EcoPlan Associates, Inc. (EcoPlan) is a small business formed in 1991 consisting of three offices in Arizona. Our main office is located in Mesa, and we maintain offices in Prescott and Tucson. EcoPlan consists of nearly 40 employees and was specifically created to provide clients with a service combining resource economics and natural sciences. Compliance with federal and state environmental laws and regulations represents a major component of EcoPlan’s work. Projects range from environmental compliance, resource economics, cultural resources management, and environmental science with specialty studies.

EcoPlan has provided environmental services to the Arizona Department of Transportation, the Maricopa County Department of Transportation, the Flood Control District of Maricopa County, Salt River Project, the City of Phoenix, the City of Tucson, and the City of Prescott, among others. With biologists, ecologists, archaeologists, geologists, physical scientists, and economists on staff, EcoPlan is also qualified and experienced in the completion of a wide variety of research surveys and studies. Research and field surveys of threatened and endangered species, terrestrial and aquatic habitat conservation studies, soil erosion and reclamation studies, and wetland delineations represent a few examples of our research assignments.

EcoPlan projects also include management of cultural resources, as required under the National Historic Preservation Act (including the Section 106 process); the National Environmental Policy Act; the Archaeological Resources Protection Act; Section 4(f) of the Department of Transportation Act; the Arizona Antiquities Act; and other state and local historic resource regulations in the western United States. EcoPlan specializes in compliance with the National Environmental Policy Act, and we have specialized knowledge in compliance of Sections 401, 402, and 404 of the Clean Water Act.
TERMS AND CONDITIONS

1a. Table of Awarded Special Item Numbers(s) with appropriate cross-referenced to page numbers: 899, 899-1RC, 899-1

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 only

5. Point(s) of production (city, county, and state or foreign country): Mesa, AZ; Prescott, AZ; Tucson, AZ; Bozeman, MT.


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

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 deliver. 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 it contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor

12. F.O.B. Point(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 of 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

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 the Section 508 compliance is available on Electronic and Information (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/

25. Data Universal Numbering System (DUNS) number: 79-2678526

26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered
LABOR CATEGORY DESCRIPTIONS

Principal. Is an owner of the firm. Has the authority to make all contractual and management decisions for the firm. Responsible for committing human and physical resources of the company required to complete the obligations under the contract. Oversees and participates in milestone reviews of the project team performance. Monitors client satisfaction with the team’s performance and takes corrective action when required. Possesses a sound understanding of the broad range of the management and technical issues to be faced on the project. Serves as the primary contact with the client regarding contractual matters, such as scope of services, invoicing, and costs. Present owners of EcoPlan have MS and PhD degrees and over 30 years of experience.

Project Manager. Senior environmental planner that is responsible for managing projects and organizing staff resources. Provides the day-to-day management of the project and project team. Provides guidance to team members, and is responsible for establishment and / or maintenance of quality control processes and procedures. Serves as primary contact with the client regarding project matters, and the primary contact to outside agencies or other parties external to the client. Reviews technical documents for correctness and completeness and interfaces with clients. Minimum education is a four-year degree in a discipline relevant to environmental planning and 20 years of experience.

Principal Investigator. Senior cultural resources professional that is responsible for management and implementation of field work, studies, analyses, and reports. Provides management and technical leadership in cultural resources and is well versed in regulatory compliance requirements. Provides guidance and is responsible for establishment and / or maintenance of quality control processes and procedures. Reports to the Project Manager and coordinates with other staff. May also be required to coordinate with outside agencies or other involved parties. Minimum education is a PhD in cultural resource-related discipline (archaeology, anthropology, etc.) and 20 years of experience.

Senior Environmental Planner/Scientist. Senior environmental planner or scientist (with a specific degree in geology, biology, etc.) that conducts projects directly under the direction of the project manager. Provides guidance to team members, and is responsible for establishment and / or maintenance of quality control processes and procedures. May serve as primary contact in place of the Project Manager with the client regarding project matters, and the primary contact to outside agencies or other parties external to the client. Minimum education is a Bachelor’s Degree, but a Master’s Degree is highly recommended, with 15 years of experience.

Senior Environmental Planner/Scientist III. Senior environmental planner or scientist (with a specific degree in geology, biology, etc.) that provides high levels of technical expertise for projects under the direction of the project manager and/or Senior Environmental Planner/Scientist. Minimum education is a Bachelor’s Degree, but a Master’s Degree is highly recommended, with 10-15 years of experience.

Senior Environmental Planner/Scientist II. Senior environmental planner or scientist (with a specific degree in geology, biology, etc.) that provides technical leadership for the project team. May plan, organize, and supervise work of technical staff. Resolves problems of significant scope and complexity. Responsible for advising the Project Manager of problems or scope complexities. Works with limited supervision and may direct efforts of less experienced technical staff. Minimum education is a Bachelor’s, but a Master’s Degree is highly recommended, Degree with 5-10 years of experience.
Senior Environmental Planner/Scientist I. Senior environmental planner or scientist (with a specific degree in geology, biology, etc.) that is an experienced technical leader in an area of specialization. May serve in field collecting data and background research. Has knowledge of procedures for the production of technical reports. Works with limited supervision and may direct efforts of less experienced technical staff. Minimum education is a Bachelor’s Degree, but a Master’s Degree is highly recommended, with 3-5 years of experience.

