$55.64	\$57.59	\$59.60

\*Professional Positions ("exempt") include the following disciplines: Scientist, Chemist, Engineer, Geochemist, Geologist, Hydrogeologist, and Toxicologist.



## **LABOR CATEGORY DESCRIPTIONS FOR ALL SINs UNDER CONTRACT (899-2, 899-4, and 899-8)**

(\*Professional Positions include the following disciplines: Scientist, Chemist, Engineer, Geochemist, Geologist, Hydrogeologist, and Toxicologist.)

### **Principal Professional\***

Principals serve as an integral part of The Source Group's senior management team. They are directly responsible for helping the company achieve its key business goal of providing superior environmental services.

Minimum Requirements include a professional bachelor's degree, professional registration in their respective field; and 15 years of progressively more responsible experience in the environmental or related field, or 10 years of experience and a master's degree. Their experience will demonstrate expertise in one or more of the SIN service areas.

Duties: Principals will serve as technical consultants, and project directors or project managers for major multidisciplinary programs or projects. They will provide guidance and direction for multiple programs or projects, and develop, implement, and manage client solutions. Principals will provide management-level interface with client management personnel regarding strategic issues, and will direct the completion of projects within timeframes and budgets.

### **Senior Professional\***

Senior Professionals serve as an integral part of The Source Group's senior management team. They are directly responsible for assisting Principals achieve the company's key business goal of providing superior environmental services.

Minimum Requirements include a professional bachelor's degree, professional registration in their respective field; and 10 years of progressively more responsible experience in the environmental or related field. Their experience will be in one or more of the SIN service areas.

Duties: Senior Professionals will serve as technical consultants and project managers for multidisciplinary projects. They will manage project personnel, provide guidance and direction for multiple projects; and develop implement, and manage client solutions. They will provide management-level interface with client management personnel regarding projects, and will direct the completion of projects within timeframes and budgets.

### **Project Professional\***

Project Professionals serve as an integral part of The Source Group's management team. They are directly responsible for assisting Principals and Senior Professionals achieve the company's key business goal of providing superior environmental services.



Minimum Requirements include a professional bachelor's degree, and 5 years of progressively more responsible experience in the environmental or related field. Their experience will be in one or more of the SIN service areas.

Duties: Project Professionals have day-to-day responsibility of project task execution, and may serve as project managers for projects with a commensurate level of complexity. They serve as technical leads for projects or tasks, with the ability to work independently. As either task executers or project managers, Project Professionals use and guide other project personnel. As appropriate for the project assignment, they will provide management-level interface with client management personnel regarding projects, and will direct the completion of projects within timeframes and budgets.

### **Senior Staff Professional\***

Senior Staff Professionals are directly responsible for technical performance of assigned tasks and assisting the company in achieving its key business goal of providing superior environmental services.

Minimum Requirements include a professional bachelor's degree, and 4 years of technical experience in the environmental or related field. Their experience will be in one or more of the SIN service areas.

Duties: Senior Staff Professionals perform day-to-day technical tasks under the supervision and mentorship of more senior task or project managers related to the development and design of technical solutions for environmental projects. They work with and assist more junior staff within the project team, and identify issues and raise them to senior staff as required. Senior Staff Professionals communicate with appropriate client personnel for purposes and in a manner agreed upon between the client and The Source Group's project manager. They also assist the project manager or director with budgeting, scheduling, and other tasks as required.

### **Staff Professional\***

Staff Professionals are directly responsible for technical performance of assigned tasks and assisting the company in achieving its key business goal of providing superior environmental services.

Minimum Requirements include a professional bachelor's degree, and 1 year of technical experience in the environmental or related field. Their experience will be in one or more of the SIN service areas.

Duties: Staff Professionals perform day-to-day technical tasks under the supervision and mentorship of more senior professionals. They identify issues and raise them to senior staff as required. Staff Professionals communicate with appropriate client personnel for purposes and in a manner agreed upon between the client and The Source Group's project manager. They also assist senior staff with other tasks as required.



### **Assistant Professional\***

Assistant Professionals are directly responsible for technical performance of assigned tasks and assisting the company in achieving its key business goal of providing superior environmental services.

Minimum Requirements include a professional bachelor's degree, in the environmental or related field.

Duties: Assistant Professionals perform day-to-day technical tasks under the supervision and mentorship of more senior professionals. They identify issues and raise them to senior staff as required. Assistant Professionals communicate with appropriate client personnel for purposes and in a manner agreed upon between the client and The Source Group's project manager. They also assist senior staff with other tasks as required.

### **Technician**

Technicians are directly responsible for technical performance of assigned tasks, both office and field, and assisting the company in achieving its key business goal of providing superior environmental services.

