GENERAL SERVICES ADMINISTRATION

Federal Supply Service

Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage®, a menu-driven database system. The INTERNET address GSA Advantage® is: GSAAAdvantage.gov.

Multiple Award Schedule

FSC Group: Professional Services        FSC Class:  541330
Contract number: 47QRAA21D009P

Contract period: September 1, 2021 through August 31, 2026

MARTIN/MARTIN, INC.
12499 W COLFAX AVENUE
LAKESWOOD, CO  80215-3720
Web Site:  www.martinmartin.com/GSA
E-mail: pugander@martinmartin.com

Contract administration source (if different from preceding entry).
Pontus Ugander

Business size: Other than small

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Prices Shown Herein are Net (discount deducted)
FIRM OVERVIEW

Headquartered in Lakewood Co, Martin/Martin is a full-service civil and structural consulting engineering firm with related services in investigative engineering and surveying. Built on experience and industry leadership cultivated since the 1940s, we provide consulting engineering services to a broad range of clients including many federal government entities. With seven office locations and a staff of more than 290, Martin/Martin engineers regularly perform work throughout Colorado, across the United States, and internationally.

Facade Access and Fall Protection

The layout, design, and certification of safe façade access and fall protection (FAFP) systems are a critical part to the long-term maintenance of new and existing building systems. Martin/Martin plays an active role in the support and development of the national standards that govern these systems. We can provide innovative details that are both cost-effective and constructible. Upon installation of the project, we self-perform load testing, certify the anchorages, and install permanent identification tags.

FAFP Services Include

- Facility evaluations
- New system layout/design
- Annual inspections
- Certification and load testing
- Roof anchor design
- Davit system design
- Horizontal lifeline design
- Peer reviews
- Operations & procedures manuals
- Cost estimating
- Rigging studies
- CAL-OSHA SIT license

Martin/Martin’s Investigative Group provides many specialty services directly to building owners and facilities managers, such as:

- Forensic investigations
- Damage assessment
- Structural repairs
- Condition assessments
- Maintenance plans
- LIDAR (3D laser) scanning
- Non-destructive testing
- Building envelope/Water intrusion
- Fall Protection
BUILDING ENVELOPE

We work closely with owners, facility managers, and building engineers to thoroughly investigate issues related to the building’s skin. We can perform or recommend testing to define problems with infiltration issues, and we develop necessary repairs and remediation. We are here to make your building envelope perform its best.

BUILDING ENVELOPE SERVICES INCLUDE

▪ Investigation and repair
▪ Testing and evaluation
▪ Façade repair and replacement design
▪ Façade access and fall protection
▪ Electronic leak detection
▪ Roofing evaluation and repair
▪ Waterproofing and moisture intrusion investigation and mitigation
▪ Third party review
▪ Horizontal surface investigations for plazas
▪ Hygrothermal analysis (WUFI and THERM)

NON-DESTRUCTIVE TESTING

Through the use of Non-Destructive Evaluation methods, including Ground Penetrating Radar (GPR), Thermography, and Impact Echo, we are able to identify, define, and design solutions for a multitude of potential issues, including locating reinforcing and post-tension cables, moisture intrusion, and internal defects in concrete. Our degreed engineers and certified Level I Thermographer on staff allow us to perform these services quickly, accurately, and in compliance with the standards outlined by the American Society for Non-Destructive Testing.

GPR APPLICATIONS

▪ Locate reinforcing, PT cables, and conduit in slabs up to 18” thick
▪ Locate snowmelt tubes in slabs
▪ Estimate reinforcing cover
▪ Estimate slab thickness

THERMOGRAPHY APPLICATIONS

▪ Locate radiant heating
▪ Locate grouted CMU cells
▪ Moisture intrusion and air infiltration
▪ Insulation conditions
▪ Roofing systems

IMPACT ECHO APPLICATIONS

▪ Determine slab thickness
▪ Detect concrete defects

STRUCTURAL ENGINEERING SERVICES OFFERED

▪ Feasibility studies
▪ Peer reviews
▪ Protective Design/Blast Studies
▪ Progressive Collapse Analysis
▪ Vehicle arrest barrier force analysis

