



AUTHORIZED FEDERAL SUPPLY CATALOG AND PRICE LIST SCHEDULE 899: ENVIRONMENTAL SERVICES



PHE

Potomac-Hudson Engineering, Inc.

► *Defining Responsiveness, Quality, and Value for over 25 Years*

SBA Small Business
541620 and 541330

GSA Contract No. GS-10F-0045K





CUSTOMER INFORMATION SUMMARY

POTOMAC-HUDSON ENGINEERING, INC.

PHE is a multidisciplinary consulting firm providing exceptional environmental compliance, planning and analysis, engineering, and information technology services to federal, state, municipal, and private clients worldwide since 1988.

Online access to contract ordering information, terms and conditions, and up-to-date pricing are all available on the GSA Advantage! website (www.gsaadvantage.gov). Search on GS-10F-0045K.

CONTRACT NUMBER

GS-10F-0045K

FEDERAL SUPPLY SCHEDULE TITLE

FSC Group 899 Environmental Services

AWARDED SPECIAL ITEM NUMBERS (SINS)

899-1, 899-1 RC, 899-3, 899-3 RC

CONTRACT PERIOD

November 22, 1999 - November 21, 2019

DATA UNIVERSAL NUMBERING SYSTEM (DUNS)

60-647-1688

BUSINESS SIZE SMALL BUSINESS NAICS CODES

**SBA Small Business,
541620 and 541330**

GEOGRAPHIC COVERAGE

Domestic and Worldwide

CORPORATE OFFICE

**9801 Washingtonian Blvd., Suite 350
Gaithersburg, MD 20878
301.907.9078**

CONTRACT ADMINISTRATOR

Fred Carey
fredc@phe.com
Tel: 301.907.9078
Fax: 301.907.3446

WEBSITE

www.phe.com

COMPANY BACKGROUND

PHE is an innovative environmental, planning, and technology consulting firm. Our engineers, scientists, and planners are engaged in complex programs and projects solving today's most pressing environmental, climate change, energy, and national security challenges. In our 25-year history, we have earned a reputation as a provider of responsive, cost-effective, and high-quality services to federal and private sector clients. PHE leverages staff expertise, a broad network of industry and government partners, and value-adding information technology to consistently produce exceptional results in the following service areas:

- » **Environmental Analysis, Communication, and Documentation**
- » **Environmental Compliance, Management, and Sustainability; and**
- » **Site Evaluation, Characterization, and Planning.**

PHE's staff has broad training and expertise in environmental consulting. Our staff includes engineers (chemical, civil, environmental, mechanical, and software), noise experts, biologists, environmental scientists, geologists, ecologists (aquatic and terrestrial), and planners (land use and environmental). Our expertise encompasses many levels of support, from high-level policy development to hands-on site work.

ACQUIRING PHE SERVICES

- 1 Contact our Contract Administrator.**
Fred Carey can be reached at (301) 907-9078 or fredc@phe.com. He will put you in touch with a senior representative specializing in the services you need.
- 2 Establish your requirements.**
Discuss your requirements with our senior representative, who can recommend information to include in the Statement of Work (SOW).
- 3 Prepare a Statement of Work.**
The SOW should include the following:
 - a) The location and description of the work to be performed.
 - b) The period of performance, deliverables, and delivery schedule.
 - c) Any applicable standards, acceptance criteria, and special requirements.
 - d) Required expertise, labor categories, and projected hours (if appropriate).
 - e) Delivery location and points of contact.
- 4 Obtain approval and a funding source from your contracting office.**
- 5 Submit a Request for Quotation (RFQ) with the SOW to PHE.**
- 6 After award, your contracting office issues PHE a task order.**



CUSTOMER INFORMATION

- 1a. **Awarded Special Item Number(s) with appropriate cross-reference to page numbers**
899-1, 899-1RC, 899-3, and 899-3RC
- 1b. **Hourly Rates**
Labor Categories, Awarded Prices, and Descriptions (See Authorized Price List)
2. **Maximum Order**
\$1,000,000 (Please contact the contractor for orders over \$1,000,000)
3. **Minimum Order**
\$100
4. **Geographic Coverage (delivery area)**
Domestic and Overseas
5. **Point(s) of production (city, county, and state or foreign country)**
Gaithersburg, MD
6. **Discount from list prices or statement of net price**
Government net prices (discounts already deducted). See Authorized Price List.
8. **Prompt payment terms**
Net 30 days
- 9a. **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**
Accepted
10. **Foreign items (list items by country of origin)**
None
11. **Time of Delivery**
Specified by the Task Order
12. **F.O.B Points(s)**
NOT APPLICABLE (Services)
- 13a. **Ordering Address**
Potomac-Hudson Engineering, Inc.
9801 Washingtonian Blvd., Suite 350
Gaithersburg, MD 20878
- 13b. **Ordering procedures**
Ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules)
14. **Payment address:**
Potomac-Hudson Engineering, Inc.
9801 Washingtonian Blvd., Suite 350
Gaithersburg, MD 20878
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. **List of service and distribution points (if applicable)**
NOT APPLICABLE
22. **List of participating dealers (if applicable)**
NOT APPLICABLE
23. **Preventive maintenance (if applicable)**
NOT APPLICABLE
- 24a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants (if applicable)**
NOT APPLICABLE
- 24b. **Availability of Section 508 compliance information on Electronic and Information Technology (EIT) supplies and services**
The EIT standards can be found at:
www.Section508.gov/
25. **Data Universal Numbering System (DUNS) number**
60-647-1688
26. **Notification regarding registration in Central Contractor Registration (CCR) database**
Registered

AWARDED SPECIAL ITEM NUMBERS

SIN 899-1: ENVIRONMENTAL CONSULTING SERVICES

Our expertise includes:

- » Environmental Assessments (EAs) and Environmental Impact Statements (EISs) under NEPA
- » Endangered Species and Wetlands Analysis
- » Watershed and Other Natural Resource Management Plans
- » Archeological and Cultural Resource Management Plans
- » Environmental Program Management
- » Environmental Regulation Development
- » Economic, Technical and Risk Analysis
- » Emergency Response Plans
- » Vulnerability Assessments
- » Biochemical Protection
- » Identification and Mitigation of Environmental Threats
- » Crime Prevention Through Environmental Design (CPTED) Surveys
- » Carbon Emissions, Global Climate Change Studies
- » Environmental Compliance Audits
- » ISO 14001/Environmental Management Systems (EMS)
- » Compliance Management and/or Contingency Planning
- » Spill Prevention, Control and Countermeasures Plans (SPCC)
- » Waste Minimization/Pollution Prevention Initiatives
- » Waste Management Services
- » Review of Technologies and Processes Impacting Waste Management
- » RCRA/CERCLA Site Investigation
- » Community Right-to-Know Act Reporting

SIN 899-3: ENVIRONMENTAL TRAINING SERVICES

May be conducted on- or off-site, standard off-the-shelf, customized or computer/web-based interactive courses.

