



## GENERAL SERVICES ADMINISTRATION

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Federal Supply Service  
Authorized Federal Supply Schedule Price List  
Professional Services Schedule  
Contract No.: GS-10F-0038T  
Modification No.: PO-0018  
November 7, 2016 - November 6, 2021

Tierra Right of Way Services, Ltd.  
1575 East River Road, Suite 201  
Tucson, Arizona 85718-5831  
(520) 319-2106 phone / (520) 323-3326 fax  
(800) 887-0847 toll free  
[www.tierra-row.com](http://www.tierra-row.com)  
Woman Owned Small Business

*Building the Future...  
Sustaining the Environment.*

*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. For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov).*





# COMPANY OVERVIEW

Tierra Right of Way Services, Ltd. (Tierra), is a distinguished land services firm that offers cultural resources, environmental planning, property and easement acquisition, relocation assistance, and CAD/GIS services to clients across the western United States. Since 1989, Tierra has successfully provided land services to local, State, and Federal agencies; municipalities; engineers and architects; telecommunications, energy, alternative energy, mining, and pipeline companies; and land developers.

Tierra is a certified Woman- and Minority-owned business (WMBE) through the Pacific Southwest Minority Supplier Development Council and the California Public Utilities Commission. We are self-certified through the Small Business Administration (SBA) as a Woman-Owned Small Business (WOSB) and we are a State of Washington-certified Minority Women’s Business Enterprise (MWBE).

## GSA CONTRACT

Professional Services Schedule  
Industrial Group: 00CORP  
SINs: 899-1, 899-1RC, 899-7, 899-7RC  
Contract: GS-10F-0038T

## POINT OF CONTACT

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President & Owner  
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## CULTURAL RESOURCES

Cultural Resource Surveys  
Section 106 Compliance  
Archaeological Research, Monitoring, and Analysis  
National Register of Historic Places (NRHP) Eligibility Testing  
Archaeological Data Recovery and Mitigation  
Tribal Liaison

## ENVIRONMENTAL PLANNING

Environmental Analysis, Mitigation, and Regulatory Permitting  
National Environmental Policy Act (NEPA) Compliance  
Endangered Species Act (ESA) Compliance  
Native Plant Preservation Plans  
Planning and Zoning  
GIS and Mapping  
Construction Monitoring  
Public Participation Meetings and Forums

## RIGHT OF WAY

Property and Easement Acquisition  
Federal, State, and Local Permitting  
Title and Mineral Ownership Research  
Route Feasibility Studies and Analyses  
Site Analysis, Selection, and Leasing  
Transmission Corridor Planning  
Transportation Corridor Planning  
Tribal Liaison





## CULTURAL RESOURCES

Tierra's team of cultural resources professionals has been providing archaeological services throughout the Southwest since 1993. Our archaeologists have extensive experience identifying, evaluating, and mitigating archaeological, historical, and architectural resources within the context of the National Historic Preservation Act (NHPA) and other preservation laws and regulations.

We take pride in our proven track record of successfully completing projects under the jurisdiction of multiple Federal, State, and local agencies. As a result of the quality of our work and the responsiveness of our staff, we have fostered excellent professional relationships with regulatory agencies and our clients.

Our team of expert archaeologists is capable of handling multiple, concurrent small and large scale projects and producing detailed professional reports. Our corporate headquarters has a fully equipped 1,300-square-foot laboratory with a separate wet laboratory for artifact processing and a dry laboratory for artifact analysis. All of our field directors are Organizational Safety and Health Administration (OSHA)-certified Competent Persons, and all archaeological staff regularly attend professional events and training seminars to stay up-to-date on current archaeological news, laws, regulations, and research topics.

## CULTURAL RESOURCES SERVICES

- Class I, II, and III Cultural Resource Surveys
- Archaeological Surveys and Background Review
- Historic Properties Treatment Plans
- NRHP Eligibility Testing
- Archaeological Site Mitigation through Data Recovery Excavations
- Construction Monitoring
- NHPA Section 106 Consultation with Tribes and Agencies
- Archival Research for Historic Sites
- Excavation and Repatriation of Human Remains
- Artifact Analysis and Curation
- Tribal Liaison
- GIS Mapping

GSA

*"During the 10 years of my tenure at the BLM's Safford Field Office, the Tucson-based office of Tierra Right of Way Services, under the guidance of Barbara Montgomery, Ph.D., has always produced superior cultural resource reports, maps, and project data for my office [...] Tierra's staff is always professional and friendly, from the administrative staff to the field and research archaeologists. I know that when Tierra is on the job, I will get a superior product. I am always happy to work with Dr. Montgomery and her staff."*

- Daniel McGrew, Archaeologist, BLM





## ENVIRONMENTAL PLANNING

Tierra has provided environmental consulting, permitting, and analytical services throughout the Southwest since 1998, and land planning services since 2003. We work closely with both the public and private sectors to address each critical aspect of a project quickly and efficiently.