CIVIL ENGINEERING SERVICES OFFERED

▪ Master planning
▪ Site feasibility
▪ Utility condition evaluations
▪ Utility system planning
▪ Wastewater system planning
▪ Water system master planning
▪ Surveying
CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

<table>
<thead>
<tr>
<th>SINs</th>
<th>Recovery</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>541330ENG</td>
<td>541330ENG</td>
<td>Engineering Services</td>
</tr>
<tr>
<td>541420</td>
<td>541420</td>
<td>Engineering System Design and Integration Services</td>
</tr>
<tr>
<td>541380</td>
<td>541380</td>
<td>Testing Laboratory Services</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMSTLOC OLMLRC</td>
<td>Order-Level Materials (OLM’s)</td>
</tr>
</tbody>
</table>

1b. 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. See Page 6.

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. If hourly rates are not applicable, indicate “Not applicable” for this item. See Page 6.

2. Maximum order:

<table>
<thead>
<tr>
<th>SINs</th>
<th>Maximum Order</th>
</tr>
</thead>
<tbody>
<tr>
<td>541330ENG</td>
<td>$1,000,000</td>
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<tr>
<td>541420</td>
<td>$1,000,000</td>
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<tr>
<td>541380</td>
<td>$250,000</td>
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<tr>
<td>OLM</td>
<td>$250,000</td>
</tr>
</tbody>
</table>

3. Minimum order: $100

4. Geographic coverage (delivery area). Worldwide

5. Point(s) of production (city, county, and State or foreign country). 12499 W Colfax Avenue, Lakewood, CO 80215-3720

6. Discount from list prices or statement of net price. Government Net Prices (discounts already deducted.)

7. Quantity discounts. None
8. Prompt payment terms. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. Net 30 days

9. Foreign items (list items by country of origin). Not Applicable

10a. Time of delivery. To Be Determined at the Task Order level

10b. Expedited Delivery. Items available for expedited delivery are noted in this price list. To Be Determined at the Task Order level

10c. Overnight and 2-day delivery. To Be Determined at the Task Order level

10d. Urgent Requirements. To Be Determined at the Task Order level

11. F.O.B. point(s). Destination

12a. Ordering address(es). 12499 W Colfax Ave, Lakewood, CO 80215-3720

12b. 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.

13. Payment address(es). 12499 W Colfax Ave, Lakewood, CO 80215-3720

14. Warranty provision. Standard Commercial Warranty Terms & Conditions

15. Export packing charges, if applicable. Not Applicable

16. Terms and conditions of rental, maintenance, and repair (if applicable). Not Applicable

17. Terms and conditions of installation (if applicable). Not Applicable

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). Not Applicable

18b. Terms and conditions for any other services (if applicable). Not Applicable

19. List of service and distribution points (if applicable). Not Applicable

20. List of participating dealers (if applicable). Not Applicable

21. Preventive maintenance (if applicable). Not Applicable

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). Not Applicable
22b. 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. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov.
Not Applicable

23. Unique Entity Identifier (UEI) number. 802731166

24. Notification regarding registration in System for Award Management (SAM) database. Contractor registered and active in SAM.

**Service Contract Labor Standards Matrix:**

<table>
<thead>
<tr>
<th>SCA Eligible Labor Category</th>
<th>SCA Equivalent Code Title</th>
<th>Wage Determination No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technician III</td>
<td>30063 Drafter/CAD Operator III</td>
<td>2015-5419</td>
</tr>
<tr>
<td>Technician II</td>
<td>30062 Drafter/CAD Operator II</td>
<td>2015-5419</td>
</tr>
<tr>
<td>Technician I</td>
<td>30061 Drafter/CAD Operator I</td>
<td>2015-5419</td>
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<tr>
<td>Admin</td>
<td>01020 Administrative Assistant</td>
<td>2015-5419</td>
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<tr>
<td>Survey Technician I</td>
<td>99832 Surveying Technician</td>
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</table>

