
Meeting Date: May 22, 2019

Staff Contact: Kate Mendoza, Water Resources Specialist

TITLE: C-19-21 – Approval of Increase to Contract with SWCA Inc. for Environmental Monitoring Services using a GSA Agreement

SUMMARY:

Extending the agreement with SWCA Inc. will allow the Water Authority to continue environmental monitoring required by the National Environmental Policy Act and Endangered Species Act to operate the San Juan-Chama Drinking Water Project. It includes Rio Grande Silvery Minnow egg monitoring, fish monitoring, and monitoring of habitat restoration projects and related analysis and reporting. This monitoring work is required to remain in compliance with the Water Authority's Biological Opinion issued by the U.S. Fish and Wildlife Service for the San Juan-Chama Drinking Water Project.

The General Services Administration (GSA) Agreement with SWCA Inc. has been extended through February 11, 2024. The Water Authority wishes to extend our agreement to coincide with the term of the GSA agreement.

FISCAL IMPACT:

The Water Authority anticipates allocating \$150,000 per year, including NM GRT, through 2024 from the Water Resources Contractual Services budget.

**FOURTH SUPPLEMENTAL AGREEMENT
BETWEEN THE
ALBUQUERQUE BERNALILLO COUNTY WATER UTILITY AUTHORITY
AND
SWCA, INC.**

THIS FOURTH SUPPLEMENTAL AGREEMENT is made and entered into on the date of the last signature entered below by and between the Albuquerque Bernalillo County Water Utility Authority, a New Mexico political subdivision, P.O. Box 568, Albuquerque, NM 87103-0568 (hereinafter referred to as the “Water Authority”) and SWCA, Inc., an Arizona corporation located at 5647 Jefferson St., N.E., Albuquerque, NM 87109 (hereinafter referred to as the “Contractor”).

In consideration of the premises and mutual obligations hereinafter contained, the parties hereto do mutually agree as follows:

1. The term of this Agreement is hereby extended through February 11, 2024.
2. Exhibit B is hereby added as the attached GSA Agreement number 47QRAA19D004C.
3. Except as herein expressly amended, the terms and conditions of the Original Agreement, including any prior supplements, shall remain unchanged and shall continue in full force and effect unless there is a conflict between the terms and conditions of the Original Agreement, including any prior supplements, and this Fourth Supplemental Agreement, in which event, the terms and conditions of this Fourth Supplemental Agreement shall control.
4. This Fourth Supplemental Agreement shall not become effective or binding until approved by the Water Authority’s Executive Director.

IN WITNESS WHEREOF, the Water Authority and Contractor have executed this Fourth Supplemental Agreement as of the date of the last signature entered below.

**ALBUQUERQUE BERNALILLO COUNTY SWCA, INC.
WATER UTILITY AUTHORITY**

Approved By:

By: _____

Mark S. Sanchez, Executive Director

Print: _____

Date: _____

Title: _____

Recommended By:

Date: _____

John M. Stomp III, P.E.
Chief Operating Officer

Date: _____

Reviewed By:

Peter S. Auh, General Counsel

Date: _____

EXHIBIT B



GSA PROFESSIONAL SERVICES SCHEDULE (PSS)

Contract Number: 47QRAA19D004C





SWCA's GSA Contract

SWCA maintains a General Services Administration (GSA) contract, which allows any federal agency to negotiate directly with us. Our qualifications have been evaluated and our services and rates pre-approved by the GSA. Delivery orders for services can be easily generated for competitive or sole-source procurements. You can drastically reduce the amount of time it takes to start benefiting from our services and expertise because we can begin developing solutions for your project almost immediately. SWCA provides environmental services through the Professional Services Schedule INDUSTRIAL GROUP: 00CORP.

SWCA's environmental consulting staff has the knowledge and experience to assist federal agencies with a variety of environmental planning, management, and compliance efforts. SWCA's services can be accessed through the GSA 899 Environmental Services contract. SWCA worked with federal agencies for more than 35 years. We have extensive experience with the regulatory framework including: NEPA, CWA, NHPA, ESA, FLPMA, Sikes Act, National Wildlife Refuge System Improvement Act, and other federal laws.

Agencies with which SWCA maintains a relationship include:

- General Services Administration
- Environmental Protection Agency
- Federal Energy Regulatory Commission
- U.S. Army Corps of Engineers
- U.S. Army National Guard
- U.S. Department of Agriculture
- U.S. Department of Defense
- Department of the Air Force
- Department of the Army
- U.S. Marine Corps
- U.S. Navy
- U.S. Department of Energy
- U.S. Department of Homeland Security
- U.S. Department of the Interior
- U.S. Department of Transportation
- U.S. Department of Veterans Affairs

DETAILS:

Contractor

SWCA, Incorporated
20 E. Thomas Road, Suite 1700
Phoenix, AZ 85012-2808
p 602.274.3831 | f 602.274.3958
www.swca.com

Industrial Group

00CORP

Business Size

Other Than Small Business

Contract Number

47QRRA19D004C

Contract Period

February 12, 2019 -
February 11, 2024

Contract Administrator

Denis Henry
dhenry@swca.com



Boise District Travel Management Plan Cultural Resource Inventory U.S. Bureau of Land Management — Idaho

