

ASM AFFILIATES, INC.



Contract Holder
Contract GS-10F-0373N

00CORP: The Professional Services Schedule (PSS)

Awarded Special Item Numbers (SIN):

899.1 - Environmental Consulting Services

899-1RC - Environmental Consulting Services

899.7 - Geographic Information Systems (GIS) Services

899-7RC - Geographic Information Systems (GIS) Services

Contract Period:

May 5, 2013 - May 4, 2018



Archaeology • History • Ethnography • Architectural History

2034 Corte del Nogal
Carlsbad, CA 92011-1410

Phone: (760) 804-5757

E-Mail: jrcook@asmaffiliates.com

Web Address: www.asmaffiliates.com

DUNS: 115338600

NAICS: 541620

Small Business Concern

POC (Contract Administrator) Marc Rubenstein

MLR@progovsolutions.com

Tel: (310) 278 3100



Contract Number: **GS-10F-0373N**

Maximum order: **\$1,000,000.00**

Minimum order: **\$100.00**

Geographic coverage: **domestic and overseas, worldwide**

Discount from list prices or statement of net price. government net prices (discounts already deducted): **rates are attached**

Quantity discounts: **none offered**

Prompt payment terms: **2.5% - 15 days, net 30 days**

Government purchase cards are accepted at or below the micro-purchase threshold: **yes**

Government purchase cards are accepted above the micro-purchase threshold of \$2,500: **yes**

Foreign items (list items by country of origin): **none**

Time of delivery: **specified on task order**

Expedited delivery: **contact contractor**

Overnight and 2-day delivery: **contact contractor**

Urgent requirements: **contact contractor**

F.O.B. Point(S): **destination**

Ordering Address (Es): **2034 Corte Del Nogal, Carlsbad, California, 92011**

Payment Address (Es): **2034 Corte Del Nogal, Carlsbad, California, 92011**

Warranty provision: **contractor's standard commercial warranty**

Export packing charges, if applicable: **n/a**

Terms and conditions of government purchase card acceptance: **contact contractor**

Terms and conditions of rental, maintenance, and repair (if applicable): **n/a**

Terms and conditions of installation (if applicable): **n/a**

Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): **n/a**

Terms and conditions for any other services (if applicable): **n/a**

List of service and distribution points (if applicable): **n/a**

List of participating dealers (if applicable): **n/a**

Preventive maintenance (if applicable): **n/a**

Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): **n/a**

Data universal number system (duns) number: **115338600**

Notification regarding registration in system for award management (SAM) database: **registered & up to date**



PROJECT MANAGER/PRINCIPAL INVESTIGATOR

Education:

A Ph.D. or graduate degree in Anthropology, Archaeology, History, or a cultural resources-related field.

General Experience:

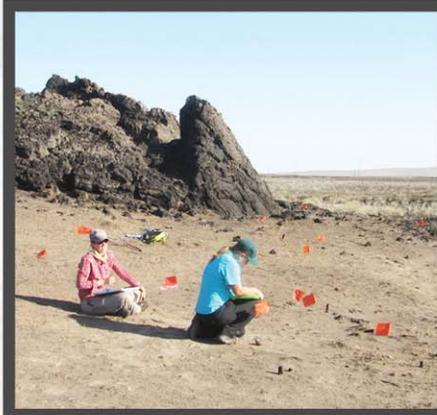
Must have between 18 and 25 years of experience with cultural resources project management in the Environmental Services sector, with specialization in Archaeology, History and Architectural History and experience in the Environmental Services field. Must also possess between 10 and 15 years of project management experience including a comprehensive knowledge of all applicable federal and state laws and regulations pertaining to cultural resource management and Native American consultation.

Functional Responsibility:

Controls and coordinates project efforts to ensure that all legal and regulatory requirements are fulfilled to ensure compliance with the National Environmental Protection Act (NEPA), National Historic Preservation Act (NHPA), and all other applicable federal, tribal, and state requirements. Serves as liaison with the project staff, government and customer to enforce work standards, develop schedules/project milestones, review work discrepancies and communicate policies, purposes, and goals of the organization. Must have significant experience in Environmental services field, and prior government experience in the environmental services profession preferred.

