



General Services Administration Federal Supply Service
Authorized Federal Supply Schedule Price List

Environmental Advisory Services

Contract No. GS-10F-0078K
December 28, 1999 through December 27, 2009
Modification 04, Effective October 28, 2004

perotsystems®

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ISO 9001:2000 CMMI-3

Customer Information General Services Administration Federal Supply Service Authorized Federal Supply Schedule Pricelist

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Environmental Advisory Services

Federal Supply Schedule Industrial Group 899 Industrial Class 8999

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Contract Number:	GS-10F-0078K
Contract Period:	December 28, 1999 – December 27, 2009.
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Business Size:	Large Business

Customer Information

- 1a. Table of Awarded Special Item Numbers (SINS):
 - SIN 899-1 Environmental Planning Services & Documentation
 - SIN 899-2 Environmental Compliance Services
 - SIN 899-3 Environmental/Occupational Training Services
 - SIN 899-4 Waste Management Services
- 1b. N/A
2. Maximum Order: \$1,000,000
3. Minimum Order: \$100
4. Geographic Coverage: Domestic delivery only.
5. Production Point: Fairfax, Virginia.
6. Discount from List Price: Prices shown herein are net prices.
7. Quantity Discounts: Inquire with Contractor.
8. Prompt Payment Terms: No prompt payment discount. Payment terms are net 30 days.
- 9a. Government Credit Card is accepted for orders below the micro purchase threshold.
- 9b. Contact Contractor's Representative for credit card acceptance of orders above the micro purchase threshold.
10. Foreign Items: N/A.
- 11a-d. Time of Delivery: To be negotiated with ordering agency on each task order.
12. Ordering Address(es): Same as contractor's address above.
13. Payment Address(es): Same as contractor's address above.
14. Warranty Provisions: N/A
15. Export Packing Charges: N/A
16. Terms and Conditions of Government Credit Card Acceptance: See #9 above
17. Terms and Conditions of Rental, Maintenance, and Repair: N/A
18. Terms and Conditions of Installation: N/A
19. Terms and Conditions of Repair Parts: N/A
- 20a. Terms and Conditions of any other services: N/A
20. List of Services and Distribution Points: N/A
21. List of Participating Dealers: N/A
22. Preventative Maintenance: N/A
23. Year 2000 (Y2K) Compliant
- 24a. Environmental Attributes: N/A
- 24b. Section 508 compliance information is available on EIT supplies and services
<http://www.perotsystems.com/government>
25. Data Universal Numbering System (DUNS) number: 175344753
26. Contractor is registered in Central Contractor Registration (CCR) database.

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Introduction

Perot Systems Government Services, Inc. (PSGS) provides a full array of technical, environmental, and occupational health and safety services to the Navy, Department of Defense (DoD), other government agencies, and the private sector. While building an excellent track record (high quality, on time, under budget) with clients, PSGS has expanded its expertise to provide engineering, environmental compliance, occupational safety and health, submarine acquisition and life-cycle maintenance, and information technology services to an ever broader client base.

Today, the Environmental Directorate of PSGS consists of a multidiscipline staff of 25 engineers, scientists, and environmental and safety professionals from diverse backgrounds in government, private industry, consulting, law, research, and State and Federal regulatory agencies. Our senior environmental staff has over 150 years of cumulative experience in DoD (especially Navy and Army), DOE, and Headquarters EPA programs, which provides the staff with a comprehensive understanding of impacts and procedures within and throughout the national environmental milieu. This cadre of experienced environmental professionals provides the expertise needed to guide, mentor, and train our junior environmental staff members.

The environmental staff is supported by PSGS' comprehensive information technology, business management, and engineering teams, who will assist in many of the Task/Delivery Orders (T/DO) to be awarded under this GSA schedule. Our strong capability for providing environmental advisory services to government agencies is based on:

- ▶ Comprehensive understanding of Federal and State environmental laws, regulations, and permit requirements,
- ▶ Comprehensive understanding of Federal government environmental organizations and their needs,
- ▶ Experienced, complete staff of environmental specialists,
- ▶ Excellent record of providing on-time/on-budget project delivery, and
- ▶ Recognized, proven expertise in Quality Assurance/Quality Control.

We look forward to the opportunity to provide environmental services to the Federal government.

Environmental Advisory Services Offered By PSGS

SIN 899-1: Environmental Planning Services and Documentation

Environmental Impact Statements (EIS) and Environmental Assessments (EA) Under the National Environmental Policy Act (NEPA)

PSGS Services	
Data Identification, Collection, and Analysis	Expert Testimony Preparation
Literature/Archival/Regulatory Research	Human Health Risk Evaluation
Sampling & Analysis	National Surveys Support
Scoping/Alternatives Analysis	Environmental Impact Evaluation
Public Meetings/Hearings Support	NEPA Document Preparation (EIS, EA, FONSI, ROD, NOI)

The National Environmental Policy Act (NEPA) establishes a framework for Federal agencies to assess environmental consequences before taking an action that may impact the environment. Under NEPA, government agencies must assess the environmental effects of all major Federal actions through the presentation of an Environmental Assessment (EA) or Environmental Impact Statement (EIS). The development and approval of EAs or EISs can be a lengthy and involved process. Assessments and impact statements generally include descriptions of the proposed project, alternatives considered, the existing environment, potential impacts, and proposed mitigation measures. However, the depth and detail required for these studies will vary depending on the applicable regulations, regulatory agency concerns, and the sensitivity of the affected environment.

PSGS has been successful in delivering high quality NEPA documentation by following a comprehensive, repeatable approach to each project. The key elements to this approach are as follows:

- ▶ Coordinate and conduct public meetings and scoping hearings;
- ▶ Conduct extensive reviews of historical land records, aerial photography, and old maps to identify areas of potential environmental consequence;
- ▶ Perform environmental sampling and laboratory analysis in support of the data collection needs;
- ▶ Perform surveys to inventory flora and fauna, locate and evaluate potential "hot spots," and define the limits of facilities, installations, and potential impacts on contiguous lands;
- ▶ Assess environmental impact of the full range of alternatives;
- ▶ Devise approaches to mitigate the adverse environmental impacts;
- ▶ Prepare the basis from which the environmentally preferable alternative is determined; and
- ▶ Prepare the Finding of No Significant Impact (FONSI) or the Record of Decision (ROD).

In the preparation of NEPA documentation, PSGS has experience coordinating with federal and state agencies, including the following:

- ▶ U.S. Fish and Wildlife Service - endangered and threatened species and wetlands;
- ▶ U.S. National Marine Fisheries Service - endangered and threatened species, essential fish habitats, and coral reefs;
- ▶ U.S. Department of Commerce, Bureau of Census - socioeconomic data;
- ▶ U.S. Army Corps of Engineer Districts - permit application requirements;
- ▶ U.S. Department of Agriculture - prime and important farmland;
- ▶ U.S. Geological Survey - geologic formations;
- ▶ U.S. Department of Transportation - traffic and transportation;

- ▶ U.S. Historic Preservation Officers - historic and other cultural sites; and
- ▶ State Environmental and Natural Resource Regulatory Agencies - state regulations.

