



**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

**ENVIRONMENTAL ADVISORY SERVICES
SIC: 8999**

| | | |
|------------------|--|--------------------------------|
| SIN 899-1 | ENVIRONMENTAL CONSULTING SERVICES | CATEGORY CODE S |
|------------------|--|--------------------------------|

Contract Number: **GS-10F-0172T**

Period Covered by Contract: **March 1, 2007 – February 29, 2012**

Business Size: **Small Business**

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!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is: www.gsadvantage.gov. For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <https://www.fss.gsa.gov>.

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CAGE Code: _____

TIN/Federal ID#: 88-0480688



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Synergy Labor Rates
SIN 899-1
Contract No. GS-10F-0172T

| Labor Category | Rate |
|--------------------------|---------|
| Project Manager | \$98.74 |
| Senior Specialist | \$78.99 |
| GIS Specialist | \$74.05 |
| Environmental Specialist | \$69.11 |
| Resource Specialist | \$59.24 |
| Resource Technician | \$49.37 |
| Technical Assistant | \$39.49 |
| Technical Assistant-jr | \$29.62 |



Synergy Labor Category Requirements and Descriptions for Environmental Advisory Services (EAS), SINs 899-1

Synergy Cost Segments

| Commercial Job Title | Minimum General Experience* | Minimum Education* | Functional Responsibility |
|----------------------|---|--|--|
| Project Manager | 10+ years | MS or higher | <p>Conceives, researches, integrates, and develops ecological models and monitoring techniques for existing, new and proposed systems. Implements new and established concepts for private sector and agency clients. Provides technical advice and supervision to other professionals. Brings both specialty and broad experience to peer review of new developments and solutions generated by others.</p> <p>Provides expertise in vegetation monitoring, data analysis, range management, erosion-control, and permit preparation. Skilled in monitoring design, fieldwork, data collection and analysis, threatened and endangered plant and animal species surveys. Qualified as expert witness to testify before federal district and administrative courts. Extensive experience in technical writing, editing, and report preparation including NEPA documents, Environmental Impact Statements and Environmental Analyses. Demonstrated experience in proposal preparation, cost estimation, and project management. Qualified to collect baseline data, design, inspect, and provide construction management for erosion-control projects, environmental permitting, and reclamation projects. Experienced in wetlands delineations and Waters-of-the-U.S. determinations. Experienced with GPS/GIS and mapping.</p> |
| Senior Specialist | 3 years with PhD 5 years with MS 10 years with BS | BS or above, see experience requirements | <p>Plan, conduct, and supervise focused technical projects and assignments under general supervision of Project Manager. Provide cost estimation and task management to meet deadlines and budgets. Supervises other specialists and technicians. Coordinates with clients, provides scientific and technical analysis; and refines methods. Works independently.</p> <p>Designs, conducts, and supervises vegetation monitoring for grazing, mining, and erosion-control clients. Provides expert testimony and litigation support. Prepares reports, presentations, economic assessments, and environmental impact statements/analyses regarding vegetation, livestock, wild horses, wildlife, and threatened and endangered species. Trains and supervises data collection crews. Coordinates interdisciplinary planning efforts. Develops erosion-control and mine revegetation plans.</p> <p>Field Work: Schedule site visits and travel as determined by client. Collect on-site data, samples, and additional documentation needed to complete technical reports (i.e., interviews with client/staff, records). Maintain and check field chemistry equipment.</p> <p>Technical: Evaluate field data and methods from Synergy and agencies with respect to their contents and quality. Manage data including waypoints, digital pictures, soil and water chemistry data, and biological data. Research and plan new monitoring methods for more effective ranch management (e.g. precipitation or soil moisture data). Prepare Biological Assessments and NEPA related documents. Prepare various reports for clients, including but not limited to Soil Surveys, Water Quality, and Biological Inventory.</p> <p>Act as liaison between clients and government agencies. Represent clients by accompanying government officials when they visit allotments to collect data.</p> <p>General: Assist the project manager with additional duties to help in completing projects in a timely and efficient manner. Review project manager carefully with the goal of being able to take over project manager duties. Perform tasks such as literature searches, tracking down articles, or ordering necessary field/project equipment.</p> |