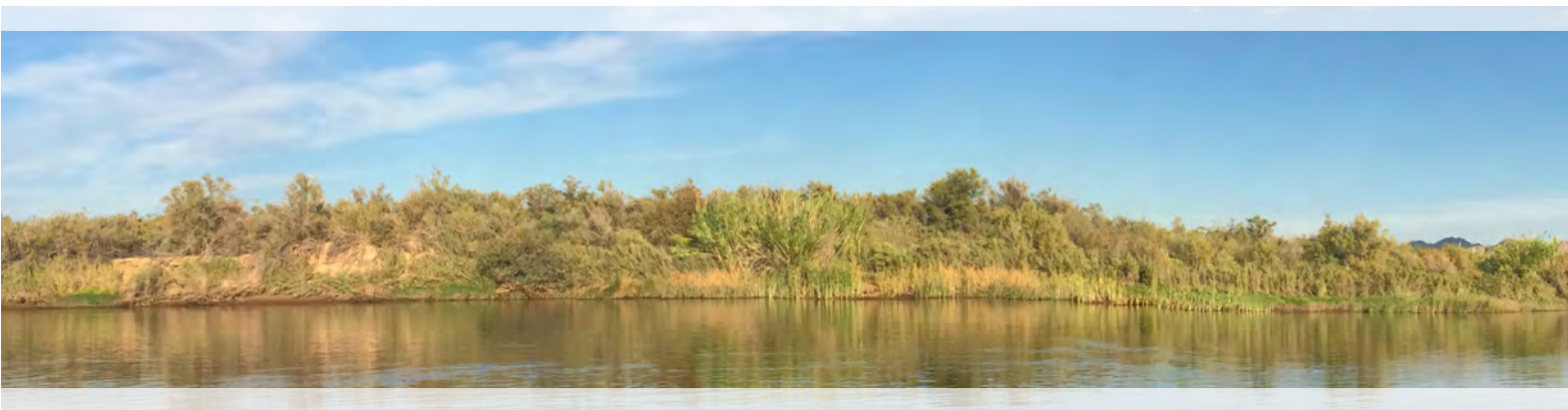
How to use a GSA Contract

Follow these steps for a quick and simplified process to obtain our services at discounted pricing. GSA is usually the most economical and quickest way to fulfill agency requirements. 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 GSA Advantage!™ is: <http://www.GSAAdvantage.gov>.

- 1. Create a Statement of Work (SOW) or Request for Quote (RFQ).**
- 2. Identify at least three GSA contractors who will bid.** GSA Professional Services Schedule holders can be found on GSA Advantage!
- 3. Send the SOW / RFQ to three or more contractors.**
- 4. Issue a task order or a blanket purchase agreement** to a firm that provides the best value to the government.

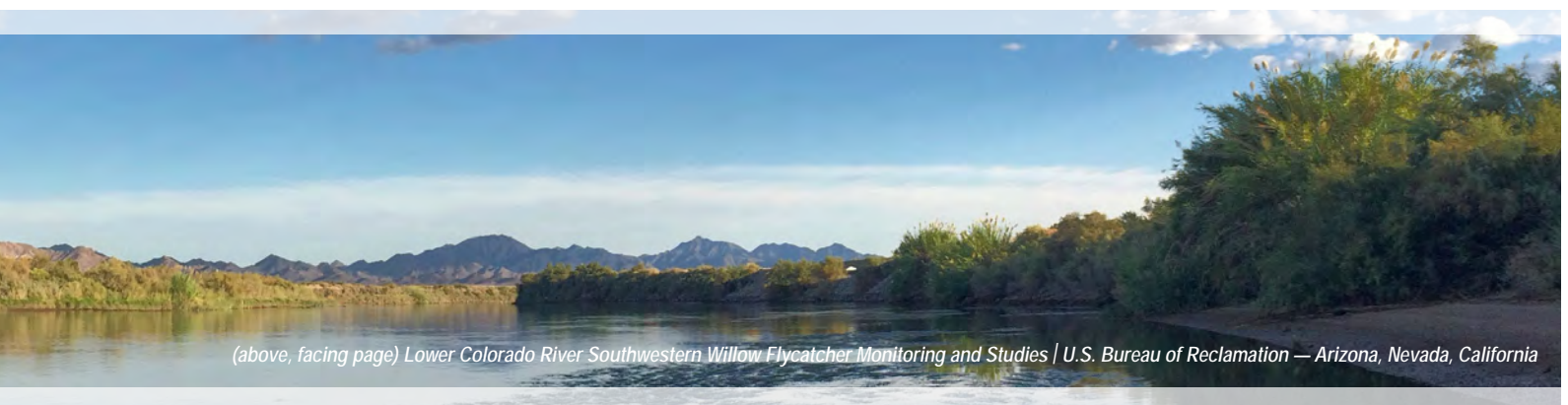
Customer Information

- 1a. **Table of Awarded Special Item Number(s):**
899-1 | 899-1RC | Environmental Consulting Services
899-7 | 899-7RC | Geographic Information Systems (GIS) Services
100-03 | 100-03RC | Ancillary Supplies and/or 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.** *N/A*
- 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.** *See page 18*
2. **Maximum Order:** *\$1,000,000.00*
3. **Minimum Order:** *\$100.00*
4. **Geographic Coverage** (delivery Area): *United States, including D.C., and U.S. territories*
5. **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 Final Pricing, starting on page 18*
7. **Quantity discounts:** *None Offered*
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*
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. Point(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:** *119149730*
26. **Notification regarding registration in Central Contractor Registration (CCR) database:** *Registered*



(above, facing page) Lower Colorado River Southwestern Willow Flycatcher Monitoring and Studies | U.S. Bureau of Reclamation — Arizona, Nevada, California

Awarded SINs

SIN 899-1, 899-1RC* | Environmental Planning Services and Documentation

We have the experience gathering and analyzing information necessary to develop resource management plans and to comply with the National Environmental Policy Act (NEPA). Whether you need our archaeological, paleontological, environmental planning, environmental permitting, or biological expertise, we can help you achieve your goals through the following services.

The services we provide under this SIN include:

- Environmental impact statements (EIS)
- Environmental assessments (EA)
- Endangered Species Act (ESA) compliance
- Environmental compliance audits
- Environmental program and project management
- Environmental regulations development
- California Environmental Quality Act (CEQA)
- Plans designed to meet environmental regulations
- Comprehensive conservation plans
- Wetland mitigation planning
- Wetlands biological resource analysis
- Biology services
- Fire management plans
- Compliance management planning
- Archaeological & cultural resources management
- National Historic Preservation Act (NHPA Section 106)
- Historic services (NHPA Section 110)
- Paleontology services
- Waste and pollution prevention surveys and plans
- Compliance effects of process modifications
- Review of new technologies, and their impact on compliance
- Economic, technical, and/or risk analysis
- Resource management plans
- Climate change management
- Spill prevention/control
- 404 Permitting

