



**HUDSPETH**  
ENVIRONMENTAL REMEDIATION AND CONSTRUCTION SERVICES

GENERAL SERVICES ADMINISTRATION

Federal Supply 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 are available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is: [GSAAdvantage.gov](http://GSAAdvantage.gov).

Schedule Title: Professional Services Schedule

Group Affiliation: Industrial Group 00CORP

FSC Group: 00CORP

SIN: SIN 899-8 – Remediation & Reclamation Services

Contract No.: GS-10F-0148T

Contract Period: February 12, 2007 to February 11, 2017

Contractor: Hudspeth & Associates, Inc.  
4775 S. Santa Fe Circle  
Englewood, CO 80110  
Phone (303) 791-5562  
Fax (303) 791-5780  
[www.hudspethinc.com](http://www.hudspethinc.com)

Contract Administration Source: Michelle Meyer, Contracts Manager  
mmeyer@hudspethinc.com  
Phone (303) 791-5562 x. 105  
Cell (303) 261-5397

Business Size: Small



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**CUSTOMER INFORMATION**

- 1a. Table of awarded special item number  
SIN 899-8, Remediation Services – See Page 4
- 1b. Hourly Rates: See Page 4
- 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 Page 4 and 6 through 12.
2. Maximum Order: \$1,000,000.00
3. Minimum Order: \$100.00
4. Geographic Coverage: Domestic
5. Point of Production: Hudspeth & Associates, Inc.  
4775 S. Santa Fe Circle  
Englewood, CO 80110
6. Prices shown herein are net (discount deducted).
7. Quantity Discounts: None
8. Prompt Payment Terms: Net 30 Days
- 9a. Government purchase cards are accepted at or below the micro-purchase threshold.
- 9b. Government purchase cards are accepted above the micro-purchase threshold.
10. Foreign Items: None.
- 11a. Time of Delivery: To be determined between the Contractor and the Ordering Agency.
- 11b. Expedited Delivery: Expedited delivery time shall be determined between the Contractor and the Ordering Agency.
- 11c. Overnight and 2-Day Delivery: The Ordering Agency may contact the Contractor for rates for overnight and 2-day delivery.
- 11d. Urgent Requirements: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an Ordering Agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within three (3) work days after receipt. (Telephone replies



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shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the Ordering Agency, any order(s) placed pursuant to the agreed-upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

- 12. F.O.B. Point: F.O.B. Destination
- 13a. Ordering Address: Hudspeth & Associates, Inc.  
4775 S. Santa Fe Circle  
Englewood, CO 80110
- 13b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample EPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
- 14. Payment Address: Hudspeth & Associates, Inc.  
4775 S. Santa Fe Circle  
Englewood, CO 80110
- 15. Warranty Provision: All personnel provided have the experience, education, and expertise to carry out the duties and responsibilities that their position requires.
- 16. Export Packing Charges: Not Applicable
- 17. Terms and Conditions of the Government purchase card acceptance (any thresholds above the micro-purchase level): Standard Terms and Conditions as any credit card purchase.
- 18. Terms and Conditions of rental, maintenance, and repair: Not applicable
- 19. Terms and Conditions of Installation: Not applicable
- 20. Terms and Conditions of repair parts: Not applicable
- 20a. Terms and Conditions for any other services: Not applicable
- 21. List of Service and Distribution Points: Hudspeth & Associates, Inc. Englewood, CO
- 22. List of Participating Dealers: Not applicable
- 23. Preventive Maintenance: Not applicable
- 24a. Special Attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not applicable
- 24b. Not applicable
- 25. Data Universal Numbers System (DUNS) number: 185574436



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26. Notification Regarding Registration in Central Contractor Registration (CCR) Database:  
Contractor has registered in the CCR database; registration is valid through November 2017.

SIN 899-8 HOURLY LABOR RATES

LABOR CATEGORY	*HOURLY RATE
Administrative Support	\$43.55
HAZMAT Technician I	\$65.32
HAZMAT Technician II	\$72.51
HAZMAT Supervisor	\$84.93
Project Administrator/Bookkeeper	\$40.09
Project Engineer	\$71.86
Project Estimator	\$65.32
Equipment Operator	\$64.08
Environmental Tradesman	\$76.22
Senior Project Manager	\$83.33
Senior Project Engineer	\$84.45
Contracting Officer	\$84.56
Program Manager	\$141.45
Quality Control	\$73.43
Health and Safety Manager	\$70.52

\*All hourly labor rates are at the Government Site.