Synergy Labor Category Requirements and Descriptions for Environmental Advisory Services (EAS), SINs 899-1

Synergy Cost Segments

| Commercial Job Title | Minimum General Experience* | Minimum Education* | Functional Responsibility |
|--------------------------|-----------------------------|---|---|
| GIS Specialist | MS or 3 years with BS | BS with 2 years GIS experience | <p>Under supervision of a Project Manager or Senior Scientist carries out GIS project tasks and assignments.</p> <p>Technical: Prepare GIS maps, perform GIS analyses, perform remote sensing and aerial photo interpretation and classification with GIS, implement Digital Elevation Models (DEM), to assist in field work preparation, data analysis, and report preparation.</p> |
| Environmental Specialist | MS or 3 years with BS | BS or MS with NEPA writing training or experience | <p>Under supervision of a Project Manager or Senior Scientist carries out project tasks and assignments. Applies supervisor's technical guidance into practical on-site results. Coordinates activities of technicians. Work assignments are varied and require some originality and ingenuity.</p> <p>Field Work: Schedule site visits and travel as determined by client. Collect on-site data and additional documentation needed to complete technical reports (i.e., interviews with client/staff, records).</p> <p>Technical: Prepare Environmental Assessments, Phase I Environmental Assessments, and other NEPA-related documents. Manage data to ensure that EAs meet the requirements of applicable state and federal laws (i.e., the Endangered Species Act, CERCLA, RCRA). Take lead responsibility for multiple clients and develop a management plan for each client. Maintain contact with client and return deliverables (i.e., reports, data analysis) in a timely manner. Act as liaison between clients and government agencies. Represent clients by accompanying government officials when they visit allotments to collect data.</p> <p>General: Assist the project manager with additional duties to help in completing projects in a timely and efficient manner. Perform tasks such as literature searches, tracking down articles, or ordering necessary field/project equipment.</p> |



**Synergy Labor Category Requirements and Descriptions for Environmental Advisory Services (EAS),
SINs 899-1**

Synergy Cost Segments

| Commercial Job Title | Minimum General Experience* | Minimum Education* | Functional Responsibility |
|----------------------|-----------------------------|--------------------|---|
| Resource Specialist | MS or 3 years with BS | BS or MS | <p>Works under close supervision of Project Manager or Scientist. Gathers and correlates basic data and performs routine analyses subject to Quality Assurance and Control procedures. Works on less complicated assignments where little evaluation is required. Designs database analysis and protocols.</p> <p>Field Work: Collect resource data in the field. Provide technical assistance on fieldwork projects, conduct fieldwork projects independently, and analyze data collected. Manage inventory of field equipment. Prepare and pack general field gear for entire field season, and specialized field gear for specific projects. Prepare and pack necessary documents, field books and field notes for projects. Maintain tools and field gear. Maintain control of all data inventory.</p> <p>Technical: Produce Geographic Information Systems maps and analysis for clients. Use modeling tools to support management plans, database analysis, and other client requests. Prepare technical reports for clients, including but not limited to, Vegetation, Water Quality, and Biological Inventory. Provide analysis of government documents such as Environmental Assessments, Allotment Assessments, and Management Plans. Review, edit, and compose reports, correspondence, proposals and components of technical publications of Synergy. Manage data including tidbits, waypoints and digital pictures.</p> <p>Act as liaison between clients and government agencies. Represent clients by accompanying government officials when they visit allotments to collect data.</p> <p>General: Assist the project manager with additional duties to help in completing projects in a timely and efficient manner. Research literature, supplies, project development, and other miscellaneous interest items in a variety of databases and pathways. Provide support for project development packages and bids and track progress.</p> |
| Resource Technician | BS | BS | <p>Conducts data collection and analysis according to standardized protocols. Prepares digital maps, charts or graphs. Provides database management.</p> <p>Field Work: Collect resource data in the field. Provide technical assistance on fieldwork projects, conduct fieldwork projects independently, and analyze data collected. Manage inventory of field equipment. Prepare and pack general field gear for entire field season, and specialized field gear for specific projects. Prepare and pack necessary documents, field books and field notes for projects. Maintain tools and field gear. Maintain control of all data inventory.</p> <p>Technical: Produce Geographic Information Systems maps and analysis for clients. Use modeling tools to support management plans, database analysis, and other client requests. Prepare technical reports for clients, including but not limited to, Vegetation, Water Quality, and Biological Inventory. Provide analysis of government documents such as Environmental Assessments, Allotment Assessments, and Management Plans. Review, edit, and compose reports, correspondence, proposals and components of technical publications of Synergy. Manage data including tidbits, waypoints and digital pictures.</p> <p>Act as liaison between clients and government agencies. Represent clients by accompanying government officials when they visit allotments to collect data.</p> <p>General: Assist the project manager with additional duties to help in completing projects in a timely and efficient manner. Research literature, supplies, project development, and other miscellaneous interest items in a variety of databases and pathways. Provide support for project development packages and bids and track progress.</p> |