PSGS has been successful in delivering high quality NEPA documentation for a variety of clients. These efforts provide the basis for PSGS to prepare informative, complete, and technically sound EISs and EAs. PSGS documents baseline conditions, identifies issues pertaining to proposed actions, identifies project impacts, conducts literature surveys and technology reviews, identifies and evaluates potential impacts of proposed actions, and evaluates mitigation measures for compliance with environmental regulations. PSGS also assists in researching NEPA case law and preparing Categorical Exclusions (CATEX), Findings of No Significant Impact (FONSI), and Records of Decision (ROD).

The following are examples of specific products developed by PSGS and its staff. These products are representative of the complexity and breadth of NEPA documentation we anticipate preparing under this Environmental Advisory Services GSA Schedule:

- ▶ Waste Management EIS for the Department of Energy (DOE) Savannah River Site, including the scoping process, preparing draft and final EISs, planning for public meetings, preparing responses to public and agency comments, and preparing the Record of Decision;
- ▶ Five EISs (one Supplemental) for the siting of national cemeteries for the Veterans Administration; EIS (Environmental Quality section) for HMX Production at Longhorn Army Ammunition Plant; EA of the Navy Submarine Recycling Program at Puget Sound Naval Shipyard;
- ▶ EAs for the disposition of four Navy ships: ex-MISSOURI, ex-HOGA, ex-HORNET, and ex-NEW JERSEY.
- ▶ EA of the Transshipment of Spent Fuel and Target Material from Foreign Research Reactors through the Concord, California, and Charleston, South Carolina, Naval Weapons Stations in support of the Federal Nuclear Weapons Nonproliferation Policy;
- ▶ EAs for DOE covering hazardous waste storage facilities and sanitary waste management;
- ▶ Oversight review of the consistency, adequacy, and completeness of the Preliminary Draft EIS prepared for siting, construction, and operation of the New Production Reactor (NPR); Programmatic Environmental Analysis (PEA) for the Vertical Launch ASROC Program;
- ▶ Development of a NEPA Planning Handbook for NAVSEA to provide policy and guidance related to NEPA documentation for Navy activities; and
- ▶ Development of an electronic NEPA document repository for the Naval Sea Systems Command.

Endangered Species, Wetlands, Watersheds, and Other Natural Resources Management Plans, Studies, and Consultations

PSGS Services	
Data Collection	Documentation Review and Analysis
Develop Survey Instruments	Management Plan Reviews
Conduct Surveys	Documentation Research and Preparation

PSGS understands that laws have been enacted and regulations developed to protect natural resources and recognize that it is imperative that facility environmental managers be aware of the contents of such laws and regulations, and the impacts on their missions and operations. The Endangered Species Act (ESA) provides the authority for the Secretary of the Interior to preserve species of animals and plants that are in danger of extinction and to conserve the ecosystems upon which they depend. The ESA provides for cooperative agreements between the Federal and state governments that contain a list of Federally endangered or threatened and state endangered or threatened species. Section 7 of the Act requires Federal agencies to consult with the Fish and Wildlife Service (FWS) if anticipated actions have the potential to adversely affect a listed species or habitat. Such consultation may lead to a Memorandum of Agreement, detailing moderate actions to be undertaken, or a

biological assessment for the purpose of identifying the endangered or threatened species that are likely to be affected by the project.

PSGS' staff remains current on the other major environmental laws influencing the protection of natural resources, including the Sikes Act, Coastal Zone Management Act (CZMA), Clean Water Act (CWA), Marine Mammal Protection Act, Magnuson-Stevens Act, Coral Reef Protection, Recreational Fisheries, Migratory Bird Treaty Act, National Invasive Species Act, Flood Plains, Bird Air Strike Hazards, Chesapeake Bay Initiative, America Rivers Initiative, and the ESA reauthorization.

PSGS' natural resources protection support to our clients includes the following elements:

- ▶ Evaluate and interpret significant regulatory and policy issues; Perform daily reviews of the Federal Register for pertinent issues; Prepare technical reports;
- ▶ Perform reviews of technical documents;
- ▶ Create multimedia presentations on natural resources issues;
- ▶ Assists in preparing responses to legislative and regulatory initiatives, inspector general (IG) and General Accounting Office (GAO) issues, Reports to Congress, and other requests for component information and service policy relating to the Navy Natural Resources Management Program; and
- ▶ Research application of NEPA analysis to Integrated Natural Resources Management Plans (INRMPs).

PSGS presently assists the Department of the Navy Natural Resources Program Manager (CNO N45D). This Navy program addresses land use and decision management; range/training area management; aquatic ecosystems; wetland ecosystems and delineation; riparian ecosystems; terrestrial ecosystems; fish and wildlife conservation; threatened, endangered, and sensitive species; recreation resource management; management of landscapes, watersheds, and ecosystems; and INRMPs as they apply to Navy facilities.

PSGS has experience in characterizing the environmental setting relative to natural resources, reviewing state and Federal wildlife and natural resource agency policies, and identifying the potential for significant impacts and need for additional study. ADI's natural resource assessment efforts have supported the preparation of NEPA documentation, including documentation of the potential effects of proposed Federal actions.

Archeological, Historic, and Other Cultural Resources Management Plans, Studies, and Consultations

PSGS Services	
Conduct Resource Surveys and Studies	Resource Data Analyses
Data Collection, Analysis, Interpretation	Nominations/Reports Preparation
Conduct Site Visits	Management Plan Preparation
Archival and Regulatory Research	

The National Register of Historic Places (NRHP) is the official list of the Nation's cultural resources worthy of preservation. The National Park Service under the Secretary of the Interior administers it. Federal agencies are required by law to locate, inventory, and nominate to the National Register historic properties in Federal ownership or control. Federal agencies are also responsible for preserving historic properties under their ownership or control and for assuring that any property that might qualify for inclusion in the National Register is not inadvertently transferred, sold, demolished, substantially altered, or allowed to deteriorate significantly. Section 10 of the NHPA requires that historic preservation is fully integrated into the ongoing programs and missions of Federal agencies, and Section 106 requires Federal agencies to take into account the effects of the agency's undertakings on properties included in or eligible for the NRHP. At Federally owned facilities, cultural resource issues generally involve identification, evaluation, and documentation of significant resources, as well as mitigation of effects found to be adverse to significant resources.

PSGS ensures archeological, historic, and cultural resources are inventoried and accounted for early in the planning stages of a project to identify any "show-stoppers" and to ensure that mitigation measures are fully understood. Actions, including management of historic properties and archeological finds, must be coordinated with the State Historic Preservation Officer (SHPO), the Advisory Council on Historic Preservation, local governments, Indian Tribes, and the public.

PSGS assisted NAVSEA with preparation of summary data pertaining to archaeological programs and projects to respond to the Secretary of the Interior's Report to Congress on Federal Archaeological Activities. PSGS developed and distributed the survey request to field activities, reviewed and analyzed activity responses, and contacted field activity POCs to clarify responses.

