

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

*On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA-Advantage!<sup>TM</sup>, a menu-driven database system. The Internet address for GSA-Advantage!<sup>TM</sup> is:*

*<http://www.gsaadvantage.gov>*

**Environmental Services**

**FSC Group: 899**

**Contract No.: GS-10F-0200M**

*For more information on ordering from Federal Supply Schedules, click on the FSS Schedules button at: <http://www.fss.gsa.gov>*

**Contract Period: 3/18/2007 - 3/17/2012**



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USA  
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[www.roncoconsulting.com](http://www.roncoconsulting.com)**

**Business Size/Status: Veteran-Owned Small Business  
Prices shown herein are NET (discount deducted).**

**Pricelist current through modification # PS-0011 dated 04/25/07**



**Contract Holder**

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## GENERAL CONTRACT INFORMATION

1a. Table of Awarded Special Item Numbers (SINs):  
(Please refer to page #5 for a more detailed description)

- 899-1: Environmental Planning Services and Documentatio
- 899-2 : Environmental Compliance Services
- 899-3: Environmental Occupational Training Services
- 899-7: Geographic Information Systems
- 899-8: Remediation Services

1b. Lowest Priced Model Number and Lowest Price: Please refer to our rates on page #16

1c. Labor Category Descriptions: Please refer to page #11

2. Maximum Order: \$5,000,000

3. Minimum Order: \$100

4. Geographic Coverage: Domestic & Overseas

5. Point (s) of Production: RONCO Consulting Corporation  
2301 M Street NW, Suite 400  
Washington, DC 20037

6. Discount from List Price: All Prices Herein are Net

7. Quantity Discounts: Not Applicable

8. Prompt Payment Terms: Net 30 days

9a. Government Purchase Card *is* accepted at or below the micro – purchase threshold.

9b. Government Purchase Card *is* accepted above the micro – purchase threshold.

10. Foreign Items: None

11a. Time of Delivery: To Be Negotiated with Ordering Agency

11b. Expedited Delivery: To Be Negotiated with Ordering Agency

11c. Overnight and 2-Day Delivery: To Be Negotiated with Ordering Agency

11d. Urgent Requirement: To Be Negotiated with Ordering Agency

12. F.O.B. Point(s): Worldwide

13a. Ordering Address: RONCO Consulting Corporation  
Attn: John Wilkinson/GSA Orders  
2301 M Street NW, Suite 400  
Washington, DC 20037

13b. For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment Address: RONCO Consulting Corporation  
Attn: Accounts Receivable  
2301 M Street NW, Suite 400  
Washington, DC 20037

- |   |  |
|---|--|
| 15. Warranty Provision:   | None   |
| 16. Export Packing Charges:   | None   |
| 17. Terms & Conditions of Government Purchase Card Acceptance:  | None   |
| 18. Terms and conditions of rental, maintenance, and repair:  | 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:  | 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. Preventative maintenance (if applicable)  | Not Applicable                                       |
| 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants.):   | Not Applicable                                       |
| 24b. Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: <a href="http://www.Section508.gov/">www.Section508.gov/</a> : | Contact Contract Administrator for more information. |
| 25. Data Universal Number System (DUNS) Number:   | 038997771  |
| 26. RONCO Consulting Corporation <i>is</i> registered in the Central Contractor Registration (CCR) database.  |  |
| 27. Uncompensated Overtime:   | Not Applicable                                       |

## **CONTRACT OVERVIEW**

GSA awarded RONCO Consulting Corporation a GSA Federal Supply Schedule contract for Environmental Services (EAS), Contract No. GS-10F-0200M. The current contract period is 3/18/2007 - 3/17/2012. GSA may exercise a total of up to two additional 5 year option periods. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

### **RONCO Remediation Services**

RONCO Consulting Corporation has been involved in the design and implementation of programs dealing with a range of issues related to mine and unexploded ordnance (UXO) disposal since 1989. In successfully implementing over 150 humanitarian assistance remediate ion projects, RONCO has developed, and continues to enhance, highly integrated systems that are extremely accurate, safe, and cost effective. These systems:

- Incorporate over 300 highly trained professional EOD/demining specialists, medics, technicians, and planners into its operations;
- Integrate time proven technologies, manual deminers, highly trained canines, and mechanized systems to increase the safety, speed, and accuracy of the clearance and destruction process;
- Utilize innovative approaches based on our long history of operating overseas to address problems unique to a particular country or clearance operation; and,
- Focus on capacity-building and training to teach our management, technology, information, and logistic systems to the host nation, creating their own capability to continue operations after US assistance is completed.

