



## **MAI's Environmental Services Contract: GS-10F-0079K**

MAI provides innovative solutions to management in the following environmental areas:

SIN 899-2

**ENVIRONMENTAL MANAGEMENT SYSTEMS:** MAI tailors Environmental Management Systems (EMS) which allow government organizations to move beyond "compliance". Each EMS incorporates five common elements, tailored to the specifics of each client's organization: ***policy; planning; implementation and operation; checking and corrective action; and senior management review.***

Each system incorporates three goals—

- continual improvement
- prevention of pollution
- commitment to compliance.

MAI performs third party ***EMS Conformance Audits*** to assess the organization's conformance to its selected standards. Our ***Strategic Planning services*** help our clients to establish, and monitor progress toward, realistic objectives for improvement. MAI's ***Outsourcing Evaluations*** determine the optimal mix of in-house vs. outsourced services, for each client's circumstances. In addition, MAI prepares ***environmental contract specifications, quality assurance plans, and cost estimates.***

**ENVIRONMENTAL COMPLIANCE SERVICES:** MAI's Environmental Compliance Planning services assess the regulatory and other environmental requirements which affect the activities, products and services of an organization, and compare them to those by which the organization is currently abiding. Our ***Environmental Compliance Audits*** provide an independent assessment of compliance status with respect to all applicable requirements. MAI's ***Pollution Prevention Surveys*** identify and target areas where pollution prevention initiatives can reduce costs and/or improve environmental performance. Our ***Environmental Assessments*** include NEPA evaluations, "due diligence" audits and risk assessments.

## HOW TO ORDER ENVIRONMENTAL SERVICES

1. Federal agency starts by identifying requirements.
2. Federal agency calls MAI to review its requirements.
3. Federal agency and MAI develop a Statement of Work based on requirements.

The Statement of Work will include:

- a. Work Scope
  - b. Work Deliverables
  - c. Period of Performance
  - d. Estimated Resource Requirements
  - e. Justification Criteria
  - f. Unique Requirements (i.e., Security Clearances, Certifications)
4. Federal agency establishes funding requirements based on SOW.
  5. Federal agency contracting authority awards MAI a Firm Fixed Price or Fixed Price Level of Effort delivery order.
  6. MAI's Ordering Address and Payment Information:

For mailed orders, the postal address where orders should be mailed is as follows:

Arthur L. Smith  
President  
Management Analysis, Incorporated (MAI)  
2070 Chain Bridge Road, Suite 550  
Vienna, VA 22182

The representative for orders by facsimile transmission is as follows:

Arthur L. Smith  
President  
Fax: (703) 506-0470

To make payment arrangements, please contact:

Neel Shepard  
Controller  
Phone: (703) 506-0505

*Please note:*

*Government Commercial Credit Card accepted by MAI*

*Minimum Order: \$100*

*Payment Terms: Net 30 days*

## PRICING: LABOR CATEGORIES AND RATES

### GSA Environmental Schedule Contract #GS-10F-0079K

<u>LABOR CATEGORY</u>	<u>12/28/06 - 12/27/07</u>	<u>12/28/07 - 12/27/08</u>	<u>12/28/08 - 12/27/09</u>
Senior Management	\$148.53	\$153.73	\$159.11
Project Manager	\$127.04	\$131.49	\$136.09
Senior Engineer	\$116.07	\$120.13	\$124.33
Engineer	\$92.59	\$95.83	\$99.18
Programmer	\$72.93	\$75.48	\$78.12