In NEPA documents, PSGS personnel have 1) addressed associated historic properties and archeological finds and 2) identified mitigation measures to preclude damage to archeological sites where appropriate. Memoranda of Agreement with respective SHPO have been negotiated and copies signed by the Federal agency and the state is included in the respective NEPA documents.

PSGS prepared an EA for the disposition of the EX-USS HORNET, a Navy aircraft carrier that was designated a National Historic Landmark. The EA addressed the requirements of the NHPA for the ship donation or scrap and recycle alternatives. PSGS personnel have also coordinated historic and archaeological issues with SHPOs in California, Florida, Illinois, Washington, and New Jersey in the development of EAs.

Economic, Technical, and Risk Analysis in Support of Environmental Needs

PSGS Services	
Regulatory and Economic Analyses	Data Identification, Collection, Analysis, and Interpretation
Hazard Assessments	Develop Assessment Protocols
Exposure Assessments	Prepare/Brief Results
Feasibility Studies and Risk Analyses	Site Visits
Documentation Research	Technical reviews/analyses/reports

Recently, Federal and state regulators have placed an increased emphasis on the use of risk-based decision-making in environmental management, due to the growing concern about exposure to hazardous substances and the high cost of remediation. Risk assessments are tools for evaluating the probability of, and the potential adverse health and environmental effects associated with contaminants emitted by operational sources. They provide quantitative estimates of the risk to human health caused by exposure to hazardous substances in various environmental media. They also serve as a basis for targeting hazardous materials cleanup levels at a site, taking into account projected future land use. The risk assessment process consists of four components: hazard identification/source characterization, exposure assessment/pathway analysis, dose-response assessment, and risk characterization. Risk assessment has emerged as a useful tool to assist in tort concerns, property transfers, liability audits, and due diligence compliance.

PSGS recognizes the vital role technical analysis plays supporting environmental needs. From the planning, execution, and reporting of environmental data collection efforts to the development of conclusions and recommendations, technically sound analysis is crucial to the establishment of good environmental policy and directives.

Economic analyses are performed at all levels of government in support of environmental laws, regulations, and policy development. Typical analyses may involve return on investment (ROI) computations, normalization of costs to compare alternatives through net present value analysis, unit cost normalization, and determination of actual economic impact of proposed regulatory actions. Differential costs associated with incremental adjustments in environmental standards may also be calculated and incorporated in a parametric presentation. Additionally, cost and performance analysis are developed to rank or compare processes and procedures to accomplish environmental objectives.

PSGS has been successful applying a methodical approach toward risk assessments, consisting of

- ▶ Assessing public health and environmental impacts;
- ▶ Demonstrating compliance with existing regulations and requirements; Evaluating emissions and discharge limits;
- ▶ Establishing cleanup goals for substances that are not regulated by government agencies; Alleviating public concerns about hazardous substances; and
- ▶ Indicating the potential for off-site liabilities.

PSGS tailors risk assessments specifically to the physical site characteristics, contaminant chemical characteristics, and local receptors. Our professional staff of environmental scientists and engineers possesses the requisite skills and experience necessary to apply human and environmental risk assessment and probabilistic risk assessment techniques to a wide variety of environmental applications. For instance, PSGS analysts have performed technical evaluations of innovative environmental technologies, assessed the impacts of proposed environmental policies, proposed management approaches to environmental and safety issues, and prepared comparisons of potential solutions to environmental problems, which typify the requirements in support of environmental planning and documentation.

Many of PSGS' environmental clients develop and oversee the implementation of environmental policy and directives and rely heavily on PSGS to supply the technically sound analysis to support these efforts. PSGS provides technical analysis services to the Office of the Chief of Naval Operations (CNO), in support of the (1) Navy and DoD Clean Water Act Compliance Program, (2) Navy and DoD's Environmental Data Quality program, (3) Navy Safe Drinking Water Act Compliance Program, and (4) Navy Natural Resources Management Program. PSGS also provides technical analysis services to the Naval Sea Systems Command Office of Environmental Protection, Occupational Safety and Health in support of the multimedia pollution prevention, compliance, conservation, and clean-up programs.

The PSGS staff also provides programmatic support for environmental budget submissions. Currently, we provide programmatic support, as well as technical support, to the Office of the Chief of Naval Operations (CNO N457) and the Naval Sea Systems Command (SEA 04XQ(LABS)), the primary environmental resource sponsors for Navy and DoD environmental sampling, laboratory testing, and data quality programs. The support includes routine budget formulation and justification as well as detailed cost/benefit economic analyses relative to specific initiatives such as regionalization and/or privatization options and assessments of existing initiatives underway within the Navy and DoD.

SIN 899-2: Environmental Compliance Services

PSGS Services	
Compliance Audits	HAZMAT Inventory Maintenance
Audit Protocol Development	P2 Plans Preparation
Audit Requirements Research	P2 Surveys and Survey Instrument Development
Findings Evaluation	P2 Tracking System Development and Maintenance
Root Cause Identification	P2 Database Development
Economic/Feasibility Analyses	Operational Readiness Review (ORR)
Compliance Standards Updating	Readiness Assessment (RA)
Compliance Management Planning	Conduct of Operations Assessment

Environmental Compliance Audits

Environmental audits and assessments are conducted to develop a clear, concise status of the environmental compliance of ongoing facility processes with regulatory and organizational standards, rules, and requirements. They are based on a knowledge and understanding of current multimedia regulatory requirements and result in the development of procedures to maintain long-term compliance.

Environmental compliance audits assist in identifying and supporting correction of any noncompliance that may exist at a facility and can ensure continued compliance with new or revised environmental regulations.

PSGS determines all applicable public laws and statutes, Federal, State, and local regulations and agency policies and directives and applies that knowledge to conduct compliance audits, evaluate findings, prepare necessary documentation/reports, and complete out-briefs.

PSGS audit teams conduct thorough compliance assessments including on-site inspections, interviews, and record reviews. They evaluate management organizational controls and operational procedures required for compliance and identify environmental laws and regulations applicable to the facility operations. The information review includes chemicals used, wastes generated, permits required, operational process reviews, compliance schedules, and monitoring requirements.

PSGS tailors audit/assessment procedures to address organizational liabilities and operations to support proper decisions. Tested audit protocols (e.g., ECAS/ECAMP) are often adapted to specific requirements in lieu of creating new procedures. PSGS conducts environmental compliance audits/assessments in three phases:

- Phase I: Pre-visit planning, data gathering, and preliminary review
- Phase II: Site visit, inspection, and data collection
- Phase III: Facility compliance evaluation, assessment, and recommendations (audit report)

Compliance Management Planning

PSGS provides expert assistance to agencies to assist them in sorting through all these requirements. Our professional staff of environmental analysts possesses media-specific and multimedia expertise and the ability to apply this expertise to assist clients in achieving and maintaining compliance. Because the regulatory arena is ever-changing, knowledge of the requirements is not static. ADI's technical staff remains current on the regulatory arena by attending EPA and other agency legislative and regulatory meetings, monitoring on-going and newly proposed initiatives and rulemaking efforts, and reviewing the following information sources:

- ▶ The Federal Register on the day of its issuance for relevant regulations, proposed regulations, Executive Orders, and notices of document availability;
- ▶ Information sent out via EPA e-mail list services from various media/program offices;
- ▶ EPA semi-annual regulatory agenda;
- ▶ Case law covering relevant environmental, safety, and health topics; and
- ▶ GAO and IG reports pertaining to environmental compliance and cleanup.