\*All hourly labor rates include the 0.75% Industrial Funding Fee.



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Service Contract Act (SCA) Rate Verification Statement

Hudspeth & Associates, Inc. (Hudspeth) verifies that proposed base rate and fringe benefit rates for the following labor categories meet or exceed the SCA wage determinations rate and fringe benefits for the areas where Hudspeth expects to perform the majority of work under this MAS contract.

Wage Determination No.: 2015-5419  
Revision No.: 2  
Date of Revision: 12/29/2015

State: Colorado  
Area: Colorado Counties of Adams, Arapahoe, Broomfield, Clear Creek, Denver, Douglas, Elbert, Gilpin, Jefferson, Park

<b>SCA Occupational Code</b>	<b>SCA Labor Category</b>	<b>SCA Labor Rates</b>
01113	General Clerk III	\$16.47
23130	Carpenter, Maintenance	\$20.25
23440	Heavy Equipment Operator	\$21.10



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## Labor Category Descriptions

### 1. **Administrative Support**

Experience: Minimum of 1 year experience as administrative support in a professional setting. Requires competence in basic office skills such as answering phones and using office machinery. Must have knowledge of basic computer programs such as Microsoft Excel, Microsoft Word and PowerPoint.

Functional Responsibility: Updates and maintains all accounting records. Updates and maintains all project files with information from the field representatives. Provides up-to-date information about the company to potential customers and gathers all necessary information leading up to the start of a project.

Minimum Education: High School diploma or GED equivalent. Proficiency in Spanish is preferred.

### 2. **HAZMAT Technician I**

Experience: Entry level – 2 years of experience in a similar technical field. Previous experience removing hazardous materials. Knowledge of federal, state and local regulations regarding the removal of hazardous materials.

Functional Responsibility: Removes and disposes of hazardous materials and prepares worksite to ensure safety of other employees and the public during removal. This includes the implementation of engineering controls in accordance with applicable federal, state and local regulations.

Minimum Education: High School Diploma or GED equivalent.

### 3. **HAZMAT Technician II**

Experience: 2 years – 6 years of experience in a similar technical field. Has proper HAZMAT certification. Has extensive knowledge of the proper steps involved in removing hazardous waste. Effectively assists the supervisor in running the team during waste removal.

Functional Responsibility: Removes and disposes of hazardous materials and prepares worksite to ensure safety of other employees and the public during removal. This includes the implementation of engineering controls in accordance with applicable federal, state and local



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regulations. Assists in planning and executing work assignments, determining material needs and estimating cost and time of hazardous waste clean-up.

Minimum Education: High School Diploma or GED equivalent and 40 hour HAZMAT certification.

#### **4. HAZMAT Supervisor**

Experience: 6+ years of experience as a HAZMAT Technician. HAZMAT certification required. Extensive knowledge for proper waste removal required. Effectively leads the team in the successful completion of hazardous waste removal projects. Has prior experience in estimating jobs. Has excellent communication skills.

Functional Responsibility: Removes and disposes of hazardous materials and prepares worksite to ensure safety of other employees and the public during removal. This includes the construction of containment and negative air pressure systems in accordance with applicable state and federal regulations. Plans work assignments, determines material needs and estimates cost and time of hazardous waste clean-up. Documents various aspects for the project and submits to the office staff for inclusion in the closure reports. Responsible for waste tracking and accurately completing the waste generation forms in support of the waste generation tracking system. Establishes and manages schedules and budgets. Ensures safety and quality control on the project. Documents change orders and develops backup to support the requirements.

Minimum Education: High School Diploma or GED equivalent and 40 hour HAZMAT certification.

#### **5. Project Administrator / Bookkeeper**

Experience: 4+ years of experience in administrative management in a professional setting. Has extensive knowledge of Microsoft Word, Microsoft Excel, and PowerPoint. Has previous experience with an accounting program and basic accounting principles. Has strong leadership and excellent communication and writing skills.