Examples of training subjects include:

- » Air/Bloodborne Pathogens
- » Asbestos Awareness
- » Asbestos Hazard Emergency Response Act (AHERA)
- » CERCLA
- » Emergency Response Plans
- » Environmental Management Planning (O&M)
- » Fire Preparedness
- » First Responder
- » HAZWOPER
- » Hazardous Materials and Wastes (HAZMAT)
- » ISO 14001/EMS
- » National Environmental Policy Act
- » Natural Habitat Preservation
- » Occupational Safety and Health Administration (OSHA)
- » Pollution Prevention
- » Resource Conservation and Recovery Act (RCRA)
- » Sustainable Environmental Practices
- » Water Conservation
- » Wetlands Regulation and Permitting

PHE BUSINESS AREAS AND REPRESENTATIVE EXPERIENCE

ENVIRONMENTAL ANALYSIS, COMMUNICATION, AND DOCUMENTATION

PHE has extensive experience conducting environmental analyses for complex projects and programs, preparing legally defensible documentation, and supporting public communication and outreach efforts. We are nationally recognized for preparing high-quality NEPA documentation and for providing exceptional support. Our experience includes preparing studies for the siting, construction, and

operation of a wide variety of facilities including: energy facilities, hospitals, cemeteries, military installations and ranges, housing and operational facilities, correctional facilities, and various institutional complexes. In addition, our experience includes the preparation of studies and analysis for an array of military training and operational activities that support our national security.

National Environmental Policy Act (NEPA) Support

- » Environmental Impact Statements (EIS)
- » Environmental Assessments (EA)
- » Notices and Decision Documents (FONSI & RODs)
- » Mitigation Planning and Monitoring
- » Public Involvement and Outreach
- » Comment Management Support
- » Administrative Record Support
- » Technical Studies and Analysis

Environmental Studies

- » Natural and Cultural Resource Studies and Assessments
- » Wetland Delineation and Assessment
- » Air Quality Analysis and Conformity Determinations
- » Noise Monitoring and Assessment
- » Groundwater and Surface Water Studies
- » Land Use and Aesthetic Evaluations
- » Health and Safety, Accident, and Risk Analysis
- » Socioeconomic & Environmental Justice Reviews
- » Hazardous Waste and Materials Assessments
- » GHG Emissions and Climate Change Analysis
- » Carbon Capture, Transmission, and Storage Analysis

REPRESENTATIVE PROJECTS



Environmental Impact Statement for the Joint Readiness Training Center (JRTC) and Fort Polk Land Acquisition Program, Fort Polk, Louisiana. PHE prepared an EIS and ROD for Fort Polk to acquire up to approximately 100,000 acres of maneuver training land to address training land shortfalls and to accommodate the training needs of Fort Polk’s resident units and for units training at the JRTC to acceptable standards in preparation for operational deployment. The Army would convert the use of commercial and private lands to training land utilization through design and construction of road and trail infrastructure and other training enhancements, capable of supporting maneuver training and artillery firing points. The EIS analyzed anticipated environmental, cultural, and socio-economic impacts connected with this Proposed Action.

Environmental Impact Statement for the FutureGen Project. PHE prepared the Draft and Final EIS for the FutureGen 2.0 Project. FutureGen 2.0 is a fully integrated carbon capture and storage (CCS) project that includes the repowering of an existing electricity generation facility with clean coal technologies, capture of generated carbon dioxide (CO₂), compression and transport of captured CO₂ in a new regional pipeline, and injection and permanent storage of the CO₂ in a deep geologic formation. The project includes a new coal-fired boiler based on oxy-combustion technology that produces a high-concentration CO₂ flue gas, a new pipeline extending approximately 30 miles to a proposed injection site in Morgan County, Illinois, and a Class VI injection well(s) to inject CO₂ for permanent storage in the Mount Simon formation more than a mile below the earth’s surface. PHE prepared a high-quality and comprehensive Draft EIS that received a Lack of Objection (LO) rating from the USEPA.



PHE BUSINESS AREAS AND REPRESENTATIVE EXPERIENCE

ENVIRONMENTAL ANALYSIS, COMMUNICATION, AND DOCUMENTATION (CONTINUED)

REPRESENTATIVE PROJECTS (CONTINUED)

Nationwide Environmental Services for the Department of Energy (DOE). PHE provides EIS preparation services, conducts special studies (including noise, traffic, hydrological, wetlands, biological, cultural resource surveys, and site investigations), and supports public meetings throughout the United States. Projects completed for DOE have included high-profile and controversial federal actions that required complex analysis.

Environmental Assessments (EAs)

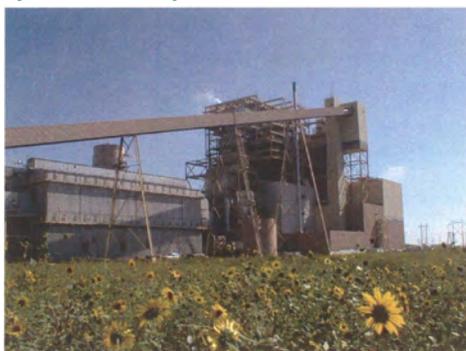
- » Algenol Integrated Biorefinery for Producing Ethanol from Hybrid Algae, Florida
- » Auburn Landfill Gas and Anaerobic Digester Gas Energy, New York
- » Large Explosive Test “Divine Strake” at Nevada Test Site, Nevada
- » Design, Construction, and Testing of a Pilot-Scale Steam Hydrogasification Facility Using Utah Coal and Biomass, Utah
- » Electric Drive Vehicle Battery Manufacturing EAs, Nationwide

Environmental Impact Statements (EIS)

- » Site-Wide EIS for the Nevada National Security Site, Nevada
- » Nevada Rail Corridor SEIS and Rail Alignment EIS, Nevada
- » Colorado Springs Utilities CFB Coal Generating Unit EIS, Colorado
- » W.A. Parish Post-Combustion CO₂ Capture and Sequestration EIS, Texas
- » Taylorville Energy Center Integrated Gasification EIS, Illinois
- » Mountaineer Carbon Capture and Storage EIS, West Virginia
- » FutureGen 2.0, Oxy-combustion/Carbon Capture EIS, Illinois
- » FutureGen, Integrated Gasification/Carbon Capture EIS, Illinois and Texas
- » Mesaba Energy Project, Integrated Gasification Combined Cycle EIS, Minnesota
- » Western Greenbrier Co-Production Demonstration EIS, West Virginia

