



Schedule for Environmental Services

Federal Supply Group: 899 **Class:** F999
Contract Number: GS-10F-024BA
Contract Period: November 4, 2013, effective through five years

Contractor: Forsgren Associates, Inc.
370 East 500 South Suite 200
Salt Lake City, UT 84111 3318

Business Size: Small Business

Telephone: (801) 364/4785
FAX Number: (801) 364/4802
Web Site: www.forsgren.com
E-mail: tbarnes@forsgren.com
Contract Administration: Tara Barnes

CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

SIN	Recovery	SIN Description
899-8	899-8RC	Remediation and Reclamation Services
899-7	899-7RC	Geographic Information Systems (GIS) Services
899-1	899-1RC	Environmental Consulting Services

- 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.
- Maximum Order:** \$1,000,000.00
 - Minimum Order:** \$100
 - Geographic Coverage (delivery Area):** Domestic only
 - 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.
7. **Quantity discounts:** At least 2% for orders over \$150,000
8. **Prompt payment terms:** Net 30 days
- 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 \$3,000
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
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: 782549992
26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered
27. Final Pricing: The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

Item	SIN	Awarded Labor Category	Min Education	Min Exp	Site	Year 1
1	899-1,899-7,899-8	Engineer VI - Principal Engineer	Bachelors	15	Both	\$176.32
2	899-1,899-7,899-8	Engineer V - Senior Project Manager	Bachelors	10	Both	\$133.00
3	899-1,899-7,899-8	Engineer IV - Project Manager	Bachelors	6	Both	\$120.90
4	899-1,899-7,899-8	Engineer III - Project Engineer	Bachelors	3	Both	\$89.67
5	899-1,899-7,899-8	Engineer II - Staff Engineer	Bachelors	1	Both	\$79.60
6	899-1,899-7,899-8	Engineer I - Engineer-in-Training (EIT)	Bachelors	0	Both	\$59.45
7	899-1,899-7,899-8	Scientist VI - Principal Scientist	Bachelors	15	Both	\$176.32
8	899-1,899-7,899-8	Scientist V - Senior Project Manager	Bachelors	10	Both	\$133.00
9	899-1,899-7,899-8	Survey V - Survey Manager	High School	8	Both	\$99.75
10	899-1,899-7,899-8	Survey IV - Survey Chief	High School	6	Both	\$76.57
11	899-1,899-7,899-8	Survey III - Party Chief	High School	4	Both	\$64.80
12	899-1,899-7,899-8	Survey II - Instrument Assistant	High School	2	Both	\$56.42
13	899-1,899-7,899-8	Drafter V	Associates	8	Both	\$89.67
14	899-1,899-7,899-8	Drafter IV	Associates	6	Both	\$76.57
15	899-1,899-7,899-8	Drafter III	Associates	4	Both	\$69.52
16	899-1,899-7,899-8	Drafter II	Associates	1	Both	\$57.40
17	899-1,899-7,899-8	Drafter I	High School	0	Both	\$52.91
18	899-1,899-7,899-8	Project Coordinator IV	High School	7	Both	\$61.46

Service Contract Act (SCA) Matrix

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No
Drafter I	30061 - Drafter/CAD Operator I	2005-2531
Drafter II	30062 - Drafter/CAD Operator II	2005-2531
Drafter III	30063 - Drafter/CAD Operator III	2005-2531
Drafter IV	30064 - Drafter/CAD Operator IV	2005-2531
Drafter V	30065 - Drafter/CAD Operator V	2005-2531
Project Coordinator IV	01020 - Administrative Assistant	2005-2531
Survey II - Instrument	99832 - Surveying Technician	2005-2531
Survey III	99831 - Survey Aide	2005-2532
Survey IV - Survey Chief	99830 - Survey Party Chief	2005-2531

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 and above. 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.