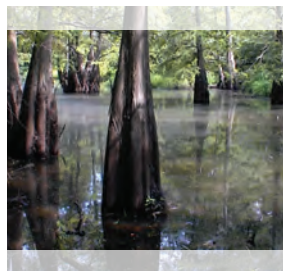


RELATED EXPERIENCE

- **Mt. Rainier National Park Wilderness Stewardship Plan and EIS**
National Park Service — MT. RAINIER NATIONAL PARK, WASHINGTON
- **Boise District Travel Management Plan Cultural Resource Inventory**
U.S. Bureau of Land Management — IDAHO
- **Rio Grande Fish Monitoring for Habitat Restoration Adaptive Management** | U.S. Army Corps of Engineers — ALBUQUERQUE, NEW MEXICO
- **Lower Colorado River Southwestern Willow Flycatcher Monitoring and Studies** | U.S. Bureau of Reclamation — ARIZONA, NEVADA, CALIFORNIA
- **VACWM Landfill Monitoring** | U.S. Department of Veterans Affairs — LEEDS, MASSACHUSETTS

(left, facing page - bottom) Rio Grande Fish Monitoring for Habitat Restorative Adaptive Management — Albuquerque, New Mexico | U.S. Army Corps of Engineers

(facing page - top) GIS Services to Support National Wetlands Inventory Master Project — Oregon | U.S. Fish and Wildlife Service



SIN 899-7, 899-7RC* | Geographic Information Services

With an experienced staff of geospatial technology professionals, SWCA offers a full spectrum of geographic information services, including geospatial data creation, integration, analysis, visual simulation, and application development. Our use of industry-standard GIS, CAD, GPS, and remote sensing applications supports seamless integration of geospatial-based technology with planning, management, and decision needs.

The services we provide under this SIN include:

- GIS database development
- Data management and integration
- Website development
- GPS field data collection and post-processing
- Remote sensing and image processing
- Real-time, web-based mapping,
- 3D virtual globe, and database delivery
- Visual resource management
- Land-use planning
- Site suitability analysis
- Land cover and vegetation data collection and classification
- Habitat mapping and suitability modeling
- Wildfire hazard data collection, analysis, and modeling
- Wind farm planning and siting

RELATED EXPERIENCE

- **GIS Services to Support National Wetlands Inventory Master Project** | U.S. Fish and Wildlife Service — OREGON
- **Fire Management GIS Support** | U.S. Fish and Wildlife Service — OREGON

SIN 100-03, 100-03RC* | Ancillary Supplies and/or Services

In addition to the SIN(s) above, our team is equipped to handle a variety of ancillary services and supplies. These offerings are available to support your project and any scope of work not covered under any other SIN.

* **Note to State and Local Governments - Disaster Recovery Purchasing.**

The Department of Homeland Security has determined that all of the products and services available under GSA Schedules could potentially be used for recovery from a major disaster declared by the president or a terrorist attack. For Disaster Recovery Purchasing, state and local governments can use our GSA schedule SINs 899-1RC, 899-7RC, and 100-03RC.

CLIENTS

- U.S. Fish and Wildlife Service
- U.S. Bureau of Reclamation
- U.S. Bureau of Land Management
- U.S. Bureau of Indian Affairs
- USDA Forest Service
- U.S. Department of Veterans Affairs
- National Park Service
- U.S. Customs and Border Protection
- U.S. Army Corps of Engineers
- USDA Natural Resources Conservation Service
- National Energy Technology Laboratory
- Defense Finance and Accounting Service
- Argonne National Laboratory



GSA Awarded Labor Category Descriptions

1 | Administrative I

Aids executives and other staff by coordinating office services, such as personnel, records control, and special projects.

Education: *High school diploma or GED.*

2 | Administrative III

Aids executives and other staff by coordinating office services, such as personnel, records control, and special projects. **Education /Years of Experience:** *High school diploma or GED with three years experience.*

3 | Administrative IV

Aids executives and other staff by coordinating office services, such as personnel, records control, and special projects. **Education /Years of Experience:** *High school diploma or GED with five years experience or Bachelor's degree and one year of experience.*

4 | Cultural Resources Specialist I

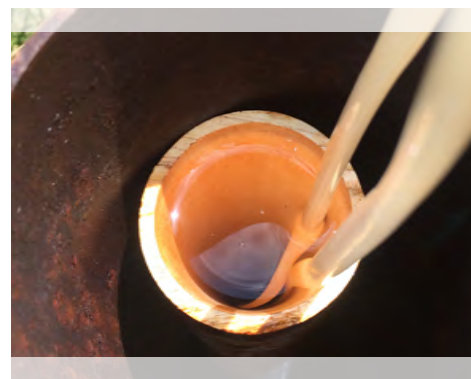
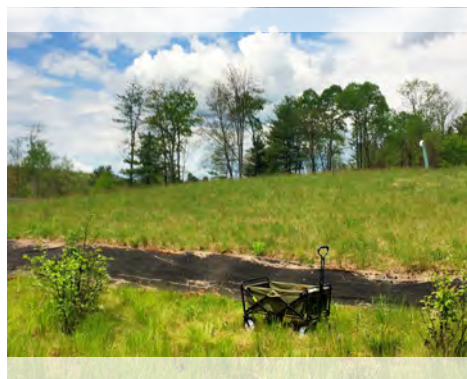
Under direct supervision of Crew Chief, and general supervision of Field Supervisor or Project Manager, performs unskilled and semi-skilled aspects of field archaeology including, survey, excavation, data recovery, monitoring, and testing. Assistance with field survey, excavation, data recovery, monitoring, or testing procedures; including walking survey area with other crew members searching for historic or prehistoric artifacts, hand digging and excavating, placing artifacts into marked bags for later analysis, and associated tasks. **Education /Years of Experience:** *High school diploma or GED and one year of experience or Bachelor's degree.*

5 | Cultural Resources Specialist II

Under general supervision of Field Supervisor or Project Manager, performs skilled field tasks including, survey, excavation, data recovery, monitoring, and testing, while working with crew members. Participates in data analysis, and assists in writing project reports. Conduct surveys and locates sites using topographic maps, compass, and aerial photographs. Completes or assigns completion of site forms and Archaeological Reconnaissance Reports (AARFs) and maps. Performs site file searches using museum, university, and federal and state records. May contribute to report writing and production, under supervision of Project Manager. **Education /Years of Experience:** *High school diploma or GED and five years experience or Bachelor's degree and two years experience or Master's degree in a related field.*