Technical Studies and Reports Examples

- » Carbon Sequestration Program Reference Document, Nationwide
- » NEPA Reviews of Industrial Proposals for Clean Energy Projects



Nationwide Support for the U.S. Army Environmental Command (USAEC) to Prepare NEPA. PHE has a nationwide BPA to prepare NEPA documents and conduct environmental analysis in support of the U.S. Army. In support of the Army, PHE has performed over \$4.7M in task orders. Representative examples include:

- » Fort Campbell Training Mission and Mission Support Activities Programmatic EIS and Biological Assessment, Kentucky
- » West Point Net Zero Energy Installation Initiative EA and Bat and Eagle Study, Wind Turbine Noise Study, New York
- » Fort Knox Multi-Purpose Machine Gun Range EA, Kentucky
- » Army Force 2020 Force Realignment EA (21 installations), Nationwide
- » Fort Carson Net Zero Waste, Water, and Energy Implementation EA, Colorado
- » Joint Base Lewis-McChord Yakima Training Center Combined Live Fire Range EA, Washington
- » Joint Readiness Training Center and Fort Polk Land Acquisition Program EIS, Louisiana
- » Range-Wide Mission and Major Capabilities at White Sands Missile Range EIS, New Mexico
- » EIS Support for Fort Carson and Other Potential Stationing Decisions, Colorado
- » EA Support for the Implementation of Combat Aviation Brigade (CAB) Stationing at Fort Carson, Colorado
- » U.S. Army Garrison Alaska’s Range Complex Upgrades EA, Alaska
- » Proposed Railhead and Truck Loading Facility Programmatic EA, Fort Wainwright, Alaska
- » Management of Nike Site Summit EA, Fort Richardson, Alaska
- » Donnelly Training Area East Mobility and Maneuver Enhancements EA, Alaska
- » Donnelly Training Area West Maneuver Trail EA, Alaska
- » Public-Private Venture on Leased Land within the Fort McCoy Recreation Area EA, Wisconsin



PHE BUSINESS AREAS AND REPRESENTATIVE EXPERIENCE

ENVIRONMENTAL COMPLIANCE, MANAGEMENT, AND SUSTAINABILITY SERVICES

For over 25 years, PHE has provided superior quality and innovative environmental compliance and management support. We are nationally recognized as a leader in developing and implementing federal EMS and sustainability programs. In addition to programmatic planning and management services, PHE has extensive experience conducting multimedia environmental compliance audits and environmental site assessments, and developing a wide range of environmental studies and plans.

REPRESENTATIVE PROJECTS

- » Sustainability, Green Procurement, and EMS Support, Marine Corps Base (MCB) Camp Lejeune – Developed an installation-level Sustainability Performance Plan (SSPP) for MCB Camp Lejeune/Marine Corps Air Station (MCAS) New River, identifying successes and opportunities and establishing an implementation roadmap.
- » Sustainability Assessment and Implementation Plan, MCAS Camp Pendleton – Prepared a sustainability program gap analysis and implementation plan, including strategic recommendations, EMS and sustainability training for leadership and implementers, and functional planning group facilitation.
- » Green Procurement Plan Assessment and Implementation Plan, Naval Hospital Camp Pendleton – Performed GPP gap analysis and prepared GPP Implementation Plan, with programmatic development recommendations and cutting-edge policy, tools, templates, training curricula and outreach materials, and program objectives.
- » Sustainability and EMS Support, Headquarters, U.S. Marine Corps – Supported HQMC EMS, GPP, and sustainability programs development, including: developing and implementing Marine Corps EMS; technical support to GPP and sustainability policy and guidance initiatives within HQMC, DON, and DoD; and active participation in federal, DoD, and DoN working groups and committees.



ENVIRONMENTAL COMPLIANCE

- Multimedia environmental compliance audits and Environmental Site Assessments (ESAs)
- Environmental Program Support, including Onsite/ Staffed Support
- Environmental permitting
- IT development, online checklists, inventory usage, and compliance tracking databases
- Compliance training and preparation of guidance documents
- Development, review, and implementation of management plans
- Drinking water, wastewater, and stormwater compliance/engineering services
- Air emissions inventories and Air Program support
- Water Conservation, Efficiency Studies, and Management Plans
- Spill Prevention, Control and Countermeasures Plans (SPCC)
- Emergency Response Plans (ERP), Management Plans

EMS AND SUSTAINABILITY SERVICES

- Organizational EMS and facility-specific approaches
- EMS Life Cycle support
- EO 13423 and EO 13514 sustainable practices development, management, and reporting
- Training and Outreach Programs
- Waste Management and Minimization/ Pollution Prevention (P2)
- Green Procurement Program (GPP) Development



PHE BUSINESS AREAS AND REPRESENTATIVE EXPERIENCE

ENVIRONMENTAL COMPLIANCE, MANAGEMENT, AND SUSTAINABILITY SERVICES (CONTINUED)

REPRESENTATIVE PROJECTS (CONTINUED)

Wastewater Source Control Pretreatment Program (SCPP), MCB Camp Pendleton – PHE developed and implemented the SCPP to systematically identify, characterize, and eliminate the sources of pollutants that can interfere with or degrade the operation of the sewage treatment plants or the sewage collection system. The SCPP focuses both on domestic and industrial sources, and includes quarterly field surveys, inspections, quarterly OWS, sewer system surveillance sampling, job-specific training, and a general awareness education and public outreach program.



Headquarters, United States Marine Corps Environmental Compliance Evaluations (ECEs) – PHE supported the HQMC ECE program with intensive multimedia compliance audits that assessed installation compliance with all federal, state, and local environmental laws and regulations, as well as USMC and DoD policy. PHE performed ECEs at over 130 active-duty and reserve Marine Corps installations worldwide. For each ECE, a detailed physical inspection of all regulated facilities and operations was performed, and observations were documented using PHE’s Automated Compliance Evaluation (ACE) software.

Compliance Management Plans and Studies, Camp Lemonier, Djibouti – Developed compliance management plans and studies for Camp Lemonier in Djibouti, Africa. Plans included a Hazardous Waste Management Plan, ODS Inventory and Management Action Plan (MAP), a Solid Waste Management/Pollution Prevention Plan, a Sanitary Survey and Water System Vulnerability Assessment (WSVA), Emergency Response Plan, and Drinking Water Management Action Plan (MAP).