We specialize in all aspects of biological and ecological consulting, from on-the-ground surveys and complex environmental analyses to report and permit writing. Our environmental planners are known for creating unique solutions to multifaceted land development, environmental, and community concerns during each step of the planning process.

### ENVIRONMENTAL SERVICES

- NEPA Compliance—CE, EA, EIS documents
- Endangered Species Act Compliance
- USACE Clean Water Act Section 404/401 and Rivers and Harbor Act Section 10 Compliance and Permitting
- Surveys for Threatened, Endangered, and other Special Status Wildlife and Plant Species
- Habitat Assessments and Mapping
- Native Plant Preservation Plans and Inventories
- Riparian Vegetation Mapping and Mitigation Plans
- Noxious Weed/Invasive Species Surveys
- SWPPP Preparation and Compliance Monitoring
- Construction Monitoring

### PLANNING SERVICES

- Plan Updates and Amendments
- Master Planning and Specific Plans
- Public Participation Projects
- Residential and Commercial Site Planning
- Mixed-Use Urban Planning Projects
- Transportation/Utility Corridor Planning
- Rezoning
- Condition Modifications
- Conditional Use Permits
- Special Use Permits
- Site Evaluations and Feasibility Studies
- Substation Permitting
- Construction Monitoring

GSA

*“Kit Carson Electric Cooperative (KCEC) retained Tierra Right of Way Services to provide cultural resource and environmental services to obtain NEPA compliance in connection with KCEC’s Taos Broadband Project, which was designed to provide state-of-the-art telecommunications and internet services to all KCEC customers. I am pleased to say that Tierra has been very responsive to our needs and concerns and have been a strong advocate for KCEC throughout the course of this very important project.”*

- Luis Reyes, CEO, Kit Carson Electric Cooperative





## RIGHT OF WAY

Right of way services are the foundation upon which Tierra was built in 1989. Our licensed agents are skilled negotiators who bring with them extensive knowledge of obtaining property, rights of way, and permits, as well as interpreting and explaining legal documents related to property rights, appraisals, title reports, maps, and design plans. Our right of way agents are trained and experienced in negotiations for full fee interest, partial fee interest, and easement acquisition utilizing all forms of appraisal and market analysis.

Tierra's relocation specialists are licensed, actively practicing real estate agents, who possess an in-depth knowledge of the relocation process and the current local real estate market. They are experienced in business relocations and all forms of residential relocation, including owner-occupant, nonresident owner, short-term tenant, and long-term tenant, in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act (as amended).

Tierra's agents possess the necessary expertise and knowledge to perform acquisition and relocation assistance services for all types of projects under a variety of funding sources. Tierra has extensive, proven experience smoothly completing both residential and commercial acquisitions and relocations, and overcoming complications in the process on behalf of our private and public sector clients.

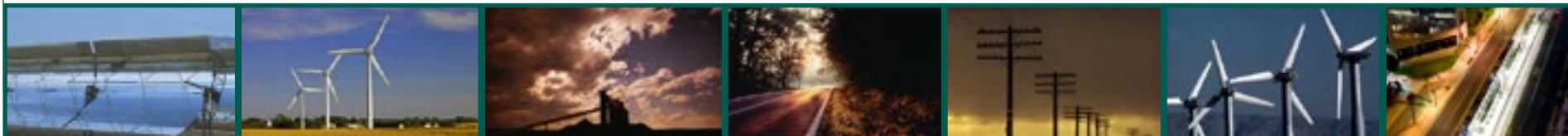
## RIGHT OF WAY SERVICES

- Property and Easement Acquisition
- Acquisition Planning
- Relocation Assistance and Planning
- Local, State, and Federal Permitting
- Site Analysis and Selection
- Route and Site Feasibility Studies
- Title Research and Analysis
- Prior Rights Research
- Property Management
- Franchise Agreements
- Appraisal Coordination
- Project Management
- Expert Witness Testimony
- Tribal Liaison
- GIS Mapping

GSA

*"The Arizona Department of Transportation (ADOT) has done business with Tierra for over 18 plus years [...] From the owner on down, every Tierra employee is easily accessible, friendly, and quick to respond with issue resolution as needed. ADOT highly recommends Tierra, and are confident they can handle whatever project they are awarded with the same professionalism and integrity as they provide us on all of our projects."*

