

GSA Contract: GS-10F-0272W

Environmental Services: 899-1 & 899-3

August 11, 2015



Environmental Services – Schedule 899

For more information on ordering from Federal Supply Schedules

click on the FSS Schedules button at <http://www.gsa.gov/schedules-ordering>



Schedule
Contract GS10F0272W



CONTRACT PERIOD: 11 AUGUST 2015 TO 10 AUGUST 2020

EFFECTIVE AUGUST 11, 2015 PER MODIFICATION PS-00017

11818 Rock Landing Dr., Suite 207
Newport News, VA 23606
(757) 223-7233
www.asg-inc.org



TERMS & CONDITIONS

1. Table of Awarded Special Item Numbers (SIN):

Table of Awarded Special Item Numbers	
SIN	Description
899-1	Environmental Consulting Services
899-1RC	Environmental Consulting Services - Recovery
899-3	Environmental Training Services
899-3RC	Environmental Training Services - Recovery

2. **Maximum Order:** \$1,000,000 per SIN.
3. **Minimum Order:** \$100
4. **Geographic Coverage:** Domestic and Overseas locations
5. **Production Point:** Newport News, VA
6. **Discount from List Prices:** Prices shown herein are net prices
7. **Quantity Discounts:** Contractor will discuss volume discounts on large dollar orders. Exact discounts and terms will be negotiated on individually issued task orders.
8. **Prompt Payment Terms:** Net 30
9. **Government Purchase Card**
 - a. **Government Purchase Card below the micropurchase level:** Accepted at or below the micro-purchase threshold. Yes
 - b. **Government Purchase Card above the micropurchase level:** Accept or not accept above the micro-purchase threshold. Will accept over \$2,500.
10. **Foreign Items (list by country of origin):** N/A
11. **Time of Delivery:** Delivery shall be determined using a mutually agreed upon delivery schedule.
12. **FOB Point:** Destination
13. **Ordering Address:**
 - a. Robert Campbell
Alliance Solutions Group, Inc.
11818 Rock Landing Drive, Suite 207
Newport News, VA 23606
Telephone: 757-223-7233
Fax: 801-348-4336
 - b. **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 and Administrator Information:

- a. Susan Arno
Alliance Solutions Group, Inc.
11818 Rock Landing Drive, Suite 207
Newport News, VA 23606
Telephone: 757-223-7233
Fax: 801-348-4336

15. Warranty Provisions: N/A

16. Export Packing Charges: N/A

17. Terms and Conditions of Government Purchase Card Acceptance: None

18. Terms and Conditions of Rental, Maintenance, and Repair: N/A

19. Terms and Conditions of Installation: N/A

20. Terms and Conditions

- a. **Repair parts indicating date of parts price lists and any discounts from list prices:**
N/A
- b. **For any other services:** N/A

21. List of Service and Distribution Points: N/A

22. List of Participating Dealers: N/A

23. Preventive Maintenance: N/A

24. Special Attributes

- a. **Such as Environmental Attributes (e.g. recycled content, energy efficiency, and/or reduced pollutants):** N/A
- b. 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 Number System (DUNS) Number: 184676406

26. Notification regarding registration in the System for Award Management (SAM) Database (formerly the Central Contractor Registration {CCR} database): Registered



Company Information

Alliance Solutions Group, Inc. (ASG) is a small, service-disabled, veteran-owned business that offers global homeland security solutions to all levels of government as well as private industry. ASG also works with leading businesses to tailor and optimize their products and services for government customers. Our collective experience in disaster preparedness, occupational health and safety, emergency response planning, risk analysis, vulnerability assessments, and homeland security concerns enables us to provide cross-cutting solutions for today and anticipate tomorrow's challenges.

Alliance Solutions Group is proud to list its services on GSA and looks forward to working with you to meet your needs. Please visit our website at www.asg-inc.org.



