

Fred Phillips Consulting, LLC



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GSA CONTRACT INFORMATION

Schedule Title: Environmental Services, Grounds Maintenance, Tree Trimming/Planting and Removal, Other Direct Costs

Contract #: GS-10F-0024W and GS-21F-0176W

Contract Period: GS-10F-0024W: October 2009 thru October 2014; GS-21F-0176W: June 14, 2010 thru June 13, 2015

Contractor DUNS Number: 940049989

Contract Administration:

Fred Phillips

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Business Size: Small

CUSTOMER INFORMATION

Awarded Special Item Numbers (SINs)

899-1: Environmental Consulting Services

899-7: Geographic Information Systems (GIS) Services

899-8: Remediation and Reclamation Services

371-001: Grounds Maintenance

371-002: Tree Trimming/Planting and Removal

003-1000: Other Direct Costs

Lowest Price Model Number and Lowest Unit Price: Not Applicable

Maximum Order: \$1,000,000

Minimum Order: \$100

Geographic Coverage: Domestic and International

Points of Production: Same as company address

Discount from List Prices: Government net prices (discounts already deducted). See Attached Price List.

Quantity Discounts: None Offered

Prompt Payment terms: Net 30 Days

Government Credit Card: Government Credit Card is not accepted

Foreign items (list items by country of origin): Not Applicable

Time of Delivery (Contractor insert number of days): Specified on the Task Order

Items available for expedited delivery are noted in this price list: Contact Contractor

Overnight and 2-day delivery: Contact Contractor

Urgent Requirements: Contact Contractor

F.O.B Points(s): Destination

Ordering Address(es): Same as Contractor

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).

Payment address(es): Same as company address

Warranty provision: Contractor's standard commercial warranty.

Export Packing Charges (if applicable): N/A

Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): N/A

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

Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

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/.

Data Universal Numbering System (DUNS) number: 940049989

Notification regarding registration in Central Contractor Registration (CCR) database: Registered

COMPANY PROFILE

Fred Phillips Consulting, LLC (FPC) is an award winning Ecosystem Restoration/Landscape Architecture and Grounds Maintenance small business that has been the premier leader in ecological restoration, landscape architecture, natural resource planning, restoration ecology, grounds maintenance and tree planting/trimming/removal services and GIS mapping in the western United States. FPC was established in 1999 and has been providing environmental services for over 9 years. Over the years, our projects have included multidisciplinary wetland, aquatic and riparian restoration, natural resource planning, geographical information services, environmental compliance services and ecosystem restoration training. We strive to accomplish the wise planning, restoration and development of the natural landscapes and ecosystems of the western United States and beyond. With the vision to restore and maintain natural landscapes and the knowledge to wisely develop natural resources, FPC offers a unique and valuable environmental consulting service to federal, state and local agencies, non-profit organizations, Native American Tribes and private individuals.

FPC staff is comprised of 14 experienced professionals and laborers that take pride in providing thorough, prompt and ecologically sound services to meet our client's goals. The FPC team has combined experience of over 60 years in habitat restoration, biology, geographical information services, engineering, landscape design and project management. FPC works intimately with our clients to provide the preferred end-product. Our project experience has enabled FPC to apply techniques that have been field tested to achieve success in any habitat conditions. The research staff at FPC has advanced degrees, and the technical staff has a minimum of a bachelor's degree and includes a registered landscape architect and a professional engineer. FPC staff has superior experience and the necessary certifications to accomplish the undertaken projects. Staff has the most current training in wetland delineation; NEPA and BE compliance; endangered species monitoring including southwestern willow flycatcher and National Marsh Bird surveys. Also, the FPC staff is proficient users of the most current software, including AutoCAD, ArcGIS, SPSS and PC Ord statistical software, Adobe Creative Suite, and QuickBooks. Field and labor staff have completed the USDA Hazardous Materials training, and crew leaders have over 15 years of experience in managing field crews.

