

Contractor:



# Nelson Engineering Co.

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Merritt Island, FL 32953  
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[www.NelsonEngrCo.com](http://www.NelsonEngrCo.com)

Contract Number: GS-00F-324CA  
Business Size: Small Business  
Federal Supply Groups: C871 & C899

Contract Period: September 21, 2015 through September 20, 2020

## GENERAL SERVICES ADMINISTRATION AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST For 00CORP - PROFESSIONAL SERVICES SCHEDULE



SIN's Awarded

Under This Contract



### Special Item Number

### Services

C871-1 & C871-1RC

Strategic Planning for Technology Programs/Activities

C871-2 & C871-2RC

Concept Development and Requirements Analysis

C871-3 & C871-3RC

System Design, Engineering and Integration

C871-4 & C871-4RC

Test and Evaluation

C871-5 & C871-5RC

Integrated Logistics Support

C871-7 & C871-7RC

Construction Management

C899-1 & C899-1RC

Environmental Consulting Services

C899-8 & C899-8RC

Remediation and Reclamation Services

Products and ordering information in this Authorized System. Agencies can browse GSA Advantage via

Federal Supply Schedule/Pricelist are available on the GSA the Internet at <http://www.gsaadvantage.gov>.

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Nelson Engineering Co. is a small, employee-owned consulting engineering firm located in Merritt Island, Florida. Nelson Engineering Co. was founded in 1993 by former United States Navy Civil Engineering Corps Officer Mr. Blain Nelson. Our two main lines of business at the time of founding were based on Mr. Nelson's experience, facility operations and maintenance engineering and environmental services, both with an emphasis in support of aerospace operations. As the company has grown over the years, additional lines of business, including design, construction management services and technology development, have been added as qualified personnel have joined the staff. Our company now employs 90 professionals providing engineering services, design and product development. Our staff includes engineers in the civil, chemical, mechanical, electrical (both power and electronics), aerospace, industrial, environmental, safety, and fire protection disciplines.

Nelson Engineering Co. now has multiple lines of business including, Operations and Maintenance Engineering, Research and Technology Development, Design Engineering, Aerospace Operations Engineering, Environmental Engineering, Cost Segregation Studies for Real Estate, Safety Consulting Services, Electrical Services (e.g. - Arc Flash, Power Quality Studies) Training and Solid Waste Engineering Services.

Nelson Engineering Co. is a Florida registered corporation and has been throughout its history. The company has had no organizational changes. Mr. Blain Nelson is the Company President and Ms. Carolyn Seringer is Vice President. Ms. Seringer has been with Nelson Engineering Co. for 19 years.

Today, Nelson Engineering Co. provides engineering services to a wide range of government and commercial entities both nationally and internationally. Below are some of our government customers.



## SECTION 1 - CUSTOMER INFORMATION

### 1. SPECIAL ITEM NUMBERS (SINs)

This Contract covers the following special item numbers, as fully described in Section 3 of this Schedule/Pricelist:

*C871-1 (RC) Strategic Planning for Technology Programs/Activities*  
*C871-2 (RC) Concept Development and Requirements Analysis*  
*C871-3 (RC) System Design, Engineering and Integration*  
*C871-4 (RC) Test and Evaluation*  
*C871-5 (RC) Integrated Logistics Support*  
*C871-7 (RC) Construction Management*  
*C899-1 (RC) Environmental Consulting Services*  
*C899-8 (RC) Remediation and Reclamation Services*

All SINs listed in this contract are incorporated to include Recovery Purchasing (RC) in accordance with Section 833 of the National Defense Authorization Act for Fiscal Year 2007 for disaster relief.

This Contract covers the following engineering disciplines:

*Chemical, Civil, Electrical, and Mechanical Engineering*

*LABOR CATEGORIES* available for each SIN are listed and described in Section 4 of this Schedule/Pricelist.

*PRICES* for each labor category by contract year are listed in Section 5 of this Schedule/Pricelist.

2. **MAXIMUM ORDER.** The maximum dollar value of any order placed under this Schedule/Pricelist is \$1,000,000. Requirements that exceed this amount may be processed in accordance with I-FSS-125 (see Section 2).
3. **MINIMUM ORDER.** The minimum dollar value of any order placed under this Schedule/Pricelist is \$100.00.
4. **GEOGRAPHIC SCOPE OF CONTRACT.** The geographic scope of this contract is worldwide.
5. **POINTS OF PRODUCTION.** Same as company address.
6. **DISCOUNTS FROM LIST PRICES.** Government will receive a minimum 5% discount.