Department of Veterans Affairs, Environmental Compliance Audits – Veterans Integrated Service Network (VISN) 3, VISN 8, VISN 11, VISN 19, VISN 20, VISN 21, VISN 22. Conducted third party multimedia environmental compliance audits at Department of Veterans Affairs medical centers throughout the United States, including Puerto Rico. Audit teams visited the medical centers, presented findings during the audit outbriefs, and developed comprehensive audit findings reports that identified areas of non-compliance, root cause analysis, identification of applicable regulatory citations, and recommended corrective actions.



Cross Connection and Backflow Prevention Study, Marine Air Ground Task Force Training Command (MAGTFC) 29 Palms, California. Conducted a comprehensive Backflow Prevention/Cross-Connection Survey of a Marine Corps Base located in the Mojave Desert to identify and document potential cross-connection or backflow hazards. Evaluated whether existing backflow prevention devices were adequate for their intended use and location, and developed a database to track the location, condition, and test results of each device for use by the Backflow Prevention/Cross-Connection Manager.



PHE BUSINESS AREAS AND REPRESENTATIVE EXPERIENCE

SITE EVALUATION, CHARACTERIZATION, AND PLANNING

PHE is experienced in a range of evaluation, characterization, and planning services in support of due diligence and project siting efforts across the U.S. for both private-sector and federal clients. This support has been critical to minimizing our client liabilities while maintaining mission and project requirements and timelines. We are also experienced in developing strategies for managing existing site contamination and compliance problems, in a manner that achieves business and cost objectives.

- » Phase I Environmental Site Assessment/Due Diligence Assessments
- » Phase II Environmental Site Assessment/Site Investigation
- » Tank Removal and Replacement
- » Site Characterization and Remedial Investigations
- » Soil and Groundwater Sampling, Monitoring and Modeling
- » Feasibility Studies
- » Remedial Design/Restoration
- » Closure/Post-Closure Planning
- » Environmental Permitting and Mitigation
- » Air Quality Studies
- » Noise Studies
- » Site Engineering Support



REPRESENTATIVE PROJECTS:

Phase I and Phase II Environmental Site Assessments and Asbestos Surveys, Centers for Disease Control and Prevention, Atlanta, GA. PHE conducted a Phase II Asbestos Survey on proposed acquisition properties for the expansion of the Centers for Disease Control and Prevention Campus in Atlanta, GA. A total of 41 properties, including two child care centers, a mental health clinic, and private residences were evaluated as part of this effort, and over 1,400 material samples were collected. The study identified all ACMs, estimated quantities of each ACM material, outlined requirements for the abatement of each material prior to demolition, and estimated the abatement costs.



Phase I and Phase II Environmental Site Assessment, Volunteer Army Ammunition Plant, Chattanooga, TN. PHE conducted a Phase I and Phase II ESA to identify and characterize contamination along over 20 miles of railroad track and adjacent property to be conveyed as an easement by the U.S. Army to local government. Major challenges associated with this project included cost-effectively reviewing existing data (50 years of historical information, including 25 years of environmental investigation reports and data required review), and the physically large area requiring sampling.



Environmental Liabilities Study, Private Manufacturer, New Bedford, MA.

PHE was contracted to evaluate the environmental liabilities associated with the closure of their facility. The facility manufactured projectile metal parts for the U.S. Army at a 925,000 square foot manufacturing plant. PHE performed a full and detailed inspection of the facility to determine all environmental requirements that would affect closure of the plant including the identification of hazardous wastes and industrial equipment that would require special handling and disposal. PHE prepared closure report and recommendations that included estimated costs for implementing a proper environmental closure of the facility.



PHE BUSINESS AREAS AND REPRESENTATIVE EXPERIENCE

SITE EVALUATION, CHARACTERIZATION, AND PLANNING (CONTINUED)

REPRESENTATIVE PROJECTS (CONTINUED):

Phase I and Phase II Environmental Site Assessment, Volunteer Army Ammunition Plant, Chattanooga, TN.

PHE conducted a Phase I and Phase II ESA to identify and characterize contamination along over 20 miles of railroad track and adjacent property to be conveyed as an easement by the U.S. Army to local government. Major challenges associated with this project included cost-effectively reviewing existing data (50 years of historical information, including 25 years of environmental investigation reports and data required review), and the physically large area requiring sampling.



Phase I and Phase II Surveys, Federal Courthouse Locations, General Services Administration (GSA), Gulfport, MS.

PHE conducted Phase I and Phase II soil and groundwater surveys for multiple proposed site locations for a new Federal Courthouse at Gulfport, MS. Properties included, residential, commercial and school facilities with multiple areas of historic contamination. Development of a sampling protocol was conducted and implemented by PHE to identify and delineate contaminant plumes and migration.



Commercial Property Phase I/II ESAs. PHE has conducted hundreds of Phase I and Phase II ESAs for retail sites, agricultural properties, warehouse complexes, and other commercial properties. Phase II ESA activities included: geophysical surveys (e.g., ground-penetrating radar) to identify USTs, utilities, and other subsurface features and anomalies); soil, soil gas, sediment, surface water and groundwater sampling; test pit/trench excavation; and lithologic borings, among others.

- » Phase I and Phase II Environmental Site Assessment, Property Acquisition for Federal Courthouse Construction, Five Sites (Jackson, Mississippi; Nashville, Tennessee; Mobile, Alabama; Ft. Pierce, Florida; and Greenville, South Carolina)
- » Phase I ESAs for site acquisition projects near Pittsburgh, Pennsylvania
- » Phase II ESAs for multiple sites in Miami, Florida
- » Phase I and Phase II ESAs for 40 properties in Dekalb County, Georgia
- » Phase I ESA, GSA CDC NIOSH Facilities Relocation Project, Cincinnati, Ohio.
- » Site Investigation and Remediation Support, VA Medical Center, Martinsburg, West Virginia
- » Phase I and II ESAs, National Security Agency, Fort Meade, Maryland



OUR CLIENTS

Our extensive client base includes GSA, every branch of DoD, and various other federal, state, municipal, and private sector clients. We have supported over 200 federal facilities across all 50 states, Puerto Rico, Europe, Asia, and Africa.

FEDERAL CLIENT LIST

U.S. Air Force
 U.S. Air National Guard
 U.S. Army National Guard
 U.S. Army
 U.S. Coast Guard
 U.S. Marine Corps
 U.S. Navy
 Defense Logistics Agency
 Department of Defense
 Department of Health and Human Services
 Department of Veterans Affairs
 Department of Energy
 Department of Homeland Security
 Department of the Interior
 Department of Justice
 Department of State
 Department of Transportation
 Department of the Treasury
 General Services Administration
 National Security Agency

“PHE has always performed at a high level of efficiency and professionalism. They have the resources needed to do the job, react quickly to project needs, manage the resources effectively, and have provided excellent service and good value to Region 4 over these many years.”

