

kautz



ENVIRONMENTAL CONSULTANTS, INC.

General Services Administration

Authorized Federal Supply Schedule Catalog and Price List

March 31, 2014



Catalog and 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 is available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is: <http://www.GSAAdvantage.gov>.

Company Information

Contractor: Kautz Environmental Consultants, Inc.
1140 Financial Blvd., Suite 100, Reno, Nevada 89502

Business Size: Small, Veteran Owned Business

Telephone: 775.829.4411
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Web Site: www.kecnv.com
Email: spidell@kecnv.com
Contract Administration: Jason E. Spidell

Contract: GS10F123BA
Schedule: Environmental Services
Contract Period: March 31, 2014 through March 30, 2019

Maximum Order: \$1,000,000.00

Minimum Order: \$100.00

Geographic Coverage (Delivery Area): Domestic only

Quantity Discounts: 1% for orders between \$250,000 and \$499,999.99 and 2% for orders over \$500,000

Prompt Payment Terms: 1% - 10 days; Net 30 days

Government purchase cards are accepted up to the micro-purchase threshold.

Government purchase cards are accepted above the micro-purchase threshold.

Table of Awarded Special Item Number(s)

SIN	Recovery	SIN Description
899-1	899-1RC	Environmental Consulting Services
899-7	899-7R-C	Geographic Information Systems (GIS) Services

Company Overview

Kautz Environmental Consultants, Inc. is a cultural resource management firm located in Reno, Nevada. Founded in 1994, KEC has been providing professional archaeological services for the past 20 years to our clients in Nevada, California, Idaho, Utah and Oregon. From our 20 years in cultural resource management we have developed a diverse portfolio of projects, including historic contexts, interpretative markers, regional archaeological and architectural inventories, National Register of Historic Places site and district nominations, and regional mitigation plans.

Under SIN 899-1: Environmental Consulting Services, KEC provides our clients cultural resource management compliance solutions. Kautz Environmental Consultants, Inc. conducts all levels of cultural resource activity from the smallest surveys to major mitigation efforts, providing prehistoric, historic, and architectural resource compliance for the following:

- National Historic Preservation Act (NHPA)
- Archaeological Resources Protection Act (ARPA)
- National Environmental Policy Act (NEPA)
- Native American Graves Protection and Repatriation Act (NAGPRA)
- American Indian Religious Freedom Act (AIRFA)
- California Environmental Quality Act (CEQA)
- State of Nevada, Utility Environmental Protection Act (UEPA)
- Federal Energy Regulatory Commission Licensing Application (FERC)

Under SIN 899-7: Cultural Resource Geographical Information Services (CRGIS), KEC provides our clients Geographic Information Systems (GIS) services in support of cultural resource management projects. Providing GIS support to cultural resource management projects since 2000, our firm has generated a diverse portfolio of mapping and cartographic projects. Our GIS staff is capable of producing maps and processing data sets in support of historic and prehistoric surveys and site mitigations, conducting geo-spatial pattern analysis and aiding in the development of regional cultural resource management plans.

Kautz Environmental Consultants, Inc. has a dedicated full-time staff of nineteen professionals based out of our corporate office located in Reno, Nevada. In addition to the full-time employees, temporary archaeological technicians are hired on, as needed. These temporary employees work side-by-side with the full-time employees to document archaeological resources in field and to aid in the processing of data in the office.