Synergy Labor Category Requirements and Descriptions for Environmental Advisory Services (EAS), SINs 899-1

Synergy Cost Segments

| Commercial Job Title | Minimum General Experience* | Minimum Education* | Functional Responsibility |
|------------------------|-----------------------------------|------------------------------|---|
| Technical Assistant | Training or coursework towards BS | Field training or coursework | Assist specialist and technician in data collection and analysis according to standardized protocols. Prepares digital maps, charts or graphs. Provides database management. |
| Technical Assistant-jr | Entry Level | Field training or coursework | Works under supervision of Project Manager, Senior Specialist, Resource Specialist, or Resource Technician. Best summarized as Technical Assistant during training and probationary period. Generally, entry level technical staff that can perform standardized protocols under supervision of more senior staff, may specialize in a single field protocols (operation of single item of testing or monitoring equipment). Entry level and usually enrolled in professional or technical degree program. Often seasonal personnel assisting with field protocols. Conducts general protocols. Has very limited opportunity for independent action. Conducts standardized data analysis and implements simple statistical protocols. Prepares digital maps. May operate monitoring equipment or data collection devices. Extracts and processes test data from monitoring equipment. |

| Equivalency Table* | |
|--|--|
| Degree | Education for Experience Substitution |
| Associate's equals... | HS <i>plus</i> 2 years relative experience |
| Bachelor's equals... | HS <i>plus</i> 4 years or Associate's <i>plus</i> 2 years |
| Master's equals... | HS <i>plus</i> 6 years, Associates <i>plus</i> 4 years, or BS <i>plus</i> 2 years |
| Doctorate equals... | HS <i>plus</i> 8 years, or Associate's <i>plus</i> 6 years, or BS <i>plus</i> 4 years, or MS <i>plus</i> 2 years |
| Relative Experience for Education Substitution | Degree |
| HS <i>plus</i> 2 years experience | equals Associate's |
| Associate's <i>plus</i> 2 years experience (over Associate's) or HS <i>plus</i> 4 years experience over HS | equals Bachelor's |
| Bachelor's <i>plus</i> 2 years (over Bachelor's) or <i>plus</i> 4 years over Associate's or <i>plus</i> 6 years over HS | equals Master's |
| Master's <i>plus</i> 2 years (over Master's) or <i>plus</i> 4 years over Bachelor's or <i>plus</i> 6 years over Associate's or <i>plus</i> 8 years over HS | equals Doctorate |



CUSTOMER INFORMATION

1a. Table of Awarded Special Item Numbers

| Special Item Number | Page Reference |
|---|----------------|
| 899-1 – Environmental Consulting Services | 10 |

1b. Identification of the Lowest Priced Model.
Not applicable.

1c. Contractor Hourly Rates.
Not applicable.

2. Maximum Order Threshold (MOT) (maximum order threshold represents the point where the ordering activity shall seek a price reduction.).
The maximum order threshold per order will be: **\$1,000,000**

3. Minimum Order.
The minimum dollar value of orders to be issued is: **\$100.00**

4. Geographic Coverage (Delivery Area).
The geographic coverage of this contract is worldwide.

5. Point(s) of Production (City, County, and State or Foreign Country).
Environmental Advisory Services will be provided at Synergy Resource Solutions, Inc. or customer sites. There are no foreign produced items within the scope of this contract.