PSGS provides the full-service capability to research, compile, and evaluate information needed to prepare compliance management plans and permit applications tailored to the needs of specific clients. PSGS' vast and varied experience in this area can be depicted by a few recent examples:

- ▶ Wastewater management plans for Navy aviation activities to comply with the proposed Metal Products and Machinery effluent guidelines;
- ▶ Stormwater management plans and joint EPA-DoD (PSGS in support of DoD) developed training for DoD activities to comply with new storm water management requirements;
- ▶ Solid waste management plan and a report to Congress for Navy's fleet of nuclear powered submarines to comply with MARPOL; and

Integrated natural resources management plans for Navy activities to manage their natural resources in compliance with the requirements of the Sikes Act Improvement Act.

Environmental compliance is driven by laws, Executive Orders, regulations, and agency policies and directives. Within any given program there may be substantial specific requirements to satisfy compliance, making compliance planning a complex procedure. Table 1 displays many of these areas by media, program, or law; each of them is a potential compliance management-planning requirement. Air Emissions

- Federal and State permits
- Emission inventories
- Impact assessments
- Permit violations

CERCLA (SUPERFUND) Liabilities

- Off-site potentially responsible party liabilities
- On-site CERCLA section 103 liabilities
- Closure and post-closure plans

Pollution Prevention

- Preliminary waste assessments
- Program development
- Detailed facility audits
- Waste minimization plans

RCRA Assessments

- RCRA permits/corrective action plans
- Hazard prevention
- Surface runoff controls
- Prevention of water supply contamination
- Personnel safety
- Storage/handling of hazardous materials
- Container management
- Closure and post-closure plans
- Facility waste characterization
- Reporting and tracking

<p>Hazardous Materials (HM) Management</p> <ul style="list-style-type: none"> ▪ SARA Title III Right-to-Know ▪ OSHA and State Right-to-Know ▪ Oil and HM spill control and management ▪ Release/spill/contingency plans <p>Hazardous Waste Management</p> <ul style="list-style-type: none"> ▪ RCRA requirements ▪ TSD permitting ▪ TSD corrective action orders <p>OSHA Requirements</p> <ul style="list-style-type: none"> ▪ Industrial hygiene ▪ Health & safety requirements ▪ Training requirements <p>Petroleum Product Management</p> <ul style="list-style-type: none"> ▪ UST/AST program requirements ▪ SPCC plans 	<p>Solid Waste Management</p> <ul style="list-style-type: none"> ▪ Disposal permits ▪ Off-site/on-site disposal practices and associated liabilities <p>Toxic Substances Management</p> <ul style="list-style-type: none"> ▪ Asbestos inspections ▪ PCB compliance ▪ TSCA compliance ▪ Pesticide compliance <p>Wastewater Discharges</p> <ul style="list-style-type: none"> ▪ Federal and state NPDES ▪ POTW pre-treatment requirements <p>Drinking Water</p> <ul style="list-style-type: none"> ▪ Primary drinking water standards ▪ Secondary drinking water standards ▪ Required monitoring
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Table 1. Representative Compliance Planning Areas *Pollution Prevention*

Pollution Prevention Surveys

Driven by increased costs of waste management, a decrease in waste disposal capacity, and concern for long-term liability, pollution prevention (P2), rather than end-of-pipe treatment, has become the preferred solution for reducing and/or eliminating hazardous wastes. P2 is a life-cycle process and systems engineering tool that must be fully integrated into planning processes and work habits. A carefully managed and effective P2 program will produce tangible results. P2 options include source reduction; conservation of energy, water, and other natural resources; substitution or reduced use of hazardous materials; and pollutant reduction and recycling techniques. Several laws and executive orders address P2 and directly influence Federal facilities. The most prominent of these is the Pollution Prevention Act (PPA) and Executive Orders 12088, 12856, and 13101.

PSGS is cognizant of the distinct influence these requirements have on Federal facilities. Within this framework of requirements, PSGS brings an empirical understanding of P2 and a history of applying P2 practices for its clients. Specifically, PSGS performs the following P2 tasks:

- ▶ Develops comprehensive P2 Strategic Management Plans (SMPs) to define how installations and operations will meet environmental compliance goals through the application of P2;
- ▶ Conducts P2 surveys;
- ▶ Develops P2 plans; Inventories hazardous materials;
- ▶ Evaluates the economics and technical feasibility of process changes and recycling options; and
- ▶ Creates databases to track progress in achieving P2 goals.

PSGS personnel have experience successfully combining source reduction and hazardous materials reuse and recycling techniques. We provide clients with wide-ranging P2 program support, including chemical and hazardous waste tracking and reporting, technical assistance, training development, technology evolution, and program policy and guidance development. Some specific examples of ADI's wide-ranging P2 program support include:

- ▶ Reducing the toxic release inventory (TRI) chemicals managed by all NAVSEA facilities.

- ▶ Providing technical support for the Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP) used onboard ships and at shore facilities.
- ▶ Providing multimedia program support for two Navy-wide P2 programs: AIMM (Assess, Implementation, Manage, and Measure) and SCORE (Sustained Compliance plus Operational Readiness equals Environmental Excellence) programs.
- ▶ Developing P2 initiatives in concert with the Navy-wide Plastics Reduction in the Marine Environment (PRIME) program.

SIN 899-3: Environmental/Occupational Training Services

PSGS Services	
Requirements Analysis	Computer-Based Course Development
Task Analysis	Technology Exploitation
Course Development	Pilot Testing
Course Presentation	Distance Learning Applications
Course Customization	Web-Based Hosting

To enhance environmental compliance, it is essential that all personnel within the client organization have a good understanding of the governing requirements. Due to the ever-changing regulatory requirements within the environmental arena, it is of equal importance to have a training mechanism that can address these changes in a timely and cost effective manner while still conveying the information in a fashion that can be readily comprehended and retained by the audience.

PSGS uses a systematic and structured process, tailored to match specific project and organizational goals — Instructional Systems Design (ISD) model - to develop training materials. This standard approach includes the following:

- ▶ Performing a training needs assessment;
- ▶ Designing and developing the course;
- ▶ Preparing instructional materials;
- ▶ Piloting then presenting the Course; and
- ▶ Organizing workshops and seminars.

