

MAXXIMUS ENVIRONMENTAL INCORPORATED (GS-10F-0453P)

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: www.GSAADVANTAGE.GOV

Schedule Title: 899 Environmental Services.
NAICS: 541620
FSC Group: 899
FSC Part: -
FSC Section: -
FSC SIN: 899-8: Remediation Services
FSC Class(es)/Product Code(s): -
Service Code(s): -
Contract Number: GS-10F-0453P
Ordering Information: Maximus Environmental, Inc.
1010 Rockville Pike, Suite 200, Rockville, MD 20852
Tel: 301-838-2730
Fax: 301-838-2732
Rafael Lopez, CEO/President, maxenv@msn.com

DUNS# 10-8786729
Contract Period: July/2004 - July/2009
Contractor: Maximus Environmental, Inc.
1010 Rockville Pike, Suite 200, Rockville, MD 20852
Tel: 301-838-2730
Fax: 301-838-2732
Contract Administration Source: Rafael Lopez, CEO/President, maxenv@msn.com
Contractor Central Registration: Yes
Minimum: \$100
Maximum: \$5,000,000.00
Business Size: 8a - 8(a) contract award
s - Small business

Overview MEI is a new environmental, health, and safety consultancy committed to providing value-added, quality consulting and services at favorable rates. Founded by an entrepreneur who is an industry veteran with more than ten years experience MEI's mission is to deliver top quality services and solutions that help our clients.

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1a. Table of Awards

SIN 899-8: REMEDIATION SERVICES

Contractor shall provide the full range of methods and technologies supporting activities necessary for Remediation Services including dismantling, demolition, or removal of improvements to the extent allowed by the Service Contract Act under FAR 37.3 in accordance with host nation, federal, state, and/or local statutes and regulations. Remediation shall conform to environmental permits, decision document requirements or other legal requirements. Examples include but are not limited to:

- Excavation, removal, manifesting, transportation, storage, treatment (on-site and off-site) and/or disposal of hazardous waste.
- Preparation, Characterization, Field Investigation, Conservation and Closure of Site.
- Long Term Monitoring/Long Term Operation (LTM/LTO)
- Containment, Monitoring and/or Reduction of Hazardous Waste Sites
- Ordnance Removal and Support
- Excavation, Removal, Transportation, Storage, Treatment and/or Disposal of Hazardous Waste
- Wetland Restoration
- Emergency Response
- UST/AST Removal
- Air Monitoring
- Soil Vapor Extraction; Stabilization/Solidification; Bio-Venting; Carbon Absorption and/or Reactive Walls and Containment

The Contractor services include all the services for the reorganization and consolidation of existing facilities and/or the opening of new facilities. These services will be provided and completed with maximum cost efficiency and minimum business disruption. Offered services must include:

AWARDED PRICE: _____

1b. Identification of the lowest priced model number and lowest unit price

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. Commercial Job Titles

1. Environmental Specialist III

Education

High School Diploma, BS Preferred

Responsibility

The duties and functions of an Industrial Hygienist (IH) include, but are not limited to, observing and monitoring the activities of an asbestos abatement contractor on asbestos projects to determine that proper work practices are used in compliance with all asbestos laws and regulations are maintained, collecting environmental air samples during the asbestos project, performing visual inspections of the work area and granting final air clearance upon completion of the asbestos project. Through experience and training an IH can determine that proper work practices are not being followed, or asbestos laws or regulations are not complied with, shall make recommendations to correct such practices.

Experience

Must have at between 2-3 years experience.

2. Environmental Technician

Education

Must have at least an Associates Degree with 2-3 years experience.

Responsibility

Conducts tests and field investigations to obtain data for use by environmental, engineering and scientific personnel in determining sources and methods of controlling pollutants in air, water, and soil, utilizing knowledge of applied sciences and engineering principles and applied technologies.

Conducts chemical and physical laboratory and field tests according to prescribed standards to determine characteristics or composition of solid, liquid, or gaseous materials and substances, using air and bulk analytical instrumentation, and chemical laboratory equipment.

Collects environmental data to determine potential exposure of various contaminants. Prepares sample for testing, records data, and prepares summaries and charts for review.

Experience

Must have at between 2-3 years experience functioning in a field and lab test environment.

3. Certified Industrial Hygienist

Education

Bachelor of Science, American Board of Industrial Hygiene (ABIH) Certification.

Responsibility

A Certified Industrial Hygienist (CIH) is an individual certified in the practice of industrial hygiene by the American Board of Industrial Hygiene (ABIH). A CIH is a professional qualified by education, training, and experience to anticipate, recognize, evaluate and develop controls for occupational health hazards.