PRICE LIST FOR ALL SPECIAL ITEM NUMBERS

	<i>Labor Categories</i>	<i>Year 6 Pricing Effective Modification PS - 0017through 08/10/2016</i>	<i>Year 7 08/11/2016 08/10/2017</i>	<i>Year 8 08/11/2017 08/10/2018</i>	<i>Year 9 08/11/2018 08/10/2019</i>	<i>Year 10 08/11/2019 08/10/2020</i>
1	Executive Director	\$186.78	\$190.52	194.33	\$198.21	202.18
2	Analyst IV	\$123.71	\$126.18	128.71	\$131.28	133.91
3	Director of Operations	\$173.15	\$176.61	180.15	\$183.75	187.42
4	Program Manager	\$124.44	\$126.93	129.47	\$132.06	134.70
5	Analyst III	\$96.59	\$98.52	100.49	\$102.50	104.55
6	Analyst II	\$89.05	\$90.83	92.65	\$94.50	96.39
7	Analyst I	\$69.74	\$71.13	72.56	\$74.01	75.49
8	CBRN Analyst III	\$105.78	\$107.90	110.05	\$112.25	114.50
9	CBRN Analyst II	\$91.77	\$93.61	95.48	\$97.39	99.33
10	CBRN Analyst I	\$82.26	\$83.91	85.58	\$87.29	89.04
11	Administrative/Clerical Assistant**	\$46.12	\$47.04	47.98	\$48.94	49.92

* Price includes the IFF

** SCA applicable labor categories

<i>SCA Eligible Contract Labor Category</i>	<i>SCA Equivalent Code – Title</i>	<i>WD Number</i>
Administrative/Clerical Assistant	01261-Personal Assistant I	2005-2543

“The Service Contract Act (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 Number(s) 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.”



LABOR CATEGORY POSITION DESCRIPTION

Executive Director

Duties and Responsibilities: Performs program, operational, or technical management of large or complex, multi-discipline programs, projects or assignments, day-to-day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Advanced knowledge and the ability to originate and apply new and unique methods and procedures. Responsible for resources, technical direction, cost and schedule performance, and quality. Frequently manages multiple major programs or projects concurrently and supplies technical advice and counsel to other professionals. Organizes, directs, and coordinates the planning and production of all contract support activities. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities.

Minimum Education: MS or MA degree in area of specialty. Must have a professional certification or license.

Minimum Experience: 12 years of experience in program management, technical field of work, business administration, and strategic planning and execution with demonstrative written and oral communication skills. A minimum of 10 years supervisory experience preferred.

Director of Operations

Duties and Responsibilities: Responsible for overall direction and management of projects through designated project leaders, analysts, technicians, and administrative staff. Provides technical expertise in the areas of engineering, occupational health, radiation safety, and homeland security related fields. Develops new products and services by applying technical expertise to customer's needs. Provides technical and management oversight of projects to ensure desired outcomes are achieved effectively and efficiently. Ensures the consistency of data acquired, reports produced, and processes across projects. Other responsibilities include establishing project management policies and guidelines, directing administrative staff, and innovating new products and services. Supervises project managers and senior analysts.

Minimum Education: Master's degree in area of specialty, specialized training, business management experience or education.

Minimum Experience: 15 years of experience in project management and technical field of work, with demonstrative written and oral communication skills. A minimum of 10 years supervisory experience preferred.



Program Manager

Duties and Responsibilities: Responsible for overall direction and management of projects through designated analysts, technicians, and administrative staff. Provides technical expertise in the areas of engineering, occupational health, radiation safety, or homeland security related fields. Develops new products and services by applying technical expertise to customer's needs. Provides technical and management oversight of projects to ensure desired outcomes are achieved effectively and efficiently. Ensures the consistency of data acquired, reports produced, and processes across projects. Other responsibilities include establishing project management policies and guidelines, directing administrative staff, and innovating new products and services. Oversees project leaders and senior analysts.