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).
<table>
<thead>
<tr>
<th>SIN</th>
<th>Awarded Labor Category</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
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<td>$212.54</td>
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<td>$187.24</td>
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<td>$196.71</td>
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<td>Senior Building Envelope Specialist</td>
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<td>$187.23</td>
<td>$191.91</td>
<td>$196.71</td>
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<td>$166.07</td>
<td>$170.22</td>
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<tr>
<td>541330ENG</td>
<td>Project Investigative Engineer</td>
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<td>$140.45</td>
<td>$143.96</td>
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<tr>
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<td>$95.70</td>
<td>$98.09</td>
</tr>
</tbody>
</table>
Labor Category Descriptions

Principal
A firm leader with exceptional capability in technical, marketing and management aspects of the Firm. Capable of backing up other Principals in their work, when needed. Responsible for billing and collection of account receivables for their projects. Responsible for management of technical staff, quality control systems, establishing and maintaining client relationships, and enhancement of the firm’s image. Stamps documents on projects where they are in responsible charge. Sets good examples for work ethic and professionalism for other staff. This position is primarily managerial in nature requiring effective verbal and written communication skills and good time management with multiple tasks.

Same task responsibility as Associate plus the following:
- Estimates and negotiates profitable fees
- Writes and signs contracts and proposals
- Organizes and/or leads project presentations and/or interviews
- Mentors and develops Associates and future leaders of the firm
- Provides oversight of Martin/Martin quality standards, meeting project design schedules, meeting project profit goals, and managing in-house staff and outside consultants
- Provides technical expertise to employees

License or Certification: Licensed Professional Engineer
Minimum Education: Bachelors Degree
Minimum Years of Experience: 14

Associate
Is recognized as a senior technical/production leader within the company. Applies knowledge of engineering and management principles in broad areas of project and management assignments. Makes independent decisions on management and complex engineering problems and methods. Seals documents on projects where they are in responsible charge. Sets good examples for work ethic and professionalism for other staff. This position requires effective verbal and written communication skills and good time management with multiple tasks.

Same task responsibility as Senior Project Engineer plus the following:
- Hands-on management of a large volume of work
- Manages work activities of a staff of engineers and technicians
- Coordinates our work in-house and with project team from other firms
- Prepares and monitors design budgets
- Schedules manpower needs daily, weekly, and long term
- Prepares conceptual designs and leads pre-design meetings
- Assists in fee determination and proposal preparation
- Organizes/leads presentations for projects and/or interviews
- Responsible for training and mentoring of direct reports
- Writes and edits specifications, reports and studies
- Checks Construction Documents
- Seals drawings and reports for which they are in responsible charge as directed by the PIC

License or Certification: Licensed Professional Engineer
Minimum Education: Bachelors Degree
Minimum Years of Experience: 11

Senior Investigative Engineer
Plans, budgets, schedules, manages, and designs projects from start of design through construction. Whenever possible, these projects will be of a larger and/or more complex nature that will challenge and utilize the learned skills and years of experience of the Engineer. Functions at a high-level building technical, management and/or business development skills. Has developed expertise in field investigation, evaluation, design, and construction oversight for specialty services. Examples include forensic investigation, fall protection, concrete repair, waterproofing, non-destructive testing, and historic preservation.

Same task responsibility as Investigative Project Engineer plus the following:
• Assists in conceptual design.
• Assists in fee determination and proposal preparation.
• Establishes a QA/QC plan for each project.
• Acts as a mentor for younger engineers and assists with their career development.
• Attends project meetings and represents Martin/Martin, Inc. during design and construction.