Experience

Must have at between 2-3 years experience.

4. Inspector

Education

High School Diploma, BS Preferred. Also, must have completed US EPA/AHERA accredited (Asbestos Inspector or Lead Base Paint Inspector) training courses.

Responsibility

An inspector specializes in two areas Lead Base Paint and/or Asbestos.

Asbestos responsibilities include:

- Identification and collection of suspect asbestos containing building material for analysis by an accredited laboratory.
- Lead Based Paint (LBP) inspector responsibilities include:
 - Performing a surface-by-surface investigation for determining the presence of LBP and a report of the results.

Experience

Must have at between 2-3 years experience.

5. Management Planner

Education

High School Diploma, BS Preferred

Responsibility

An Asbestos Management Planner is an asbestos Inspector and Industrial Hygienist who has successfully completed an Asbestos Management Planner training course and examination approved by the US EPA under AHERA.

A Management Planner is responsible for preparing or updating a management plan in response to an asbestos inspection. This document identifies asbestos containing materials, specifies training, work permitting systems, cleaning and work practices, and surveillance procedures to be utilized by maintenance and custodial staff performing routine maintenance. A management plan is prepared following an asbestos inspection.

Experience

Must have at between 2-3 years experience.

6. Project Designer

Education

High School Diploma, BS Preferred

Responsibility

An Asbestos Project Designer is an Industrial Hygienist whose functions and duties include, but are not limited to, preparing an asbestos abatement projects design, specifications for asbestos abatement projects and addenda to abatement specifications.

Experience

Must have at between 2-3 years experience.

7. Project Manager

Education

Bachelor's or Advanced degree preferred.

Responsibility

This is the expert-level project manager classification. These projects require the individual be an expert in project management, including the planning, development, implementation, and evaluation of large, complex projects. Incumbents supervise project staff and provide direction to a large and diverse project team. They direct the development of project goals, work plans, timelines, and implementation strategies. They direct the identification of decision-making issues, key resources, and identification of project partners. Incumbents manage and are accountable for project budgets and contracts.

Experience

Must have between 5-7 years experience managing staff; managing major projects including development of project scope, goals, work plans, timelines, and implementation strategies; developing measurement processes/methods for assessing progress toward goals and project outcomes; preparing and presenting oral presentations to groups; developing and monitoring contracts.

8. Project Monitor

Education

High School Diploma, BS Preferred

Responsibility

The duties and functions of an Virginia Project Monitor (PM) include, but are not limited to, observing and monitoring the activities of an asbestos abatement contractor on asbestos projects to determine that proper work practices are used in compliance with all asbestos laws and regulations are maintained, collecting environmental air samples during the asbestos project, performing visual inspections of the work area and granting final air clearance upon completion of the asbestos project.

Through experience and training an IH can determine that proper work practices are not being followed, or asbestos laws or regulations are not complied with, shall make recommendations to correct such practices.

Experience

Must have at between 2-3 years experience.

9. Risk Assessor

Education

High School Diploma, BS Preferred

Responsibility

A Risk Assessor responsibilities include investigating the age, history, management, and maintenance of the building, conducting a visual assessment; performing limited environmental sampling, such as dust wipe samples, soil samples, and deteriorated paint samples (Lead Based Paint); and reporting the results that identify acceptable abatement and interim control strategies based on specific conditions and the owner's capabilities.

Experience

Must have a minimum of 2-3 years experience performing on-site investigation of residential, federal, commercial, and public buildings for LBP hazards.

10. Secretary I

Education

High School Diploma or Associates Degree

Responsibility

Has knowledge of varied and advanced functions of one software type, knowledge of varied functions of different types of software, or knowledge of specialized or technical terminology to perform such typical duties as: Editing and reformatting written or electronic drafts.

Examples include: Correcting function codes; adjusting spacing and formatting; and standardizing headings, margins, and indentations. Transcribing scientific reports, lab analyses, engineering reports or similar material from voice tapes or handwritten drafts. Knowledge of specialized, technical and scientific terminology.

Experience

Must have at least 1 year experience of performing administrative functions.

11. Secretary IV

Education

High School Diploma or Associates Degree

Responsibility

Provides principal secretarial support in an office, usually to one individual, and, in some cases, also to the subordinate staff of that individual. Maintains a close and highly responsive relationship to the day-to-day activities of the supervisor and staff. Works fairly independently, receiving a minimum of detailed supervision and guidance.

Performs varied clerical and secretarial duties requiring knowledge of office routine and an understanding of the organization, programs, and procedures related to the work of the office.