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7. **QUANTITY DISCOUNTS.** None Offered.
  8. **PROMPT PAYMENT TERMS.** Nelson Engineering Co.'s terms are net 30 days.
  9. **ACCEPTANCE OF GOVERNMENT PURCHASE CARDS.**
    - a. Nelson Engineering Co. will accept Government purchase cards for orders below the micro-purchase threshold (\$3,000).
    - b. Nelson Engineering Co. may accept purchase cards for orders that exceed the micro-purchase threshold.
  10. **FOREIGN ITEMS.** None
  11. **DELIVERY**
    - a. **TIME OF DELIVERY.** Nelson Engineering Co. will perform services in accordance with the terms negotiated in the Task Order.
    - b. **EXPEDITED DELIVERY.** Certain services may be available for expedited delivery. Please contact Nelson Engineering Co with any questions.
    - c. **OVERNIGHT AND 2-DAY DELIVERY.** Please contact Nelson Engineering Co.
    - d. **URGENT REQUIREMENTS.** Please contact Nelson Engineering Co.
  12. **F.O.B POINT(S).** Destination
  13. **ORDERING ADDRESS.**  
Nelson Engineering Co.  
5335 North Courtenay Pkwy.  
Merritt Island, FL 32953
  14. **PAYMENT ADDRESS.**  
Nelson Engineering Co.  
5335 North Courtenay Pkwy.  
Merritt Island, FL 32953
  15. **WARRANTY PROVISION.** Nelson Engineering Co.'s standard commercial warranty applies.
  16. **EXPORT PACKING CHARGES.** Not applicable.

17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE.** Please contact Nelson Engineering Co.
18. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR.** Not applicable.
19. **TERMS AND CONDITIONS OF INSTALLATION.** Not applicable.
20. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES.** Not applicable.
- 20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES.** Not applicable.
21. **LIST OF SERVICE AND DISTRIBUTION POINTS.** Not applicable.
22. **LIST OF PARTICIPATING DEALERS.** Not applicable.
23. **PREVENTATIVE MAINTENANCE.** Not applicable.
- 24a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS).** Not applicable.
- 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. contractor's website or other location.) THE EIT STANDARDS CAN BE FOUND AT: [www.Section508.gov](http://www.Section508.gov)** Not applicable.
25. **DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER.** 82-4910319
26. **NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE.** Nelson Engineering Co. is listed under the DUNS number indicated above.

## SECTION 2 – ADDITIONAL TERMS AND CONDITIONS

1. **TYPES OF ORDERS.** Both Time and Materials (T&M) and Firm Fixed Price orders may be placed under this Schedule/Pricelist.
2. **F.O.B. POINT.** Destination, Worldwide Delivery, the exact delivery time to be specified on Individual Delivery/Task Orders.

3. **OTHER DIRECT COSTS (ODCs).** Nelson Engineering Co. charges for ODCs such as direct materials, reproduction, and travel. Travel costs will be charged in accordance with the Federal Travel Regulations (FTR).
4. **INDUSTRIAL FUNDING FEE - NELSON ENGINEERING CO.**  
The Industrial Funding Fee is included in the rates shown in Section 5 below.
5. **PROGRESS PAYMENTS.** As a small business, Nelson Engineering Co. will request progress payments on Firm Fixed Price orders that have a performance period that exceeds thirty (30) calendar days.
6. **REQUIREMENTS EXCEEDING THE MAXIMUM ORDER (I-FSS-125)**
  - (a) In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall—
    - (1) Review additional schedule contractors' catalogs/price lists or use the "GSA Advantage!" on-line shopping service;
    - (2) Based upon the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors);
    - (3) After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.
  - (b) Vendors may:
    - (1) offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in PES-52.216-19, Order Limitations).
    - (2) offer the lowest price available under the contract; or
    - (3) decline the order (orders must be returned in accordance with PES-52.216-
  - (c) A delivery order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR 8.404. The order will be placed under the contract.
  - (d) Sales for orders that exceed the Maximum Order shall be reported in accordance with GSAR 552.238-72.

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## 7. ORDERING PROCEDURES FOR SERVICES

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that are priced on Schedule at hourly rates. These special ordering procedures take precedence over the procedures in FAR 8.404.

The GSA has determined that the rates for services contained in the contractor's price list applicable to this schedule are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

(a) When ordering services, ordering offices shall –

(1). *Prepare a Request (Request for Quote or other communication tool):*

(i.) A performance-based statement of work that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

(ii) A request for quotes should be prepared which includes the performance based statement of work and requests the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials quote may be requested. The firm-fixed price shall be based on the hourly rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

(iii) The request for quotes may request the contractors, if necessary or appropriate, to submit a project plan for performing the task and information on the contractor's experience and/or past performance performing similar tasks.

(iv) The request for quotes shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation

regarding the intended use of any experience and/or past performance information in determining technical acceptability of responses.

(2) *Transmit the Request to Contractors:*

(i) Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, hourly rates and other factors such as contractors' locations, as appropriate).

(ii) The request for quotes should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request for quotes should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) *Evaluate quotes and select the contractor to receive the order:*

After responses have been evaluated against the factors identified in the request for quotes, the order should be placed with the schedule contractor that represents the best value and results in the lowest overall cost alternative (considering price, special qualifications, administrative costs, etc.) to meet the Government's needs.

(b) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance timeframes, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs ordering offices shall –

(1) Inform contractors in the request for quotes (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(i) **SINGLE BPA:** Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs should be awarded the BPA.

(ii) **MULTIPLE BPAs:** When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedures in II.B above, and then place the order with the Schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs.