This combination of successful experience and knowledge, innovative technology adapted to the problem, and a proven ability to mentor and train others makes RONCO the premier US demining and clearance firm and places it among the very best in the world today. RONCO offers the following services:

- detection and disposal of munitions (conventional and chemical), landmines and UXO in the US and overseas.
- planning, policy, and requirements analysis on explosives detection, removal and disposal operations to US Government agencies.
- planning, implementation, and management of ordnance detection/disposal operations, range remediation, stockpile reduction, and post-remediation assistance programs in the field
- logistics and administrative services to ordnance removal and support operations
- pre-remediation surveys and post-remediation quality assurance
- provision, management, and logistics support of canines to detect landmines/ordnance/explosives/chemical/biological munitions
- environmentally safe destruction of ordnance/mines/chemical munitions with enclosed detonation chambers
- munitions/arms stockpile reduction

RONCO regularly provides the above services to the Department of State, Department of Defense, US Agency for International Development, World Bank, United Nations, and other client agencies. RONCO has successfully implemented different combinations of remediation services in over 30 countries, including Angola, Afghanistan, Rwanda, Mozambique, Bosnia-Herzegovina, Croatia, Guinea, Honduras, Nicaragua, Costa Rica, Kosovo, Albania, Namibia, Ethiopia, Eritrea, Iraq, Lebanon, Oman, Djibouti, Zambia, Sudan, Sri Lanka, Nigeria, Armenia, Azerbaijan, and Thailand.

### **Building Indigenous Capacity**

The RONCO concept of providing and training on, remediation services is based on developing an indigenous capacity which will continue to successfully operate after direct assistance is completed. Whether supplying, and training on, detection dogs, equipment, and /or personnel, RONCO's concept is to leave a full capacity at the site or in the country concerned. RONCO has worldwide experience in providing training services for the following personnel: Ordnance Detection/Disposal, Medical Support, Logistics, Planning/Management, Dog Handling, Quality Assurance, Information Management, Safety, and Ordnance/Munitions/Mine Awareness.

## **Analysis of Remediation Programs**

RONCO also has the extensive knowledge, and capacity, to conduct incisive analyses of policies, procedures, and requirements as they relate to assessing the needs of national and regional demining organizations. Using its practical, first-hand knowledge and experience, RONCO has effectively assessed and developed comprehensive policies and procedures to fit the operating environment, conducted on-site assessments, and determined personnel and technology requirements.

## **Procurement and Logistics Services**

RONCO's International Procurement and Logistics Division (IPLD) has developed unique expertise in the procurement and shipment of equipment and materiel required for ordnance removal and humanitarian landmine and UXO clearance. On a regular basis, RONCO procures a wide variety of critical commodities for clearance operations around the world, such as ambulances, demining equipment, water trucks, detectors, protective clothing, explosives, and radio equipment. As a result, RONCO has worldwide experience in purchasing commodities and services in accordance with Federal Acquisition Regulations, especially as they apply to the Departments of State and Defense and the US Agency for International Development.

## **Post Remediation Assistance**

In addition, RONCO has acquired a great deal of knowledge, experience, and success dealing with humanitarian development and post-remediation assistance issues. This includes assistance managing grants to local governments, non-governmental organizations, and other organizations to address the immediate needs of the target community. In the past 20 years, RONCO has successfully implemented over 40 major humanitarian assistance and development projects.

## **CONTRACT ADMINISTRATOR**

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## **MARKETING AND TECHNICAL POINT OF CONTACT**

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## **CONTRACT USE**

This contract is available for use by all federal government agencies, as a source for Environmental Services, for worldwide use. Executive agencies, other Federal agencies, mixed-ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

## **CONTRACT SCOPE**

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional services as specified in each task order.

Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material.

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. RONCO Consulting Corporation has been awarded a contract by GSA to provide services under the following SINs:

- 899-1: Environmental Planning Services and Documentation
- 899-2: Environmental Compliance Services
- 899-3: Environmental Occupational Training Services
- 899-7: Geographic Information Systems
- 899-8: Remediation Services

A full description of each SIN definition and examples of the types of work covered by the SIN are provided below.