Typical duties include:

- Assisting in a variety of administrative matters;
 - Maintaining a wide variety of financial or other records;
 - Verifying statistical reports for accuracy and completeness; and handling and adjusting complaints.
- May also direct lower level clerks.

Experience

Must have at between 2-3 years experience performing administrative functions.

2. Maximum order (\$5,000,000.00)

The Contractor will accept the maximum dollar amount value per order for all services related to each offered SIN. The Contractor will accept orders greater than the maximum order amount in the form of a request from the agency.

3. Minimum order (\$100)

The Contractor will accept a minimum order of \$100.

4. Geographic coverage (delivery area).

The Contractor will provide service to 48 contiguous states and the District of Columbia but not Alaska, Hawaii, or the Commonwealth of Puerto Rico.

5. Point(s) of production (None)

6. Discount from list prices or statement of net price (None)

7. Quantity discounts (None)

8. Prompt payment terms (Net 30)

9a. Government Purchase Cards(Accepted)

The contractor will accept at or below the micro-purchase threshold, transactions through the Government purchase card.

9b. Government Purchase Cards(Accepted)

The contractor will accept at or above the micro-purchase threshold, transactions through the Government purchase card.

10. Foreign items (None)

11a Time of delivery

Consulting Services within 60 days or as specified on the task order.

11b. Expedited Delivery

Available upon request from the agency. The Contractor has the option to use commercial rates.

11c. Overnight and 2-day delivery

Available upon request from the agency. The Contractor has the option to use commercial rates.

11d. Urgent Requirements

The Contractor will provide special arrangements for Urgent Requirements under the following conditions:

- The Contractor is notified through a written statement that explains the requirements.
- The Contractor has at least 48 hours to respond.
- The Contractor is not penalized in any way for not accepting the request.
- The Contractor has the option to offer commercial rates.

12. F.O.B. point(s)

Freight on Board Destinations as agreed to by the agency. CONUS but not Alaska, Hawaii, and Puerto Rico.

13a. Ordering address(es)

Maximus Environmental, Inc.
1010 Rockville Pike, Suite 200, Rockville, MD 20852
Tel: 301-838-2730
Fax: 301-838-2732
Contact: Rafael Lopez, CEO/President, maxenv@msn.com

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)

Maximus Environmental, Inc.
1010 Rockville Pike, Suite 200, Rockville, MD 20852
Tel: 301-838-2730
Fax: 301-838-2732
Contact: Rafael Lopez, CEO/President, maxenv@msn.com

15. Warranty provision (None)

16. Export packing charges (None)

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level)

The Contractor will accept payments through the Governmentwide commercial purchase card above the micro-purchase threshold and not to exceed the (ordering agency's) established limit for oral or written orders under this contract.

18. Terms and conditions of rental, maintenance, and repair (None)

19. Terms and conditions of installation (None)

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (None)

20a. Terms and conditions for any other services

The Contractor will consider providing additional services as long as the ordering agency:

- Notifies in writing via fax or email
- Allows at least 30 days for a response.

21. List of service and distribution points (None)

22. List of participating dealers (None)

23. Preventive maintenance (None)

24a. Special attributes (None)

24b. Section 508

Certificate of Compliance with Rehabilitation Act Amendments of 1998, Section 508 On August 7, 1998, the president signed into law the Rehabilitation Act Amendments of 1998, significantly expanding and strengthening the technology access requirements in section 508. On April 18, 2001, the Federal Acquisition Regulation (FAR) was revised to implement Section 508 as required by the law.

The FAR now requires all electronic and information technology (EIT) developed, procured, maintained, or used by the federal government be accessible to people with disabilities. The regulation impacts acquisitions of EIT effective June 25, 2001.

The multiple award schedules (MAS) program awards indefinite quantity contracts for use by all federal agencies, and under the revised FAR, must provide accessibility information to federal agencies. This information must indicate which supplies and services the contractors indicate as compliant with the accessibility standards and show where full details of compliance can be found, such as a contractor's website.

When issuing orders against GSA's FSS schedule contracts, agencies must ensure the supplies and services meet applicable accessibility standards unless an exemption applies. The Access Board developed the definition of EIT and the accessibility standards. These standards, requirement exceptions, the FAR rule, and a wealth of other information regarding the federal IT accessibility initiative can be found at <http://www.section508.gov/>. The accessibility standards also can be found at 36 CFR part 1194.

When purchasing, EIT agencies must conduct market research to determine what level of compliance with section 508 exists in the commercial EIT market place. GSA knows its schedule partners (contractors) are ready to communicate and market these products and services to the federal community.