6 | Cultural Resources Specialist III

Under general supervision of Project Manager, leads and performs all aspects of field archaeology including, survey, excavation, data recovery, monitoring, and testing. Insures that the field crew conducts field research properly. Participates in data analysis, and assists in writing project reports. Assists with scheduling of personnel, vehicles, and other resources. Conduct surveys and locates sites using topographic maps, compass, and aerial photographs. Completes or assigns completion of site forms and Archaeological Reconnaissance Reports (AARFs) and maps. Performs site file searches using museum, university, and federal and state records. May contribute to report writing and production,



VACWM Landfill Monitoring — Leeds, Massachusetts | U.S. Department of Veterans Affairs

under supervision of Project Manager. **Education /Years of Experience:** *High school diploma or GED and ten years experience or Bachelor's degree in related field and five years experience or Master's degree in a related field and three years experience or Doctorate degree in related field and one year of experience.*

7 | Cultural Resources Specialist V

Under general supervision of the Program Director, manages all aspects of small archaeology projects and tasks including, supervision of personnel and physical resources, budgeting, preparation of proposals and reports, monitoring field procedures, and performance of field procedures. Supervises and performs all aspects of field research, data analysis, and writing of project reports. Schedules personnel, vehicles, and other resources, and maintains budget requirements. Instructs field personnel on methods of inventory, and provides verbal and written instructions for specific tasks. Instruct employees in special tasks and job techniques. Follows procedures and budgetary restraints outlined in proposals to conclude projects on budget and on time. Conducts field procedures, including surveys, monitoring, mapping, photographing, and data recovery activities. Performs site file searches using museum, university, and federal and state records. Produces or contributes to reports, proposals, and other documents. **Education /Years of Experience:** *Bachelor's degree in a related field and seven years experience or Master's degree in a related field and five years experience or Doctorate degree in related field and three years experience.*

8 | Cultural Resources Specialist VII

Under general supervision of the Project Director, manages all aspects of small and large archaeology projects and tasks including, supervision of personnel and physical resources, budgeting, preparation of proposals and reports, monitoring field procedures, and performance of field procedures. Supervises and performs all aspects of field research, data analysis, and writing of project reports. Schedules personnel, vehicles, and other resources, and maintains budget requirements. Instructs field personnel on methods of inventory, and provides verbal and written instructions for specific tasks. Instruct employees in special tasks and job techniques. Follows procedures and budgetary restraints outlined in proposals to conclude projects on budget and on time. Conducts field procedures, including surveys, monitoring, photographing, and data recovery activities. Performs site file searches using museum, university, and federal and state records. Produces or contributes to reports, proposals, and other documents. **Education /Years of Experience:** *Bachelor's degree in a related field and ten years experience or Master's degree in a related field and seven years experience or Doctorate degree in related field and five years experience.*

9 | Cultural Resources Tech I

Under direct supervision of Crew Chief, and general supervision of Field Supervisor or Project Manager, assists in the preparation of field activities, collection of field samples, and maintenance of various equipments. **Education / Years of Experience:** *High school diploma or GED and one year of experience or degree in a related field and no experience.*

10 | Environmental Resources Specialist I

Under direct Supervision of Environmental Specialist III and general supervision of Project Manager. Performs unskilled and semi-skilled aspects of field biology and natural resource management including field data collection, library research, and miscellaneous project-related tasks. Assists in conducting surveys and collection of field data

GSA Awarded Labor Category Descriptions (continued)

concerning endangered species and other plant and animal life, as well as data collection for land use projects. Records data on field site forms or other forms. Assists with organizing field data, and enters information into database for later interpretation. Uses topographic maps, aerial photographs, and other maps and tools to determine exact locations of project areas, habitat types, and associated landforms. Assists with mapping of project areas. Monitors project areas during construction or other activities that could be destructive to habitat or potentially hazardous to endangered or threatened species.

Education /Years of Experience: *High school diploma or GED and one year of experience or Bachelor's degree in a related field.*

11 | Environmental Resources Specialist II

Under direct supervision of Environmental Specialist III and under general supervision of Project Manager. Performs semi-skilled aspects of field biology and natural resource management including field data collection, library research, and miscellaneous project-related tasks. Works more independently than ES I: may perform some fieldwork alone when necessary on data collection or monitoring projects. Conducts surveys and collection of field data concerning endangered species and other plant and animal life, as well as data collection for land use projects. Records data on field site forms or other forms. Organizes field data, and enters information into database for later interpretation. Uses topographic maps, aerial photographs, and other maps and tools to determine exact locations of project areas, habitat types, and associated landforms. Maps project areas. Conducts interviews to gather information about public opinion for proposed projects. Monitors project areas during construction or other activities that could be destructive to habitat or potentially hazardous to endangered or threatened species.

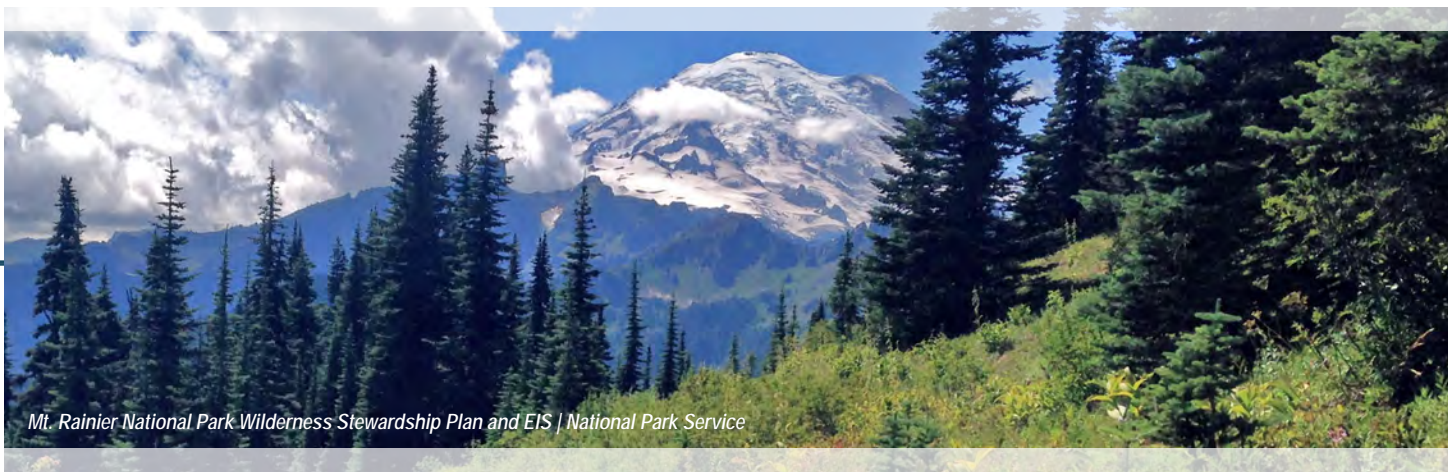
Education /Years of Experience: *High school diploma or GED and five years experience or Bachelor's degree in a related field and two years experience or Master's degree in a related field.*

