



## Multi Award Schedule

Contract Number: 47QRAA20D007Z

Federal Supply Group: MAS Class: F999

SINS: 541620, 541690 and 611430

Contract Period 17 July 2020 through 16 July 2025

### **PHASE Associates, LLC**

**651 West Mount Pleasant Avenue, Ste. 160**

**Livingston, NJ 07039**

**P: 973-597-0750; F: 973-597 6445**

**Website: [www.phaseassociate.com](http://www.phaseassociate.com)**

**Contract Administrator: Paula Tessler**

**E: [paula@phaseassociate.com](mailto:paula@phaseassociate.com)**

**Business Size: Small Business, Women-Owned**

## Company Background

PHASE Associates, LLC, established 1997, has been in business for almost twenty-three years, offering a comprehensive range of Health and Environmental Consulting services which include but not limited to Industrial hygiene (IH), sound mapping, personal and area noise surveys, ventilation surveys, personal and area exposure monitoring, Indoor Air Quality surveys (asbestos inspections, potable water, lead wipe evaluations and, bioremediation surveys and plans, and radon), electrical and Lockout/Tagout assessments and training, machine guarding assessments and training, permit confined space assessments and training, powered industrial truck evaluations and training, Hazard Communications, A-Z written safety programs, Occupational Safety and Health Administration (OSHA) and regulatory compliance, safety and health audits, OSHA Voluntary Protection Program (VPP), reviewing injury and illness logs, OSHA compliance, health and safety training including OSHA compliant 10- and 30- Hour Construction and 40- 24- and 8-Hour HAZWOPER We have extensive Federal Government in addition to state and local governments, state and private universities and colleges and private industry sectors.

PHASE Associates has a vastly trained staff of employees who have many years of Industrial Hygiene experience including but not limited to American Board of Industrial Hygiene (ABIH) Certified Industrial Hygienist (CIH), Board of Certified Safety Professionals (BSCP) Certified Safety Professional (CSP), BSCP Associate Safety Professional (ASP), Certified Microbial Consultant (CMC), United States Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA) Asbestos Inspectors, and New York (NY) Certified Mold Assessors.

PHASE Associates, LLC has consulted through Federal Government through business purchase agreements (BPAs). PHASE Associates has conducted business with many Federal Agencies which include: National Guard South East, National Guard North East, Navy, Federal Occupational Health (FOH), Naval Air Systems Command (NAVAIR), General Service Administration (GSA), United States Coast Guard (USCG), Army Corps of Engineers (ACOE), Social Security Administration (SSA), Federal Aviation Agency (FAA), National Park Service (NPS), Federal Bureau of Investigation (FBI), United States Postal Service (USPS) and Internal Revenue Service (IRS).

## Company Information

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Schedule Title: U.S. General Administration Multi Award Schedule

Contract Number: 47QRAA20D007Z

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Federal Supply Group: MAS Class: F999

DUNS Number: 96-986-6185

Cage Code: 3KWY8

Business Size: Small Business, Women-owned Business

## Customer Information

	SINs	Recovery SINs	SIN Descriptions
<b>1a.</b>	541620	541620RC	Environmental Consulting Services
	541690	541690RC	Integrated Logistics Support
	611430	611430RC	Professional and Management Development Training
<b>1b.</b>	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.		
<b>1c.</b>	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. If hourly rates are not applicable, indicate "Not applicable" for this item.		
<b>2.</b>	Maximum Order: \$1,000,000.00		
<b>3.</b>	Minimum Order: \$100.00		
<b>4.</b>	Geographic Coverage (Delivery Area): Domestic Only		
	SINs	Recovery SINs	SIN Descriptions
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<b>5.</b>	Point(s) of production: Same as contractor's address		
<b>6.</b>	Discount from list prices or statement of net price: Government net prices (discounts already deducted).		
<b>7.</b>	Quantity discounts: 1% off each task order exceeding \$100,000.00 2% off each task order over \$250,000.00		
<b>8.</b>	Prompt payment terms: Note: "Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions."		
<b>9a.</b>	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: Yes
10.	Foreign Items (list items by country of origin): None
11a.	Time of Delivery: 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 Points(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) are found in Federal Acquisition Regulation (FAR) 8.405-3.
14.	Payment address(es): Same as company address
15.	Warranty provision: Contractor's standard commercial warranty.
16.	Export Packing Charges (if applicable): Not Applicable
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): Not Applicable
19.	Terms and conditions of installation (if applicable): Not Applicable
20.	Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): Not Applicable
20a.	Terms and conditions for any other services (if applicable): Not Applicable
21.	Terms and conditions for any other services (if applicable): Not Applicable
22.	List of participating dealers (if applicable): Not Applicable
23.	Preventive maintenance (if applicable): Not Applicable