(2) *Review BPAs periodically.* Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value (considering price, special qualifications, etc.) and results in the lowest overall cost alternative to meet the agency's needs.

(c) The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

(d) When the ordering office's requirement involves both products as well as professional services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the greatest value in terms of meeting the agency's total needs.

(e) The ordering office, at a minimum, should document orders by identifying the contractor the services were purchased from, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

## 8. **PROCEDURES FOR FIXED PRICES ON GSA SCHEDULE.**

The ordering procedures set forth at FAR 8.404 should be used for those services based on fixed prices. The Contractor is advised that based on the specific task identified at the task order level, it may use Clause 552.238-76, Price Reduction, to provide a proposed fixed price to the agency to more accurately reflect the actual work required.

## 9. **SPECIAL PROVISIONS FOR TASK ORDERS.**

Agencies may incorporate provisions in their task order that are essential to their requirements (e.g., security clearances, hazardous substances, special handling, key personnel, etc.). These provisions, when required, will be included in individual task orders. Any cost necessary for the contractor to comply with the provision(s) will be included in the task order proposal, unless otherwise prohibited by law.

## SECTION 3 - DESCRIPTION OF SERVICES

### 1. SPECIAL ITEM NUMBERS (SINs) / PROFESSIONAL ENGINEERING DISCIPLINES (PEDs)

Nelson Engineering Co. offers professional engineering services under each of the following SINs.

#### ***C871-1 STRATEGIC PLANNING FOR TECHNOLOGY PROGRAMS/ACTIVITIES PEDs OFFERED – Chemical, Civil, Electrical, and Mechanical***

Services required under this SIN involve the definition and interpretation of high-level organizational engineering performance requirements such as projects, systems, missions, etc., and the objectives and approaches to their achievement. Typical associated tasks include, but are not limited to an analysis of mission, program goals and objectives, requirements analysis, organizational performance assessment, special studies and analysis, training, privatization and outsourcing.

Example: The evaluation and preliminary definition of new and/or improved performance goals for navigation satellites – such as launch procedures and costs, multi-user capability, useful service life, accuracy and resistance to natural and man-made electronic interference.

Inappropriate use of this SIN is providing professional engineering services not specifically related to strategic planning for technology programs/activities and its associated disciplines.

#### ***C871-2 CONCEPT DEVELOPMENT AND REQUIREMENTS ANALYSIS PEDs OFFERED – Chemical, Civil, Electrical, and Mechanical***

Services required under this SIN involve abstract or concept studies and analysis, requirements definition, preliminary planning, the evaluation of alternative technical approaches and associated costs for the development or enhancement of high level general performance specifications of a system, project, mission or activity. Typical associated tasks include, but are not limited to requirements analysis, cost/cost-performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, training, privatization and outsourcing.

Example: The development and analysis of the total mission profile and life cycle of the improved satellite including examination of performance and cost tradeoffs.

Inappropriate use of this SIN is providing professional engineering services not specifically related to concept development and requirements analysis and its associated disciplines.

#### ***C871-3 SYSTEM DESIGN, ENGINEERING AND INTEGRATION PEDs OFFERED – Chemical, Civil, Electrical, and Mechanical***

Services required under this SIN involve the translation of a system (or subsystem, program, project, activity) concept into a preliminary and detailed design (engineering plans and specifications), performing risk identification/analysis/mitigation, traceability, and then integrating the various components to produce a working prototype or model of the system. Typical associated tasks include, but are not limited to computer-aided design, design studies and analysis, high level detailed specification preparation, configuration management and document control, fabrication, assembly and simulation, modeling, training, privatization and outsourcing.

Example: The navigation satellite concept produced in the preceding stage will be converted to a detailed engineering design package, performance will be computer simulated and a working model will be built for testing and design verification.

Inappropriate use of this SIN is providing professional engineering services not specifically related to system design, engineering and integration and its associated disciplines.

#### ***C871-4 TEST AND EVALUATION***

***PEDs OFFERED*** – *Chemical, Civil, Electrical, and Mechanical*

Services required under this SIN involve the application of various techniques demonstrating that a prototype system (subsystem, program, project or activity) performs in accordance with the objectives outlined in the original design. Typical associated tasks include, but are not limited testing of a prototype and first article(s) testing, environmental testing, independent verification and validation, reverse engineering, simulation and modeling (to test the feasibility of a concept), system safety, quality assurance, physical testing of the product or system, training, privatization and outsourcing.

Example: The navigation satellite working model will be subjected to a series of tests which may simulate and ultimately duplicate its operational environment.

Inappropriate use of this SIN is providing professional engineering services not specifically related to testing and evaluating and its associated disciplines.

#### ***C871-5 INTEGRATED LOGISTICS SUPPORT***

***PEDs OFFERED*** – *Civil, Electrical, and Mechanical*

Services required under this SIN involves the analysis, planning and detailed design of all engineering specific logistics support including material goods, personnel, and operational maintenance and repair of systems throughout their life cycles. Typical associated tasks include, but are not limited to ergonomic/human performance analysis, feasibility analysis, logistics planning, requirements determination, policy standards/procedures development, long-term reliability and maintainability, training, privatization and outsourcing.