12 | Environmental Resources Specialist III

Under general supervision of Project Manager, performs skilled aspects of field biology and natural resource management including field data collection, library research, report writing, and instructing and leading other field personnel. Conducts surveys and collection of field data concerning endangered species and other plant and animal life, as well as data collection for land use projects. Leads and instructs other field personnel in correct procedures for data collection. Under direction of Project Manager, schedules personnel, vehicles, and other resources. Determines work areas on a daily basis, and assures that work is completed in a timely manner. Records data on field site forms or other forms or instructs others in proper recording techniques. Organizes field data and interprets data once they have been entered into a database. Uses topographic maps, aerial photographs, and other maps and tools to determine exact locations of project areas, habitat types, and associated landforms. Monitors project areas during construction or other activities that could be destructive to habitat or potentially hazardous to endangered or threatened species, or instruct others in correct procedures.

Education /Years of Experience: *High school diploma or GED and ten years experience or Bachelor's degree in a related field and five years experience or Master's degree in a related field and three years experience or Doctorate degree in related field and one year of experience.*





13 | Environmental Resources Specialist V

Under general supervision of the Program Director, supervises and manages all aspects of small projects and tasks, including field data collection, surveys, and monitoring projects, and other aspects of biology/land use projects, particularly small projects. Supervises all aspects of field research, data analysis and interpretation, and writing of project reports. Schedules personnel, vehicles, and other equipment and resources, and maintains budget requirements. Instructs and oversees personnel in methods of data collection, and provides verbal and written instructions for specific tasks. Follows procedures and budgetary restraints outlined in proposals to conclude projects on budget and on time. Conducts field procedures, including surveys, monitoring, mapping, photographing, and data recovery. Under supervision of ES V or Program Director, contributes to proposals, research designs, and reports. Produces and contributes to reports, proposals, and other technical documents.

Education /Years of Experience: *Bachelor's degree in a related field and seven years experience or Master's degree in a related field and five years experience or Doctorate degree in related field and three years experience.*

14 | Environmental Resources Specialist VII

Under the general supervision of the Program Director, supervises and manages field data collection, surveys, and monitoring projects, and other aspects of biology/land use projects, particularly larger projects demanding more management and/or field time. Supervises all aspects of field research, data analysis and interpretation, and writing of project reports. Schedules personnel, vehicles, and other equipment and resources, and maintains budget requirements. Instructs and oversees personnel in methods of data collection, and provides verbal and written instructions for specific tasks. Follows procedures and budgetary restraints outlined in proposals to conclude projects on budget and on time. Produces proposals, reports, and other technical documents. Conducts field procedures, including surveys, monitoring, mapping, photographing, and data recovery.

Education /Years of Experience: *Bachelor's degree in a related field and ten years experience or Master's degree in a related field and seven years experience or Doctorate degree in related field and five years experience.*

15 | Environmental Resources Tech I

Under direct supervision of the Environmental Specialist III and general supervision of Project Manager. Assists in the preparation of field activities, collection of field samples, and maintenance of various equipments.

Education /Years of Experience: *High school diploma or GED and one year of experience or degree in a related field and no experience.*

16 | GIS/CADD Specialist I

Digital production of maps and other graphics using GIS related software including Arc/Info, AutoCAD, ArcGIS, and familiarity with other graphics software including ArcView, Adobe, Illustrator, and Photoshop.

Education /Years of Experience: *High school diploma or GED and three years experience or Bachelor's degree in a related field and one year of experience.*

17 | GIS/CADD Specialist II

Under direct supervision from the GIS/CADD III, creates spatial data from field survey results, producing project report maps using the appropriate software (AutoCAD, ArcGIS and others). Collaborates with the project manager and field crews with any special data needs at the project level.

Education /Years of Experience: *Bachelor's degree in a related field and two years experience.*

GSA Awarded Labor Category Descriptions (continued)

18 | GIS/CADD Specialist III

Digital production of maps and other graphics using GIS related software including Arc/Info, AutoCAD, ArcGIS, and familiarity with other graphics software including ArcView, Adobe, Illustrator, and Photoshop. **Education/Years of Experience:** *Bachelor's degree in a related field and four years experience.*

19 | GIS/CADD Specialist V

Digital production of maps and other graphics using GIS related software including Arc/Info, AutoCAD, ArcGIS, and familiarity with other graphics software including ArcView, Adobe, Illustrator, and Photoshop. **Education /Years of Experience:** *Bachelor's degree in a related field and seven years experience.*

20 | Technical Writer Specialist II

Writing and editing technical documents and marketing materials for consistency, clarity, and technical accuracy. Determine what portions of reports should be revised, rewritten, omitted, or added to reports. **Years of Experience:** *High school diploma or GED and one year of experience in editing reports or publications.*

21 | Technical Writer Specialist III

Writing and editing technical documents and marketing materials for consistency, clarity, and technical accuracy. Determine what portions of reports should be revised, rewritten, omitted, or added to reports. **Education /Years of Experience:** *Bachelor's degree in a related field and five years experience or Master's degree in a related field and one year of experience.*

22 | Technical Writer Specialist IV

Under the supervision of managing editor or PM, edits reports and other deliverables for conformance with house style and to enhance quality. Reviews content for internal consistency and correctness. Provides author guidance for report standards and editorial quality. Takes complex writing and editing assignments as needed for operations and marketing services. Determines the level of service needed, provides input regarding content needs and format, and confirms adherence to schedule and quality content. Coordinates author schedules and manages files and folders to maintain version control. **Education /Years of Experience:** *Bachelor's degree in a related field and seven years experience or Master's degree in a related field and five years experience.*

23 | Technical Writer Specialist V

Writing and editing technical documents and marketing materials for consistency, clarity, and technical accuracy. Determine what portions of reports should be revised, rewritten, omitted, or added to reports. **Education /Years of Experience:** *Bachelor's degree in a related field and ten years experience or Master's degree in a related field and seven years experience.*

24 | Subject Matter Expert VIII

A senior professional who acts as an advisor in complex and critical efforts. The individual provides subject matter expertise in specific technical, professional or policy areas of the project. Responsibilities include: identifying issues; conducting expert analysis and assessment of these issues; and providing expert advice to project leaders. May act independently, support, lead, or manage complex and critical projects. Generally the Subject Matter Expert I has attained significant recognition as an authoritative source of expertise within a specific business or scientific area.