License or Certification: Licensed Professional Engineer
Minimum Education: Bachelors Degree
Minimum Years of Experience: 8

Senior Building Envelope Specialist
Focuses on the exterior building envelope design, evaluation, and repair including walls, windows, plazas, and roofs. Plans, budgets, schedules, manages, and designs projects from start of design through construction. Whenever possible, these projects will be of a larger and/or more complex nature that will challenge and utilize the learned skills evaluating building enclosures and years of experience of the Specialist. Assist the Principal in charge on project design approach and design options. Has developed high-level technical skills in the building envelope market including evaluation, hygrothermal modeling, design, and testing capabilities. Functions at a high-level building technical, management and/or business development skills. Mentors building envelope specialist, project engineers, and professional engineers. Establishes QA/QC plan.
License or Certification: Licensed Professional Engineer or Architect
Minimum Education: Bachelors Degree
Minimum Years of Experience: 8

Senior Project Engineer
Plans, budgets, schedules, manages, and designs projects from start of design through construction. Whenever possible, these projects will be of a larger and/or more complex nature that will challenge and utilize the learned skills and years of experience of the Engineer. Developing high-level technical skills in specific areas of their own and the firm's interest. Functions at a high-level building technical, management and/or Business Development skills.
Same task responsibility as Project Engineer plus the following:
• Assists in conceptual design.
• Assists in fee determination and proposal preparation.
• Establishes a QA/QC plan for each project.
• Acts as a mentor for younger engineers and assists with their career development.
• Attends project meetings and represents Martin/Martin, Inc. during design and construction.
License or Certification: Licensed Professional Engineer
Minimum Education: Bachelors Degree
Minimum Years of Experience: 8

Project Investigative Engineer
Entry-level position for project management. Responsible for planning and conducting work requiring good judgment in evaluation, selection, and implementation of standard techniques, procedures, and criteria. Devises new approaches to problems encountered. Manages and designs projects through design and completion of construction. Represents Martin/Martin in some project meetings. Provides quality control by checking calculations and documents. Experienced in field investigation, evaluation, design, and construction oversight for specialty services. Examples include forensic investigation, fall protection, concrete repair, waterproofing, non-destructive testing, and historic preservation.
Same task responsibility as Professional Investigative Engineer plus the following:
• Coordinates our work in-house and with other project team firms.
• Develops, monitors, and manages work plans, schedules and designs budgets on their projects.
• Opens projects and establishes budgets and submits to accounting.
• Manages engineering and CAD staff to complete projects assigned to them.
• Manages small to medium projects or portions of large projects under a Senior Manager.
• Serves as the primary point-of-contact with Clients and Contractors for which they are assigned project management duties.
- Participates in production and technical committees or other special projects to advance the company’s production tools.
  
  License or Certification: Licensed Professional Engineer
  
  Minimum Education: Bachelors Degree
  
  Minimum Years of Experience: 5

Building Envelope Specialist

Focuses on the exterior building envelope design, evaluation and repair including walls, windows, plazas and roofs. Responsible for planning and conducting work requiring good judgment in evaluation, selection, and implementation of standard techniques, procedures, and criteria. Devises new approaches to isolating issues, evaluating performance and developing unique solutions. Implements modeling techniques and testing procedures to evaluate the thermal performance of a wall assembly. Manages building enclosure investigations and design through the completion of construction. Represents Martin/Martin in some project meetings. Develops rapport and confidence with Clients through communication and quality design work. Provides quality control by checking calculations and documents.

License or Certification: None

Minimum Education: Bachelors Degree

Minimum Years of Experience: 4

Project Engineer

Entry-level position for project management. Responsible for planning and conducting work requiring good judgment in evaluation, selection, and implementation of standard techniques, procedures, and criteria. Devises new approaches to problems encountered. Manages and designs projects through design and completion of construction. Represents Martin/Martin in some project meetings. Provides quality control by checking calculations and documents.

Same task responsibility as Professional Engineer plus the following:
- Coordinates our work in-house and with other project team firms.
- Develops, monitors, and manages work plans, schedules and designs budgets on their projects.
- Opens projects and establishes budgets and submits to accounting.
- Manages engineering and CAD staff to complete projects assigned to them.
- Manages small to medium projects or portions of large projects under a Senior Manager.
- Serves as the primary point-of-contact with Clients and Contractors for which they are assigned project management duties.
- Participates in production and technical committees or other special projects to advance the company’s production tools.