## Labor Descriptions

Awarded Labor Categories	Education	Experience	Functional Responsibilities
<p style="text-align: center;"><b>Certified Industrial Hygienist/            Certified Safety Professional</b></p>	<p style="text-align: center;">Master's Degree in Environmental Science or related field, or Bachelor's degree with 10 years or more of equivalent experience.</p>	<p style="text-align: center;">10+ years</p>	<p>Oversees the work of all staff members. Provides technical guidance and advise to staff. Conducts industrial hygiene and safety support on complex and large processes and building compounds. Conducts OSHA audits, provides safety consultation, and preforms OSHA safety and health training. Helps to interpret regulatory requirements and ensuring project is in accordance with regulations, professional standards and guidelines. Formally peer reviews, edits and revises technical documents to ensure their accuracy and completeness. Conduct OSHA based safety and health audits. May prepare reports.</p>
<p style="text-align: center;"><b>Project Manager Technical/Senior Industrial Hygienist</b></p>	<p style="text-align: center;">Bachelor's Degree in Environmental Science or related field, or 3 years of equivalent experience.</p>	<p style="text-align: center;">3+ years</p>	<p>Conducts complex health and safety services including all types of industrial hygiene surveys, OSHA and regulatory compliance, safety and health audits and inspections and indoor air quality and air sampling surveys. Provides control measures with peer review by a CIH/CSPs. Develops site-specific health and safety plans and works closely with project managers and CIH/CSPs to provide technical direction to point of contacts. Conduct OSHA based safety and health audits. Prepares reports.</p>
<p style="text-align: center;"><b>Industrial Hygienist</b></p>	<p style="text-align: center;">Bachelor's Degree in Environmental Science or related field, or 2 years or more of equivalent experience.</p>	<p style="text-align: center;">2+ years</p>	<p>Conducts health and safety services including noise and air surveys, OSHA and regulatory compliance, safety and health audits. Reviews industrial hygiene and safety data and helps evaluate and create hazard controls. Develops site-specific health and safety plans and works closely with project managers to provide technical direction to government clients. Conduct OSHA based safety and health audits and prepares reports.</p>

Awarded Labor Categories	Education	Experience	Functional Responsibilities
<p><b>Industrial Hygiene Technician**</b></p>	<p>High School Diploma or Technical School with a minimum of experience with AHERA, HAZWOPER, OSHA 30-hour Safety</p>	<p>2+ years</p>	<p>Conduct industrial hygiene and safety measurements including noise and airborne exposure monitoring, ventilation measurements, surface sampling, indoor air quality, written safety programs, respiratory protection and works closely with the project managers to provide accurate and precise data to the Industrial Hygienist and CIH. Prepares survey report of findings.</p>
<p><b>Project Manager Administrative**</b></p>	<p>Bachelor's Degree in related field, or 5 years of equivalent experience.</p>	<p>5+ years</p>	<p>Responsible for managing day-to-day project operation and supervision of all industrial hygiene and safety field personnel. Broad breadth of experience and capabilities and ability to direct a wide range of industrial and safety support. Provides recognition, evaluation and controls based on various industrial hygiene and safety data measured and collected from sample analysis. This includes but not limited to mold surveys, water sampling, and safety inspections. Reports directly to the CIH or CSP of the project. Conduct OSHA based safety and health audits. Prepares reports.</p>
<p><b>Technical Writer**</b></p>	<p>Bachelor's Degree in related field, or 2 years of equivalent experience.</p>	<p>2+ years</p>	<p>Works closely with team members to edit and prepare to finalize survey reports or written programs. Familiar with corporate style guide for technical writing.</p>
<p><b>Administrative**</b></p>	<p>Bachelor's Degree in related field, or 1 years of equivalent experience.</p>	<p>1+ years</p>	<p>Supplies information, maintains files, and produces correspondence and other administrative/clerical duties as assigned. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. Prepares and issues project invoices.</p>

## Training Course Descriptions

Course/ Training Name	Course Length	Description
Confined Space Awareness	2 hours	This training regarding Confined Space Awareness will adhere to the OSHA 29 CFR 1910.146 training provisions and practice with the tripod, winch and personal fall arrest equipment. The training is suited for all entrants, supervisors and attendants. In addition, the training would be appropriate for employees who are observing and providing oversight to a FRB contractor entrant, attendance and contractor supervisor.
Confined Space Rescue	2 days	This training regarding Confined Space Rescue will adhere to the OSHA 29 CFR 1910.146 training provisions and practice with the tripod, winch and personal fall arrest equipment, rope systems, patient packaging, First Aid.
Powered Industrial Truck Safety	2 hours of classroom and 15- 30 minutes per behind the wheel evaluation	PHASE Associates will provide stand up fork lift truck and other powered industrial truck (PIT) such as the Power Platform lift, Power Jack, Genie Scissor lift and Genie Personal Lift safe operator training (as needed) that will encompass classroom training and subsequent behind the wheel driver proficiency evaluations for the facilities department. There will be classroom instruction time first. Then behind the wheel evaluation will involve about 20 minutes per refresher PIT. But the initial PIT training could take 1-2 hours of time, if warranted. The training will be performed by an Instructor who is certified by the National Safety Council train the trainer program. A written quiz will be issued at the classroom session. An area inside the building will be used to stage the behind the wheel assessment portion. Wallet size certificates will be issued for each student who demonstrates successful proficiency in the operation of the vehicles. The back side of the card will list the types of trucks for which the driver successfully attended the instructional course and passed the evaluation.
Electrical Safety	2 hours	This training course provides a thorough knowledge of the dangers and recommended safe behaviors for those who work daily around electrical hazards. This low voltage course gives attendees a complete understanding of regulations regarding electrical and arc flash safety and how to apply them in real-world situations. The course also details the 2015 NFPA 70E standard. Personnel will complete a quiz to demonstrate their learning proficiency.