Example: The full range of life cycle logistics support for the navigation satellite will be identified and designed in this stage including training, operation and maintenance requirements, and replacement procedures.

Inappropriate use of this SIN is providing professional engineering services not specifically related to integrated logistics support and its associated disciplines.

### ***C871-7 CONSTRUCTION MANAGEMENT***

#### ***PEDs OFFERED – Chemical, Civil, Electrical, and Mechanical***

The following are some of the tasks covered under Construction Management:

**Project Design Phase Services:** These services may include: design technical reviews; code compliance reviews; constructability reviews; analysis of Value Engineering proposals; preparation of cost estimates (including independent check estimates); cost analysis; cost control/monitoring; energy studies; utility studies; site investigations; site surveys; scheduling (including preparation of schedules and schedule reviews); review of design scope changes (including analysis of schedule impact); scheduling/conducting/documenting design related meetings; and performing market studies (material availability, contractor interest, etc.).

**Project Procurement Phase Services:** These services may include: providing assistance to the Contracting Officer in contract procurement; answering bid/RFP questions; attending/participating in site visits; attending/participating in pre-bid conferences; preparing and issuing solicitation amendments for review and approval by the Government Contracting Officer; and performing cost/bid/proposal analysis.

**Project Construction Phase Services:** These services may include: establishing temporary field offices; setting up job files, working folders, and record keeping systems; maintaining organized construction files; scheduling and conducting preconstruction meetings; documenting actions taken and decisions made, etc.; monitoring the submittal review process; review and monitoring of project schedules for construction progress with emphasis on milestone completion dates, phasing requirements, work flow, material deliveries, test dates, etc.; assisting in problem resolution and handling of disputed issues (including development of Government position); maintaining marked up sets of project plans and specifications for future as-built drawings; performing routine inspections of construction as work proceeds, taking action to identify work that does not conform to the contract requirements, and notifying the contractors when work requires correction; compiling, through site inspections, lists of defects and omissions related to the work performed and providing these lists to the contractor for correction; review of construction contractor payment requests (including preparation of necessary forms for payment processing); monitoring project financial data and budgetary cost accounting; administration of construction contract change orders (issuing proposal requests, preparing cost estimates, reviewing cost proposals, assisting agency in negotiations, preparing change order packages for processing); scheduling, conducting, and documenting regular progress meetings with all interested parties to review project status, discuss problems, and resolve issues; scheduling, conducting, and documenting (prepare minutes, etc. for distribution) construction related project meetings; monitoring construction contractor compliance with established safety standards (note and report unsafe working conditions, failures to adhere to safety plan required by construction contract); monitoring construction contractor's compliance with contract labor standards; coordination of

construction activities with customer Managers and occupying agency personnel; monitoring the design and construction clarification process and, when appropriate, reminding the A/E and other parties involved of the need for timely actions; participating in all Partnering activities during construction (workshops, meetings, etc.); preparing special reports and regular project status reports; providing for progress and/or final photographs of project work; perform site surveys; provide assistance in obtaining permits; perform hazardous material assessments and monitoring of hazardous material abatement work; and provide cost estimating assistance.

**Commissioning Services:** These services shall include, but are not limited to, providing professional and technical expertise for start-up, calibration, and/or certification of a facility or operating systems within a facility. The CM must be able to provide any level of commissioning need from total support to specialty services. Commissioning services may require start-up planning, forecasting start-up duration, estimating start-up costs, determining start-up objectives, organizing start-up teams and team assignments, testing building system components, conducting performance tests.

**Testing Services:** The CM may be tasked to provide the services of an independent testing agency/laboratory to perform project specific quality control testing and inspection services. The services may include, but are not limited to, testing/inspection of soils, concrete, precast concrete connections, steel, steel decking, applied fireproofing, roofing, curtain walls/glazing, and elevator installations.

**Claims Services:** The CM may be tasked to provide Claims Services when and as required by the Government for specific projects. The CM will review disputes and claims from the A&E and/or construction contractor(s) and render all assistance that the Government may require, including, but not limited to, the following: Furnishing reports with supporting information necessary to resolve disputes or defend against the claims; preparation and assembly of appeal files; participation in meetings or negotiations with claimants; appearance in legal proceedings; preparation of cost estimates for use in claims negotiations; preparation of risk assessments/analyses relative to claim exposures; preparation of findings of fact and any other documentation required by the Government.

**Post Construction Services:** At or near substantial completion of project construction, the CM may be tasked to provide services such as: Performing Post Occupancy Evaluations (POE's); assisting Agency in the formulation of lessons learned; providing occupancy planning including development of move schedules, cost estimates, inventory lists, etc.; providing move coordination, relocation assistance, and/or furniture coordination; providing telecommunication and computer coordination.