Environmental Planner/Scientist. Entry-level position requiring some specialized education or related experience in area of specialty. Job responsibilities include field efforts to gather data and / or background research. May assist senior level field staff. Produces technical support documents and works under the supervision of others. Minimum education is a Bachelor’s Degree, but a Master’s Degree is highly recommended, with 0-3 years of experience.

Senior Biologist. Provides day-to-day management and technical leadership in the area of biology. Serves as the group director of a medium sized. Provides guidance to specialized group, and is responsible for establishment and / or maintenance of quality control processes and procedures. Resolves problems of significant scope and complexity. Reports to the Project Manager and coordinates with other staff to report details of this specialization. May also be required to coordinate with outside agencies or other involved parties. Minimum education is an MS in biology and a minimum of 10 years of experience.

Senior Field Biologist. Experienced technical leader in field efforts related to biology. Reports to the Senior Biologist. May be responsible for developing and organizing field work plan, leading the field effort, and report preparation. May assist Senior Biologist with coordination efforts required with outside agencies or other involved parties. Has a minimum of a Bachelor’s Degree in Biology and 15 years of experience or a Master’s Degree and 10 years of experience.

Biologist. Entry-level position requiring some specialized education or related experience in area of specialty. Job responsibilities include field efforts to gather data and / or background research. May assist senior level field staff. Produces technical support documents and works under the supervision of others. Has a minimum of a Bachelor’s Degree in Biology, but a Master’s Degree is highly recommended, and 0-5 years of experience.

Cultural Project Director. Provides technical leadership to specialized team under direction of the principal investigator. May be viewed as the technical expert or recognized authority in an area of specialization such as paleoenvironmental studies. Is responsible for developing and organizing field work plan, leading the field effort, and report preparation. Has a minimum of a Master’s Degree and 10 to 15 years of experience.

Principal Archaeologist. Reports to the cultural project director and supervises Cultural Crew Chiefs, and Field and Laboratory Technicians. Viewed as a technical expert in an area of specialization. May function as Cultural Project Director on mid-sized projects. May be responsible for developing and organizing field work plan, and report preparation. Has a minimum of a Master’s Degree and 5 to 10 years of experience.

Laboratory Director. Directs laboratory technicians in processing and analyses. Is responsible for in-house analysis of cultural resources artifacts, such as ceramics and lithics. Oversees other in-house analyses (botanical, faunal, osteological), and coordinates contracted specialist services (radiocarbon
assay, archaeomagnetic analysis, etc). Has a minimum of a Bachelor’s Degree and 10 to 15 years of experience or a Master’s Degree and 5 to 10 years of experience.

**Cultural Crew Chief.** Reports to either the Cultural Project Director or the Principal Archaeologist depending on the size of the project. Is responsible for directing field crew and maintaining field documentation. May assist in analysis and report preparation. Has a minimum of a Bachelor’s Degree and 5 to 10 years of experience.

**Archaeologist.** Entry-level position requiring some specialized education or related experience. Job responsibilities include field efforts to gather data and / or background research, and laboratory processing. Works under supervision. Has a minimum of a Bachelor’s Degree and 0 to 3 years of experience.

**GIS Graphics Technician.** Experienced specialist able to perform complex assignments that require the application of standardized drawing and CADD techniques as well as other science specialties. Has knowledge of construction documents and engineering plans. Expertise in computer applications that aid in the generation of maps, complex illustrations, and images. Has a minimum of a Bachelor’s Degree and 5 years of experience.

**Technician/Drafter.** Entry level position requiring little specialized knowledge. Assist senior level staff to gather data and support research. No degree is required, but experience is preferred.

**Clerical.** Performs secretarial and administrative work, including invoicing, accounts receivable, financial tracking, progress reports, and file management. Responsible for maintaining correspondence such as faxes, and answers incoming phone calls. Works directly with project managers to manage and coordinate project accounting systems to determine budgets, invoice schedules, and other related project financial information required under the project contract. No degree is required.
## PRICE LIST