PSGS also develops customized Web-based training (WBT) courses. This state-of-the-art alternative to conventional training techniques 1) allows immediate access by an unlimited and geographically dispersed group of students, 2) eliminates inconsistencies in instructional delivery, 3) enables real-time updating of information and training materials, and 4) offers research and performance support tools and resources. Meridian KSI, our key team member, is a pioneer and leader in CBI and WBT development and has developed and enhanced the concept of the on-line university in cooperation with the Federal government. Some recent examples of ADI's extensive training support include the following specific tasks:

- ▶ Performed a DoD needs assessment and worked with EPA to design/develop a joint training program for DoD field personnel to comply with new storm water management requirements.
- ▶ Worked with EPA (on DoD's behalf) to implement training for DoD field personnel to improve consistency of DoD's National Pollutant Discharge Elimination System (NPDES) permits.
- ▶ Performed the needs assessment and designed and developed a Navy-wide course for Navy field personnel on the requirements of the Safe Drinking Water Act (SDWA) Amendments of 1996.
- ▶ Currently developing three courses with Meridian to train environmental samplers, laboratory analysts, and project managers on quality systems requirements for environmental data collection.

SIN 899-4: Waste Management Services

PSGS Services	
Waste Characterization	Data Identification, Collection, Analysis, Interpretation
Collection/Transfer Studies	Sampling & Analysis
Source Reduction Studies	Regulatory Analysis
Waste Management Strategies	Economic Analysis
Hazard Assessments Feasibility Analysis	Risk Analysis
Exposure Assessment	
Energy/Fuel Options Evaluation	

Solid Waste Management Services

PSGS recognizes that solutions to solid waste management are becoming more complex. Recent changes to environmental laws and their implementing regulations mandate stricter requirements for solid waste disposal. As landfill capacity diminishes, there is a need to explore new and innovative solid waste disposal systems, designs, operations, and processes. Additionally, the effects of past disposal practices must be monitored and mitigated.

PSGS also understands that an integrated solid waste management plan must address the critical factors of (1) environmental and socioeconomic impacts; (2) technology reliability; (3) government, political, and legal issues and concerns; (4) public acceptance; and (5) overall life-cycle system costs. PSGS optimizes these critical factors in the conduct of the following analyses and assessments:

- ▶ Waste audits;
- ▶ Alternative waste management options;
- ▶ Cost and benefit analysis;
- ▶ Selection and implementation;
- ▶ Operational monitoring, reporting, and evaluation programs;
- ▶ Site selection and permitting;
- ▶ Landfill disposal and resource recovery;
- ▶ Air quality control and gas management systems; and
- ▶ Leachate control and management.

To demonstrate ADI's capabilities by way of example: PSGS recently provided the full range of solid waste management services to the U.S. Navy for a rather unique application - the Navy fleet of nuclear submarines. PSGS services to the Navy included support for programmatic issues, such as supporting and hosting a public meeting, supporting the development of a NEPA-compliant environmental assessment, and authoring the "Report to Congress - U.S. Navy Submarine Solid Waste Management Plan for MARPOL Annex V Special Areas." PSGS also served in a very technical role: (1) supporting the waste inventories, (2) designing and evaluating the results of several environmental fate and effect studies, (3) devising and evaluating a reasonable range of waste management alternatives, (4) incorporating pollution prevention opportunities, and (5) assisting in the selection and implementation of the submarine solid waste management plan.

Hazardous Waste Management Services

PSGS understands that meeting regulatory and permit requirements is the heart of hazardous waste management. Contamination of the environment with hazardous waste is one of the most critical environmental issues facing society today. Federal and state legislation - from the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), Resource Conservation and Recovery Act (RCRA), and Toxic Substances Control Act (TSCA) to mandates by individual states - require that hazardous wastes be managed from cradle to grave to guard against soil or groundwater intrusion or atmospheric

emissions. Therefore, the proper treatment, control, and disposal of hazardous waste present facility managers with a formidable task. Solutions to hazardous waste problems must be evaluated on the basis of cost, technical feasibility, environmental and public health impact, regulatory compliance, and public acceptance.

PSGS assists with meeting hazardous waste requirements by closely following the regulations and requirements resulting from laws and their implementing regulations, such as RCRA at 40 CFR Parts 260272 (hazardous waste), TSCA at 40 CFR Part 761 (polychlorinated biphenyls, PCBs), and the CAA National Emission Standards for Hazardous Air Pollutants (NESHAP) for asbestos at 40 CFR Part 61, EO 12088, and EO 12856. PSGS develops reports on the potential impacts of the Hazardous Waste Identification Rule and PCB-related rules and proposed rules.

Specifically, PSGS provides a variety of hazardous waste services in support of our clients:

- ▶ Assists with budget development to fund ongoing compliance projects involving hazardous waste treatment, storage, and disposal; closure of underground storage tanks; and environmental research projects such as ordnance reclamation and CFC replacement;
- ▶ Prepares NEPA-compliant environmental assessment in which the environmental impacts of various hazardous waste storage alternatives, including 1) construction of new storage buildings, 2) conversion of existing decommissioned buildings, and 3) continued storage in accumulation areas are evaluated
- ▶ Gathers Material Safety Data Sheets (MSDSs), material specifications, and other information needed to assist in the material review and characterization process in support of compliance with environmental and safety requirements;
- ▶ Develops sampling and analysis plans and protocol documents for hazardous waste data collection efforts.

How to Order

To order from a Federal Supply Schedule simply follow the guidelines in FAR 8.4:

- ▶ If your order is under \$2500-you may order from any schedule contractor
- ▶ If your order is over \$2500-you click on GSA Advantage!™ or simply review three price lists.
- ▶ Then select the "BEST VALUE" (that means consider other things besides lowest price-for example-delivery, warranty, training, past performance, environmental or trade-in).

Orders over the Maximum Order Threshold

Each schedule contract has a maximum order threshold. In addition to following the ordering procedures for orders above \$2,500, customers shall:

- ▶ Click on GSA Advantage!™ or review additional schedule contractors' price lists
- ▶ Request price reductions from schedule contractor(s) appearing to provide a best value.
- ▶ Place the order with the schedule contractor providing the best value.

Blanket Purchase Agreements

Setting up a BPA is easy-here's what you need to do:

- ▶ Define your agency requirement. This can be general in nature-a variety of items in a broad class of supplies or services.
- ▶ Estimate your quantities and delivery requirements.
- ▶ If your BPA estimate is above \$2500 follow FAR 8.4 ordering procedures-click on GSA Advantage!™ or look at 3 price lists. If your estimate exceeds the maximum order threshold, look at additional pricelists and be sure to seek price reductions.
- ▶ Once your "Best Value" selection is complete, you and the contractor(s) sign the BPA. You may now begin to place orders.

- ▶ You do not need to make a best value selection for every order-you already did that when you set up the BPA!
- ▶ Review the BPA, at least annually to make sure it remains a best value for your agency.