## **SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS**

### **SIN 899-1: ENVIRONMENTAL PLANNING SERVICES & DOCUMENTATION**

Contractors shall provide operational services, advice, or guidance in support of agencies' Environmental Planning Services and Documentation. Examples include, but are not limited to:

- Environmental Impact Statements Under NEPA
- Endangered Species and/or Wetlands Analysis
- Watershed and Other Natural Resource Management Plans
- Archeological and/or Cultural Resource Management Plans
- Environmental Program Management and Environmental Regulation Development
- Economic, Technical and/or Risk Analysis
- Vulnerability Assessments
- Biochemical Protection
- Identification and Mitigation of Threats
- Crime Prevention Through Environmental Design (CPTED) Surveys.

### **SIN 899-2: ENVIRONMENTAL COMPLIANCE SERVICES**

Contractors shall provide operational services, advice, or guidance in support of agencies' Environmental Compliance Services. Examples include, but are not limited to:

- Environmental Compliance Audits
- Compliance Management and/or Contingency Planning
- Permitting
- Spill Prevention/Control and Countermeasure Plans
- Pollution Prevention Surveys
- ISO 14000, Environmental Management Systems (EMS)
- Community Right-to-Know Act Reporting

### **SIN 899-3: ENVIRONMENTAL OCCUPATIONAL TRAINING SERVICES**

Contractors shall provide operational services, advice, or guidance in support of agencies' Environmental Occupational Training Services. Examples include, but are not limited to:

- Standard Off-the-Shelf Courses
- Customized Course Development and Computer-based Interactive Courses
- Computer Based Course Development
- Conversion of Existing Courses to Electronic Media

\*Training can be conducted on or off-site on any number of Environmental related issues including, Fire Preparedness Training and Public Fire Safety Education.

### **SIN 899-7: GEOGRAPHIC INFORMATION SERVICES**

Contractors shall provide operational services, advice, or guidance in support of agencies' environmental programs utilizing Geographic Information Services. Examples include, but are not limited to:

- Mapping and Cartography
- Natural Resource Planning.
- Site Selection
- Migration Pattern Analysis
- Pollution Analysis
- Emergency Preparedness Planning
- Geologic Logs, Topographic Data, 3D/4D Interactive Visualization Packages
- Data Interpretation

**Services of an Architect-Engineering nature as set forth in FAR Part 36 are specifically EXCLUDED.**

### **SIN 899-8: REMEDIATION SERVICES**

Contractor shall provide the full range of methods and technologies supporting activities necessary for Remediation Services to the extent allowed by the Service Contract Act under FAR 37.3 in accordance with host nation, federal, state, and/or local statutes and regulations. Remediation Services include, but are not limited to, excavation, removal, remediation related laboratory testing, transportation, storage, treatment and/or disposal of hazardous waste. Also, preparation, characterization, field investigation, conservation and site closures; wetland restoration, emergency response, UST/AST removal, air monitoring, soil vapor extraction, stabilization/solidification, bio-venting, carbon absorption, reactive walls, containment, monitoring and /or reduction of hazardous waste sites as well as ordnance removal and support. Remediation contractors shall conform to environmental permits, decision document requirements or other legal requirements. Examples include but are not limited to: Excavation, removal, manifesting, transportation, storage, treatment (on-site and off-site) and/or disposal of hazardous waste.

- Preparation, Characterization, Field Investigation, Conservation and Closure of Site.
- Long Term Monitoring/Long Term Operation (LTM/LTO)
- Containment, Monitoring and/or Reduction of Hazardous Waste Sites
- Ordnance Removal and Support
- Excavation, Removal, Transportation, Storage, Treatment and/or Disposal of Hazardous Waste\*\*
- Wetland Restoration
- Ecological Restoration
- Emergency Response
- UST/AST Removal
- Air Monitoring
- Soil Vapor Extraction; Stabilization/Solidification; Bio-Venting; Carbon Absorption and/or Reactive Walls and Containment

\*\*In order to qualify to perform remediation related to Transportation, Storage, Treatment and/or Disposal of Hazardous Waste services under this SIN, the Offeror is required to provide the following documentation:

- Provide a summary of documentation process used through final disposition of all materials obtained and/or generated.
- Provide a summary of methods used for tracking material to final destination.
- Acknowledge compliance with environmental laws and regulations pertaining to disposal of hazardous waste.
- Provide a summary of warehousing process, if any exist.
- Identify who the subcontractors are that will be used in the hazardous disposal process OR certify that they understand that subcontractors may be required to be identified in any resultant task order issued by an ordering agency. If subcontractors are identified, pricing is to be included with the submission of Contractor's offer.