Minimum Requirements include a high school diploma or equivalent, and prior experience providing office and field technical assistance on projects. Duties: Technicians perform day-to-day technical tasks under the supervision and mentorship of more experienced Technicians or professional personnel. They identify issues and raise them to senior staff as required. Technicians communicate with appropriate client personnel for purposes and in a manner agreed upon between the client and The Source Group's project manager. They also assist senior personnel with other tasks as required.

### **CAD Operator/Draftsperson**

Computer-Aided Drafting (CAD) Operators/Draftspersons are directly responsible for technical performance of assigned drafting and graphical tasks, and assisting the company in achieving its key business goal of providing superior environmental services.

Minimum Requirements include an Associate's degree and 3 years of experience developing and/or drafting technical graphical presentations using specialized software or providing technical input to projects. They must have advanced expertise with one or more specialized software tools or equipment including CAD, modeling software, or specialized field equipment.

Duties: CAD Operators/Draftspersons works under the direct supervision of senior staff and are responsible for completing tasks in allocated timeframes and budgets. They prepare both graphical and narrative presentation materials and products.

### **Word Processor**

Word Processors are directly responsible for performing assigned tasks, and assisting the company in achieving its key business goal of providing superior environmental services.



Minimum Requirements include a high school diploma or equivalent, and experience in word processing, typing, and general clerical support. Knowledge in specialized computer-based technical typing software may be required. Duties: Word Processor duties include providing support for preparation and revision of reports, technical specifications, and other textual products as may be required. Other typical clerical duties may also be performed.

### **Administrator**

Administrators (including Administrative Assistants) are directly responsible for performing assigned administrative functions, and assisting the company in achieving its key business goal of providing superior environmental services.

Minimum Requirements include a high school diploma or equivalent, and, as appropriate for the particular position's function, experience in data processing support, word processing, typing, general office management, contract management, and general clerical support. Depending on the specific administrative function, knowledge in computer-based presentation techniques, technical typing and analysis using various office software products, office automation tools, and specialty support vendors (audiovisual, communications, etc.) may be required.

Duties: Administrators perform filing, reception duties, word-processing, typing, report production, shipping, mailing, office management, contract management, financial management, and other general clerical support functions.

## **SERVICES OFFERED**

**The Source Group offers the following services under this schedule:**

### **SIN 899-2: Environmental Compliance Services**

Operational services, advice, or guidance in support of agencies' Environmental Compliance Services. Examples include, but are not limited to:

- Environmental Compliance Audits;
- Compliance Management and/or Contingency Planning;
- Permitting;
- Spill Prevention/Control and Countermeasure Plans;
- Pollution Prevention Surveys; and
- Community Right-to-Know Act Reporting.

### **SIN 899-4: Waste Management Services**

Operational services, advice, or guidance in support of agencies' Waste Management Services. Examples include, but are not limited to:

- Data Collection, Feasibility or Risk Analysis;
- RCRA/CERCLA Site Investigation;
- Hazard and/or Non Hazard Exposure Assessments;



- Waste Characterization and Source Reduction Studies;
- Review and Recommendation of Waste Tracking or Handling Systems;
- Waste Management Plans and/or Surveys;
- Waste Minimization/Pollution Prevention Initiatives;
- Review of Technologies and Processes Impacting Waste Management;
- Management, Furnishing or Inventory of Material Safety Data via CD, Internet, Facsimile, Mail or Other Media; and
- Development of Emergency Response Plans.

### **SIN 899-8: Remediation Services**

Remediation Services include, but are not limited to, excavation, removal, remediation related laboratory testing, transportation, storage, treatment and/or disposal of hazardous waste. Also, preparation, characterization, field investigation, conservation and site closures; and UST/AST removal, air monitoring, soil vapor extraction, stabilization/solidification, bio-venting, carbon absorption, reactive walls, containment, monitoring and /or reduction of hazardous waste sites. Work shall conform to environmental permits, decision document requirements or other legal requirements. Examples include but are not limited to: Excavation, removal, manifesting, transportation, storage, treatment (on-site and off-site) and/or disposal of hazardous waste.

- Preparation, Characterization, Field Investigation, Conservation and Closure of Site;
- Long Term Monitoring/Long Term Operation (LTM/LTO);
- Containment, Monitoring and/or Reduction of Hazardous Waste Sites;
- Excavation, Removal, Transportation, Storage, Treatment and/or Disposal of Hazardous Waste;
- UST/AST Removal;
- Air Monitoring; and
- Soil Vapor Extraction; Stabilization/Solidification; Bio-Venting; Carbon Absorption and/or Reactive Walls and Containment.