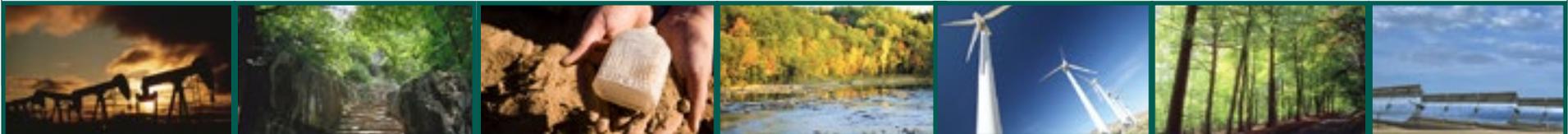
- Laura Gilbreath, Right of Way Acquisition Manager, ADOT





# LABOR RATES

Job Title/Code	11/2016-11/2017	11/2017-11/2018	11/2018-11/2019	11/2019-11/2020	11/2020-11/2021
Principal Investigator (AR01)	\$96.92	\$99.53	\$102.22	\$104.98	\$107.82
Environmental Project Manager (ENV01)	96.92	99.53	102.22	104.98	107.82
Archaeology Project Manager (AR02)	90.46	92.90	95.41	97.98	100.63
GIS/CAD Coordinator (AR13)	83.99	86.26	88.59	90.98	93.44
Principal Ecologist (ENV04)	83.99	86.26	88.59	90.98	93.44
Botanist (ENV06)	71.41	73.33	75.31	77.35	79.44
Field Biologist (ENV05)	71.41	73.33	75.31	77.35	79.44
Assistant Project Manager	68.55	70.40	72.30	74.25	76.26
CAD/GIS Specialist (AR10 & ENV09)	77.53	79.63	81.78	83.99	86.25
Field Director (AR04)	64.61	66.36	68.15	69.99	71.88
Lab Director (AR08)	64.61	66.36	68.15	69.99	71.88
Archaeological Monitor (AR07)	62.84	64.53	66.28	68.07	69.90
Biological Monitor (ENV11)	58.15	59.72	61.33	62.99	64.69
Technical Editor/Writer (AR12 & ENV12)	58.15	59.72	61.33	62.99	64.69
Analyst (AR15)	58.15	59.72	61.33	62.99	64.69
GIS Technician	58.15	59.72	61.33	62.99	64.69
Environmental Technician (ENV07)	58.15	59.72	61.33	62.99	64.69
Archaeology Technician (AR16)	49.10	50.43	51.79	53.19	54.63
Laboratory Technician (AR16)	49.10	50.43	51.79	53.19	54.63
Laborer (AR09)	38.77	39.81	40.89	41.99	43.13





## LABOR CATEGORIES

Job Title/Code	Description	Minimum Education	Minimum Years Experience
Principal Investigator (AR01)	Research position that supervises scientific studies and complex objectives; responsible for review and certification of final reports and/or deliveries.	MA	10 years
Environmental Project Manager (ENV01)	Serves as primary contact with client and agency and manages biological and environmental projects to meet the client's requirements; determines project scope with client and agency on an ongoing basis.	Bachelors	10 years
Archaeology Project Manager (AR02)	Serves as primary contact with client and agency and manages archaeological projects to meet the client's requirements; determines project scope with client and agency on an ongoing basis.	Bachelors	10 years
GIS/CAD Coordinator (AR13)	Supervises GIS/CAD department, including assigning work schedule and maintaining administrative reports; gathers material to prepare and interpret recurring administrative reports.	Bachelors	5 years
Principal Ecologist (ENV06)	Scientific position performs in respective scientific discipline; directs research and/or development work on complex projects necessitating the origination and application of new and unique approaches.	Bachelors	5 years
Botanist (ENV06)	Responsible for collecting plant data in the field, identifying native plants, conducting native plant inventories, and completing native plant preservation plans; demonstrates knowledge of native plants, communities, and ecosystems.	Bachelors	1 year
Field Biologist (ENV05)	Responsible for collecting field data from which environmental determinations are made; demonstrates knowledge of standard principles, theories, techniques, practices, procedures which allow verification, recording and replication of outcomes.	Bachelors	1 year