Inappropriate use of this SIN is providing Remediation Services not specifically related to operational services, advice or guidance and its associated disciplines. **In addition, Construction and Architect-Engineering Services as set forth in FAR Part 36 (including construction, alteration or repair of buildings, structures, or other real property) are not authorized.** Offerors interested in providing these services may contact GSA's Public Building Service (PBS) for additional information.

**Note: This effort does NOT include handling/disposal and/or transportation of nuclear or radioactive waste.**

## **INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES**

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that RONCO Consulting Corporation meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders; facsimile orders, credit card orders, blanket purchase agreement orders or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide EAS services, follow these simple steps:

### **Step 1. Develop a Statement of Work (SOW)**

In the SOW, include the following information:

- Work to be performed,
- Location of work,
- Period of performance;
- Deliverable schedule, and
- Special standards and any special requirements, where applicable.

### **Step 2. Select Contractor and Place Order**

- If the order is at or below the micro-purchase threshold, select the contractor best suited for your needs and place the order.
- If the order is exceeding but less than the maximum order threshold (MOT), prepare an RFQ;
- If the order is in excess of the MOT, prepare an RFQ. Consider expansion of competition and seek price reductions.

### **Step 3. Prepare a Request for Quote (RFQ)**

- Include the SOW and evaluation criteria;
- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;
- If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection.
- May be posted on GSA's electronic RFQ system, e-Buy

### **Step 4. Provide RFQ to at least Three Firms**

### **Step 5. Evaluate Offers, Select Best Value Firm, and Place Order**

## **REQUIREMENTS EXCEEDING THE MAXIMUM ORDER**

In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall:

- Review additional schedule contractors' catalogs/price lists or use the "GSA Advantage!" on-line shopping service;
- Based upon the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors); and
- After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

Vendors may:

Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations.)

- Offer the lowest price available under the contract; or
- Decline the order (orders must be returned in accordance with FAR 52.216-19).

A task order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR 8.404. The order will be placed under the contract.

Sales for orders that exceed the Maximum Order shall be reported in accordance with GSAR 552.238-74.

## BLANKET PURCHASE AGREEMENT

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (*e.g.* estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

Ordering from BPAs:

Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

Duration of BPAs. BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPAs period of performance.

Review of BPAs:

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.

## LABOR CATEGORY DESCRIPTIONS

### Experience Substitutions:

H.S. Diploma + 4 years additional experience	Equals	Bachelors Degrees
Bachelors Degree + 2 years additional experience	Equals	Masters Degree
Masters Degree + 3 years additional experience	Equals	PhD

### Education Substitutions:

A Ph.D. may be substituted for 3 years of required experience with a Masters Degree or 5 years with a Bachelors Degree.
A Masters Degree may be substituted for 2 years of required experience with a Bachelors Degree.
A Bachelors Degree may be substituted for 4 years of required experience with a High School Diploma.

#### **Title: Program Manager (Level I)**

**Minimum/General Experience:** 10 years

**Functional Responsibility:** This high-level management category provides for involvement of one of RONCO s Senior Officers, who will assure that all required RONCO resources are made available for the assigned tasking. Their level of effort will depend on task complexity but is expected to be minimal.

**Minimum Education:** Bachelor's Degree

#### **Title: Program Manager (Level II)**

**Minimum/General Experience:** 7 years

**Functional Responsibility:** This upper management category includes RONCO Senior Program Managers responsible for providing home office management, support, and assistance. Their level of effort will depend on task complexity but, in RONCO s experience, is approximately 20 to 30 percent of one FTE.

**Minimum Education:** Bachelor's Degree

#### **Title: Project Manager (Level I)**

**Minimum/General Experience:** 7 years

**Functional Responsibility:** This senior level management category provides direct project coordination with the client and is responsible for local oversight of project support personnel. The manager will also provide assistance with planning, training, organizing, implementing, managing, and tracking single or multiple projects. This senior manager can be responsible for training development, training management, project planning, budget management, project management, and logistics oversight. Their level of effort will depend on the task complexity but will typically be a full time position.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification).

**Title: Project Manager (Level II)**

**Minimum/General Experience:** 5 years

**Functional Responsibility:** This management category provides for assistance with planning, training, organizing, implementing, managing, and tracking single or multiple projects. This manager can be responsible for training development, training management, project planning, budget management, project management, and logistics oversight. Their level of effort will depend on the task complexity but will typically be a full time position.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification).