Education /Years of Experience: Bachelor's degree in a related field and 12 years experience or Master's degree in a related field and ten years experience or Doctorate degree in related field and seven years experience.

25 | Subject Matter Expert X

A senior professional who possesses in-depth, demonstrated, and recognized expertise in a highly specialized field. The individual possess unique credentials that are not readily available nationally, and supports complex and critical efforts by providing unique subject matter expertise in specific technical, professional or policy areas. The position requires the ability to identify underlying scientific, technical, programmatic, operational, and policy issues, and to provide expert analysis and recommended courses of action for major projects. Responsibilities relate to research, technology assessment, concept formulation, development or production, and include advising senior level/executive level personnel on high level, highly complex topics, within a specific sphere of expertise; conducting expert analysis and providing assessment and recommended courses of action and management of projects. **Education /Years of Experience:** Bachelor's degree in a related field and 15 years experience or Master's degree in a related field and 12 years experience or Doctorate degree in related field and nine years experience.

26 | Subject Matter Expert

A senior professional possessing unique credentials in a field that are not readily accessible either nationally or worldwide. The individual acts as an advisor and provides support to complex and critical efforts that require scarce and highly specific investigative or leadership capability. The position requires the ability to identify underlying scientific, technical, programmatic, operational, and policy issues, and to provide expert analysis, assessment, and recommended courses of action for major projects. Responsibilities relate to research, technology assessment, concept formulation, development or production, and include advising senior level/executive level personnel on high level, highly complex topics. **Education /Years of Experience:** Bachelor's degree in a related field and 20 years experience or Master's degree in a related field and 15 years experience or Doctorate degree in related field and 12 years experience.

27 | Planner Specialist II

Assist the project manager or deputy project manager with assembling and editing CEQA and NEPA document, prepared for land use and infrastructure projects. Prepare various sections of CEQA and NEPA documents, including alternatives, land use impacts, and socioeconomic impacts. **Education /Years of Experience:** Bachelor's degree in a related field and 4 years experience or Master's degree in a related field and two years experience.

28 | Planner Specialist IV

Assist the project manager or deputy project manager with assembling and editing CEQA and NEPA document, prepared for land use and infrastructure projects. Supports multidisciplinary teams of SWCA staff and subconsultants to ensure CEQA and NEPA project quality, schedule, and budget objectives. Contributes in the writing of CEQA and NEPA documents, including preparation of various generalist sections such as alternatives, land use impacts, and socioeconomic impacts, and review/edit other sections prepared by resource specialists. Helps prepare and attends client and public presentations of CEQA and NEPA documents. **Education /Years of Experience:** Master's degree in a related field and five years experience.

GSA Awarded Labor Category Descriptions

29 | Planner Specialist VI

Serve as deputy project manager for CEQA and NEPA documents, prepared for land use and infrastructure projects. Manage multidisciplinary teams of SWCA staff and sub consultants. Act as a client liaison. Ensure CEQA and NEPA project quality, schedule, and budget objectives. Write and manage the preparation of CEQA and NEPA documents, including preparation of various generalist sections such as alternatives, land use impacts, and socioeconomic impacts, and review/edit other sections prepared by resource specialists. Make client and public presentations of CEQA and NEPA documents. **Education /Years of Experience:** *Master's degree in a related field and seven years experience.*

30 | Paleontologist Specialist I

Assist in performing paleontologic monitoring of project sites, fossil collection and salvage, with an emphasis on thorough, accurate and efficient collection of paleontologic, lithologic and stratigraphic data. Assist with fossil surveys and large excavations, laboratory preparation, curation and analysis as needed. Record data on appropriate field site forms or other forms as needed. Use topographic maps, aerial photographs, GPS units as well as other maps and tools during fieldwork. Locate existing reports and conduct data and literature reviews. **Education /Years of Experience:** *High school diploma or GED and one year of experience or Bachelor's degree in a related field.*

31 | Paleontologist Specialist II

Under the supervision of Field Supervisor or Project Manager. Perform paleontologic monitoring of project sites, fossil collection and salvage, with an emphasis on thorough, accurate and efficient collection of paleontologic, lithologic and stratigraphic data. Assist with fossil surveys and large excavations, laboratory preparation, curation and analysis as needed. **Education /Years of Experience:** *High school diploma or GED and five years experience or Bachelor's degree in a related field and two years experience or Master's degree in related field.*

32 | Paleontologist Specialist IV

Under the supervision of the Field Supervisor or Project Manager, manages aspects of small paleontology projects and tasks including, supervision of personnel and physical resources, preparation of proposals and reports, monitoring field procedures, and performance of field procedures. Supervises and performs aspects of field research, data analysis, and assist in writing of project reports. Instructs field personnel on methods of collection, and provides verbal and written instructions for specific tasks. Follows procedures and budgetary restraints outlined in proposals to conclude projects on budget and on time. Perform paleontologic monitoring of project sites, fossil collection and salvage, with an emphasis on thorough, accurate and efficient collection of paleontologic, lithologic and stratigraphic data. Produces or contributes to reports, proposals, and other documents. **Education /Years of Experience:** *High school diploma or GED and ten years experience or Bachelor's degree in a related field and five years experience or Master's degree in related field and three years experience or Doctorate degree in related field and one year of experience.*