– Phil Younberg, GSA PBS Region 4

“On behalf of the National Security Agency, Environmental Management Office, I would like to express our sincere appreciation for the years of expert environmental services and assistance your company has provided. The assistance on our various programs....has been beyond our professional expectations.”

– Juan Boston, NSA, Environmental Management Office

I just wanted to tell you how much I appreciate the efforts your company made in supporting the Installation with the Land Purchase EIS. PHE was a tremendous asset to the team in developing this document. Your timeliness with providing productions was outstanding. The lengths you all went to, to ensure the project stayed on the timeline that the Army team established, did not go without notice. Please pass my message of gratitude on to the other team members at PHE.”

– Wayne Fariss, Chief, Conservation Branch, Fort Polk

“PHE has helped us navigate some of the most complex and difficult projects in the fossil energy program. Despite demanding circumstances and unforeseeable obstacles, PHE repeatedly put the client’s interests first and delivered...when I see PHE will be working on a NEPA document for us, I have the peace of mind knowing that it will be handled professionally and efficiently..”

– Mr. Cliff Whyte, Director, Environmental Compliance Division, DOE/NETL



POTOMAC-HUDSON ENGINEERING, INC. AUTHORIZED PRICE LIST

GSA LABOR CATEGORIES AND HOURLY CONTRACT PRICES								
SIN	Labor Category Title	Minimum Education	Minimum Years of Experience	Option 3 Year 16 11/22/14 – 11/21/15	Option 3 Year 17 11/22/15 – 11/21/16	Option 3 Year 18 11/22/16 – 11/21/17	Option 3 Year 19 11/22/17 – 11/21/18	Option 3 Year 20 11/22/18 – 11/21/19
899-1, 899-3	Program/Project Manager IV	Bachelors	14	\$145.56	\$148.33	\$151.15	\$154.02	\$156.94
899-1, 899-3	Program/Project Manager III	Bachelors	12	\$127.66	\$130.08	\$132.55	\$135.07	\$137.64
899-1, 899-3	Program/Project Manager II	Bachelors	10	\$119.33	\$121.60	\$123.91	\$126.26	\$128.66
899-1, 899-3	Program/Project Manager I	Bachelors	8	\$113.79	\$115.96	\$118.16	\$120.41	\$122.69
899-1, 899-3	Management Analyst	Bachelors	4	\$85.23	\$86.85	\$88.50	\$90.18	\$91.90
899-1, 899-3	Engineer IV	Bachelors	10	\$122.00	\$124.32	\$126.68	\$129.09	\$131.54
899-1, 899-3	Engineer III	Bachelors	8	\$102.27	\$104.21	\$106.19	\$108.21	\$110.27
899-1, 899-3	Engineer II	Bachelors	2	\$68.19	\$69.49	\$70.81	\$72.16	\$73.53
899-1, 899-3	Engineer I	Bachelors	0	\$47.74	\$48.65	\$49.58	\$50.52	\$51.48
899-1, 899-3	Technician I	Associates	0	\$36.66	\$37.36	\$38.07	\$38.79	\$39.53
899-1, 899-3	EMS/Compliance Specialist IV	Bachelors	12	\$130.88	\$133.37	\$135.90	\$138.49	\$141.12
899-1, 899-3	EMS/Compliance Specialist III	Bachelors	10	\$110.09	\$112.18	\$114.31	\$116.49	\$118.70
899-1, 899-3	EMS/Compliance Specialist II	Bachelors	8	\$99.30	\$101.19	\$103.11	\$105.07	\$107.07
899-1, 899-3	EMS/Compliance Specialist I	Bachelors	2	\$75.42	\$76.85	\$78.31	\$79.80	\$81.31



POTOMAC-HUDSON ENGINEERING, INC. AUTHORIZED PRICE LIST

GSA LABOR CATEGORIES AND HOURLY CONTRACT PRICES								
SIN	Labor Category Title	Minimum Education	Minimum Years of Experience	Option 3 Year 16 11/22/14 – 11/21/15	Option 3 Year 17 11/22/15 – 11/21/16	Option 3 Year 18 11/22/16 – 11/21/17	Option 3 Year 19 11/22/17 – 11/21/18	Option 3 Year 20 11/22/18 – 11/21/19
899-1, 899-3	Scientist/Planner IV	Bachelors	12	\$125.27	\$127.65	\$130.07	\$132.54	\$135.06
899-1, 899-3	Scientist/Planner III	Bachelors	10	\$109.55	\$111.64	\$113.76	\$115.92	\$118.12
899-1, 899-3	Scientist/Planner II	Bachelors	8	\$98.87	\$100.75	\$102.66	\$104.61	\$106.60
899-1, 899-3	Scientist/Planner I	Bachelors	4	\$84.89	\$86.50	\$88.14	\$89.82	\$91.52
899-1, 899-3	Analyst II	Bachelors	2	\$68.19	\$69.49	\$70.81	\$72.15	\$73.53
899-1, 899-3	Analyst I	Bachelors	1	\$59.88	\$61.02	\$62.18	\$63.36	\$64.56
899-1, 899-3	Biologist II	Bachelors	1	\$54.76	\$55.80	\$56.86	\$57.94	\$59.05
899-1, 899-3	Biologist I	Bachelors	0	\$42.80	\$43.62	\$44.45	\$45.29	\$46.15
899-1, 899-3	Chemist II	Bachelors	4	\$85.55	\$87.17	\$88.83	\$90.52	\$92.24
899-1, 899-3	Chemist I	Bachelors	2	\$65.03	\$66.27	\$67.53	\$68.81	\$70.12
899-1, 899-3	IT Specialist IV	Bachelors	10	\$128.19	\$130.63	\$133.11	\$135.64	\$138.22
899-1, 899-3	IT Specialist III	Bachelors	4	\$93.75	\$95.53	\$97.35	\$99.20	\$101.08
899-1, 899-3	IT Specialist II	Bachelors	3	\$68.19	\$69.49	\$70.81	\$72.15	\$73.53
899-1, 899-3	IT Specialist I	Associates	0	\$36.80	\$37.50	\$38.21	\$38.94	\$39.68