### PRICING – SIN 899-1

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Year 10</th>
<th>Year 11</th>
<th>Year 12</th>
<th>Year 13</th>
<th>Year 14</th>
<th>Year 15</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exempt Labor Categories</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principal</td>
<td>$151.35</td>
<td>$139.36</td>
<td>$142.14</td>
<td>$144.99</td>
<td>$147.88</td>
<td>$150.84</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$144.17</td>
<td>$124.69</td>
<td>$127.18</td>
<td>$129.72</td>
<td>$132.32</td>
<td>$134.96</td>
</tr>
<tr>
<td>Principal Investigator</td>
<td>$135.69</td>
<td>$124.69</td>
<td>$127.18</td>
<td>$129.72</td>
<td>$132.32</td>
<td>$134.96</td>
</tr>
<tr>
<td>Senior Environmental Planner/Scientist</td>
<td>$135.69</td>
<td>$124.69</td>
<td>$127.18</td>
<td>$129.72</td>
<td>$132.32</td>
<td>$134.96</td>
</tr>
<tr>
<td>Senior Environmental Planner/Scientist III</td>
<td>$110.90</td>
<td>$105.55</td>
<td>$107.66</td>
<td>$109.82</td>
<td>$112.01</td>
<td>$114.25</td>
</tr>
<tr>
<td>Senior Environmental Planner/Scientist II</td>
<td>$95.61</td>
<td>$88.01</td>
<td>$89.77</td>
<td>$91.57</td>
<td>$93.40</td>
<td>$95.26</td>
</tr>
<tr>
<td>Senior Environmental Planner/Scientist I</td>
<td>$76.98</td>
<td>$68.45</td>
<td>$69.82</td>
<td>$71.22</td>
<td>$72.64</td>
<td>$74.10</td>
</tr>
<tr>
<td>Environmental Planner/Scientist</td>
<td>$65.89</td>
<td>$58.25</td>
<td>$59.41</td>
<td>$60.60</td>
<td>$61.81</td>
<td>$63.05</td>
</tr>
<tr>
<td>Senior Biologist</td>
<td>$93.94</td>
<td>$85.57</td>
<td>$87.28</td>
<td>$89.03</td>
<td>$90.81</td>
<td>$92.62</td>
</tr>
<tr>
<td>Senior Field Biologist</td>
<td>$73.71</td>
<td>$70.90</td>
<td>$72.32</td>
<td>$73.77</td>
<td>$75.24</td>
<td>$76.75</td>
</tr>
<tr>
<td>Biologist</td>
<td>$52.19</td>
<td>$53.17</td>
<td>$54.17</td>
<td>$55.19</td>
<td>$56.22</td>
<td>$57.28</td>
</tr>
<tr>
<td>Cultural Project Director</td>
<td>$83.72</td>
<td>$81.29</td>
<td>$82.92</td>
<td>$84.57</td>
<td>$86.27</td>
<td>$87.99</td>
</tr>
<tr>
<td>Principal Archaeologist</td>
<td>$82.34</td>
<td>$81.29</td>
<td>$82.92</td>
<td>$84.57</td>
<td>$86.27</td>
<td>$87.99</td>
</tr>
<tr>
<td>Laboratory Director</td>
<td>$76.98</td>
<td>$68.45</td>
<td>$69.82</td>
<td>$71.22</td>
<td>$72.64</td>
<td>$74.10</td>
</tr>
<tr>
<td>Cultural Crew Chief</td>
<td>$60.36</td>
<td>$58.68</td>
<td>$59.85</td>
<td>$61.05</td>
<td>$62.27</td>
<td>$63.52</td>
</tr>
<tr>
<td>Archaeologist</td>
<td>$46.76</td>
<td>$37.89</td>
<td>$38.65</td>
<td>$39.43</td>
<td>$40.21</td>
<td>$41.02</td>
</tr>
<tr>
<td>GIS Graphics Technician</td>
<td>$61.96</td>
<td>$63.20</td>
<td>$64.47</td>
<td>$65.76</td>
<td>$67.07</td>
<td>$68.41</td>
</tr>
</tbody>
</table>

| Non-Exempt Labor Categories                  |                     |                     |                     |                     |                     |                     |
| Technician/Drafter                          | $40.03              | $40.83              | $41.64              | $42.48              | $43.33              | $44.19              |
| Clerical                                    | $41.17              | $31.78              | $32.41              | $33.06              | $33.72              | $34.40              |

*Year 10 = February 9, 2016 – February 8, 2017
Year 11 = February 9, 2017 – February 8, 2018
Year 12 = February 9, 2018 – February 8, 2019
Year 13 = February 9, 2019 – February 8, 2020
Year 14 = February 9, 2020 – February 8, 2021
Year 15 = February 9, 2021 – February 8, 2022*
The labor categories that fall under the requirements of the Service Contract Act (SCA) (i.e. non-exempt labor categories) are identified in the matrix below. The prices for these labor categories meet or exceed the requirements in the SCA Wage Determinations identified below. The matrix and narrative are incorporated into this contract and must also be included in the contractor’s electronic price list on GSA Advantage.

**SCA Matrix**

<table>
<thead>
<tr>
<th>SCA Eligible Contract Labor Category</th>
<th>SCA Equivalent Code – Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technician/Drafter</td>
<td>01113 – General Clerk III</td>
<td>05-2023</td>
</tr>
<tr>
<td>Clerical</td>
<td>01112 – General Clerk II</td>
<td>05-2023</td>
</tr>
</tbody>
</table>

The 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 Numbers 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.