33 | Paleontologist Specialist VI

Under general supervision of the Project Director, manages all aspects of small paleontology projects and tasks including, supervision of personnel and physical resources, budgeting, preparation of proposals and reports, monitoring field procedures, and performance of field procedures. Supervises and performs all aspects of field research, data analysis, and writing of project reports. Schedules personnel, vehicles, and other resources, and maintains budget requirements. Instructs field personnel on methods of collection, and provides verbal and written instructions for specific tasks. Instruct employees in special tasks and job techniques. Follows procedures and budgetary restraints outlined in proposals to conclude projects on budget and on time. Perform paleontologic monitoring of project sites, fossil collection and salvage, with an emphasis on thorough, accurate and efficient collection of paleontologic, lithologic and stratigraphic data. Produces or contributes to reports, proposals, and other documents. **Education /Years of Experience:** *Bachelor's degree in a related field and seven years experience or Master's degree in related field and five years experience or Doctorate degree in related field and three years experience.*

34 | Project Manager III

Manage all aspects of small projects and tasks including conducting fieldwork, supervision of personnel and physical resources. Manage project budgets, prepare proposals, reports, and other technical documents, monitor field procedures and contribute to research designs. Oversee and perform all aspects of field research, data collection, inventory, and analysis. Schedule personnel, vehicles, and other resources. Establish project procedures and budgetary restraints, and follow those outlined by other staff, to assure that projects are concluded within budget and on time. Manage the financial performance of individual projects and effectively coordinate with clients. Supervise, direct, and instruct field personnel. **Education /Years of Experience:** *Bachelor's degree in a related field and seven years experience or Master's degree in related field and five years experience.*

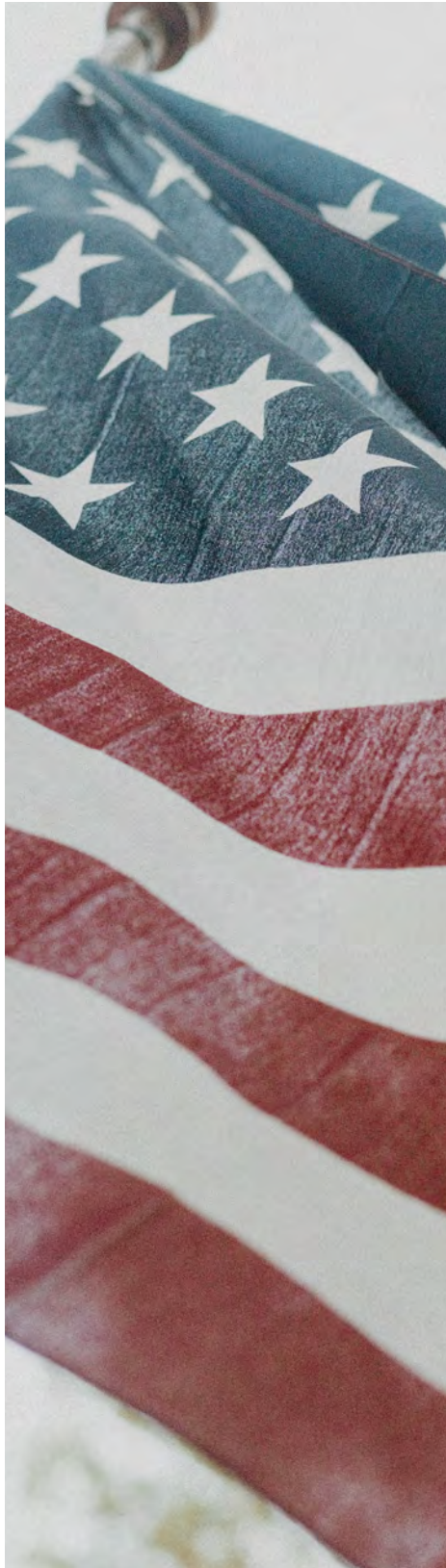
35 | Project Manager V

Manage all aspects of projects and tasks including conducting fieldwork, supervision of personnel and physical resources. Manage project budgets, prepare proposals, reports, and other technical documents, monitor field procedures and contribute to research designs. Oversee and perform all aspects of field research, data collection, inventory, and analysis. Schedule personnel, vehicles, and other resources. Establish project procedures and budgetary restraints, and follow those outlined by other staff, to assure that projects are concluded within budget and on time. Manage the financial performance of individual projects and effectively coordinate with clients. Supervise, direct, and instruct field personnel. **Education /Years of Experience:** *Project management experience and a Bachelor's degree in a related field and ten years of field experience or project management experience and a Master's degree in related field and seven years experience.*

36 | Project Manager VII

Manage all aspects of projects and tasks including conducting fieldwork, supervision of personnel and physical resources. Manage project budgets, prepare proposals, reports, and other technical documents, monitor field procedures and contribute to research designs. Oversee and perform all aspects of field research, data collection, inventory, and analysis. Schedule personnel, vehicles, and other resources. Establish project procedures and budgetary restraints, and follow those outlined by other staff, to assure that projects are concluded within budget and on time. Manage the financial performance of individual projects and effectively coordinate with clients. Supervise, direct, and instruct field personnel. **Education /Years of Experience:** *Project management experience and a Bachelor's degree in a related field and 15 years of field experience or project management experience and a Master's degree in related field and ten years experience.*