Job Title/Code	Description	Minimum Education	Minimum Years Experience
Assistant Project Manager	Assists in project task management to meet client requirements; communicates with client counterparts; assists Project Manager in managing tasks to meet pre-established scope, budget, and schedules.	Bachelors	5 years
CAD/GIS Specialist (AR10 & ENV09)	Implements conceptual GIS applications and solutions for project related problems; responsible for production of GIS products for inclusion in databases, map series, reports, etc.; provides support for analysis, feasibility studies, and applications development.	Bachelors	3 years
Field Director (AR04)	Directs field research and analyses; responsible for the collection and analysis of the field data; determines field methods and recording techniques.	Bachelors	8 years
Lab Director (AR08)	Directs lab research and artifact and sample processing; creates and maintains lab systems; responsible for the curation of collections and permits to perform archaeological work.	Bachelors	8 years
Archaeological Monitor (AR07)	Monitors archaeological sites during the construction phase of projects; communicates directly with work crews to determine schedule and informs work crews as to the status of archaeological sites or the presence of human remains.	Bachelors	5 years
Biological Monitor (ENV11)	Monitors sensitive biological areas during the construction phase of projects; communicates directly with work crews to determine schedule and ensures work crews follow environmental guidelines and implements mitigation measures.	Bachelors	1 year
Technical Editor/Writer (AR12 & ENV12)	Researches, writes/rewrites and edits technical material; operates desktop publishing system to produce page proofs and reproduction masters for reports, newsletters, posters, presentations, etc.; develops and works within general style and format guidelines.	Bachelors	4 years



Job Title/Code	Description	Minimum Education	Minimum Years Experience
Analyst (AR15)	Conduct investigations of artifacts and samples collected in the field; classifies, summarizes, and interprets data for the preparation and submission of reports.	Bachelors	5 years
GIS Technician	Obtains and enters GIS data; capable of data table manipulations and simple queries; produces electronic and hardcopy deliverables.	Bachelors	0-1 year
Environmental Technician (ENV07)	Assists field professional in conducting accurate analysis, data collection, and field studies; prepares equipment for fieldwork; collects and analyzes data related to research programs.	HS	1 year
Archaeology Technician (AR16)	Assists field professional in conducting fieldwork, including survey, testing, and excavation projects; prepares and maintains equipment; conducts in field analysis of features and artifacts; prepares and completes field paperwork and archaeological site paperwork.	HS	2 years
Laboratory Technician (AR16)	Assists in cleaning, washing, and sorting of artifacts and samples; prepares and maintains equipment and performs data entry for research projects; assists in maintaining project documents.	HS	1 year
Laborer (AR09)	Assists Field Technicians and Field Directors in the collection of field data.	HS	none



# CUSTOMER INFORMATION

- 1a.** Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s). *899-1, 899-1RC, 899-7, 899-7RC*
- 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. *N/A.*
- 1c.** If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. *See pages 6–8.*
- 2.** Maximum order. *\$1,000,000*
- 3.** Minimum order. *\$100*
- 4.** Geographic coverage (delivery area). *Contiguous 50 States and the District of Columbia.*
- 5.** Point(s) of production (city, county, and State or foreign country). *N/A.*
- 6.** Discount from list of prices or statement of net price. *Government Net Prices: see page 5.*
- 7.** Quantity discounts. *N/A.*
- 8.** Prompt payment terms. *0% – Net 30 Days.*
- 9a.** Notification that Government purchase cards are accepted at or below the micro-purchase threshold. *Government purchase cards are accepted 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 by country of origin). *N/A.*
- 11a.** Time of delivery. *Upon mutual agreement of Contractor and customer.*
- 11b.** Expedited Delivery. *Items available for expedited delivery are noted in this price list.*
- 11c.** Overnight and 2-day delivery. *The schedule customer may contact the Contractor for rates for overnight and 2-day delivery.*
- 11d.** Urgent Requirements. *Contact Contractor.*
- 12.** F.O.B. point(s). *Destination.*
- 13a.** Ordering address(es). *Tierra Right of Way Services, Ltd.  
1575 East River Road, Suite 201  
Tucson, Arizona 85718–5831*

- 14.** Payment address(es). *Same as 13a.*
- 15.** Warranty provision. *N/A.*
- 16.** Export packing charges. *N/A.*
- 17.** Terms and conditions of Government purchase card acceptance. *Tierra Right of Way Services will accept purchase card orders over the micro-purchase threshold of \$2,500.*
- 18.** Terms and conditions of rental, maintenance, and repair. *N/A.*
- 19.** Terms and conditions of installation. *N/A.*
- 20.** Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices. *N/A.*
- 20a.** Terms and conditions for any other services. *N/A.*
- 21.** List of service and distribution points. *N/A.*
- 22.** List of participating dealers. *N/A.*
- 23.** Preventive maintenance. *N/A.*
- 24a.** Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). *N/A.*
- 24b.** If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and show where full details can be found. *N/A.*
- 25.** Data Universal Number System (DUNS) number. *62-294-2282*
- 26.** Notification regarding registration in Central Contractor Registration (CCR) database. *Registered with CAGE Code 1ZK08.*

SCA Matrix		
GSA Labor Category	SCA Equivalent Code - Title	WD Number
Environmental Technician	30090 - Environmental Technician	05-2025
Archaeology Technician	30021 - Archaeology	05-2025
Laboratory Technician	30210 - Laboratory Technician	05-2025
Laborer	23470 - Laborer	05-2025

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 matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