POTOMAC-HUDSON ENGINEERING, INC. AUTHORIZED PRICE LIST

GSA LABOR CATEGORIES AND HOURLY CONTRACT PRICES								
SIN	Labor Category Title	Minimum Education	Minimum Years of Experience	Option 3 Year 16 11/22/14 – 11/21/15	Option 3 Year 17 11/22/15 – 11/21/16	Option 3 Year 18 11/22/16 – 11/21/17	Option 3 Year 19 11/22/17 – 11/21/18	Option 3 Year 20 11/22/18 – 11/21/19
899-1, 899-3	Editor/Writer II	Bachelors	4	\$83.70	\$85.29	\$86.91	\$88.56	\$90.25
899-1, 899-3	Editor/Writer I	Bachelors	2	\$59.67	\$60.81	\$61.96	\$63.14	\$64.34
899-1, 899-3	Technical Illustrator	Bachelors	0	\$51.15	\$52.12	\$53.11	\$54.12	\$55.14
899-1, 899-3	Clerical/ Administrative II	High School	5	\$47.04	\$47.93	\$48.84	\$49.77	\$50.72
899-1, 899-3	Clerical/ Administrative I	High School	0	\$34.08	\$34.73	\$35.39	\$36.06	\$36.75



LABOR CATEGORY DESCRIPTIONS

PROGRAM MANAGEMENT

Labor Category	Responsibilities	Education & Experience
Program Manager IV	Manages schedule, budget, and technical performance and quality control on the most complex and challenging programs and projects for our clients. Responsible to ensure that cost-effective and sound approaches are implemented to address clients' challenges. Oversees respective staff and subcontractors performing environmental, engineering, scientific, or technical analysis and reporting for clients' programs and projects. Generally responsible for managing a business area or program consisting of one or more technical disciplines and multiple tasks. May also serve as an advanced or lead engineering, scientific, or analytical resource.	Degree in management, business, engineering, or scientific discipline: <ul style="list-style-type: none"> » PhD plus 10 years, or » MA/MS plus 12 years, or » BA/BS plus 14 years, or » 20 years experience in lieu of a degree.
Program/Project Manager III	Manages schedule, budget, and technical performance and quality control on complex and challenging programs and projects to meet clients' needs. Oversees respective staff and subcontractors performing environmental, engineering, scientific, or technical analysis and reporting for clients' programs and projects. Implements sound and cost-effective solutions to clients' challenges.	Degree in management, business, engineering, or scientific discipline: <ul style="list-style-type: none"> » PhD plus 8 years, or » MA/MS plus 10 years, or » BA/BS plus 12 years, or » 16 years experience in lieu of a degree.
Program/Project Manager II	Manages schedule, budget, and technical performance on moderately complex projects or groups of tasks to meet clients' needs. Oversees respective staff and subcontractors performing environmental, engineering, scientific, or technical analysis and reporting for clients' projects and tasks. Implements sound and cost-effective solutions to clients' challenges. May also serve as a midlevel engineering or scientific resource.	Degree in management, business, engineering, or scientific discipline: <ul style="list-style-type: none"> » PhD plus 6 years, or » MA/MS plus 8 years, or » BA/BS plus 10 years, or » 14 years experience in lieu of a degree.
Program/Project Manager I	Manages schedule, budget, and technical performance on smaller projects or large tasks for our clients. Oversees respective staff and subcontractors performing environmental, engineering, scientific, or technical analysis and reporting for clients' projects and tasks. Implements sound and cost-effective solutions to clients' challenges.	Degree in management, business, engineering, or scientific discipline: <ul style="list-style-type: none"> » PhD plus 4 years, or » MA/MS plus 6 years, or » BA/BS plus 8 years, or » 12 years experience in lieu of a degree.
Management Analyst	Supports Program/Project Managers in overseeing schedule, budget, and technical performance on environmental, engineering, scientific, or technical projects and tasks. Provides technical, analytical, and budgetary support to Program/Project Managers and may manage smaller tasks or discrete efforts on larger tasks to meet clients' needs. May serve as deputy on moderate-sized projects.	Degree in management, business, engineering, or scientific discipline: <ul style="list-style-type: none"> » PhD plus 0 years, or » MA/MS plus 2 years, or » BA/BS plus 4 years, or » 8 years experience in lieu of a degree.



LABOR CATEGORY DESCRIPTIONS

ENGINEERING

Labor Category	Responsibilities	Education & Experience
Engineer IV	Serves as a lead or advanced engineering resource to provide cost-effective and sound engineering solutions on complex and challenging programs, projects, and tasks for our clients. Provides analysis, guidance, and insight into the engineering subject under evaluation. Implements proven methods and develops new approaches as appropriate to address complex engineering problems and improve quality. May provide expert consulting and testimony.	Degree in engineering: <ul style="list-style-type: none"> » PhD plus 6 years, or » MA/MS plus 8 years, or » BA/BS plus 10 years, or » 14 years experience in lieu of a degree. » PE License desirable.
Engineer III	Serves as a midlevel engineering resource to provide cost-effective and sound engineering solutions on complex projects and may lead efforts on complex tasks for our clients. Provides analysis, guidance, and insight into the engineering subject under evaluation and implements proven methods and approaches to address complex engineering problems and improve quality. Provides research and support for expert consulting and testimony.	Degree in engineering: <ul style="list-style-type: none"> » PhD plus 4 years, or » MA/MS plus 6 years, or » BA/BS plus 8 years, or » 12 years experience in lieu of a degree. » EIT Registration preferred.
Engineer II	Serves as an engineering resource to provide cost-effective and sound engineering solutions on projects and complex tasks for our clients. As part of a team, contributes analysis, guidance, and insight into the engineering subject under evaluation and implements proven methods and approaches to address engineering problems and improve quality. Provides research and support for expert consulting and testimony.	Degree in engineering: <ul style="list-style-type: none"> » MA/MS plus 0 years, or » BA/BS plus 2 years, or » 7 years experience in lieu of a degree.
Engineer I	Entry level professional serving as an engineering resource on projects and tasks for our clients. Assists senior staff in providing analysis, guidance, and insight into the engineering subject under evaluation. Works under direct supervision to implement proven engineering methods and approaches to address clients' needs.	Degree in engineering: <ul style="list-style-type: none"> » BA/BS plus 0 years, or » 5 years experience in lieu of a degree.
Technician I	Performs tasks to assist engineers in addressing client's needs such as performing preliminary research, initial drawings or diagrams, design modification, or testing. Works under direct supervision.	Degree in engineering: <ul style="list-style-type: none"> » AA/AAS plus 0 years, or » 3 years experience in lieu of a degree.