GSA Hourly Labor Rates SINS 899-1 | 899-7, INCLUDING RC

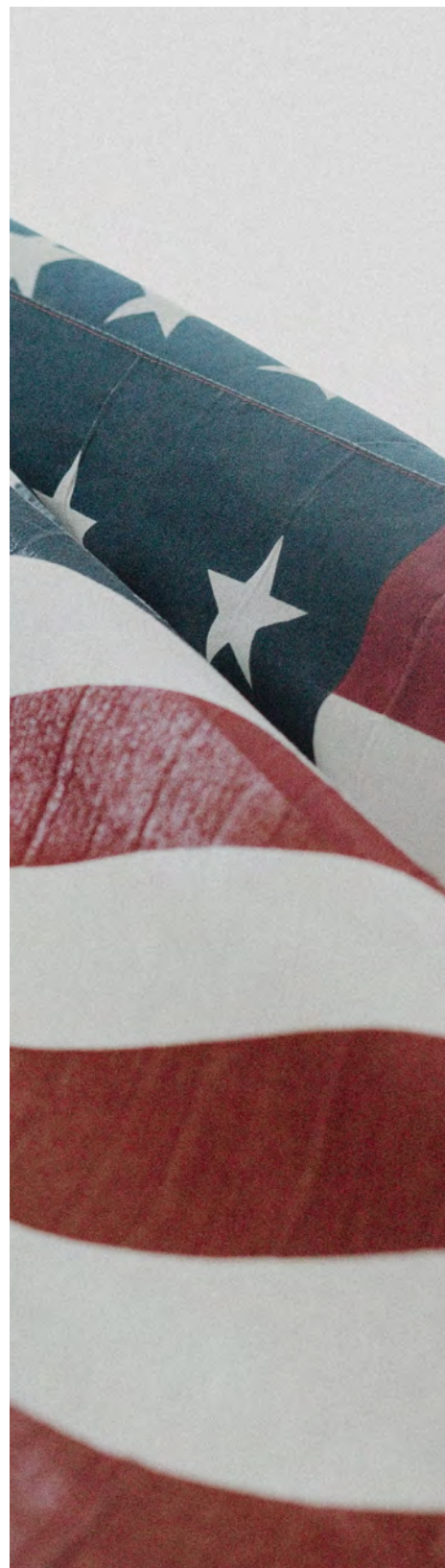


Labor Category	Hourly Rate
Administrative I**	\$37.21
Administrative III**	\$52.28
Administrative IV**	\$58.44
Cultural Resources Specialist I**	\$54.96
Cultural Resources Specialist II**	\$67.23
Cultural Resources Specialist III**	\$75.94
Cultural Resources Specialist V	\$94.13
Cultural Resources Specialist VII	\$118.92
Cultural Resources Tech I**	\$37.81
Environmental Resources Specialist I**	\$58.68
Environmental Resources Specialist II**	\$69.95
Environmental Resources Specialist III**	\$76.08
Environmental Resources Specialist V	\$92.24
Environmental Resources Specialist VII	\$109.25
Environmental Resources Tech 1**	\$37.81
GIS/CADD Specialist I**	\$55.98
GIS/CADD Specialist II**	\$65.12
GIS/CADD Specialist III**	\$76.08
GIS/CADD Specialist V	\$98.67
Technical Writer Specialist II**	\$63.59
Technical Writer Specialist III**	\$78.74
Technical Writer Specialist IV	\$89.67
Technical Writer Specialist V	\$100.13
Subject Matter Expert VIII	\$121.91
Subject Matter Expert X	\$149.12
Subject Matter Expert	\$181.36
Planner Specialist II**	\$65.90
Planner Specialist IV*	\$89.67
Planner Specialist VI	\$96.76
Paleontologist Specialist I**	\$61.83
Paleontologist Specialist II**	\$71.98
Paleontologist Specialist IV	\$75.26
Paleontologist Specialist VI	\$110.83
Project Manager III	\$79.60
Project Manager V	\$99.75
Project Manager VII	\$119.90

GSA Awarded Daily Product Rates SINS 100-03, INCLUDING RC

Support Product (ODC's)	Daily Rate
ATV	\$50.38
ATV Trailer	\$90.68
Avian Song Meter	\$10.08
Bat Monitoring - Anabat	\$60.45
Boat - Aluminum	\$50.38
Camera - Digital	\$30.23
Camera - Underwater	\$151.13
Cell Booster	\$10.08
Computer - Laptop	\$30.23
Field Supplies	\$10.08
Flow Meter	\$70.53
GPS - GIS Grade	\$35.26
GPS - Handheld	\$50.38
H2S Monitor	\$15.11
Jet Boat	\$453.40
Lazer Level	\$20.15
LCD Projector	\$50.38
Phone - Satellite	\$25.19
Printer/Scanner	\$10.08
Tortoise Box	\$5.04
Total station	\$100.76
Trapping Equipment	\$1,007.56
Trimble	\$70.53
Water PH Meter	\$75.57
Water Turbidity Meter	\$25.19

Support Product (ODC's)	Unit of Issue
Copies - B&W - Per Copy	\$0.10
Copies - Color - Per Copy	\$1.01
Plotter - Per Sq. Ft.	\$4.03



SCA Matrix

SCA Eligible Contract Labor Category	SCA Equivalent Title	SCA Equivalent Code	WD Number
GIS/CADD Specialist I	Drafter II	30062	2015-5645, R2
GIS/CADD Specialist II	Drafter II	30062	2015-5645, R2
GIS/CADD Specialist III	Cartographic Technician	30030	2015-5645, R2
Administrative I	General Clerk I	01111	2015-5645, R2
Administrative III	General Clerk II	01112	2015-5645, R2
Administrative IV	General Clerk III	01113	2015-5645, R2
Cultural Resource Tech I	Laborer	23470	2015-5645, R2
Cultural Resources Specialist I	Archaeological Tech II	30022	2015-5645, R2
Cultural Resources Specialist II	Archaeological Tech II	30022	2015-5645, R2
Cultural Resources Specialist III	Archaeological Tech III	30023	2015-5645, R2
Environmental Resources Tech I	Laborer	23470	2015-5645, R2
Environmental Resources Specialist I	Archaeological Tech II	30022	2015-5645, R2
Environmental Resources Specialist II	Archaeological Tech II	30022	2015-5645, R2
Environmental Resources Specialist III	Archaeological Tech III	30022	2015-5645, R2
Planner Specialist II	Archaeological Tech II	30022	2015-5645, R2
Paleontologist Specialist I	Archaeological Tech II	30022	2015-5645, R2
Paleontologist Specialist II	Archaeological Tech II	30022	2015-5645, R2
Technical Writer Specialist II	Word Processor II	01612	2015-5645, R2
Technical Writer Specialist III	Word Processor III	01613	2015-5645, R2

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



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OFFICE LOCATIONS



Let us be your environmental partner. SWCA is one of the largest environmental compliance firms with more than 31 office locations across the country. We focus solely on environmental science, permitting and compliance. Our continually expanding team of professionals combines scientific expertise with in-depth knowledge of permitting and compliance protocols to achieve technically sound, cost-effective solutions for a full spectrum of environmental projects throughout the United States and its territories.

GSA CONTACT INFORMATION



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