Project Manager/Principal Investigator II: Education and Experience: A Ph.D. in Anthropology, Archaeology, History or cultural resources-related field, 25 years in the profession of Archaeology to include field, laboratory, and report preparation experience. This experience includes at least 15 years of project management and supervisory experience.

Project Manager/Principal Investigator I: Education and Experience: Graduate degree in Anthropology, Archaeology or History, 18 years in the profession of Archaeology to include field, laboratory, and report preparation experience. This experience includes at least 10 years of supervisory and project management experience. A Ph.D. may substitute for five (5) years of experience.



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SENIOR SCIENTIST

Education:

A Ph.D. or graduate degree in Anthropology, Archaeology, History, Architectural History, Historic Preservation, or a cultural resources related field.

General Experience:

Must have between six (6) and 12 years of cultural resources management experience with specialization in Anthropology, Archaeology, History, Architectural History or Historic Preservation, with a minimum of three (3) years of supervisory and project management experience.

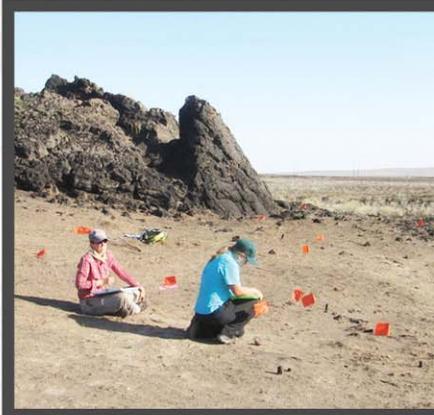
Functional Responsibility:

Manages and directs archaeological surveys and reconnaissance studies, archaeological site testing, and data recovery by excavation. In addition, provides archival research and archaeological, ethnohistorical, and historical studies, following established professional guidelines. Prepares work plans and management protocols for cultural resources. Develops technical scopes of work, plans, schedules, and cost estimates. The Senior Scientist classification is used to identify project technical leads for cultural resource management projects. A Senior Scientist may also work under a Project Manager or Principal Investigator on large or complex projects. Archaeologists in this classification meet or exceed the Secretary of the Interior's "Historic Preservation Professional Qualification Standards" (36 CFR Part 61) in one or more categories.

Senior Scientist III: Education and Experience: Ph.D. in Anthropology or Archaeology, two years of supervisory experience, and six years in the profession of Archaeology to include Field, Laboratory, and Report Preparation experience.

Senior Scientist II: Education and Experience: Graduate degree in Anthropology, Archaeology, History or related field and eight (8) years in the profession of experience including field, laboratory, and report preparation experience. This includes a minimum of four (4) years supervisory experience.

Senior Scientist I: Education and Experience: Graduate degree in Anthropology, Archaeology, History or related field and six (6) years in the profession of experience including field, laboratory, and report preparation experience. This includes a minimum of three (3) years supervisory experience.



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ASSOCIATE SCIENTIST

Education:

Graduate degree or B.A. in Anthropology, Archaeology, History, or a cultural resources related field.

General Experience:

Must have between four (4) and 12 years of cultural resources management experience with specialization in Anthropology, Archaeology, History, Architectural History or Historic Preservation, with a between two (2) and six (6) years of supervisory experience.

Functional Responsibility:

The Associate Scientist classification includes Archaeologists and Historians who, working under the direct supervision of a Senior Scientist, supervise field investigations and laboratory analyses, conduct research and participate in report preparation. In the II or III classification, an Associate Scientist may meet the Secretary of the Interior's professional standards in one or more areas of proficiency.

Associate Scientist III:

Education and Experience: A graduate degree in Anthropology, Archaeology, History or a related field, and four (4) years of profession experience including field, laboratory, and report preparation experience. Includes a minimum of two (2) years supervisory experience.

Associate Scientist II:

Education and Experience: A Bachelor's degree in Anthropology, Archaeology, History or a related field, and 12 years of profession experience including field, laboratory, and report preparation experience. Includes a minimum of six (6) years of supervisory experience.