Environmental Expertise Detail

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Principal 1	BS/BA	19	Foremost corporate expert in highly specialized, leading edge engineering methodologies. Provides highly technical specialized guidance with regard to engineering solutions to complex problems. Often called upon as one of a few nationally recognized specialists with unique knowledge and skills. BA/BS (or equivalent) in related field, plus 19 years of related experience.	\$243.50	\$252.51	\$261.85	\$271.54	\$281.59
Principal 2	BS/BA	17	Expert in highly specialized, leading edge engineering methodologies. Provides highly technical specialized guidance with regard to engineering solutions to complex problems. Often called upon as one of a few nationally recognized specialists with unique knowledge and skills. BA/BS (or equivalent) in related field, plus 17 years of related experience.	\$213.36	\$221.26	\$229.44	\$237.93	\$246.74
Principal 3	BS/BA	15	Senior corporate professional in highly specialized, leading edge engineering methodologies. Provides highly technical specialized guidance with regard to engineering solutions to complex problems. Often called upon as one of a few nationally recognized specialists with unique knowledge and skills BA/BS (or equivalent) in related field, plus 15 years of related experience.	\$183.24	\$190.02	\$197.05	\$204.34	\$211.90

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Senior Program Manager	BS/BA	12	Single contract manager and the authorized interface with the customer agency for large scale contract. Senior company authority within a technical field who can act both as a consultant in complex and critical client projects as well as a program manager for very large and complex projects. Responsibilities include project development from inception to deployment, guidance and direction in required tasks, management and control of funds and resources and capability for managing multi task contracts. BA/BS (or equivalent) in related field, plus 12 years of related experience.	\$151.89	\$157.51	\$163.34	\$169.38	\$175.65
Program Manager	BS/BA	10	Within broad objectives, performs in a professional position requiring high level specialized knowledge and experience. Demonstrates ability to analyze complex problems, research and synthesize data, and propose unique solutions or alternatives. Is a recognized leader in one or more disciplines. Serves as the prime point of contact for clients and manages client programs. BA/BS (or equivalent) in related field, plus 10 years of related experience.	\$121.75	\$126.26	\$130.93	\$135.78	\$140.80

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Senior Project Manager	BS/BA	8	Planning and directing technological improvements and project management implementation on medium scale projects. Manage a diverse group of functional activities, subordinate groups of technical and administrative personnel. BA/BS (or equivalent) in related field, plus 8 years of related experience.	\$109.69	\$113.75	\$117.96	\$122.33	\$126.85
Project Manager	BS/BA	6	Planning and directing technological improvements and project management implementation on small-scale projects. Manage a diverse group of functional activities, subordinate groups of technical and administrative personnel. BA/BS (or equivalent) in related field, plus 6 years of related experience.	\$97.63	\$101.25	\$104.99	\$108.88	\$112.91
Senior Task Leader	N/A	5	On moderate-sized, stand-alone tasks, defines and directs technical specification and tasks to be performed by team members, defines target dates of tasks and subtasks. Provides guidance and assistance in coordinating output and ensuring the technical adequacy of the end product. 5 years of related experience required.	\$91.62	\$95.01	\$98.52	\$102.17	\$105.95

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Task Leader	N/A	3	On small-sized, stand-alone tasks, defines and directs technical specification and tasks to be performed by team members, defines target dates of tasks and subtasks. Provides guidance and assistance in coordinating output and ensuring the technical adequacy of the end product. 3 years of related experience required.	\$61.47	\$63.75	\$66.11	\$68.55	\$71.09
Chief Engineer/Scientist	BS/BA	16	The foremost technical professional possessing technical qualifications equivalent to those expected of a senior project consultant who acts as an advisor in complex and critical client projects. Is responsible for maintaining technical excellence within the company. Demonstrated ability to provide long term planning, organization, and management control of multiple complex programs. A/BS (or equivalent) in related field, plus 16 years of related experience required.	\$133.81	\$138.77	\$143.90	\$149.22	\$154.75
Principal Engineer/Scientist	BS/BA	14	Senior company expert within a technical field, who acts as a consultant in complex and mission critical client assignments. Has broad mandate for independent action. BA/BS (or equivalent) in related field, plus 14 years of related experience required.	\$103.67	\$107.50	\$111.48	\$115.61	\$119.88

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Senior Engineer/Scientist 3	BS/BA	12	Senior technical professional who applies broad to comprehensive knowledge of methodologies, theoretical concepts, principles, 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 unreviewed actions or decisions and provides daily supervision and direction to support staff. Client contact is routine and frequent. BA/BS (or equivalent) in related field, plus 12 years of related experience required.	\$91.62	\$95.01	\$98.52	\$102.17	\$105.95
Senior Engineer/Scientist 2	BS/BA	10	Senior technical professional who applies broad to comprehensive knowledge of methodologies, theoretical concepts, principles, and practices in specific professional scientific or technical disciplines. Under minimal supervision, plans, conducts, leads and accomplishes broad assignments. Usually operates with some latitude for unreviewed actions or decisions and provides daily supervision and direction to support staff. Client contact is routine and frequent. BA/BS (or equivalent) in related field, plus 10 years of related experience required.	\$85.58	\$88.75	\$92.03	\$95.44	\$98.97

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Senior Engineer/Scientist 1	BS/BA	8	Senior technical professional who applies broad to comprehensive knowledge of methodologies, theoretical concepts, principles, and practices in specific professional scientific or technical disciplines. Under minimal supervision, plans, conducts, leads and accomplishes broad assignments. Usually operates with some latitude for unreviewed actions or decisions and provides daily supervision and direction to support staff. Client contact is routine and frequent. BA/BS (or equivalent) in related field, plus 8 years of related experience required.	\$79.56	\$82.50	\$85.55	\$88.72	\$92.00
Engineer/Scientist 3	BS/BA	6	Applies developed skills and knowledge of techniques in a specific professional, scientific or technical area. Under general supervision, performs a variety of assigned duties including analysis, design, and development, evaluation, specifications, procedures, troubleshooting and documentation. Provides direction and guidance to lower level Engineers. May be called upon to deliver presentations, plan task, coordinate resources and budgets. BA/BS (or equivalent) in related field, plus 6 years of related experience required.	\$73.53	\$76.25	\$79.08	\$82.00	\$85.04

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Engineer/Scientist 2	BS/BA	4	Applies developed skills and knowledge of techniques in a specific professional, scientific or technical area. Under general supervision, performs a variety of assigned duties including analysis, design, and development, evaluation, specifications, procedures, troubleshooting and documentation. Provides direction and guidance to lower level Engineers. May be called upon to deliver presentations, plan task, coordinate resources and budgets. BA/BS (or equivalent) in related field, plus 4 years of related experience required.	\$67.51	\$70.01	\$72.60	\$75.28	\$78.07
Engineer/Scientist 1	BS/BA	3	Under close supervision and within well defined guidelines, performs in a professional level position. Analyzes, evaluates and makes recommendations as part of a team or under supervision of senior personnel. BA/BS (or equivalent) in related field, plus 3 years of related experience required.	\$61.47	\$63.75	\$66.11	\$68.55	\$71.09
Junior Engineer/Scientist 2	BS/BA	2	Under close supervision and within well defined guidelines, performs in an entry level professional position. Analyzes, evaluates and makes recommendations as part of a team or under supervision of senior personnel. BA/BS (or equivalent) in related field, plus 2 years of related experience required.	\$48.21	\$49.99	\$51.84	\$53.76	\$55.75