Minimum Education: Master's Degree in area of specialty, specialized training, management experience or education.

Minimum Experience: 10 years of experience in the field or in a related area. A minimum of 7 years project oversight experience required. Must possess or be working towards professional certification.

Analyst IV

Duties and Responsibilities: Provides managerial direction for engineering, emergency management/response, occupational health, medical operations, homeland security, public health, or fire and emergency services technical and analytical support. Performs complex tasks and technical work to deliver innovative and unique end-products/services. Maintains professional knowledge with current industry concepts, practices, procedures and regulations. Relies on experience and professional judgment to plan and accomplish tasks, conduct evaluations, and provide technical advice. Develops final products by leading a team of analysts. Provides on-site technical support. Writes reports and conducts oral presentations of technical material. Provides technical and management oversight of projects to ensure desired outcomes are achieved effectively and efficiently. Develops work plans, delegates tasks, oversees analytical work, and integrates input from various staff to complete projects according to schedule, tasks, and budget. Works under the general supervision of a Program Manager or Director of Operations.

Minimum Education: MA/MS degree in area of specialty. Must have a professional certification or license such as PE, CIH, or CSP.

Minimum Experience: 12 years of experience in technical field of engineering, emergency management/response, occupational health, medical operations, homeland security, public health, or fire and emergency services. A minimum of 6 years leadership or oversight experience preferred.



Analyst III

Duties and Responsibilities: Provides technical and managerial direction for engineering, emergency management/response, occupational health, medical operations, homeland security, public health, or fire and emergency services technical and analytical support. Performs complex tasks and technical work to deliver innovative and unique end-products/services. Maintains professional knowledge with current industry concepts, practices, procedures and regulations. Relies on experience and professional judgment to plan and accomplish tasks, conduct evaluations, and provide technical advice. Develops final products by leading a team of analysts. Provides on-site technical support. Writes reports and conducts oral presentations of technical material. Provides technical and management oversight of projects to ensure desired outcomes are achieved effectively and efficiently. Develops work plans, delegates tasks, oversees analytical work, and integrates input from various staff to complete projects according to schedule, tasks, and budget. Works under the general supervision of a Project Leader.

Minimum Education: Master's degree in area of specialty. Must have or be working towards a professional certification or license.

Minimum Experience: 12 years of experience in technical field of engineering, emergency management/response, occupational health, medical operations, homeland security, public health, fire and emergency services or other relevant technical field. A minimum of 6 years supervisory or project leader experience preferred.

Analyst II

Duties and Responsibilities: Independently gathers, analyzes, and draws conclusions from a variety of information. Performs complex tasks and technical work resulting in innovative and unique end-products/services. Maintains knowledge and currency with standard concepts, practices, regulations, and procedures. Relies on experience and professional judgment to plan and accomplish tasks, conduct evaluations, and provide technical advice. Develops final products by leading a team of analysts. Provides on-site technical support. Writes reports and conducts oral presentations of technical material. Develops work plans, delegates tasks, oversees analytical work, integrates inputs from various staff to complete projects according to schedule, tasks, and budget. Works under the general supervision of a project leader.

Minimum Education: Bachelor's degree in area of specialty.

Minimum Experience: 7 years of experience in the technical field of engineering, emergency management/response, occupational health, medical operations, homeland security, public health, fire and emergency services or other relevant technical field.



Analyst I

Duties and Responsibilities: Independently gathers and researches information. Evaluates data/information and draws conclusions to support project. Provides assessment, analysis, technical evaluation, and reports to supervisor. Integrates information and applies the information to unique circumstances. Provides on-site technical evaluation and supports in conjunction with senior analysts. Writes reports and conducts oral presentations of technical material.

Minimum Education: Associate degree in related field.

Minimum Experience: Experience working in emergency management, engineering, occupational health and safety, emergency response, or another related field. Requires 4 years of experience in related field with effective communications skills.