LABOR CATEGORY DESCRIPTIONS

ENVIRONMENTAL SCIENCE & COMPLIANCE

Labor Category	Responsibilities	Education & Experience
EMS/Compliance Specialist IV	Manages schedule, budget, and technical performance on complex and challenging programs and projects for our clients. Implements proven methods and develops new approaches as appropriate to address complex compliance problems and improve quality. Oversees respective staff and subcontractors performing environmental, engineering, scientific, or technical analysis and reporting for clients' programs and projects. ISO 14000 training plus demonstrated experience managing EMS, Compliance or EQA plans/programs. May provide expert consulting and testimony.	Degree in management, business, engineering, or scientific discipline: <ul style="list-style-type: none"> » PhD plus 8 years, or » MA/MS plus 10 years, or » BA/BS plus 12 years, or » 16 years experience in lieu of a degree. » Professional Certification preferred.
EMS/Compliance Specialist III	Serves as a lead or advanced planning resource on complex and challenging programs and projects for our clients. Provides analysis, guidance, and insight into the scientific, environmental, or natural resource subject under evaluation and implements proven methods and approaches to address complex compliance problems and improve quality. ISO 14000 or PHE Level II EMS/compliance training plus demonstrated experience preparing EMS/EQA or compliance plans/programs.	Degree in management, business, engineering, or scientific discipline: <ul style="list-style-type: none"> » PhD plus 6 years, or » MA/MS plus 8 years, or » BA/BS plus 10 years, or » 14 years experience in lieu of a degree.
EMS/Compliance Specialist II	Serves as a lead specialist on ECE, EMS or compliance audits for our clients. Implements proven methods and approaches to address compliance problems and improve quality. ISO 14000 auditor or PHE Level II EMS/compliance training plus experience applying and interpreting environmental regulations demonstrated through audits or other compliance management.	Degree in management, business, engineering, or scientific discipline: <ul style="list-style-type: none"> » PhD plus 4 years, or » MA/MS plus 6 years, or » BA/BS plus 8 years, or » 12 years experience in lieu of a degree.
EMS/Compliance Specialist I	Serves as a specialist on ECE, EMS or comparable compliance audits for our clients. Implements proven methods and approaches to address compliance problems and improve quality. PHE Level I EMS/EQA or compliance training plus experience applying and interpreting environmental regulations demonstrated through audits or other compliance management.	Degree in management, business, engineering, or scientific discipline: <ul style="list-style-type: none"> » MA/MS plus 0 years, or » BA/BS plus 2 years, or » 7 years experience in lieu of a degree.
Scientist Planner IV	Manages schedule, budget, and technical performance on complex and challenging programs and projects for our clients. Implements proven methods and develops new approaches as appropriate to address complex scientific problems and improve quality. Serves as a senior scientific resource on projects and complex tasks. Contributes analysis, guidance, and insight into the scientific, environmental, or natural resource subject under evaluation. Experience applying and interpreting NEPA/ other regulations demonstrated through preparation of complex and broadly scoped environmental assessments and environmental impact statements. May provide expert consulting and testimony.	Degree in a scientific discipline: <ul style="list-style-type: none"> » PhD plus 6 years, or » MA/MS plus 8 years, or » BA/BS plus 12 years.



LABOR CATEGORY DESCRIPTIONS

ENVIRONMENTAL SCIENCE & COMPLIANCE (continued)

Labor Category	Responsibilities	Education & Experience
Scientist Planner III	Serves as a lead scientific resource to provide cost-effective and sound scientific solutions on projects and complex tasks for our clients. Contributes analysis, guidance, and insight into the scientific, environmental, or natural resource subject under evaluation and implements proven methods and approaches to address complex scientific problems and improve quality. Experience applying and interpreting NEPA/ other regulations demonstrated through preparation of complex and broadly scoped environmental assessments and environmental impact statements. Provides research and support for expert consulting and testimony.	Degree in a scientific discipline: » PhD plus 6 years, or » MA/MS plus 8 years, or » BA/BS plus 10 years, or » 14 years experience in lieu of a degree.
Scientist Planner II	Serves as a scientific resource to provide cost-effective and sound scientific solutions on projects and tasks for our clients. Contributes analysis into the scientific, environmental, or natural resource subject under evaluation by a multidisciplinary team. Implements proven methods and approaches to address scientific problems and improve quality. Experience applying and interpreting NEPA/other regulations demonstrated through preparation of environmental assessments and environmental impact statements. Provides research and support for expert consulting and testimony.	Degree in a scientific discipline: » PhD plus 4 years, or » MA/MS plus 6 years, or » BA/BS plus 8 years, or » 12 years experience in lieu of a degree.
Scientist Planner I	Serves as a scientific resource on projects and tasks for our clients. Works with a multidisciplinary team to implement proven scientific methods and approaches to address clients' needs. Experience applying and interpreting NEPA/other regulations demonstrated through preparation of environmental assessments and environmental impact statements.	Degree in a scientific discipline: » PhD plus 0 years, or » MA/MS plus 2 years, or » BA/BS plus 4 years, or » 8 years experience in lieu of a degree.
Analyst II	Serves as a resource to provide cost-effective and sound analysis on projects and tasks for our clients. Contributes analysis into the scientific, environmental, or natural resource subject under evaluation by a multidisciplinary team. Implements proven analytical methods and approaches to address problems and improve quality. Understanding of environmental regulations demonstrated through academic course work or experience.	Degree in a scientific discipline: » MA/MS plus 0 years, or » BA/BS plus 2 years, or » 7 years experience in lieu of a degree.
Analyst I	Entry level staff serves as a resource on projects and tasks for our clients. Assists senior staff in providing analysis, guidance, and insight into the subject under evaluation. Works under direct supervision to implement proven analytical methods and approaches to address clients' needs. Understanding of environmental regulations demonstrated through academic course work or experience.	Degree in a scientific discipline: » BA/BS plus 1 years, or » 5 years experience in lieu of a degree.