Labor Category Descriptions

ENGINEER VI - Principal Engineer. Plans, organizes, and directs work of a major engineering or environmental activity. Performs work requiring a high degree of technical originality and ingenuity. Adapts and extends principles and techniques in areas of specialty to projects of major scope and importance. Supervises other engineers who plan work and makes assignments to individual engineers, scientists, and nonprofessional employees. Reviews work to determine conformity with previously outlined objectives, interprets and enforces adherence to policies and rules of the company. **Minimum Education and Experience Requirements:** Bachelor degree in civil or related engineering study; M.S. or Ph.D. degree(s) preferred. Professional Registration with 15+ years professional experience in project management and demonstrated expertise in the field.

ENGINEER V – Senior Project Manager. Plans, develops, coordinates, and directs multiple large projects or a project of major scope, with full technical responsibility. Authority to act independently on technical matters pertaining to specialized areas. Directs and supervises staff of engineers and scientists in support of environmental and engineering projects. **Minimum Education and Experience Requirements:** Bachelor degree in civil or related engineering study; M.S. or Ph.D. degree(s) preferred. Minimum 10 years experience in project management related to civil and/or other engineering and environmental projects.

ENGINEER IV - Project Manager. Delegates projects to subordinate engineers and scientists and supervises their work. Consults in specialized areas including environmental disciplines. Makes decisions and solves problems. Leads project team in planning, coordinating, and/or designing major environmental and engineering projects. **Minimum Education and Experience Requirements:** Bachelor degree in civil or related engineering study and registered as P.E. Minimum six years professional experience.

ENGINEER III - Project Engineer. Directs subordinate engineers, scientists, and nonprofessional employees. Decides on appropriate procedures and performs more difficult phases of major environmental and engineering projects. Administers and delegates development of reports, plans, specifications, and detail drawings of various project components. Makes recommendations to senior staff based on interpretation of data. **Minimum Education and Experience Requirements:** Bachelor degree in civil or related engineering study and registered as P.E., or demonstrates capability of being registered within a reasonable period. Minimum three years professional experience since registration.

ENGINEER II - Staff Engineer. Performs work involving conventional engineering principles and related activities. Evaluates, selects, and applies standard engineering techniques, procedures, and criteria to make adaptations and modifications to environmental and engineering projects. Investigates limited number of variables. **Minimum Education and Experience Requirements:** Bachelor degree in civil or related engineering study, one year's experience since graduation, and has passed the EIT exam, or demonstrates capability of passing EIT exam within reasonable period. Individual with MS and no experience having passed EIT exam may be hired.

ENGINEER I - Engineer-In-Training (EIT). Performs engineering work in various engineering and environmental fields. Works on designs, prepares reports, plans, specifications, and cost estimates for various projects. Assists with environmental studies, permitting, and alternatives analyses. Checks performance or conformity with plans and specifications through field inspection and testing. **Minimum Education and Experience Requirements:** Bachelor degree in civil or related engineering study, passed EIT exam, or demonstrates capability of passing EIT exam within reasonable period; little or no professional engineering experience.

SCIENTIST VI – Principal Scientist. Supervises geological, hydrogeological, biological, and related scientific work in multiple environmental fields. Plans, organizes, and directs work of major environmental activity. Performs work requiring a high degree of technical originality and ingenuity. Adapts and extends principles and techniques in areas of specialty to projects of major scope and importance. Reviews work to determine conformity with previously outlined objectives. Interprets and enforces adherence to policies and rules of organization to subordinates. **Minimum Education and Experience Requirements:** Bachelor degree in life, natural, or physical sciences; M.S. or Ph.D. degree(s) preferred. Minimum 15 years professional experience in project management and scientific disciplines with demonstrated expertise in the field.

SCIENTIST V – Senior Project Manager. Plans, develops, coordinates, and directs multiple large environmental projects or project of major scope, with full technical responsibility. Maintains liaison with individuals outside organization, with full authority to exercise judgment and act independently on technical matters pertaining to specialized areas. Supervises and directs work of a staff of geologists, hydrogeologists, biologists, and other scientists. **Minimum Education and Experience Requirements** Bachelor degree in life, natural, or physical sciences; M.S. or Ph.D. degree(s) preferred. Minimum ten years professional experience in project management and scientific disciplines.