SERVICES OFFERED

SIN 899-1: Environmental Planning Services and Documentation

FPC is offering high quality environmental services including project development, planning, facilitation, coordination and documentation of environmental and biological projects. FPC works with the client in order to develop large scale conceptual plans, and to determine the necessary planning and documentation for the project. FPC has vast experience in working with a diversity of stakeholders, including Indian tribes; federal, state and local agencies; non-profits; and private landowners in order to gain consensus and realize a resource plan. FPC's services extend to developing multiple comprehensive plans, including wetland, watershed and other natural resource plans, master plans, and mitigation planning for small to large scale areas. FPC has the ability to conduct environmental compliance under NEPA, including environmental impact statements, environmental assessments, and biological assessments. The employees at FPC have obtained certifications to conduct endangered species surveys in Arizona, and have the experience in developing biological studies complete with statistical analyses.

Environmental Services

- Project Design, Coordination and Management
- Partnership building and stakeholder participation
- Capacity building
- NEPA Compliance, including Environmental Impact Statements, Environmental Assessment and Biological Assessment
- Wetlands, Watershed and Other Natural Resource Plans
- Master Planning
- Mitigation Planning
- Report writing
- Fundraising and grant writing
- Compliance management and/or contingency planning
- Wetland Delineation
- Section 404 Permitting

Biological Services

- Environmental and Biological Monitoring
- Rare and endangered species assessment
- Biological research
- Data management and statistical analysis
- Report Writing

SIN 899-7: Geographic Information Services (GIS)

The geographical information services offered by FPC are listed below:

- Land Use/Land Cover Analysis
- Vegetation mapping
- Project mapping
- Project Design and Analysis
- GPS Data Collection
- Natural Resource Planning
- Topographic data
- Site Selection

SIN 899-8: Remediation Services

FPC primarily works in wetland and riparian revegetation/remediation. The skills that FPC provides for this service include revegetation project design, site preparation, construction and project management, and soil and water quality analyses. Employees at FPC utilize AutoCAD and GIS to design remediation projects. Site analyses consist of using the latest software (Surfer 8) to map soil salinities and depth to water. Water quality analyses can be conducted in the field.

- Wetland and Riparian Restoration
- Project Design
- Site Preparation
- Construction and Project Management
- Water and Soil Quality Analysis

SIN 371 001: Grounds Maintenance

Fred Phillips Consulting, LLC (FPC) is offering high quality Grounds Maintenance Services, including planning, design, development, maintenance, management and operations for grounds maintenance projects on Federal properties. FPC specializes in designing native landscapes using sustainable techniques, available local resources and native plant species to insure project success. Planting techniques include using bio-engineering techniques of sustainably harvested plant material; water and mechanical auguring holes for plugs and containerized plants; and hydro and hand seeding. FPC employs a variety of techniques to select the most appropriate season and best methods for invasive species removal and control, which include pruning, mowing, cut stump method, hand removal, herbicide spraying, and mechanical removal. In order to prevent invasive species re-growth, project sites are seeded with native ground cover species that

successfully out-compete invasive species recolonization. FPC employees have the most up-to-date training for project maintenance, native species planting and seeding, AutoCAD and GIS software, and have been certified for herbicide application.

- Project Planning
- Project Design, including landscape, habitat restoration, and conceptual designs
- Project Development
- Project Management
- Project Maintenance
- Native Species Planting
- Green and Natural Landscaping
- Bio-Engineering Techniques
- Seeding
- Invasive Species Control and Maintenance
- Tree and Shrub Maintenance
- Native Habitat Restoration and Revegetation

SIN 371 002: Tree Planting, Trimming and Removal

FPC utilizes many of the techniques described above for Grounds Maintenance to implement the services required for this SIN, including planting design, planning, development, management, operation and maintenance of tree and other vegetation planting on Federal properties. FPC uses the best management practices to plant, trim, mulch and remove trees and other vegetation. Planting techniques include using bio-engineering techniques of sustainably harvested plant material; water and mechanical auguring holes for plugs and containerized plants; and hydro and hand seeding. FPC strives to retain native desired trees and other vegetation on site, while removing invasive and/or undesired vegetation from a site.