### ***C899-1 ENVIRONMENTAL CONSULTING SERVICES***

Under this SIN, only consulting services may be performed. The services include, but are not limited to: Planning and Documentation Services for the development, planning, facilitation, coordination, and documentation of and/or for environmental initiatives (or mandates such as Executive Order 13423) in areas of chemical, radiological, and/or hazardous materials; ISO 14001

Environmental Management System (EMS) and sustainable performance measure development; Environmental Assessment (EA) and Environmental Impact Statement (EIS) preparation under the National Environmental Policy Act (NEPA); Endangered species, wetland, watershed, and other natural resource management plans; Archeological and/or cultural resource management plans; Environmental program and project management; Environmental regulation development; Economic, technical and/or risk analysis; other environmentally related studies and/or consultations; Homeland Security solutions that include Biochemical protection; Crime prevention through environmental design surveys (CPTED); Economical, technical and/or risk analysis; Identification and mitigation of threats inclusive of protective measures to mitigate the threats; and Vulnerability assessments. Compliance Services such as review, audit, and implementation/management of EMS and other compliance and contingency plans and performance measures; Permitting; Spill prevention/control and countermeasure plans; Pollution prevention surveys; and Community Right to-Know Act reporting. Advisory Services for ongoing advice and assistance with data and information in support of agency environmental programs involving areas such as Hazardous material spills; Material safety data sheets (MSDS), Biological/medical data sheets; Information hotlines; Poison control hotlines; Environmental regulations and environmental policy/procedure updates; Management, furnishing, or inventory of MSDS. Waste Management Consulting Services to provide guidance in support of waste-related data collection, feasibility studies and risk analyses; Resource Conservation and Recovery Act/Comprehensive Environmental Response Compensation and Liability Act (RCRA/CERCLA) site investigations; Hazardous and/or non-hazardous exposure assessments; Waste characterization and source reduction studies; Review and recommendation of waste tracking or handling systems; Waste management plans and/or surveys; Waste minimization/pollution prevention initiatives; and Review of technologies and processes impacting waste management.

### ***C899-8 REMEDIATION AND RECLAMATION SERVICES***

Remediation services include, but are not limited to: Excavation, removal and disposal of hazardous waste; Site preparation, characterization, field investigation, conservation and closures; Wetland restoration; Emergency response clean up (ERC); Underground storage tank/above-ground storage tank (UST/AST) removal; Air monitoring; Soil vapor extraction; Stabilization/solidification, bio-venting, carbon absorption, reactive walls, containment, monitoring and/or reduction of hazardous waste sites, as well as unexploded ordnance removal; Remediation-related laboratory testing (e.g., biological, chemical, physical, pollution and soil testing). Reclamation services include, but are not limited to: Land (e.g., creating new land from sea or riverbeds and/or restoring areas to a more natural state, such as after pollution, desertification, or salinization have made it unusable); and Water and refrigerant reclamation.

*Note: Services offered under this SIN shall NOT include any remediation/transportation/disposal of radioactive waste, asbestos removal and/or paint removal, construction and architect-engineer services as set forth in FAR Part 36 (including construction, alteration or repair of buildings, structures, or other real property). Disposal services performed under SIN must be ancillary to remediation services performed.*

## SECTION 4 – LABOR CATEGORY DESCRIPTIONS

SIN's C871-1, C871-2, C871-3, C871-4, C871-5, C871-7

| Labor Category             | Minimum/General Experience           | Minimum Education/Qualifications   | Functional Responsibility  |
|----------------------------|--------------------------------------|--|--|
| Principal Engineer         | At least 25 years related experience | BS in Engineering or Science. Advanced degree in Engineering or a related academic field preferred. Registered Professional Engineer | The Principal Engineer provides masterful technical direction and leadership for large, complex task orders and may assist the Program Manager in working with customer agency reps. The Principal Engineer is responsible for the overall technical execution of a project, providing expert evaluation and problem solving. Ensures timely and cost effective accomplishment of contractual commitments and/or established goals. Works under the guidance of a company officer and is responsible for the overall technical direction of a specific task order.   |
| Lead Engineer              | At least 20 years related experience | BA/BS/Equivalent in Engineering or Science. Advanced degree in Engineering or a related academic field preferred.                    | The Lead Engineer possesses demonstrated ability to perform independent research of complicated engineering problems resulting in solutions which directly apply to customer and corporate needs. Possesses hands-on direct research experience in development and execution of major prototype or acquisition aerospace systems. Applies specific government or industry standard engineering tools and processes in the execution of program objectives. Proven ability to lead and direct significant size projects and multiple engineering areas is required by the Lead Engineer. Applies advanced engineering skills to significant business areas. |
| Senior Engineer Specialist | At least 10 years related experience | BS in Engineering or Science. Advanced degree in Engineering or a related academic field preferred.                                  | Senior Engineer Specialists are authorized to interface with the customer agency representatives. The Senior Engineer Specialists within a technical field can execute his assignment both as a consultant and a project lead for complex and critical client projects. Responsibilities include project development from inception to deployment, ability to provide guidance and direction in the required tasks, management and control of funds and resources and capability for managing multi-task contracts.  |
| Senior Engineer            | 7 to 9 years related experience      | BS in Engineering or Science.  | A technical professional who applies abroad to comprehensive knowledge of methodologies, theoretical concepts, principles and practices in specific and practices in specific professional scientific or technical disciplines. Under minimal supervision, plans conducts, leads, and accomplishes broad assignments. Provides guidance and assistance in coordinating tasks and ensuring technical adequacy of the end product. Ensures compliance with technological standards throughout the project. Usually operates with some latitude for certain actions or decisions and provides daily supervision/direction to support staff.                   |
| Engineer                   | 4 to 6 years related experience      | BS in Engineering or Science.  | A professional who applies a strong technical foundation and solid knowledge of methodologies, concepts, principles and practices to engineering solutions. Works under broad direction of project leaders and can execute significant portion of job assignments with minimal guidance. Provides engineering quality and standards to end products for Nelson Engineering Co..  |
| Junior Engineer            | 1 to 3 years related experience      | BS in Engineering or Science.  | A professional who applies solid educational engineering theory and practices to engineering solutions. Works under close supervision of project leaders and interacts frequently within the company for technical guidance and development. Exhibits ability to apply experience from education and professional training to develop creative solutions. May provide guidance/direction to others on projects.  |