Associate Scientist I:

Education and Experience: A Bachelor's degree in Anthropology, Archaeology, History or a related field, and eight (8) years of profession experience including field, laboratory, and report preparation experience. Includes a minimum of four (4) years of supervisory experience.



ASSISTANT SCIENTIST (I, II and III)

Education:

A Bachelor's degree in Anthropology, Archaeology, History or a related field.

General Experience:

Must have between two (2) and six (6) years of cultural resources management experience with specialization in Anthropology, Archaeology, or History, with one (1) to three (3) years of supervisory experience.

Functional Responsibility:

The Assistant Scientist, under the direct supervision of an Associate Scientist, acts as field crew and laboratory technicians, and may assist in research.

Assistant Scientist III :

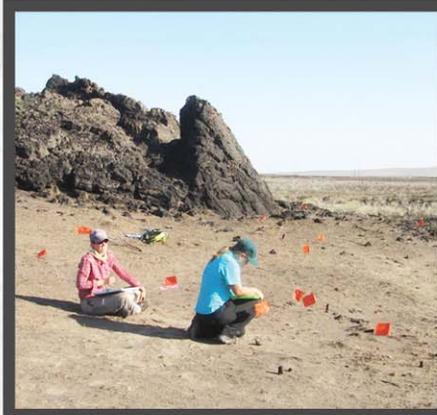
Education and Experience: A Bachelor's degree in Anthropology, Archaeology, History or a related field, six (6) years in the profession of Archaeology or History to include field and laboratory experience, of which three (3) years involve intermediate supervisory experience.

Assistant Scientist II :

Education and Experience: A Bachelor's degree in Anthropology, Archaeology, History or a related field, four (4) years in the profession of Archaeology or History to include field and laboratory experience, of which two (2) years involve intermediate supervisory experience.

Assistant Scientist I :

Education and Experience: A Bachelor's degree in Anthropology, Archaeology, History or a related field, two (2) years in the profession of Archaeology to include field and laboratory experience, of which one (1) year involves intermediate supervisory experience.



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ARCHAEOLOGICAL TECHNICIAN (I and II)

Education:

A Bachelor's degree in Anthropology, Archaeology, History or a related field.

General Experience:

Must have between one (1) and two (2) years of cultural resources management experience with specialization in Anthropology, Archaeology, History, Architectural History or Historic Preservation. No supervisory experience is necessary.

Functional Responsibility:

The Archaeological Technician provides technical support to professional archaeologists, utilizing a basic understanding of anthropological and archaeological field techniques in connection with locating, testing, monitoring and evaluating cultural resource sites. Conducts pre-field research, field surveys and site testing. Records information on site survey forms, takes digital photographs, determines exact location of sites, and prepares data for use in technical reports.

Archaeological Technician II :

Education and Experience: A Bachelor's degree. and additional specialized experience. Two (2) years in the profession of Archaeology to include field and laboratory experience.

Archaeological Technician I :

Education and Experience: A Bachelor's degree and additional specialized experience. One (1) year in the profession of Archaeology to include field and laboratory experience.



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GEOGRAPHIC INFORMATION SYSTEMS (GIS)/REMOTE SENSING

Education:

Bachelor's Degree in Geography, Computer Science, MIS, Engineering, or related field is required. A graduate degree may substitute for two (2) years of experience.

General Experience:

At least five (5) years' experience in providing GIS technical services in a variety of environments. Understanding of the techniques and methodology used in collecting, processing, storing, retrieving, transforming, and displaying spatial and spectral data from different sources. Expertise in devising, developing, and maintaining GIS databases, spatial layouts, and presentation products and a deep understanding of GIS concepts and the principles and practices of GIS analysis and design, including computerized mapping and digital data conversion, manipulation and analysis. Knowledge of GIS database administration and management principles, methods and techniques, including quality control methods and practices. Expertise in applying remote sensing methodologies to digital satellite (Landsat and SPOT) data for analysis. Broad knowledge of COTS GIS Software (ESRI, Trimble products) and compatible hardware tools.

Functional Responsibility:

Perform all database and GIS technical services in both development and operational modes. Work with clients and managers to design, develop and analyze geospatial databases to facilitate contract adherence and completion. Will design, implement and maintain GIS Database files, perform remote-sensing analysis and provide ongoing monitoring of standards and procedures.