LABOR CATEGORY DESCRIPTIONS

ENVIRONMENTAL SCIENCE & COMPLIANCE (continued)

Labor Category	Responsibilities	Education & Experience
Biologist II	Serves as a resource to provide cost-effective and sound biological analysis on projects and tasks for our clients. Studies the effects on plants and animals of varying environmental and physical conditions such as radioactivity or pollution. Studies reactions of plants, animals, and marine species to parasites, bacteria, pharmaceuticals and chemicals. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.	Degree in a scientific discipline: <ul style="list-style-type: none"> » BA/BS plus 1 years, or » 7 years experience in lieu of a degree.
Biologist I	Entry level staff serves as a resource performing biological analysis on projects and tasks for our clients. Supports the study of the effects on plants and animals of varying environmental and physical conditions. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Works under direct supervision.	Degree in a scientific discipline: <ul style="list-style-type: none"> » BA/BS plus 0 years, or » 4 years experience in lieu of a degree.
Chemist II	Serves as a resource to provide cost-effective and sound chemical analysis on projects and tasks for our clients. Evaluates the chemical and physical properties of various organic and inorganic substances in order to investigate their applications to medicine and other industries. Familiar with a variety of the field's concepts, practices, and procedures. Relies on instructions and pre-established guidelines to perform the functions of the job.	Degree in a scientific discipline: <ul style="list-style-type: none"> » PhD plus 0 years, or » MA/MS plus 2 years, or » BA/BS plus 4 years, or » 8 years experience in lieu of a degree.
Chemist I	Entry level staff serves as a resource performing chemical analysis on projects and tasks for our clients. Supports the evaluation of the chemical and physical properties of various organic and inorganic substances in order to investigate their applications to medicine and other industries. Familiar with a variety of the field's concepts, practices, and procedures. Works under direct supervision.	Degree in a scientific discipline: <ul style="list-style-type: none"> » MA/MS plus 0 years, or » BA/BS plus 2 years, or » 6 years experience in lieu of a degree.



LABOR CATEGORY DESCRIPTIONS

INFORMATION TECHNOLOGY

Labor Category	Responsibilities	Education & Experience
IT Specialist IV	Manages schedule, budget, and technical performance as the lead on complex and challenging IT programs and projects for our clients. Implements proven methods and develops new approaches as appropriate to address complex IT problems and improve quality. Provides analysis, guidance, and insight into the IT subject under evaluation. May provide expert consulting and testimony.	Degree in computer sciences, IT, engineering, or related discipline: <ul style="list-style-type: none"> » PhD plus 6 years, or » MA/MS plus 8 years, or » BA/BS plus 10 years, or » 14 years experience in lieu of a degree.
IT Specialist III	Serves as a lead IT resource on complex tasks for our clients. Provides analysis, guidance, and insight into the IT subject under evaluation and implements proven methods and approaches to address complex IT problems and improve quality. Generally performs responsibilities on complex tasks, moderate-sized projects, or in a supporting capacity on larger projects. Provides research and support for expert consulting and testimony.	Degree in computer sciences, IT, engineering, or related discipline: <ul style="list-style-type: none"> » PhD plus 0 years, or » MA/MS plus 2 years, or » BA/BS plus 4 years, or » 8 years experience in lieu of a degree.
IT Specialist II	Serves as an IT resource on projects and moderately complex tasks for our clients. As part of a team, contributes analysis, guidance, and insight into the IT subject under evaluation and implements proven methods and approaches to address complex scientific problems and improve quality. Generally performs responsibilities on moderately complex tasks, small projects, or in a supporting capacity on moderate-sized projects. Provides research and support for expert consulting and testimony.	Degree in computer sciences, IT, or related discipline: <ul style="list-style-type: none"> » MA/MS plus 1 years, or » BA/BS plus 3 years, or » 6 years experience in lieu of a degree.
IT Specialist I	Entry level staff serving as an IT resource on projects and tasks for our clients. Assists senior staff in providing analysis, guidance, and insight into the IT subject under evaluation. Works under direct supervision to support other IT specialists by performing responsibilities on discrete tasks for projects and programs.	Degree in computer sciences, IT, or related discipline: <ul style="list-style-type: none"> » AA plus 0 years, or » 3 years experience in lieu of a degree.



LABOR CATEGORY DESCRIPTIONS

EDITORIAL AND CLERICAL

Labor Category	Responsibilities	Education & Experience
Editor/Writer II	Serves as a lead or midlevel writing and editing resource on complex projects and tasks for our clients. Working independently, prepares manuals, reports, procedures, brochures, guides, specifications, and other technical documentation. Edits environmental documents on complex and challenging projects for submission to and publication by federal clients.	Degree in engineering, scientific, or technical writing discipline: » MA/MS plus 2 years, or » BA/BS plus 4 years, or » 9 years experience in lieu of a degree.
Editor/Writer I	Serves as a writing and editing resource on moderately complex projects and tasks for our clients. Working with minimal supervision, prepares manuals, reports, procedures, brochures, guides, specifications, and other technical documentation. Edits discrete portions of environmental documents for submission to and publication by Federal clients.	Degree in engineering, scientific, or technical writing discipline: » MA/MS plus 0 years, or » BA/BS plus 2 years, or » 6 years experience in lieu of a degree.
Technical Illustrator	Serves as an illustrator on projects and tasks for our clients. Under direct supervision, performs detailing, illustrating, and graphics layout using automated graphics tools and methodologies in an engineering environment. Prepares limited original work on environmental documents for submission to and publication by Federal clients.	Degree in fine arts or technical illustrating discipline: » BA/BS plus 0 years, or » 5 years experience in lieu of a degree.
Clerical/ Administrative II	Provides midlevel administrative support to a professional staff performing on projects and tasks for our clients. Under general supervision, performs word processing, editing, photocopying, scheduling, travel arrangements, recordkeeping, administrative reporting, supply management, and messaging functions in support of contract requirements and the completion of deliverables for submission to Federal clients.	» High School Diploma/GED, plus » 5 years experience
Clerical/ Administrative I	Entry level administrative position supporting professional staff on projects and tasks for our clients. Under direct supervision, performs data entry, recordkeeping, photocopying, messaging, and other administrative functions in support of contract requirements and the completion of deliverables for submission to Federal clients.	» High School Diploma/GED, plus » 0 years experience



SERVICE CONTRACT ACT PROVISIONS

The labor categories that fall under the requirements of the Service Contract Act (SCA) (i.e., non-exempt labor categories) are identified in the matrix below. All prices for these labor categories meet or exceed the requirements in the SCA Wage Determination identified below. The matrix and narrative are incorporated into this contract.

SCA MATRIX		
SCA Eligible Contract Labor Category	SCA Equivalent Code – Title	Wage Determination Number
Technician I	99831 – Surveying Aide	05-2104 Rev. 15
Editor/Writer II	30462 – Technical Writer II	05-2104 Rev. 15
Editor/Writer I	30461 – Technical Writer I	05-2104 Rev. 15
Technical Illustrator	13041 – Illustrator I	05-2104 Rev. 15
Clerical/Administrative II	01612 – Word Processor II	05-2104 Rev. 15
Clerical/Administrative I	01051 – Data Entry Operator I	05-2104 Rev. 15

The 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 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 wages, resulting in lower wages being paid, the task order prices will be discounted accordingly.