**Title: Task Leader**

**Minimum/General Experience:** 3 years

**Functional Responsibility:** The Task Leader is responsible for the day-to-day RONCO Senior Management at the tasking site. Each Task Leader will have at least three years experience with RONCO, be experienced task managers, and have proven task implementation abilities. Senior military leadership experience is preferred. The Task Leader is normally a full time position.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification), plus completion of technical education and training in a specialty field.

**Title: EOD Specialist/Instructor (Level I)**

**Minimum/General Experience:** 5 years

**Functional Responsibility:** The personnel in this category will deal with all aspects of remediation activities and the detection, lifting, defusing, and destruction of all types of munitions (UXO, mines, chemical, biological, and improvised explosive devices). Each will have at least five years experience in EOD operations, have undertaken related training, and be a certified EOD Specialist by a free world military or equivalent. Each will work independently without direct supervision and will be the Senior EOD Technician/Trainer on the Team.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification), plus completion of technical education and training in a specialty field.

**Title: EOD Specialist/Instructor (Level II)**

**Minimum/General Experience:** 2 years

**Functional Responsibility:** The personnel in this category will deal with all aspects of remediation activities and the detection, lifting, defusing, and destruction of all types of munitions (UXO, mines, chemical, biological, and improvised explosive devices). Each will have at least two years experience in EOD operations, and undertaken related training and will require more direct supervision.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification), plus completion of technical education and training in a specialty field.

**Title: Logistics/Procurement Specialist (Level I)**

**Minimum/General Experience:** 5 years

**Functional Responsibility:** The personnel in this category will deal with all aspects of logistics planning, mobilization, and implementation as well as the acquisition and shipping of equipment, materials, and supplies necessary for effective remediation operations of the assigned tasking. Each will be familiar with U.S. Government regulations, including the FAR, and have at least five years of direct or directly related experience in logistics and acquisition.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification).

**Title: Logistics/Procurement Specialist (Level II)**

**Minimum/General Experience:** 2 years

**Functional Responsibility:** The personnel in this category will deal with all aspects of logistics planning, mobilization, and implementation as well as the acquisition and shipping of equipment, materials, and supplies necessary for effective operations of the assigned tasking. Each will be familiar with U.S. Government regulations, including the FAR, and have at least two years of relevant experience.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification).

**Title: Subject Matter Specialist (Level I)**

**Minimum/General Experience:** 7 years

**Functional Responsibility:** The personnel in this category, which is broadly defined to encompass the wide range of RONCO Technical Specialists, includes: dog trainers/handlers, medicine and trauma, safety, curriculum development and training, information management, humanitarian development/grants management, planning/finance, equipment operation and maintenance, and veterinary assistance. Each will have at least seven years experience in his/her field of expertise and can work independently with limited supervision.

**Minimum Education:** Bachelor's Degree

**Title: Subject Matter Specialist (Level II)**

**Minimum/General Experience:** 5 years

**Functional Responsibility:** The personnel in this category, which is broadly defined to encompass the wide range of RONCO Technical Specialists, includes: dog trainers/handlers, medicine and trauma, safety, curriculum development and training, information management, humanitarian development/grants management, planning/finance, equipment operation and maintenance, and veterinary assistance. Each will have at least five years experience in his/her field of expertise and will work with supervision.

**Minimum Education:** Bachelor's Degree

**Title: Subject Matter Specialist (Level III)****Minimum/General Experience:** 3 years

**Functional Responsibility:** The personnel in this category, which is broadly defined to encompass the wide range of RONCO Technical Specialists, includes: dog trainers/handlers, medicine and trauma, safety, curriculum development and training, information management, humanitarian development/grants management, planning/finance, equipment operation and maintenance, and veterinary assistance. Each will have at least two years experience in his/her field of expertise and will work with substantial supervision.

**Minimum Education:** Bachelor's Degree**Title: Subject Matter Specialist (Level IV)****Minimum/General Experience:** 1 year

**Functional Responsibility:** The personnel in this category are considered local hire employees and are typically foreign nationals. The work which they perform is broadly defined to encompass the wide range of RONCO Technical Specialists, including: dog trainers/handlers, medicine and trauma, safety, curriculum development and training, information management, humanitarian development/grants management, planning/finance, equipment operation and maintenance, translation services, and veterinary assistance. Each will have at least two years experience in his/her field of expertise and will work with substantial expatriate supervision.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification).**Title: Subject Matter Specialist (Level V)****Minimum/General Experience:** 6 months