Course/ Training Name	Course Length	Description
8-Hour HAZWOPER Refresher	8 hours	<p>The 8-hour class HAZWOPER refresher agenda would follow the training elements of the Occupational Safety and Health Administration (OSHA) 29 CFR 1910.120 standard under Operations Level response.</p> <p>The class will include partly lecture, hands-on and desk top exercises. The class will also involve many hands-on spill module activities. Several hands-on drill incident activities will occur during the day long course. Each training attendee would be provided a written examination to determine and document their learning proficiency. A certificate will be issued to each student who successfully attends and passes the written examination for the 8-hour class.</p>
Lockout/Tagout	3 hours	<p>Conduct LOTO training including LOTO procedure audits. The training refresher topic agenda will follow the OSHA Control of Hazardous Energy regulation per 29 CFR1910.147. Instruction will be through PowerPoint, group exercise and/or quiz and lockout/tagout audit exercise engagement.</p>
Respirator and Respirator Fit Testing	5 hours	<p>Conduct Respirator protection training and Respirator fit testing which will adhere to the most current Respiratory Protection training and fit testing methods required by OSHA 29 CFR 1910.134. The respirators to be fit tested are the full-face respirators used on the SCBA units. Quantitative fit testing will be used for the full-face respirators using the OSHA required quantitative fit testing methods. Individual records will also be printed out for the fit test and for the subject's signature. A calibrated TSI Portacount unit and adapter will be used for the quantitative fit tests.</p>

## Services Descriptions

### SIN 541620 and 541620RC - Environmental Consulting Services

PHASE Associates offers advice and assistance on environmental health and safety issues such as the control of environmental contamination from pollutants, toxic substances, hazardous materials, and resource management plans. This includes identifying problems, measuring and evaluating risks, and recommending solutions. *We provide comprehensive environmental health and safety consulting service solutions which include but not limited to:*

- ✓ Asbestos inspections
- ✓ Electrical and Lockout/Tagout assessments
- ✓ Environmental sustainability
- ✓ Hazard Communications
- ✓ Indoor Air Quality
- ✓ Industrial Hygiene (IH) Surveys
- ✓ Job Hazard Analysis and Assessments (JHAs)
- ✓ Job Hazard Task Analysis and Assessment (JHTAs)
- ✓ Lead wipe evaluations
- ✓ Machine guarding assessments
- ✓ Mold bioremediation surveys and plans
- ✓ OSHA and regulatory compliance
- ✓ OSHA and safety and health written safety programs
- ✓ OSHA Injury illness logs
- ✓ OSHA safety and health Audits
- ✓ Permit confined space assessments
- ✓ Personal and area exposure monitoring
- ✓ Personal and area noise surveys and sound mappings
- ✓ Potable water
- ✓ Powered industrial truck evaluations
- ✓ Radon Surveys,
- ✓ Respiratory Fit Testing and Respirator Protection Training
- ✓ Standard Operating Procedures (SOPs)
- ✓ Ventilation surveys

### 611430 - Professional and Management Development Training

PHASE Associates, LLC is able to provide environmental health and safety training services that are instructor led training or web-based training of environmental training services in order to meet Federal mandates and Executive Orders. Our courses are interactive and we deploy various methods to train the trainees via lecture, PowerPoint, YouTube, interactive and demonstrations. *Courses on the schedule include the following:*

- ✓ 8-Hour HAZWOPER Refresher
- ✓ Confined Space Awareness
- ✓ Confined Space Rescue
- ✓ Electrical Safety
- ✓ Lockout/Tagout

- ✓ Powered Industrial Truck Safety
- ✓ Respirator and Respirator Fit Testing

**541690 - Integrated Logistics Support**

*PHASE Associates, LLC is able to evaluate the following but not limited to:*

- ✓ Ergonomic human performance analysis
- ✓ Engineering Controls Contingency Plans
- ✓ Industrial Hygiene Surveys
- ✓ OSHA Compliance Health and Safety Written Programs
- ✓ Safety and Health Audits
- ✓ OSHA and safety related training
- ✓ Risk Mitigation Assessments and Surveys