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Junior Engineer/Scientist 1	BS/BA	0	Entry-level professional position. Under close supervision and within well-defined guidelines, performs in an entry-level professional position. Analyzes, evaluates and makes recommendations as part of a team or under supervision of senior personnel. 2 years of related experience required.	\$36.16	\$37.50	\$38.89	\$40.32	\$41.82
Chief Technician	N/A	20	Foremost expert in a wide range of tasks involving mechanical, electrical, and electronic systems, including: systems/equipment installation, inspection, modification, maintenance, operation, personnel training, and technical writing. Compiles, validates, and verifies the consistency of a variety of technical documents such as test procedures and instructions. 20 years of related experience required.	\$97.63	\$101.25	\$104.99	\$108.88	\$112.91
Principal Technician	N/A	18	Senior corporate expert in a wide range of tasks involving mechanical, electrical, and electronic systems, including: systems/equipment installation, inspection, modification, maintenance, operation, personnel training, and technical writing. Compiles, validates, and verifies the consistency of a variety of technical documents such as test procedures and instructions. 18 years of related experience required.	\$91.62	\$95.01	\$98.52	\$102.17	\$105.95

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Senior Technician 3	N/A	16	Knowledgeable in a wide range of tasks involving mechanical, electrical, and electronic systems, including: systems/equipment installation, inspection, modification, maintenance, operation, personnel training, and technical writing. Compiles, validates, and verifies the consistency of a variety of technical documents such as test procedures and instructions. 16 years of related experience required.	\$85.88	\$88.75	\$92.03	\$95.44	\$98.97
Senior Technician 2	N/A	14	Performs and leads other technicians in performing routine and complex technical duties involving relevant technical disciplines. 14 years of related experience required.	\$79.56	\$82.50	\$85.55	\$88.72	\$92.00
Senior Technician 1	N/A	12	Performs and leads other technicians in performing routine and complex technical duties involving relevant technical disciplines. 12 years of related experience required.	\$73.53	\$76.25	\$79.08	\$82.00	\$85.04
Technician 3	N/A	8	Performs routine and complex technical duties involving relevant technical disciplines. 8 years of related experience required.	\$67.51	\$70.01	\$72.60	\$75.28	\$78.07
Technician 2	N/A	6	Performs routine and complex technical duties involving relevant technical disciplines. 6 years of related experience required.	\$61.47	\$63.75	\$66.11	\$68.55	\$71.09
Technician 1	N/A	4	Performs routine and complex technical duties involving relevant technical disciplines. 4 years of related experience required.	\$54.25	\$56.25	\$58.33	\$60.49	\$62.73

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Junior Technician 2	N/A	2	Performs routine technical duties involving relevant technical disciplines under the supervision of more senior personnel. 2 years of related experience required.	\$42.20	\$43.76	\$45.38	\$47.05	\$48.80
Junior Technician 1	N/A	1	Entry level position performing routine and limited complex technical duties involving relevant technical disciplines under the supervision of more senior personnel. 1 year of related experience required.	\$36.16	\$37.50	\$38.89	\$40.32	\$41.82
Chief Analyst	BS/BA	16	Foremost company expert within a technical field, who acts as a consultant in complex and mission critical client assignments. Has broad mandate for independent action. BA/BS (or equivalent) in related field, plus 16 years of related experience required.	\$103.67	\$107.50	\$111.48	\$115.61	\$119.88
Principal Analyst	BS/BA	14	Senior company expert within a technical field, who acts as a consultant in complex and mission critical client assignments. Has broad mandate for independent action. BA/BS (or equivalent) in related field, plus 14 years of related experience required.	\$91.62	\$95.01	\$98.52	\$102.17	\$105.95
Senior Analyst 3	BS/BA	12	Works in support of (or may perform as) the task leader and other more senior analysts and technical staff. Coordinates with other analysts assigned to the project. Prepares for and conducts interviews of subject matter experts. Synthesizes raw data and information into a larger product. Contributes to written scholarly or technical products. BA/BS (or equivalent) in related field, plus 12 years of related experience required.	\$85.58	\$88.75	\$92.03	\$95.44	\$98.97
Senior Analyst 2	BS/BA	10	Works in support of (or may perform as) the task leader and other more senior analysts and technical staff. Coordinates with other analysts assigned to the project. Prepares for	\$79.56	\$82.50	\$85.55	\$88.72	\$92.00

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
			and conducts interviews of subject matter experts. Synthesizes raw data and information into a larger product. Contributes to written scholarly or technical products. BA/BS (or equivalent) in related field, plus 10 years of related experience required.					
Senior Analyst 1	BS/BA	8	Works in support of (or may perform as) the task leader and other more senior analysts and technical staff. Coordinates with other analysts assigned to the project. Prepares for and conducts interviews of subject matter experts. Synthesizes raw data and information into a larger product. Contributes to written scholarly or technical products. BA/BS (or equivalent) in related field, plus 8 years of related experience required.	\$73.53	\$76.25	\$79.08	\$82.00	\$85.04
Analyst 3	BS/BA	6	Works in support of more senior analysts or technical staff. Performs analysis of project requirements, and documents finding. BABA (or equivalent) in related field, plus 6 years of related experience required.	\$67.51	\$70.01	\$72.60	\$75.28	\$78.07
Analyst 2	BS/BA	4	Works in support of more senior analysts or technical staff. Performs analysis of project requirements, and documents finding. BABA (or equivalent) in related field, plus 4 years of related experience required.	\$61.47	\$63.75	\$66.11	\$68.55	\$71.09
Analyst 1	BS/BA	3	Works in support of more senior analysts or technical staff. Performs analysis of project requirements, and documents finding. BABA (or equivalent) in related field, plus 3 years of related experience required.	\$54.25	\$56.25	\$58.33	\$60.49	\$62.73
Junior Analyst 2	BS/BA	2	Performs lower-level analysis of project requirements and documents findings. Supports more senior analysts or technical staff. BA/BS (or equivalent) in related field,	\$42.20	\$43.76	\$45.38	\$47.05	\$48.80