**Functional Responsibility:** The personnel in this category are considered local hire employees and are typically foreign nationals. The work which they perform is broadly defined to encompass the wide range of RONCO Technical Specialists, including: dog trainers/handlers, medicine and trauma, safety, curriculum development and training, information management, humanitarian development/grants management, planning/finance, equipment operation and maintenance, translation services, and veterinary assistance. Each will have at least one year experience in his/her field of expertise and will work with substantial expatriate supervision.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification).**Title: Subject Matter Specialist (Level VI)****Minimum/General Experience:** Entry Level (0 years)

**Functional Responsibility:** The personnel in this category are considered local hire employees and are typically foreign nationals. The work, which they perform provide support functions to facilitate implementation of field operations. These tasks could include services such as: cooks, drivers, guards, administrative office support, logistics coordination, and maid services. Each will have at least one year experience in his/her field of expertise and will work with substantial expatriate supervision.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification).

**Title: Program Analyst (Level I)**

**Minimum/General Experience:** 5 years

**Functional Responsibility:** The personnel in this category are responsible for budgeting, planning, and development of work/performance plans, including developing and maintaining databases, software to deal with specific client requirements, web sites, and all systems required to keep Task Order clients fully informed of implementation progress, successes, and issues. Each will have at least five years related experience and a Bachelors Degree or equivalent experience and will work with limited supervision.

**Minimum Education:** Bachelor's Degree

**Title: Program Analyst (Level II)**

**Minimum/General Experience:** 2 years

**Functional Responsibility:** The personnel in this category are responsible for budgeting, planning, and development of work/performance plans, including developing and maintaining databases, software to deal with specific client requirements, web sites, and all systems required to keep Task Order clients fully informed of implementation progress, successes, and issues. Each will have at least two years related experience and will work with substantial supervision.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification).

**Title: Administrative Assistant**

**Minimum/General Experience:** 1 year

**Functional Responsibility:** Administrative assistants are responsible for word processing, maintaining files and records, assembling reports and information pieces, inputting data, and general administrative support of the various tasks. All will require substantial supervision.

**Minimum Education:** High School Diploma or equivalent educational certification (i.e., GED certification).

## HOURLY RATES FOR SERVICES

The following labor rates apply to SINs 899-1, 899-2, 899-3, 899-7, and 899-8.

Annual Escalation = 4.0%

Labor Category	3/18/07 - 3/17/08	3/18/08 - 3/17/09	3/18/09 - 3/17/10	3/18/10 - 3/17/11	3/18/11 - 3/17/12
Program Manager (Level I)	\$156.75	\$163.02	\$169.55	\$176.33	\$183.38
Program Manager (Level II)	\$124.10	\$129.06	\$134.22	\$139.59	\$145.18
Project Manager (Level I)	\$92.60	\$96.30	\$100.15	\$104.16	\$108.33
Project Manager (Level II)	\$79.33	\$82.51	\$85.81	\$89.24	\$92.81
Task Leader	\$130.63	\$135.85	\$141.29	\$146.94	\$152.82
EOD Specialist/Instructor (Level I)	\$117.57	\$122.27	\$127.16	\$132.25	\$137.54
EOD Specialist/Instructor (Level II)	\$91.44	\$95.10	\$98.90	\$102.86	\$106.97
Logistics/Procurement Specialist (Level I)	\$104.50	\$108.68	\$113.03	\$117.55	\$122.25
Logistics/Procurement Specialist (Level II)	\$84.91	\$88.30	\$91.84	\$95.51	\$99.33
Subject Matter Specialist (Level I)	\$117.57	\$122.27	\$127.16	\$132.25	\$137.54
Subject Matter Specialist (Level II)	\$101.24	\$105.29	\$109.50	\$113.88	\$118.43
Subject Matter Specialist (Level III)	\$84.91	\$88.30	\$91.84	\$95.51	\$99.33
Subject Matter Specialist (Level IV) *	\$34.69	\$36.07	\$37.52	\$39.02	\$40.58
Subject Matter Specialist (Level V) *	\$15.50	\$16.12	\$16.76	\$17.43	\$18.13
Subject Matter Specialist (Level VI) *	\$8.67	\$9.01	\$9.37	\$9.75	\$10.14
Program Analyst (Level I)	\$84.91	\$88.30	\$91.84	\$95.51	\$99.33
Program Analyst (Level II)	\$65.31	\$67.93	\$70.64	\$73.47	\$76.41
Admin Assistant	\$57.48	\$59.78	\$62.17	\$64.65	\$67.24

\* Overseas only.