Functional Responsibility: Assists in proposal writing. Reviews contracts and ensures compliance of the written agreements. Responsible for additionally insuring clients. Responsible for aiding the cost analysis of projects as needed and prepares written completion reports. Coordinates with office subcontractors as needed to reduce costs and streamline processes. Ensures that office processes run smoothly and ensures proper communication



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occurs between field laborers, office staff and supervisors. Oversees all Accounts Payable / Receivable, and implements accounting and filing procedures to ensure that all files are kept accurate and up-to-date.

Minimum Education: BA or BS (English, Accounting, Business or similarly related field of study). Proficiency in Spanish is preferred.

### **6. Project Engineer**

Experience: 7+ years of experience as a project engineer in a similar technical field. Prior experience as an engineer (civil, mechanical, environmental, etc.) in identified discipline. Has previous experience in construction or the environmental services. Has extensive knowledge of developing engineering designs and analyzing the practicality of designs. Strong communication and organizational skills. Previous experience in budgeting and job costing. Supervises and leads teams whenever necessary throughout the completion of a project.

Functional Responsibility: Responsible for the development of engineering designs and specifications, and analyzes the practicality of the processes and procedures to be incorporated to remediate various materials. Prepares written reports and closeout documents for the project. Establishes and manages schedules and budgets. Ensures safety and quality control on the project. Documents change orders and develops backup to support the requirements. Ensures compliance with applicable regulatory requirements and coordinates with the regulators. Also responsible for submittals.

Minimum Education: BS Engineering or as a suitable substitution 7+ years in a technically related field.

### **7. Project Estimator**

Experience: 5+ years of prior experience in estimating projects. Has an excellent understanding of the utilization and production of equipment necessary to complete remediation projects. Has excellent experience in submittal writing and budgeting. Has strong supervisory skills and excellent organizational skills.

Functional Responsibility: Responsible for creating and executing the project work plans, identifying resources needed and assigning individual responsibilities. Responsible for the development of the work break-down structure. Responsible for cost, schedule and submittals for the project.

Minimum Education: High School Diploma or GED equivalent and 5 years field experience.



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### **8. Equipment Operator**

Experience: 3+ years of operating equipment in a similar technical field (construction or environmental work). Prior experience as HAZMAT technician. Has knowledge regarding weight capacities for hoisting and rigging materials, and sloping and shoring for trenches. Has an excellent understanding of quantities in relation to cubic yards. Has an excellent understanding of safety requirements around the site.

Functional Responsibility: Responsible for the operation of various types of heavy machinery. This includes the maintenance of the machine, the safety of the personnel working in and around the equipment, the safety of the personnel outside of the work area, and the proper use of the machine. Works with the project engineer and manager to develop standards for the overall use of the equipment and the proper flow of the heavy equipment work.

Minimum Education: High School Diploma or GED equivalent and HAZMAT and/or ACM certifications.

### **9. Environmental Tradesmen**

Experience: 5+ years of experience in environmental services field. Has experience with all basic tools used on an environmental site (i.e. hoisting and rigging, demo/concrete saws, backfill equipment and general excavation equipment.) Has a strong knowledge of federal and state codes. Has experience in installation and maintenance of remediation systems, such as air sparging, soil vapor extraction and pump and treat systems. Needs to support the Project Engineers and HAZMAT technicians. Has strong supervisory skills and excellent organizational skills.

Functional Responsibility: Responsible for the completion of work as a professional for their specific trade. Required to follow all applicable safety and code requirements.

Minimum Education: High School Diploma or GED equivalent and HAZMAT and/or ACM certifications.

### **10. Senior Project Manager**

Experience: 10+ years working in the construction or environmental services field or similar technical field. Has excellent interpersonal skills and is able to effectively supervise members of the field team. Has strong communication with office staff and superiors. Has excellent organizational skills. Manages day-to-day operational aspects of projects. Has excellent grasp



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of federal, state and local regulations, construction codes and safety regulations. Has experience with estimating and job costing projects.

**Functional Responsibility:** Reports current information relative to the status of the work to be incorporated into the daily briefings to the Project Executive. Manages the day-to-day operational aspects of the project and scope, ensures that the project standards and safety practices are being adhered to and ensures that project documents are complete, current and returned to the proper office personnel.

