



Schedule Contract

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

Schedule for Environmental Services

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

Contract Number: GS-10F-003AA

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

Contract Period: October 10, 2012 through October 09, 2017

Contractor: **APPLIED SCIENCE & TECHNOLOGY, INC.**
10448 CITATION DR STE 100
Brighton, MI 48116 6561

Business Size: Small Business

Telephone: (800) 395-2874

FAX Number: (810) 225-3800

Web Site: <http://www.asti-env.com>

E-mail: dmartin@asti-env.com

Contract Administration: Dianne Martin



(CUSTOMER INFORMATION: Continued)

COMPANY OVERVIEW:

Applied Science & Technology, Inc. (ASTI) has provided environmental and engineering services to industry and government since 1985. ASTI maintains two locations to easily assist our clients throughout the Great Lakes region. Our corporate headquarters are located in Brighton, Michigan, with a second office located in Grand Rapids, Michigan. Both locations provide ASTI's full array of services.

ASTI service groups are staffed by qualified personnel trained and certified as environmental professionals, mold inspectors, asbestos inspectors, asbestos management planners, professional geologists, brownfield redevelopment specialists, professional wetland scientists, underground storage tank professionals, remediation specialists, hazardous materials managers, and regulatory compliance managers.

Because of ASTI's practical understanding of environmental regulations, agency procedures, and our clients' business needs, ASTI delivers cost-effective solutions to resolve environmental issues associated with development and operations.

CUSTOMER INFORMATION:

- 1a. **Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:** 899-1-899-1RC, 899-7-899-7RC, 899-8-899-8RC
- 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:** \$1,000,000.00
3. **Minimum Order:** \$100.00
4. **Geographic Coverage (delivery Area):** Domestic and Overseas
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.

(CUSTOMER INFORMATION: Continued)

7. **Quantity discounts:** The quantity discount is 1% discount, exclusive of IFF, for all orders equal to or greater than \$500,000.
8. **Prompt payment terms:** The prompt payment discount is 2%, 10 days, net 30.
- 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:** will accept over \$2,500
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).
14. **Payment address(es):** Same as company address
15. **Warranty provision.:** Contractor’s standard commercial warranty.
16. **Export Packing Charges (if applicable):** N/A
17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
18. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
19. **Terms and conditions of installation (if applicable):** N/A
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. **Terms and conditions for any other services (if applicable):** N/A

(CUSTOMER INFORMATION: Continued)

- 21. List of service and distribution points (if applicable): N/A
- 22. List of participating dealers (if applicable): N/A
- 23. Preventive maintenance (if applicable): N/A
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor's website or other location.) The EIT standards can be found at: www.Section508.gov/.
- 25. Data Universal Numbering System (DUNS) number: 13-9465678
- 26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered

| Labor Category | EDU | EXP | Offered Hourly Price |
|----------------------------------|-------------|-----|----------------------|
| Associate II | Bachelor's | 3 | \$85.02 |
| Associate I | Bachelor's | 1 | \$73.30 |
| Field Technician | Bachelor's | 1 | \$53.75 |
| CAD/GIS Technician | Bachelor's | 1 | \$67.43 |
| Administrative / Clerical | High School | 1 | \$41.05 |
| Directors - Senior Professionals | Master's | 5 | \$156.36 |
| Associate III | Bachelor's | 5 | \$96.75 |

Service Contract Act (SCA) Matrix

| SCA Eligible Labor Category | SCA Equivalent Code Title | Wage Determination No. |
|-----------------------------|--------------------------------|------------------------|
| Administrative Assistant | 01020 Administrative Assistant | 2005-3011 |
| GIS/CAD Operator | 30061 Drafter / CAD Operator I | 2005-3011 |
| Technician | 30081 Engineer Technician I | 2005-3011 |

The prices proposed are in compliance with the applicable wage determination for the offered locality(ies).

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

(CUSTOMER INFORMATION: Continued)

Labor Category Descriptions:

Title: Directors - Senior Professionals

Supervisor: President

Category: Full Time

FLSA Status: Exempt

Last Update: May 12, 2000

Position Summary:

Plans, directs, and coordinates activities of staff involved in developing procedures, equipment, and techniques to investigate environmental impacts, using scientific research methods: Schedules and assigns duties to staff based on evaluation of their knowledge of specific disciplines. Confers with project staff to formulate research plan, coordinate project activities, and establish reporting procedures. Reviews and approves project progress, and final reports

Reviews technical aspects of project to assist staff and assess productivity of lines of research. Reviews project operations to ensure coordination of efforts and timely submission of reports. Analyzes reports to evaluate program effectiveness and budgetary needs. Confers with local regulatory agencies to discover local environmental quality standards, industrial practices, and new developments in pollution abatement.

Approves expenditures necessary for operation of Service Group. Develops staff and provides guidance in career development.

Consults with client to identify and define need or problem, supervises studies and surveys to obtain data, and analyzes data to advise on or recommend solution, utilizing knowledge of theory, principles, regulations, or technology in field of specialization. Negotiates contracts for consulting services, and approved contract pricing and terms. Advises client on alternate methods of solving need or problem, or recommends specific solution. Identifies client and market needs, and makes recommendations for changes to products and services.