| Labor Category               | Minimum/General Experience           | Minimum Education/Qualifications   | Functional Responsibility   |
|------------------------------|--------------------------------------|--|---|
| Engineer Intern              | 0 Years of experience                | BS in Engineering Candidate. Must have completed coursework from an ABET accredited University curriculum equivalent to the start of the junior year of education. | A future professional who applies educational engineering theory under close direction of other more senior engineers and program managers. Has the ability to work somewhat independently when given well defined tasks with expected outcomes. Has the ability to apply engineering principles, perform calculations, and test functions.   |
| Program Manager              | At least 15 years related experience | BA/BS/Equivalent in Engineering, Science or Business Management. Advanced degree in Engineering or a related academic field preferred.                             | Senior technical professional. Possesses expert qualifications recognizable by customers and/or national technical associations. Proven ability to lead and direct technical challenging aerospace and facilities projects. Applies advanced and comprehensive knowledge in specific scientific or technical disciplines. Provides overall technical, schedule, and cost direction. The Program Manager can execute assignments independently within scope of work assigned by contracts or corporate officers. Has full program execution responsibility for technical, cost and schedule. |
| Project Manager              | At least 10 years related experience | BA/BS degree (or equivalent) required. Advanced degree in Engineering, Science, Business, or a related academic field preferred.                                   | The Project Manager coordinates and integrates technical projects and may work directly with the customer agency representatives and project participants. The Project Manager provides overall technical, cost, schedule, customer relations, and project team support for multi -task contracts and/or multiple contracts. The Project Manager is responsible for overall project control including initial planning, reporting, cost, and schedule management and technical management (and will report directly to the Program Manager).  |
| Project Management Assistant | At least 3 years related experience  | BA/BS degree (or equivalent) required. Advanced degree in Engineering, Science, Business or a related academic field preferred.                                    | The Project Management Assistant coordinates and integrates technical projects and may assist in working with customer agency representatives and the project participants. The Project Management Assistant provides overall technical, cost, schedule, customer relations, and project team support. Ensures timely and cost effective accomplishment of project commitments and/or established goals. Is responsible for overall project administration duties that may span planning, reporting, and project cost, schedule and technical control.                                      |
| Senior Program Administrator | 5+ years related experience          | Associate degree/ Equivalent   | Provides direct support to the Program Manager and the entire project. Includes administration, travel coordination, presentation support and preparation, graphics production, office management and support with hardware/software/network issues. Must work independently or under limited supervision. Must have knowledge of government contracts, rules and regulations.  |
| Program Administrator        | None Required                        | Associate degree/ Equivalent   | Provides support to the Program Manager and the entire project. Includes administration, travel coordination, presentation support and preparation, graphics production, office management and support with hardware/software/network issues. Typically works under general control of others. .  |
| Graphics Specialist          | None Required                        | Associate degree/ Equivalent   | Performs daily graphic production activities in support of all company activities. May include use of CAD software as well as production graphics software suites   |

Note: In all cases, one year of directly related experience may be substituted for one year of education.