GSA will provide agencies with all information available regarding compliance with the accessibility standards, partial compliance, or what accessibility features are offered by the Contractor.

The Contractor price list and the products or services listed will be 508 compliant upon delivery. In the event that outside professionals are used they will be notified of our commitment to 508 compliance. Under each task order, relying on our experience, we will ensure that we identify all services or products that are subject to accessibility requirements and then define and deliver services and products accessible to handicapped persons.

25. Data Universal Number System (DUNS) number. (10-8786729)

26. Notification regarding registration in Central Contractor Registration (CCR) database. (Contractor is registered)

27. Uncompensated Overtime (unofficial rules)

The Contractor does not have an official Uncompensated Overtime Policy. However ; the following rules are used to govern:

1. Overtime work is in excess of 8 hours in a day or 40 hours in a week that is ordered in advance by Management and performed in addition to an employee's basic work requirement.
2. Overtime work is in excess of 80 hours in a bi-weekly pay period ordered in advance by Management and performed in addition to an employee's basic work requirement.
3. Overtime assignments will be distributed among employees as fairly and impartially as possible depending on the skills, abilities, and job related knowledge required in the performance of the work. Management will give consideration to an employee's request not to work overtime. If Management determines that the work requirements can be fully met by other employees in the organizational element who are willing to work overtime, the employee's request will be granted.
4. Overtime must be officially ordered or approved by Management officials. Employees required to perform authorized overtime services shall be compensated by overtime pay or compensatory time off in accordance with applicable rules and regulations and the provisions of this Agreement. No employee shall be required to work uncompensated overtime.
5. In the assignment of overtime during the workweek, Management agrees to provide employees with advance notice unless there are emergency conditions beyond the control of Management. Employees who are asked to work on non-workdays (Weekends, Holidays) will be provided advance notice of at least one (1) full workday prior to the requested workday. When work is to be performed on a holiday, normally at least three (3) workdays advance notice will be given.
6. Overtime shall be calculated in half-hour increments.

NOTE:

The most common of these approaches involves charging direct labor to projects at a standard hourly rate established annually for each direct labor employee. Actual hours are charged to projects at this standard rate. For uncompensated overtime situations, the variance between labor charged to projects and actual compensation is credited to overhead. Such an approach allows contractors to account for their hours in an accurate, straightforward manner, bill for the hours actually worked, and effect a competitively beneficial decrease in their overhead rates. DCAA has recognized this as an acceptable method of accounting for labor costs, and we think that it generally beats just giving the Government hours of effort for free.

IDENTIFICATION OF UNCOMPENSATED OVERTIME (52.237-10) (OCT 1997)

(a) Definitions. As used in this provision--"Uncompensated overtime" means the hours worked without additional compensation in excess of an average of 40 hours per week by direct charge employees who are exempt from the Fair Labor Standards Act. Compensated personal absences such as holidays, vacations, and sick leave shall be included in the normal work week for purposes of computing uncompensated overtime hours.

"Uncompensated overtime rate" is the rate that results from multiplying the hourly rate for a 40-hour work week by 40, and then dividing by the proposed hours per week. For example, 45 hours proposed on a 40-hour work week basis at \$20 per hour would be converted to an uncompensated overtime rate of \$17.78 per hour (\$20.00 divided by 45=\$17.78).

(b) For any proposed hours against which an uncompensated overtime rate is applied, the offeror shall identify in its proposal the hours in excess of an average of 40 hours per week, by labor category at the same level of detail as compensated hours, and the uncompensated overtime rate per hour, whether at the prime or subcontract level. This includes uncompensated overtime hours that are in indirect cost pools for personnel whose regular hours are normally charged direct.

(c) The offeror's accounting practices used to estimate uncompensated overtime must be consistent with its accounting practices used to accumulate and report uncompensated overtime hours.

(d) Proposals that include unrealistically low labor rates, or that do not otherwise demonstrate cost realism, will be considered in a risk assessment and will be evaluated for award in accordance with that assessment.

(e) The offeror shall include a copy of its policy addressing uncompensated overtime with its proposal.

28. Labor Category Price Table

SIN 899-8: REMEDIATION SERVICES

<i>LABOR CATEGORY</i>	<i>GSA HOURLY RATES</i>
Environmental Specialist III	\$49.79
Environmental Technician	\$45.00
Certified Industrial Hygienist	\$94.69
Inspector	\$57.45
Management Planner	\$57.45
Project Designer	\$57.45
Project Manager	\$94.69
Project Monitor	\$52.66
Risk Assessor	\$52.66
Secretary I	\$35.43
Secretary IV	\$43.09

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