6. Discount From List Prices or Statement of Net Price.
The rates provided in this Schedule are net prices.

7. Quantity Discounts.
None.

8. Prompt Payment Terms.
None.

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 That 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.
None.
- 11a. Time of Delivery.
The Time of Delivery will be negotiated for each task order.
- 11b. Expedited Delivery.
Not applicable.
- 11c. Overnight and 2-Day Delivery.
Not applicable.
- 11d. Urgent Requirements.
Not applicable.
12. F.O.B. Point(s).
Destination.
- 13a. Ordering Address(es).
Synergy Resource Solutions, Inc.
5393 Hamm Road
Belgrade MT 59714
Phone: 406 586 4727
Fax: 406 388 9359
Email: synergy@countgrass.com
- 13b. Ordering Procedures.
Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.
a. FAR 8.405-1 Ordering procedures for supplies and services not requirement a Statement of Work.
b. FAR 8.405-2 Ordering procedures for services requiring a Statement of Work.
c. FAR 8.405-3 Ordering procedures for Blanket Purchase Agreements (BPA).
14. Payment Address(es).
Synergy Resource Solutions, Inc.
5393 Hamm Road
Belgrade MT 59714
15. Warranty Provision.
None.
16. Export Packing Charges.
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.
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.
Not applicable.
22. List of Participating Dealers.
Not applicable.
23. Preventive Maintenance.
Not applicable.
- 24a. Environmental Attributes.
Not applicable.
- 24b. Section 508 Compliance.
Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:
www.countgrass.com/gsa
The EIT standard can be found at: www.Section508.gov
25. Data Universal Number System (DUNS) Number.
018323563
26. Notification Regarding Registration in Central Contractor Registration (CCR) Database.
Synergy is registered in the Central Contractor Registration (CCR) database.
27. Uncompensated Overtime.
Not applicable.



Synergy offers the following services under this schedule:

SIN 899-1 – ENVIRONMENTAL CONSULTING SERVICES

Under this SIN, Synergy will provide consulting services to include, but not limited to: Biological Inventories, Preparation of Environmental Documents, Reclamation and Restoration Planning and Monitoring, and Project Management. The Biological Inventories include data collection, data analysis, and report preparation. Synergy designs monitoring studies and collects, analyses, and presents data necessary for environmental permits and plan developments. Other biological inventory services Synergy provides include surveys, field monitoring, sampling, and data analysis including vegetation mapping, surveys for endangered and threatened plant and wildlife species, development of Ecological Site Descriptions (ESDs), National Resources Inventory (NRI) surveys, water quality monitoring, wetland delineations, Waters-of-the-U.S. determinations, and wildlife monitoring. Synergy has extensive resource mapping experience including the use of global positioning system (GPS) and geographic information system (GIS) modeling and mapping.

The preparation of Environmental Documents includes coordination, preparation, and review. Synergy prepares environmental reports including National Environmental Policy Act (NEPA) documentation, Environmental Impact Statements (EISs), Environmental Assessments (EAs), Biological Assessments (BAs), wetland delineation reports, Waters-of-the-U.S. determinations, Threatened and Endangered Species Surveys, and documents required for agency permit processing. Synergy works with a wide variety of NEPA interpretations from a variety of federal, state, and local agencies and jurisdictions.

Synergy's Reclamation and Restoration work includes planning and monitoring. Synergy designs and implements restoration, erosion control, and reclamation plans for clients on mining, fire rehabilitation, and linear utility projects. Synergy performs pre- and post-construction data collection and analysis, as well as third-party monitoring, inspection, and review. Synergy also coordinates agency permitting with federal, state, and local organizations.

Synergy's Project Management includes management of own projects and those of Synergy's clients. Synergy manages field, NEPA, and inspection/oversight projects. Synergy understands and works with the challenges of projects with multiple agencies and stakeholders with differing objectives.