- Project Planning
- Project Design, including landscape, habitat restoration, and conceptual designs
- Project Development
- Project Management
- Native Species Planting
- Invasive Species Control and Maintenance

- Tree and Shrub Maintenance
- Native Habitat Restoration and Revegetation
- Hydro and Hand Seeding

Positions Descriptions

Labor Category	Position Description	Minimum Years of Experience	Minimum Educational/Degree	Applicable Training and Certifications
Project Director/Principal	Administration, negotiations with clients, project management, budget oversight, project planning and design and design oversight.	15 years practical experience	Bachelor's degree	Degree in Landscape Architecture from an accredited University and wetland delineation training
Landscape/Restoration Designer	Creates project design, drafts original drawings, advanced knowledge of AutoCAD and GIS, site analysis, conducts wetland delineations, and project management	2	Bachelor's degree	Registered landscape architect, proficient in AutoCAD, GIS and landscape design. Wetland delineation training.
Biologist, MS	Endangered species monitoring, research design, project monitoring design, report writing, grant writing, proficient knowledge of statistical analyses and NEPA compliance.	10	Master's degree	Southwestern willow flycatcher and National Marsh Bird Training, NEPA Compliance and Biological Assessment Training, and statistical software knowledge.
AutoCAD/GIS Operator	Prepares complete sets of complex drawings with multiple views and detailed drawings from sketches or drawings. Operator is proficient in creating and conducting land use maps, vegetation analyses, project design, transforming data to be utilized in a GPS unit, topographic data and site selection. Has advanced knowledge of AutoCAD and ArcGIS.	4	Associate's or Bachelor's degree	Proficient knowledge of AutoCAD and ArcGIS.
Publisher/Editor/Report Writing	Responsible for writing and editing detailed reports and grants. Report writing includes data analyses, budget revision, and contract edits. Grant writing includes seeking funding from private, state, local and federal grant sources.	2	Bachelor's degree	Proficiency in word processing and publishing software.

Field Technician	Assistant aids in conducting the field restoration techniques outlined by the Ecological Coordinator.	1-2 years	High school diploma or GED	Completion of in house Fred Phillips Consulting restoration workshop.
Wildlife Biologist	Assists in collecting biological data on wildlife and vegetation. Also, the assistant helps Restoration Ecologist conduct site analyses, including soil surveys and depth to water table.	2	Bachelor's degree	None
Ecological Coordinator	Manages sub-contractors, inspects work accomplished on restoration sites, coordinates with stakeholders, and directs volunteer events. Responsibilities also include supervising restoration field crews.	2	Bachelor's degree	None
Restoration Ecologist/Ecologist II	Conducts wetland delineation surveys, site analyses, including soil salinity and depth to water table, proficient with habitat mapping using GPS survey units, and restoration design field layout. Collects project monitoring data on plant height, condition and identifies factors that may be affecting plant health. Responsibilities also include analyzing field data and writing technical reports.	2	Bachelor's degree	Wetland delineation certification and GPS survey unit training, training and certification in endangered species monitoring, including Yuma clapper rail and southwestern willow flycatcher.
Maintenance Foreman	Project oversight and advanced knowledge of restoration techniques and irrigation systems. The foreman supervises multiple crews and crew leaders. The position approves completed work.	2	High school diploma or GED	Arizona Agricultural Pesticide Applicator's license
Revegetation Technician	Technician responsibilities include conducting assigned revegetation techniques, including bioengineering techniques, propagule planting and seeding, and irrigation and weed maintenance of planting projects.	None	None	None

Landscape Labor	Invasive plant removal techniques, including manual and chemical techniques, and conduct assigned revegetation techniques.	None	None	None
Administrative Secretary	Responsible for conducting the company bookkeeping, preparing invoices and taxes, and is proficient with using QuickBooks. The position is also responsible for communicating with clients to keep accurate records and accounts. Secretary is responsible for filing project documents and taxes.	4	Bachelor's degree	Proficient knowledge of QuickBooks, current tax laws and accounting practices.
Volunteer Coordinator	Volunteer coordinator organizes volunteer events, advertises events in local newspaper, schools, and internet sources. Plans volunteer activities and coordinates the events.	None	High school diploma or GED	None