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
			plus 2 years of related experience required.					
Junior Analyst 1	N/A	0	Entry-level analyst position requiring close supervision and training.	\$30.14	\$31.25	\$32.41	\$33.61	\$34.85
Senior Documentation Specialist	N/A	10	Designs and develops project documentation. Supervises lower-level Documentation Specialists, Graphics Artists, Technical Writers, or Administrative staff. Expert in tools necessary to perform this function. 10 years related experience required.	\$61.47	\$63.75	\$66.11	\$68.55	\$71.09
Documentation Specialist 2	N/A	8	Designs and develops project documentation. May supervise lower-level Documentation Specialists, Graphics Artists, Technical Writers, or Administrative staff. Knowledgeable of the tools necessary to perform this function. 8 years related experience required.	\$48.21	\$49.99	\$51.84	\$53.76	\$55.75
Documentation Specialist 1	N/A	6	Designs and develops project documentation. May supervise lower-level Documentation Specialists, Graphics Artists, Technical Writers, or Administrative staff. Knowledgeable of the tools necessary to perform this function. 6 years related experience required.	\$36.16	\$37.50	\$38.89	\$40.32	\$41.82
Junior Documentation Specialist 2	N/A	4	As directed by more senior Documentation Specialists, develops project documentation. Knowledgeable of the tools necessary to perform this function. 4 year's related experience required.	\$30.14	\$31.25	\$32.41	\$33.61	\$34.85

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Junior Documentation Specialist 1	N/A	1	Entry-level Documentation Specialist position requiring close supervision and training.	\$25.31	\$26.25	\$27.22	\$28.23	\$29.27
Senior Graphic Artist	BS/BA	10	Provides advanced page design, illustration and commercial production support. Directs activities of Graphic Artists and Jr. Graphic Artists. Has mastery of complex production processes such as four color process printing and color lithography. BA/BS (or equivalent) in related field, plus 10 years of related experience.	\$91.62	\$95.01	\$98.52	\$102.17	\$105.95
Graphic Artist 3	BS/BA	8	Provides page design, layout, illustration, and presentation support. Has experience with industry-standard layout, drawing, painting and presentation software packages. Should also be familiar with traditional graphic arts and commercial printing techniques and service providers. Works independently or under the direction of Sr. Graphic Artists. BA/BS (or equivalent) in related field, plus 8 years of related experience.	\$85.58	\$88.75	\$92.03	\$95.44	\$98.97
Graphic Artist 2	N/A	6	Provides page design, layout, illustration, and presentation support. Has experience with industry-standard layout, drawing, painting and presentation software packages. Should also be familiar with traditional graphic arts and commercial printing techniques and service providers. Works independently or under the direction of Sr. Graphic Artists. 6 years of related experience.	\$73.53	\$76.25	\$79.08	\$82.00	\$85.04

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Graphic Artist 1	N/A	4	Provides page design, layout, illustration, and presentation support. Has experience with industry-standard layout, drawing, painting and presentation software packages. Should also be familiar with traditional graphic arts and commercial printing techniques and service providers. Works independently or under the direction of Sr. Graphic Artists. 4 years of related experience.	\$61.47	\$63.75	\$66.11	\$68.55	\$71.09
Junior Graphic Artist 2	N/A	2	Provides page layout, graphics and presentation support. Has exposure to industry-standard layout, drawing, painting and presentation software packages. Should also be familiar with traditional graphic arts techniques. Works independently or under the direction of senior personnel. 2 years of related experience.	\$48.21	\$49.99	\$51.84	\$53.76	\$55.75
Junior Graphic Artist 1	N/A	1	Entry level position providing page layout, graphics and presentation support. Has exposure to industry-standard layout, drawing, painting and presentation software packages. Should also be familiar with traditional graphic arts techniques. Works independently or under the direction of senior personnel. 1 year of related experience.	\$36.16	\$37.50	\$38.89	\$40.32	\$41.82
Senior Technical Writer	BS/BA	10	Senior most professional directing the development and production of technical documents by managing staff resources. Proficiency in writing and editing technical documents. BA/BS (or equivalent) in related field, plus 10 years of related experience.	\$79.56	\$82.50	\$85.55	\$88.72	\$92.00

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Technical Writer 2	BS/BA	8	Directs development and production of technical documents by managing staff resources. Proficiency in writing and editing technical documents. BA/BS (or equivalent) in related field, plus 8 years of related experience.	\$67.51	\$70.01	\$72.60	\$75.28	\$78.07
Technical Writer 1	BS/BA	6	Directs development and production of technical documents by managing staff resources. Proficiency in writing and editing technical documents. BA/BS (or equivalent) in related field, plus 6 years of related experience.	\$61.47	\$63.75	\$66.11	\$68.55	\$71.09
Junior Technical Writer 2	BS/BA	4	Prepares technical documents under the direct supervision of more Senior Technical Publications staff. BA/BS (or equivalent) in related field, plus 4 years of related experience.	\$48.21	\$49.99	\$51.84	\$53.76	\$55.75
Junior Technical Writer 1	BS/BA	2	Entry-level position preparing technical documents under the direct supervision of more Senior Technical Publications staff. BA/BS (or equivalent) in related field, plus 2 years of related experience.	\$36.16	\$37.50	\$38.89	\$40.32	\$41.82
Senior Admin	N/A	5	Assists in the preparation of management plans and reports. Coordinates schedules to facilitate completion of proposals, contract deliverables, task order review, briefings/presentations, an in process review preparation. Performs analysis, development, and review of program administrative operating procedures. Provides close supervision and direction to lower level Administrative personnel. 5 years of related experience.	\$48.21	\$49.99	\$51.84	\$53.76	\$55.75

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
Admin 2	N/A	4	Performs high-level secretarial work under the general supervision of manager. Types and proofreads correspondence, reports, and documentation. Maintains filing system for department. Answers telephones, responds to routine questions/requests, greets visitors, schedules meetings, mail distribution, and makes travel arrangements. 4 years of related experience.	\$36.16	\$37.50	\$38.89	\$40.32	\$41.82
Admin 1	N/A	1	Entry-level personnel requiring close supervision and training. 1 year of related experience.	\$30.14	\$31.25	\$32.41	\$33.61	\$34.85
Senior Instructional Technologist	BS/BA	9	Develops training concepts and course content based on Instructions Systems Design Criteria. Coordinates with Subject Matter Experts (SMEs) to ensure accuracy of technical content. Provides supervision and management for training development team. Manages multi-disciplined CBI/WBT courseware as required. Interacts with client; manages project schedule. BA/BS (or equivalent) in related field, plus 9 years of related experience.	\$97.63	\$101.25	\$104.99	\$108.88	\$112.91
Mid Instructional Technologist	BS/BA	5	Under supervision develops each aspect of training program to include requirements, task analysis, technology assessment, course content, storyboards, and programming CBI/WBT courseware as required. Coordinates with SME. BA/BS (or equivalent) in related field, plus 5 years of related experience.	\$72.33	\$75.01	\$77.78	\$80.66	\$83.64
Junior Instructional Technologist	BS/BA	2	Under close supervision develops each aspect of training program to include requirements, task analysis, technology assessment, course content, storyboards,	\$55.46	\$57.51	\$59.64	\$61.85	\$64.13

Title	Education	Min Years Exp	Duties	12/28/04 – 12/27/05	12/28/05 – 12/27/06	12/28/06 – 12/27/07	12/28/07 – 12/27/08	12/28/08 – 12/27/09
			and programming CBI/WBT courseware as required. Coordinates with SME. BA/BS (or equivalent) in related field, plus 2 years of related experience.					