GIS OPERATOR

Education:

Bachelor's Degree in Geography, Computer Science, Environmental Field, Engineering, or related field, plus two additional years of intense education or training using CAD/GIS COTS GIS Software (ESRI or Autodesk products).

General Experience:

The GIS Operator should have a minimum of two (2) years of experience.

Functional Responsibility:

This entry-level position assists the GIS/Remote Sensing labor category in entering and checking data. The GIS Technician uses GPS and other location information to prepare and produce maps. The GIS Technician maintains proficiency in computer hardware and software to ensure accurate production results.

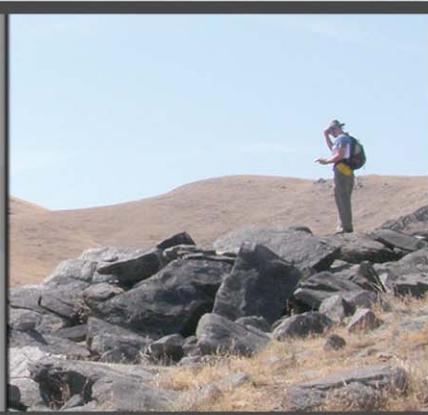


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GRAPHIC COORDINATOR

Education:

High school diploma, plus specialized experience in graphics and cartography.

General Experience:

Five (5) years.

Functional Responsibility:

The Graphic Coordinator produces maps, printed text, and illustrative material for reports and projects, using proficiency in computer hardware and software. The Graphic Coordinator also produces business cards, brochures, newsletters, videos and presentation materials.

DESKTOP PUBLISHER

Education:

High school diploma, plus specialized experience in word processing.

General Experience:

Five (5) years.

Functional Responsibility:

The Desktop Publisher produces all final written documents drafted and written by ASM personnel, using editing skills and desktop publishing skills. The Desktop Publisher assists with software and hardware computer issues as needed, and develops forms and reports as necessary. Uses knowledge of varied and advanced functions of one software type, a knowledge of varied functions of different types of software, or a knowledge of specialized or technical terminology to perform duties such as the reformatting electronic drafts, including correcting function codes; adjusting spacing and formatting; and standardizing headings, margins, and indentations. Work requires knowledge of specialized, technical, or scientific terminology, and familiarity with office terminology and practices; incumbent corrects copy and questions originator of document concerning missing information, improper formatting, or discrepancies in instructions. Supervisor sets priorities and deadlines on continuing assignments, furnishes general instructions for recurring work, and provides specific instructions for new or unique projects.

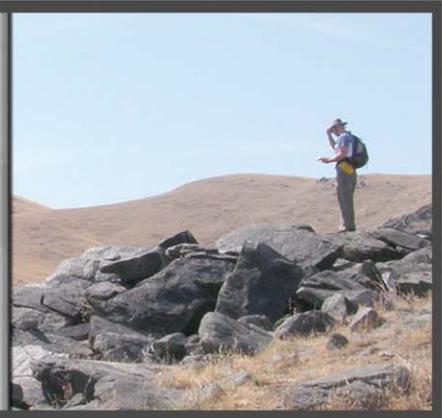


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ACCOUNTANT

Educational/Experience:

Bachelor's Degree, plus a minimum of three (3) years of specialized experience.

Functional Responsibility:

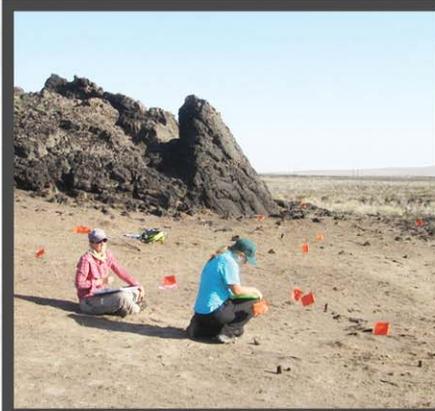
The Accountant organizes and provides information on the results of company operations in the form of financial statements used by the management of ASM Affiliates to evaluate the performance and financial condition of the company. The Accountant performs all accounting and bookkeeping functions, and has the authority to develop and establish fiscal and accounting policies, purchase office supplies and equipment, and enforce operating policies. The Accountant prepares the payroll, pays payroll taxes, and prepares quarterly payroll reports. The Accountant is responsible for preparing budget reports, billing statements, invoicing, and timecards.