SURVEY V - Survey Manager. Plans and performs survey and mapping projects in support of environmental and engineering projects. Exercises independent judgment in performing duties. Interfaces with clients, scientists, and engineers to define and meet project requirements and best practices. With primary responsibility for quality management, reviews and signs off on survey data and drawings. Applies knowledge of Federal Geodetic Control Committee standards, industry standards, and applicable standards/regulations for professional land surveyors. **Minimum Education and Experience Requirements:** High school diploma and Registered Land Surveyor with minimum of eight years professional experience.

SURVEY IV - Survey Chief. Directs daily survey field crews for moderate to complex assignments. Exercises independent judgment in performance of duties. Interfaces with clients, scientists, and engineers to define and meet project requirements and best practices. **Minimum Education and Experience Requirements:** High school diploma and minimum of six years professional experience. Must be Registered Land Surveyor, or demonstrate Minimum Education and Experience Requirements to obtain registration in a reasonable time.

SURVEY III - Party Chief. Supervises field survey efforts by directing field crew. Performs computations for survey projects and produces survey drawings with minimum supervision. **Minimum Education and Experience Requirements:** High school diploma and minimum of four years surveying experience including two years as Instrument Assistant or equivalent. Highly skilled in use of survey instruments, measuring devices, and data collectors.

SURVEY II - Instrument Assistant. Operates various survey instruments including total stations, GPS, data collectors, levels, and other measuring devices. Takes field notes, makes calculations, and reduces notes. **Minimum Education and Experience Requirements:** High school diploma; two years experience as Rod Assistant and familiarity with surveying instruments.

DRAFTER V. Supervises drafting activities in large regional office. Assists in developing and maintaining standard detail drawings, drafting, and graphic standards. Provides drafting, design, and supervisory instruction and advice; assists scientists and engineers in checking drawings and specifications; and coordinates all efforts between drafting and scientific and engineering staffs. **Minimum Education and Experience Requirements:** Associate or two-year degree from Junior College or Technical Institute School and eight years experience in engineering drafting. Holds NICET 3 or equivalent certification or demonstrates capability of obtaining certification within a reasonable period.

DRAFTER IV. Supervises drafting department of regional office. Provides instruction and advice in drafting and design, assists scientists and engineers and drafters in checking drawings and specifications. Prepares layouts and final drawings from oral instructions. **Minimum Education and Experience Requirements:** Associate or two-year degree from Junior College or Technical Institute School and six years experience in engineering or environmental project drafting. Holds NICET 3 or equivalent certification or demonstrates capability of obtaining certification within a reasonable period.

DRAFTER III. Provides instruction and advice in drafting and design. Demonstrates and executes exceptional drafting skills with thorough knowledge of procedures, practices and use of CAD, including software options. Supervises and trains production staff. Independently maintains accuracy, quality, completeness and schedule adherence. Prepares quality drawings and performs preventive maintenance on station components. **Minimum Education and Experience Requirements:** Associate or two-year degree from Junior College or Technical Institute School, and four years experience in engineering or environmental project drafting. Holds NICET 2 or equivalent certification or demonstrates capability of obtaining certification within a reasonable period.

DRAFTER II. Prepares layouts and performs final CAD drafting tasks from simple instructions. Performs same duties as Drafter I, but has broader knowledge of CAD. **Minimum Education and Experience Requirements:** Associate or two-year degree from Junior College or Technical Institute School with a minimum of one-year experience on CAD system.

DRAFTER I. Prepares drawings using CAD system. Performs preventive maintenance on station components, and conducts on-screen visual check of drawing corrections. **Minimum Education and Experience Requirements:** High school graduate or equivalent with working knowledge of procedures, practices, and use of CAD system. No experience required.

Project coordinator. Organizes and coordinates day-to-day operations of management support activities. Advises management on company-wide, regional, and department operations, including procedures, systems, workloads, space requirements, capital outlay, organizational structure, and efficiency of equipment. Analyzes workload, determines priorities and staff capabilities, and distributes work among word processors. Communicates frequently with work originators. **Minimum Education and Experience Requirements:** Thorough knowledge of operation of all hardware and software applications. High school education and seven years experience in all areas of office work.