CBRN Analyst III

Duties and Responsibilities: Independently gathers, analyzes, and draws conclusions from a variety of information. Provides technical and managerial direction for scientific, engineering, industrial hygiene, and other technical support for the development, execution, and evaluation of CBRN programs, projects, and systems. Implement plans and requirements, and develops reports and systems. Performs complex tasks and technical work to deliver innovative and unique end-products/services. Maintains professional knowledge with current industry concepts, practices, procedures and regulations. Relies on experience and professional judgment to plan and accomplish tasks, conduct evaluations, and provide technical advice. Develops final products by leading a team of analysts. Provides on-site technical support. Writes reports and conducts oral presentations of technical material. Develops work plans, delegates tasks, oversees analytical work, and integrates inputs from various staff to complete projects according to schedule, tasks, and budget. Works under the general supervision of a project leader.

Minimum Education: Master's degree in area of specialty. Must have or be working towards a professional certification or license.

Minimum Experience: 12 years of experience and working knowledge of homeland security, homeland defense, emergency response/management, engineering, and/or occupational health. A minimum of 6 years supervisory experience preferred.



CBRN Analyst II

Duties and Responsibilities: Independently gathers, analyzes, and draws conclusions from a variety of information. Performs complex tasks and technical work resulting in innovative and unique end-products/services. Maintains knowledge and currency with standard concepts, practices, regulations, and procedures. Relies on experience and professional judgment to plan and accomplish tasks, conduct evaluations, and provide technical advice. Develops final products by leading a team of analysts. Provides on-site technical support. Writes reports and conducts oral presentations of technical material. Develops work plans, delegates tasks, oversees analytical work, integrates inputs from various staff to complete projects according to schedule, tasks, and budget. Works under the general supervision of a project leader.

Minimum Education: Bachelor's degree in a related field.

Minimum Experience: 7 years of experience and working knowledge of homeland security, homeland defense, emergency response/management, engineering, and/or occupational health. A minimum of 4 years supervisory experience preferred.

CBRN Analyst I

Duties and Responsibilities: Independently gathers and researches information. Evaluates data/information and draws conclusions to support project. Provides assessment, analysis, technical evaluation, and reports to supervisor. Integrates information and applies the information to unique circumstances. Provides on-site technical evaluation and supports in conjunction with senior analysts. Writes reports and conducts oral presentations of technical material. Leads projects and on-site assessment, evaluation teams. Draws knowledge from two or more specialty areas of expertise and experience.

Minimum Education: Associate's degree in a related field.

Minimum Experience: At least 5 years of experience.

Administrative/Clerical Assistant

Duties and Responsibilities: Provides general information and logistical support to analysts. Provides on-site administrative and logistical support to field operations. Collects, tracks, and compiles data associated with field operations and feedback from clients. Coordinates with others in the company. Solves administrative problems by working with others in support of the contracts. Performs general secretarial, administrative, and clerical duties to include typing, copying and filing correspondence, memos, letters, minutes, etc. in support of the contracts. Creates new files and enters and updates project information. Orders and maintains adequate inventory of office equipment and supplies. Prepares travel documents, coordinates travel plans for employees, and makes reservations to ensure seamless travel. Provides administrative support



for projects such as preparing final reports, media, products, and shipping to clients. Works under general supervision and reports to the Business Administrator.

Minimum Education: Requires at least a High school graduation or GED equivalent.

Minimum Experience: 2 years of clerical or secretarial experience; or any equivalent combination of experience and training that provides the required knowledge, skills and abilities.

Education/Experience Equivalence:

A Master's Degree can be substituted for a Bachelor's Degree and two years of professional/technical experience in related field.

A Bachelor's Degree can be substituted for a High School Diploma and four years of professional/technical experience in related field.

An Associate's Degree can be substituted for a High School Diploma and two years of technical experience in related field.

Minimum Experience: At least 3 years of clerical or secretarial experience; or any equivalent combination of experience and training that provides the required knowledge, skills and abilities.