License or Certification: Licensed Professional Engineer

Minimum Education: Bachelors Degree

Minimum Years of Experience: 5

Professional Investigative Engineer

Responsible for conducting engineering work requiring good judgment in evaluation, selection, and implementation of standard techniques, procedures, and criteria. Devises new approaches to problems encountered. Designs projects with minimal daily supervision. Represent Martin/Martin in some project meetings. Provides quality control by checking calculations and documents. Reports to a senior technical staff.

Has experience in field investigation, evaluation, design, and construction oversight for specialty services. Examples include forensic investigation, fall protection, concrete repair, waterproofing, non-destructive testing, and historic preservation. Same task responsibility as EIT II plus the following:
- Designs small to medium size projects or individual systems on large complex projects.
- Coordinates, organizes, and checks complete projects between plan, details, notes, and specifications. Writes reports.
- Serves as mentor and resource for EITs regarding design techniques, software and code questions.
- Follows the QA/QC plan that is established for the project.

When requested, assists the Project Manager with monitoring design budgets and project schedules, and
communications with the Client.

- Manages primarily their own work activities and those of technical and support staff. Mentor EIT's
- Develops rapport with Review Agency staff.
- Uses Revit/Civil 3D primarily for coordination and communication with a generalized detailing role on complex items.

License or Certification: Licensed Professional Engineer
Minimum Education: Bachelors Degree
Minimum Years of Experience: 4

**Professional Engineer**

Responsible for conducting engineering work requiring good judgment in evaluation, selection, and implementation of standard techniques, procedures, and criteria. Devises new approaches to problems encountered. Designs projects with minimal daily supervision. Represent Martin/Martin in some project meetings. Provides quality control by checking calculations and documents. Reports to a senior technical staff. Same task responsibility as EIT II plus the following:

- Designs small to medium size projects or individual systems on large complex projects.
- Coordinates, organizes, and checks complete projects between plan, details, notes, and specifications.
- Writes reports.
- Serves as mentor and resource for EITs regarding design techniques, software and code questions.
- Follows the QA/QC plan that is established for the project.
- When requested, assists the Project Manager with monitoring design budgets and project schedules, and communications with the Client.
- Manages primarily their own work activities and those of technical and support staff. Mentor EIT's
- Develops rapport with Review Agency staff.
- Uses Revit/Civil 3D primarily for coordination and communication with a generalized detailing role on complex items.

License or Certification: Licensed Professional Engineer
Minimum Education: Bachelors Degree
Minimum Years of Experience: 4

**EIT II**

Performs assignments designed to develop professional engineering knowledge and abilities in the office and field. Applies both traditional and some non-traditional engineering techniques and procedures. Produces work using engineering software and models to develop the Contract Document drawings. Some judgment exercised on details of project, working closely with a Project Manager.

License or Certification: None
Minimum Education: Bachelors Degree
Minimum Years of Experience: 2

**EIT I**

Developing professional skills and implements routine tasks through application of standard techniques/methods. Produces basic drawing details and produces engineering calculations under the supervision of a licensed engineer.

License or Certification: None
Minimum Education: Bachelors Degree
Minimum Years of Experience: 1

**Designer**

In addition to the Technician III position, assists engineers as a para-Design Professional working with the model and developing drawings. Evaluates, selects and applies standard engineering techniques, procedures and criteria on projects. Utilizes design and construction document knowledge along with fielded experience in the preparation of construction document.
• Technician III duties
  • Completes work with only basic verbal direction.
  • Manages production of the contract documents.
  • Writes narratives for model and drawing revisions.
  • Serves as a resource for technical staff.
  • Represents Department at model coordination meetings.

License or Certification: None
Minimum Education: Associates Degree
Minimum Years of Experience: 9

Technician-III**
In addition to Technician II position, performs drafting and modeling assignments for our most complex projects with limited supervision and has highly developed knowledge for producing contract drawings. Actively learning more advanced modeling procedures and workflows. Knowledgeable of the components and systems being designed and how they are fabricated and constructed. Directs project work of other Technicians.