## SIN's C899-1, C899-8

| Labor Category             | Minimum/General Experience          | Minimum Education/Qualifications   | Functional Responsibility  |
|----------------------------|-------------------------------------|--|--|
| Principal Engineer         | Minimum 25 years related experience | BS in Engineering or Science. Advanced degree in Engineering or a related academic field preferred. Registered Professional Engineer | The Principal Engineer provides masterful technical direction and leadership for large, complex task orders and may assist the Program Manager in working with customer agency reps. The Principal Engineer is responsible for the overall technical execution of a project, providing expert evaluation and problem solving. Ensures timely and cost effective accomplishment of contractual commitments and/or established goals. Works under the guidance of a company officer and is responsible for the overall technical direction of a specific task order.   |
| Professional Geologist     | Minimum 15 years related experience | BS in Geology.   | The Professional Geologists possesses the ability to conduct investigations and provide interpretative geologic services related to ground water, mineral exploration and development, mine reclamation, foundation conditions, dam and highway construction, subsurface migration of contamination, disposal of hazardous waste, geologic hazards, origin of geologic features and land use. Provides guidance and advanced geologic skills with environmental specific task orders.  |
| Lead Engineer              | Minimum 20 years related experience | BA/BS/Equivalent in Engineering or Science. Advanced degree in Engineering or a related academic field preferred.                    | The Lead Engineer possesses demonstrated ability to perform independent research of complicated engineering problems resulting in solutions which directly apply to customer and corporate needs. Possesses hands-on direct research experience in development and execution of major prototype or acquisition aerospace systems. Applies specific government or industry standard engineering tools and processes in the execution of program objectives. Proven ability to lead and direct significant size projects and multiple engineering areas is required by the Lead Engineer. Applies advanced engineering skills to significant business areas. |
| Senior Engineer Specialist | Minimum 10 years related experience | BS in Engineering or Science. Advanced degree in Engineering or a related academic field preferred.                                  | Senior Engineer Specialists are authorized to interface with the customer agency representatives. The Senior Engineer Specialists within a technical field can execute his assignment both as a consultant and a project lead for complex and critical client projects. Responsibilities include project development from inception to deployment, ability to provide guidance and direction in the required tasks, management and control of funds and resources and capability for managing multi-task contracts.  |
| Senior Engineer            | Minimum 7 years related experience  | BS in Engineering or Science.  | A technical professional who applies abroad to comprehensive knowledge of methodologies, theoretical concepts, principles and practices in specific and practices in specific professional scientific or technical disciplines. Under minimal supervision, plans conducts, leads, and accomplishes broad assignments. Provides guidance and assistance in coordinating tasks and ensuring technical adequacy of the end product. Ensures compliance with technological standards throughout the project. Usually operates with some latitude for certain actions or decisions and provides daily supervision/direction to support staff.                   |
| Engineer                   | Minimum 4 years related experience  | BS in Engineering or Science.  | A professional who applies a strong technical foundation and solid knowledge of methodologies, concepts, principles and practices to engineering solutions. Works under broad direction of project leaders and can execute significant portion of job assignments with minimal guidance. Provides engineering quality and standards to end products for Nelson Engineering Co..  |
| Junior Engineer            | Minimum 1 years related experience  | BS in Engineering or Science.  | A professional who applies solid educational engineering theory and practices to engineering solutions. Works under close supervision of project leaders and interacts frequently within the company for technical guidance and development. Exhibits ability to apply experience from education and professional training to develop creative solutions. May provide guidance/direction to others on projects.  |

| Labor Category                    | Minimum/ General Experience         | Minimum Education/Qualifications   | Functional Responsibility  |
|-----------------------------------|-------------------------------------|--|--|
| Engineer Intern                   | No experience required              | BS in Engineering Candidate. Must have completed coursework from an ABET accredited University curriculum equivalent to the start of the junior year of education. | A future professional who applies educational engineering theory under close direction of other more senior engineers and program managers. Has the ability to work somewhat independently when given well defined tasks with expected outcomes. Has the ability to apply engineering principles, perform calculations, and test functions.  |
| Program Manager                   | Minimum 15 years related experience | BA/BS/Equivalent in Engineering, Science or Business Management. Advanced degree in Engineering or a related academic field preferred.                             | Senior technical professional. Possesses expert qualifications recognizable by customers and/or national technical associations. Proven ability to lead and direct technical challenging aerospace and facilities projects. Applies advanced and comprehensive knowledge in specific scientific or technical disciplines. Provides overall technical, schedule, and cost direction. The Program Manager can execute assignments independently within scope of work assigned by contracts or corporate officers. Has full program execution responsibility for technical, cost and schedule.  |
| Project Manager                   | Minimum 10 years related experience | BA/BS degree (or equivalent) required. Advanced degree in Engineering, Science, Business, or a related academic field preferred.                                   | The Project Manager coordinates and integrates technical projects and may work directly with the customer agency representatives and project participants. The Project Manager provides overall technical, cost, schedule, customer relations, and project team support for multi-task contracts and/or multiple contracts. The Project Manager is responsible for overall project control including initial planning, reporting, cost, and schedule management and technical management (and will report directly to the Program Manager).  |
| Project Management Assistant      | Minimum 3 years related experience  | BA/BS degree (or equivalent) required. Advanced degree in Engineering, Science, Business or a related academic field preferred.                                    | The Project Management Assistant coordinates and integrates technical projects and may assist in working with customer agency representatives and the project participants. The Project Management Assistant provides overall technical, cost, schedule, customer relations, and project team support. Ensures timely and cost effective accomplishment of project commitments and/or established goals. Is responsible for overall project administration duties that may span planning, reporting, and project cost, schedule and technical control.   |
| Senior Program Administrator      | Minimum 5+ years related experience | Associate degree/ Equivalent   | Provides direct support to the Program Manager and the entire project. Includes administration, travel coordination, presentation support and preparation, graphics production, office management and support with hardware/software/network issues. Must work independently or under limited supervision. Must have knowledge of government contracts, rules and regulations.   |
| Program Administrator             | 0 to 5 years related experience     | Associate degree/ Equivalent   | Provides support to the Program Manager and the entire project. Includes administration, travel coordination, presentation support and preparation, graphics production, office management and support with hardware/software/network issues. Typically works under general control of others. .   |
| Environmental Field Technician ** | 0 to 10 years related experience    | High School Diploma  | The Environmental Technician conducts tests and field investigations to obtain data for use by environmental, engineering and scientific personnel in determining sources and methods of controlling pollutants in air, water, and soil, utilizing knowledge of agriculture, chemistry, meteorology, and engineering principles and applied technologies. This worker conducts chemical and physical laboratory and field tests according to prescribed standards to determine characteristics or composition of solid, liquid, or gaseous materials and substances, using pH meter, chemicals, autoclaves, centrifuge spectrophotometer, microscope, analytical instrumentation, and chemical laboratory equipment. |
| Graphics Specialist               | None Required                       | Associate degree/ Equivalent   | Performs daily graphic production activities in support of all company activities. May include use of CAD software as well as production graphics software suites  |