FIRM CAPABILITIES

ASM Affiliates, Inc., is a full-service cultural resources management (CRM) firm specializing in National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) compliance services. Since our incorporation in 1977, ASM has completed over 5,000 projects related to archaeology, history, architectural history, ethnography and other specialized services, including Geographic Information Systems (GIS). Our office locations throughout the Western and Pacific regions of the U.S. allow us to provide our clients the uniformity, high-quality deliverables and expedient services needed for successful project completion.

GSA Contracting Clients:

- Bureau of Land Management
- Bureau of Reclamation
- Department of Defence
- U.S. Army Corps of Engineers
- U.S. Department of Agriculture Natural Resource Conservation Service
- U.S. Forest Service
- U.S. Fish and Wildlife Service



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Labor Categories	Year 11 5/5/2013 to 5/4/2014	Year 12 5/5/2014 to 5/4/2015	Year 13 5/5/2015 to 5/4/2016	Year 14 5/5/2016 to 5/4/2017	Year 15 5/5/2017 to 5/4/2018
Project Manager/Principal Investigator II	\$128.76	\$131.72	\$134.75	\$137.85	\$141.02
Project Manager/Principal Investigator I	\$120.97	\$123.75	\$126.60	\$129.51	\$132.49
Graphic Coordinator	\$71.85	\$73.50	\$75.19	\$76.92	\$78.69
CAD/GIS Operator	\$75.26	\$76.99	\$78.76	\$80.57	\$82.43
Desktop Publisher	\$52.24	\$53.44	\$54.67	\$55.93	\$57.21
Accountant	\$53.77	\$55.01	\$56.27	\$57.57	\$58.89
Senior Scientist III	\$106.79	\$109.25	\$111.76	\$114.33	\$116.96
Senior Scientist II	\$99.81	\$102.11	\$104.45	\$106.86	\$109.31
Senior Scientist I	\$95.95	\$98.16	\$100.41	\$102.72	\$105.09
Associate Scientist III	\$91.47	\$93.57	\$95.73	\$97.93	\$100.18
Associate Scientist II	\$84.58	\$86.53	\$88.52	\$90.55	\$92.63
Associate Scientist I	\$78.46	\$80.26	\$82.11	\$84.00	\$85.93
Assistant Scientist III	\$69.56	\$71.16	\$72.80	\$74.47	\$76.18
Assistant Scientist II	\$64.79	\$66.28	\$67.80	\$69.36	\$70.96
Assistant Scientist I	\$58.01	\$59.34	\$60.71	\$62.11	\$63.53
Archaeological Technician II	\$53.85	\$55.09	\$56.36	\$57.65	\$58.98
Archaeological Technician I	\$49.79	\$50.94	\$52.11	\$53.31	\$54.53
GIS/Remote	\$107.84	\$110.33	\$112.86	\$115.46	\$118.11

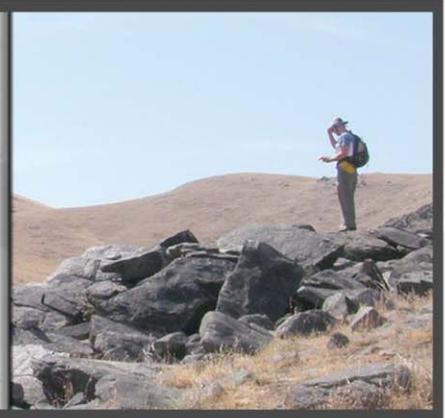


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Service Contract Act

SCA Matrix		
SCA Eligible Contract Labor Category	SCA Equivalent Code - Title	WD Number
Archaeological Technician I	30021-Archaeological Technician I	05-2007
Archaeological Technician II	30022-Archaeological Technician II	05-2007
Desktop Publisher	01610 - Word Processor	05-2007
Graphic Coordinator	15080 - Graphic Artist	05-2007

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 SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).