Establishes long-term service relationship with clients, maintaining communication and client education.

Duties and Responsibilities:

- Project Manager
- Account Manager
- Supervisor

Qualifications:

- 5-years experience in environmental consulting
- Master's degree from an accredited college or university which provides substantial knowledge of the environmental sciences. Degrees may emphasize Environmental Science, Biological Science, Physical Science, Computer Science, Chemical Engineering, Civil Engineering, Electrical Engineering, Industrial Engineering, Materials Science Engineering, Agricultural Engineering, Computer/Software Engineering, Environmental Engineering, Systems Engineering and other engineering or scientific disciplines and/or Business Administration.
- Demonstrated management and business development abilities

(CUSTOMER INFORMATION: Continued)

Title: Associate III

Supervisor: Service Group Director

Category: Full Time

FLSA Status: Exempt

Last Update: May 12, 2000

Position Summary:

Consults with client to identify and define need or problem, conducts studies and surveys to obtain data, and analyzes data to advise on or recommend solution, utilizing knowledge of theory, principles, regulations, or technology in field of specialization. May negotiate contract for consulting services. Advises client on alternate methods of solving need or problem, or recommends specific solution. Identifies client and market needs, and makes recommendations for changes to products and services.

Establishes long-term service relationship with clients, maintaining communication and client education.

Duties and Responsibilities:

- Project Staff or Field Supervisor
- Project Manager
- Account Manager

Qualifications:

- 5-years experience in environmental field or equivalent education
- 3-years experience in consulting
- Bachelors of Science in related field
- Good written and oral communication skills

Title: Associate II

Supervisor: Service Group Director

Category: Full Time

FLSA Status: Exempt

Last Update: May 12, 2000

Position Summary:

Conducts studies to help develop theories or evaluations of environmental impact, utilizing knowledge of regulations, principles and concepts. Determines data collection methods to be employed in projects and surveys. Plans and develops research models, using knowledge of mathematical, statistical, and physical science concepts and approaches. Prepares reports of findings, supporting field investigations and discussing applicable regulations.

Collects and synthesizes data derived from measurements, monitoring, and site specific samples. Prepares graphs, charts, and statistical models from synthesized data, using knowledge of mathematical, statistical, and engineering analysis techniques. Analyzes data to assess pollution problems, compare to established standards, and develop approaches for control of pollution.

Delivers reports and analysis to client within established deadline and budget.

(CUSTOMER INFORMATION: Continued)

Duties and Responsibilities:

- Project Staff or Field Supervisor
- Project Manager
- Account Manager, Subject to Restrictions Contained in Personnel Policy Handbook

Qualifications:

- 3-years experience in environmental field or equivalent education
- Bachelors of Science in related field
- Good written and oral communication skills

Title: Associate I

Supervisor: Service Group Director

Category: Full or Part Time

FLSA Status: Non-Exempt

Last Update: May 12, 2000

Position Summary:

Collects and synthesizes data derived from measurements, monitoring, and site specific samples. Prepares graphs, charts, and statistical models from synthesized data, using knowledge of mathematical, statistical, and engineering analysis techniques. Analyzes data to identify issues, and compare to established standards.

Delivers data and site information to Project Manager on schedule and within established task budget.

Duties and Responsibilities:

- Project Staff or Field Supervisor

Qualifications:

- 1-year experience in environmental field or equivalent education
- Bachelors of Science in related field
- Good written and oral communication skills

Title: Field Technician

Supervisor: Service Group Director

Category: Full or Part Time

FLSA Status: Non-Exempt

Last Update: May 12, 2000

Position Summary:

Assists project staff in data collection and project documentation: Sets up monitoring and collection equipment, performs routine tests, and keeps records of project activities. Cleans, calibrates, and maintains field and laboratory equipment.

Duties and Responsibilities:

- Project staff

Qualifications:

- 1-year experience in environmental field or equivalent education

(CUSTOMER INFORMATION: Continued)

- Bachelors of Science in related field
- Good written and oral communication skills

Title: CAD/GIS Technician

Supervisor: Service Group Director

Category: Full or Part Time

FLSA Status: Non-Exempt

Last Update: April 12, 2011

Position Summary:

Creates site maps, figures, and conceptual plans from data collected by associates. Creates grading plans and calculations for soil balancing and resource impact analysis for site development. Uses GIS/CAD technology to create spatially accurate maps integrating GPS data, aerial photography, and GIS data. Maintains GIS/CAD workstations and plotter.

Duties and Responsibilities:

- Project staff

Qualifications:

- 1-year experience in environmental field or equivalent education
- Bachelors of Science in related field
- Good written and oral communication skills

Title: Administrative/Clerical

Supervisor: Service Group Director

Category: Full or Part Time

FLSA Status: Non-Exempt

Last Update: April 12, 2011

Position Summary:

Duties include communication with the public, vendors and Clients via telephone and email. Responsible for updating Client Data Base and maintaining office supplies. Clerical support for Directors and Associates. Assist Project Staff with logistics and final production of reports and proposals.

Duties and Responsibilities:

- Project staff

Qualifications:

- 1-year experience in environmental field or equivalent education
- High School Diploma
- Good written and oral communication skills