Note: In all cases, one year of directly related experience may be substituted for one year of education.

## SECTION 5 – PRICE LIST

### NELSON ENGINEERING CO. AWARDED RATES

SIN's C871-1, C871-2, C871-3, C871-4, C871-5, C871-7

| LABOR CATEGORY               | Year 1   | Year 2   | Year 3   | Year 4   | Year 5   |
|------------------------------|----------|----------|----------|----------|----------|
| Principal Engineer           | \$204.23 | \$208.31 | \$212.48 | \$216.73 | \$221.07 |
| Lead Engineer                | \$149.04 | \$152.02 | \$155.06 | \$158.16 | \$161.33 |
| Senior Engineer Specialist   | \$115.91 | \$118.23 | \$120.59 | \$123.00 | \$125.46 |
| Senior Engineer              | \$105.98 | \$108.10 | \$110.26 | \$112.47 | \$114.72 |
| Engineer                     | \$87.76  | \$89.52  | \$91.31  | \$93.13  | \$94.99  |
| Junior Engineer              | \$74.52  | \$76.01  | \$77.53  | \$79.08  | \$80.66  |
| Engineer Intern              | \$37.54  | \$38.29  | \$39.06  | \$39.84  | \$40.63  |
| Program Manager              | \$114.81 | \$117.11 | \$119.45 | \$121.84 | \$124.27 |
| Project Manager              | \$98.25  | \$100.22 | \$102.22 | \$104.26 | \$106.35 |
| Project Manager Assistant    | \$81.14  | \$82.76  | \$84.42  | \$86.11  | \$87.83  |
| Senior Program Administrator | \$65.68  | \$66.99  | \$68.33  | \$69.70  | \$71.09  |
| Program Administrator        | \$39.75  | \$40.55  | \$41.36  | \$42.18  | \$43.03  |
| Graphics Specialist          | \$43.05  | \$43.91  | \$44.79  | \$45.69  | \$46.60  |

SIN's C899-1, 899-8

| LABOR CATEGORY               | Year 1   | Year 2   | Year 3   | Year 4   | Year 5   |
|------------------------------|----------|----------|----------|----------|----------|
| Principal Engineer           | \$199.35 | \$203.14 | \$207.00 | \$210.93 | \$214.94 |
| Lead Engineer                | \$145.47 | \$148.23 | \$151.05 | \$153.92 | \$156.84 |
| Professional Geologist       | \$112.55 | \$114.69 | \$116.87 | \$119.09 | \$121.35 |
| Senior Engineer Specialist   | \$112.30 | \$114.43 | \$116.61 | \$118.82 | \$121.08 |
| Senior Engineer              | \$103.45 | \$105.42 | \$107.42 | \$109.46 | \$111.54 |
| Engineer                     | \$85.67  | \$87.30  | \$88.96  | \$90.65  | \$92.37  |
| Junior Engineer              | \$72.74  | \$74.12  | \$75.53  | \$76.97  | \$78.43  |
| Engineer Intern              | \$36.64  | \$37.34  | \$38.05  | \$38.77  | \$39.51  |
| Program Manager              | \$107.91 | \$109.96 | \$112.05 | \$114.18 | \$116.35 |
| Project Manager              | \$94.08  | \$95.87  | \$97.69  | \$99.55  | \$101.44 |
| Project Manager Assistant    | \$79.20  | \$80.70  | \$82.24  | \$83.80  | \$85.39  |
| Senior Program Administrator | \$64.12  | \$65.34  | \$66.58  | \$67.84  | \$69.13  |
| Program Administrator        | \$38.79  | \$39.53  | \$40.28  | \$41.04  | \$41.82  |
| Environmental Field Tech.**  | \$39.86  | \$40.62  | \$41.39  | \$42.18  | \$42.98  |
| Graphics Specialist          | \$42.03  | \$42.83  | \$43.64  | \$44.47  | \$45.32  |

\*\* Service Contract Act Applicable

**SCA Matrix**

| <b>SCA Eligible Category</b>   | <b>SCA Equivalent Code – Title</b> | <b>SCA Wage Determination Number</b> |
|--------------------------------|------------------------------------|--------------------------------------|
| Environmental Field Technician | 30090 – Environmental Technician   | 05-2117                              |

“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(s) identified in the SCA matrix. 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.”