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Price List

SIN	Awarded Labor Category	Minimum Education	Minimum Experience	Site	Year 1	Year 2	Year 3	Year 4	Year 5
899-1 & 899-7	Project Manager	Masters	8	Both	\$139.40	\$142.19	\$145.03	\$147.93	\$150.89
899-1 & 899-7	Principal Investigator I	Masters	6	Both	\$79.60	\$81.19	\$82.81	\$84.47	\$86.16
899-1 & 899-7	Principal Investigator II	Bachelors	6	Both	\$73.70	\$75.18	\$76.68	\$78.22	\$79.78
899-1 & 899-7	Crew Chief	Bachelors	2	Both	\$59.80	\$61.00	\$62.22	\$63.46	\$64.73
899-1	Archaeological Technician **	Bachelors	0	Both	\$48.36	\$48.36	\$48.36	\$48.36	\$48.36
899-1 & 899-7	GIS Manager	Bachelors	2	Both	\$69.67	\$71.06	\$72.48	\$73.93	\$75.41
899-1 & 899-7	GIS Technician	Bachelors	0	Both	\$61.81	\$63.05	\$64.31	\$65.59	\$66.91
899-1	Graphic Artist	High School	4	Both	\$46.77	\$47.70	\$48.66	\$49.63	\$50.62
899-1 & 899-7	Office Manager	High School	6	Both	\$54.76	\$55.86	\$56.98	\$58.12	\$59.28
899-1 & 899-7	Editor	Bachelors	4	Both	\$47.81	\$48.76	\$49.74	\$50.73	\$51.75
899-1 & 899-7	Budget Manager **	Bachelors	2	Both	\$44.33	\$44.33	\$44.33	\$44.33	\$44.33
899-1 & 899-7	Clerical **	High School	1	Both	\$39.29	\$39.29	\$39.29	\$39.29	\$39.29

** Escalation is in accordance with 52.222-43 Fair Labor Standards Act and Service Contract Act - Price Adjustment (Multiple Year and Option Contracts). Increases are not automatic.

Job Titles and Descriptions

Project Manager- SIN# 899-1 and 899-7:

The Project Manager manages the technical quality of all projects and coordinates project needs with regulatory agencies. Assigns projects to Principal Investigators and manages the quality control process to ensure a high level of technical excellence in the work products and services provided to clients. The minimum qualifications for a Project Manager is a Doctor of Philosophy (Ph.D.) in Anthropology or Archaeology and 6 years relevant experience, or a Masters of Arts/Science (M.A./M.S.) degree in Anthropology or Archaeology and 8 years of relevant experience.

Principal Investigator I- SIN# 899-1 and 899-7:

The Principal Investigator I is responsible for overall project management of the firm's larger projects. The scope of projects managed by the Principal Investigator I generally entail archaeological surveys exceeding 2,000 acres, the development of regional cultural resource management plans, and testing or mitigation projects exceeding 10 sites. As projects are accepted from clients, they are assigned by the Project Manager to a Principal Investigator, who is then charged with ensuring that those projects run smoothly, that fieldwork is done effectively and in a timely manner, and that reports are produced and finalized. The Principal Investigator is responsible for creation of and adherence to budgets and schedules. The minimum qualification for a PI-I is a Doctor of Philosophy (Ph.D.) in Anthropology or Archaeology and 4 years of related experience, or a Masters of Arts/Science (M.A./M.S.) degree in Anthropology or Archaeology and 6 years of related experience.

Principal Investigator II- SIN# 899-1 and 899-7:

The Principal Investigator II is responsible for overall project management of the firm's smaller projects. Project scope for Principal Investigator I generally entails the management of surveys under 2,000 acres, archaeological monitoring programs, and testing or mitigation projects involving less than 10 sites. As projects are accepted from clients, they are assigned by the Project Manager to a Principal Investigator, who is then charged with ensuring that those projects run smoothly, that fieldwork is done effectively and in a timely manner, and that reports are produced and finalized. The Principal Investigator is responsible for creation of, and adherence to, budgets and schedules. The minimum qualification for a PI-II is a Masters of Arts/Science (M.A./M.S) degree in Anthropology or Archaeology and 4 years of related experience, or a Bachelor of Arts/Science (B.A./B.S.) degree in Anthropology or Archaeology and 6 years of related experience.

Crew Chief- SIN# 899-1 and 899-7:**

The Crew Chief is directly responsible for an individual field crew and reports to the Principal Investigator for the project. The Crew Chief leads groups of various sizes (3-6) in the field and is accountable for all work performed by that crew and for all paperwork developed by that crew. The Crew Chief is responsible for ensuring that all necessary information regarding the fieldwork is transmitted to the Principal Investigator for that project. The minimum qualification for a Crew Chief is a Masters of Arts/Science (M.A./M.S) degree in Anthropology or related field, or a Bachelor of Arts/Science (B.A./B.S.) degree in Anthropology or related field and 2 years related experience.