• Technician II, duties
  • Develops complex models and drafts complex details.
  • Models and drafts without explicit redlines and sometimes with only verbal direction.
  • Manages downloading/uploading and maintenance of linked files.
  • Checks drawings for adherence to Department’s modeling/drafting standards.
  • Communicates with other department, company, and Client personnel in a professional manner.
  • Leads or trains Tech I & II

License or Certification: None
Minimum Education: Associates Degree
Minimum Years of Experience: 5

Technician-II**
In addition to Technician I position, performs drafting and modeling for increasingly complex assignments. Has knowledge of Department’s graphical design software and modeling/drafting standards. Actively learning about the components and systems that are being modeled/drafted.

• Technician I, duties
  • Modeling and drafting details of increasing complexity.
  • Assists in project set-up, including importing reference details, editing general notes, creating new file(s) and linking external files.
  • Maintains Department/Client modeling and drafting standards on project work.

License or Certification: None
Minimum Education: Associates Degree
Minimum Years of Experience: 2

Technician-I**
Entry level Technician position. Performs entry level drafting and modeling while learning proficiency in the Department’s modeling/drafting platform and modeling/drafting standards.

• Transfers redlines to drawings.
• Drafts details.
• Creates plans, sections, elevations, 3D views, details, and schedules from the model.
• Modeling.
• Applies Martin/Martin modeling/drafting standards.
• Works with the project team to produce drawings from the models.

License or Certification: None
Minimum Education: Associates Degree
Minimum Years of Experience: 1

Admin **
Provide administrative support to the Civil and Structural Departments.
▪ Word Processing duties (proposals, letters, comment and responses, specifications, meeting notes, etc.)
▪ Set up projects
▪ Book travel arrangements
▪ Assist in meeting preparation
License or Certification: None
Minimum Education: High School Diploma
Minimum Years of Experience: 1

Survey Crew 1-Man
Leads field layout and documentation services to document improvement locations, topography, construction, control points, utilities, marked below grade features, and any visible site improvements. Would provide construction staking to represent in field location of engineer designed improvements facilitating contractor layout and understanding of locations of features. Services would include development of comprehensive field notes and written history of survey efforts, review of final design drawings, performance of necessary calculations for construction staking and boundary analysis, and training/supervision of younger staff.
License or Certification: None
Minimum Education: High School Diploma
Minimum Years of Experience: 4

Professional Land Surveyor
Responsible for conducting survey work, both in the field as well as preparation and documentation work in-office, requiring sound judgement in evaluation and implementation of techniques, procedures and criteria. Devises creative approaches to represent in field location of engineer designed improvements facilitating contractor layout and understanding of locations of features. Services may include preparation and documentation of legal descriptions, acting as a crew chief, processing and analyzing field work and translating to Cad files, research through public records, evaluation and determination of project boundaries, development of ALTA surveys, preparation and documentation of subdivision efforts, training survey personnel, reduction and analysis of GPS control surveys and stamping and signing legal descriptions, surveys, and plats.
License or Certification: Licensed Professional Land Surveyor
Minimum Education: Bachelors Degree
Minimum Years of Experience: 8

Survey Technician-I**
Responsible for production of survey documents from research efforts, title commitments and field notes/downloaded files. Works closely with the project surveyor and Crew Chief to graphically represent information acquired. Reduces field notes, prepares worksheets, researches deeds/easements/utilities, prepares Cad files.
License or Certification: None
Minimum Education: High School Diploma
Minimum Years of Experience: 1

<table>
<thead>
<tr>
<th>Substitution Matrix</th>
<th>Indicate proposed education substitutions below</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master's Degree</td>
<td>Bachelors plus 1 year related experience</td>
</tr>
<tr>
<td>Associates Degree</td>
<td>High School plus 1 year related experience</td>
</tr>
</tbody>
</table>