**Minimum Education:** BS (Engineering, Business Management or related field) or as a suitable substitution a Construction Management Technical Degree or Project Management Technical Degree or 10+ years in a technically related field.

### **11. Senior Project Engineer**

**Experience:** 10+ years working as a project engineer and/or in a technical capacity for similar industries. Has previous experience in construction or the environmental services. Has extensive knowledge of the necessary requirements to develop engineering designs and be able to analyze the practicality of designs. Has strong communication and organizational skills. Has experience in budgeting and job costing. Supervises and leads teams whenever necessary during the completion of a project. Works with field supervisors and consultants to provide direction on projects. Designs new and cost effective methods to solve on-site problems.

**Functional Responsibility:** Develops engineering designs, specifications, and cost estimates for projects. Prepares written reports, technical specifications, and material specifications for the operation, maintenance, and construction programs associated with various projects. Works with the field supervisors and consultants to provide direction and information on specific programs and projects

**Minimum Education:** BS Engineering or as a suitable substitution 10+ years in a technically related field.

### **12. Contracting Officer**

**Experience:** 5+ years of experience in business management, construction, project management, or related technical field. Has strong knowledge regarding the specifics of contract requirements. Has prior experience budgeting and estimating jobs.

**Functional Responsibility:** Responsible for the implementation of all negotiations for each contract and ensures compliance with the requirements of the contract.



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Minimum Education: BA or BS (Business, Construction Management, Law, English or similar field of study) or as a suitable substitution 7+ years in a technically related field.

### **13. Program Manager**

Experience: 12+ years of experience in business management, construction or related technical field. Has previous experience in construction and/or environmental services. Has extensive experience in Project Management. Has strong interpersonal skills. Has a strong understanding regarding the specifics of contract requirements. Develops and analyzes budgets and estimates jobs. Provides technical and/or professional guidance and leadership as is appropriate to the project. Has a strong knowledge of federal and state construction codes and hazardous material safety regulations.

Functional Responsibility: Oversees the operational planning, establishment, execution, and evaluation of projects with multiple dynamics. Oversees the fiscal, operational, administrative, and human resources management of the company to ensure projects are completed in a timely and cost effective manner. Serves as the principal point of representation and liaison with clients on operational matters, and provides day-to-day technical/professional guidance and leadership as appropriate to the project. Assists in establishing and implementing short- and long-range goals, objectives, policies, and operating procedures to ensure consistency of approach for all operating levels of the company.

Minimum Education: BS (Engineering, Business Management, Construction Management, Economics or similar field of study) or as a suitable substitution 12+ years in a technically related field.

### **14. Quality Control/ Quality Assurance Manager**

Experience: 5+ years of experience in the environmental services industry or similar technical field. Has knowledge of federal and state regulations and safety codes. Has strong knowledge regarding the specifics of project contract requirements. Experienced in managing projects and estimating.

Functional Responsibility: Responsible for the overall quality of the project. Ensures all work is completed in accordance to applicable regulations and/or codes. Ensures the project completed in a compliance with the specifications and drawings. Implements the company's quality assurance plan. Documents the project for the closure report and completes QA/QC forms.



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Minimum Education: BA or BS (Business or Construction Management or similar field of study) or as a suitable substitution 5+ years in a technically related field.

### **15. Health and Safety Manager**

Experience: 5+ years of experience in the environmental services industry or similar technical field. Knowledge of federal and state regulations. Has extensive knowledge of federal, state and local safety regulations. Has knowledge of various federal agencies to ensure that the agency's safety requirements are met. Understands the hazards in working with various contaminants. Has strong organizational skills.

Functional Responsibility: Responsible for the health and safety of the Company's personnel. Implements the company health and safety plan. Ensures compliance with all OSHA requirements. Responsible for ensuring that all employees are in compliance with all necessary certification requirements, and that all certifications are current and up-to-date.

Minimum Education: High School Diploma or GED equivalent and HAZMAT and/or ACM certifications or as a suitable substitution 5+ years in a technically related field.

Hudspeth does not have any training course descriptions or support product descriptions included in the award.