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Archaeological Technician-SIN# 899-1:**

Archaeological Technicians report directly to their Crew Chief and are assigned responsibility for a particular aspect of the field crew's job, such as photography, artifact location and recordation, etc. Each Archaeological Technician is responsible and accountable for the quality of work for that aspect, whether it be assigned by day, by session, or by project. The minimum qualification for an Archaeological Technician is a Bachelor of Arts/Science (B.A./B.S.) degree in Anthropology or related field.

Geographic Information Systems (GIS) Manager-SIN# 899-1 and 899-7:

The GIS Manager or cartographer is responsible for the management of locational data in support of archaeological projects. Tasks include processing and analyses of archaeological spatial data and the production of maps. Cartographers are proficient in the use of ESRI's ArcMap in addition to other spatial software as well as the care and maintenance of associated computer hardware. The minimum qualifications for GIS Manager is a Bachelor of Arts/Science (B.A./B.S.) degree in Geographic Information Systems or related field and 2 years of relevant experience.

Geographic Information Systems (GIS) Technician-SIN# 899-1 and 899-7:**

The GIS Technician provides technical assistance to professional cartographers in connection with the production, analysis, or revision of project maps. The minimum qualification of a GIS Technician is a Bachelor of Arts/Science (B.A./B.S.) degree in Geographic Information Systems or related field.

Graphic Artist-SIN# 899-1:

The Graphic Artist works with Principal Investigators to design and develop graphic/visual media used in archaeological and architectural reports. The Graphic Artist produces illustrations of prehistoric artifacts, as well as archaeological feature and architectural drawings. This position requires the use of specialized computer software to develop high quality illustrations and drawings. The minimum qualification of a Graphic Artist is a Bachelor of Arts/Science (B.A./B.S.) degree in Graphic Design and 1 year of related experience, or a High School Diploma and 4 years of relevant experience.

Office Manager-SIN# 899-1 and 899-7:

The Office Manager is responsible for the production of archaeological and architectural reports. The Office Manager coordinates production of project specific reports with Principal Investigators. Once the report has been prepared by the Principal Investigator, it is formatted by the office manager using desktop publishing software to create a final product. The Office Manager coordinates the printing of the report by Clerical staff. The minimum qualification of an Office Manager is a Bachelor of Arts/Science (B.A./B.S.) degree in Anthropology or related field and 2 years of relevant experience, or a High School Diploma and 6 years of relevant experience.

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Editor-SIN# 899-1 and 899-7:

The Editor uses some subject-matter knowledge and judgment to review archaeological and architectural reports produced by Principal Investigators. The Editor reviews archaeological and architectural reports to ensure the content of the report is presented in a clear fashion and checks the report for simple grammatical errors. The minimum qualifications of an Editor are a Bachelor of Arts/Science (B.A./B.S.) degree in Anthropology or related field and 4 years of related experience.

Budget Manager**-SIN# 899-1 and 899-7:

The Budget Manager assists the Office Manager with specific clerical tasks that require familiarity with the terminology of the work place. Specific tasks include adding agency numbers, as appropriate, to forms and photographs for government documents. Using specific software, converts electronic files for many purposes and standardizes formats for agency documents, referring problems to other departments as necessary. The minimum qualification of a Budget Manager is a Bachelor of Arts/Science (B.A./B.S.) degree in Finance or related field and 2 years of relevant experience.

Clerical**-SIN# 899-1 and 899-7:

Clerical staff assists other company personnel in the completion of project specific tasks. Clerical staff assists the Office Manager with printing and collating archaeological and architectural reports. Clerical staff also assists Principal Investigators by scheduling rental or company owned vehicles for projects and arranging hotel accommodations for field crews. The position also arranges for shipping of archaeological and architectural reports to clients by means of various carriers. The minimum qualification for clerical staff members is a High School Diploma and 1 year of relevant experience.

****SCA Applicable.**

Service Contract Act (SCA) Matrix

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No
Crew Chief	300022- Archaeological Technician II	2005-2333
Archaeological Technician	3300021- Archaeological Technician I	2005-2333
GIS Technician	300030- Cartographic Technician	2005-2333
Budget Manager	01112- General Clerk II	2005-2333
Clerical	01111- General Clerk I	2005-2333

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix and above. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.