

GSA MOBIS GS-10F-0260P

Contract Period: 01 April 2004 through 31 March 2014

TIBURON ASSOCIATES, INC.

Contractor: Tiburon Associates, Inc.
4027 Colonel Glenn Hwy, Suite 110
Beavercreek, Ohio 45431-1673
937-458-0460 (telephone)
937-458-0399 (facsimile)
www.tiburonassociates.com

E-mail: sjmc@tiburonassociates.com

Contract Administration: Stephen J. McCarthy
937-458-0483 (telephone)
937-458-0399 (facsimile)

1a. SINS 874-1 (874-1 RC), 874-7 (874-7 RC) (applies to each labor category listed below)

1b. These prices are the Government Labor Category prices based on Services per unit / labor hour, exclusive of any quantity /dollar volume, or any other concession affecting price or all Domestic Regions.

Labor Category	4/01/2009 3/31/2010	4/01/2010 3/31/2011	4/01/2011 3/31/2012	4/01/2012 3/31/2013	4/01/2013 3/31/2014
Program Director	\$191.31	\$198.00	\$204.93	\$212.10	\$219.53
Program Manager	\$161.27	\$166.91	\$175.75	\$178.80	\$185.06
Project Manager	\$127.92	\$132.40	\$137.02	\$141.83	\$146.78
Senior / Principal Engineer	\$143.48	\$148.50	\$153.69	\$159.07	\$164.64
Engineer	\$113.44	\$117.42	\$121.53	\$125.78	\$130.18
Junior Engineer	\$72.29	\$74.82	\$77.44	\$80.15	\$82.96
Project Analyst	\$88.97	\$92.08	\$95.31	\$98.65	\$102.10
Administrative Assistant	\$53.39	\$55.26	\$57.19	\$59.19	\$61.27

Tiburon Associates, Inc. has expertise under the following areas:

SIN 874-1 (874-1 RC) Consulting Services

- Strategic Business and Action Planning
- Performance Measures and Indicators
- Process and Productivity Improvement
- Program Evaluations and Audits
- Organizational Assessments
- Cycle Time Improvements
- Lean Assessment and Recommendations

SIN 874-7 (874-7 RC) Program Integration and Project Management Services

- Program Management
- Program Integration
- Program Oversight

- Project Management

2. Maximum Order: \$1,000,000
3. Minimum Order: \$100
4. Geographic Coverage: Domestic
5. Points of Production: Not Applicable
6. Discounts from List Price: Not Applicable
7. Quantity Discounts: Not Applicable
8. Prompt Payment Terms: Net 30 days
- 9a. Government Purchase Cards: Accepted for Orders Less than the Micro-Purchase Threshold
- 9b. Government Purchase Cards: Accepted for Orders Greater than Micro-Purchase Threshold
10. Foreign Items: Not Applicable
- 11a. Time of Delivery: From date of award to date of completion (Services)
- 11b. Expedited Delivery: Service available for expedited support/delivery at no change in labor hour unit rate prices per category
- 11c. Overnight and 2 day delivery: Not Applicable
- 11d. Urgent Requirements: Agencies may contact Contractor Representative to effect faster delivery
12. F.O.B.: Origin
- 13a. Ordering Address: Tiburon Associates, Inc.
4027 Colonel Glenn Hwy, Suite 110
Beavercreek, Ohio 45431-1673
- 13b. Ordering Procedures: Contact:
Tiburon Associates, Inc.
4027 Colonel Glenn Hwy, Suite 110
Beavercreek, Ohio 45431-1673
937-458-0460 (telephone)
937-458-0399 (facsimile)
sjmc@tiburonassociates.com (email)
Contract Administration: Stephen J. McCarthy
14. Payment Address: Tiburon Associates, Inc.
4027 Colonel Glenn Hwy, Suite 110
Beavercreek, Ohio 45431-1673
15. Warranty: Not Applicable
16. Export packing charges: Not Applicable
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Not applicable
18. Terms and conditions of rental, maintenance, and repair: Not applicable
19. Terms and conditions of installation: Not applicable
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: Not applicable
- 20a. Terms and conditions for any other services: Not applicable
21. List of service and distribution points: Not applicable
22. List of participating dealers: Not applicable
23. Preventive maintenance: 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: Not applicable

25. Data Universal Number System (DUNS) number: 092152953

26. Notification regarding registration in Central Contractor Registration (CCR)

Database: Tiburon is registered in CCR per CAGE Code 1WL06

Tiburon Associates, Inc. provides technical services to government and industry. The company has developed a reputation for the frank assessment of its customer's needs and a thorough analysis of the issues. Our forte has been in the assessment of advanced technologies and their application. By assisting government, industry and academic customers, we have improved U.S. industrial capability, transitioning technology into defense systems and improving customer business prospects.

Tiburon Associates, Inc. has the demonstrated ability to manage, assess, and improve technical organizations and projects involving a wide range of technologies. We have participated in numerous government and industry forums on manufacturing and the industrial base and have provided strategic planning support for improving manufacturing capabilities.

Technical Strengths

- Strategic planning techniques and procedures.
- Technical knowledge of the U.S. defense and commercial industrial base.
- Evaluation of emerging technologies and associated business opportunities.
- In-depth understanding of Service and DLA ManTech Programs.
- Experience in the technical assessment and evaluation of manufacturing facilities and ManTech projects.
- Technical support to the Office of the Director of Defense Research and Engineering (ODDR&E) with emphasis on the transition of affordable technology from S&T to weapon systems.
- Training in the preparation and evaluation of proposals and in the management of technology projects.
- Organizing and writing proposals and leading Red Teams to review proposals.

Expertise

- Strategic Planning
- Depot & Sustainment Processes
- Innovative & Affordable Business Solutions
- Targeted Business Development
- Flexible Team Building Capabilities
- Production Readiness Assessments
- Technology/R&D Evaluations
- Facilitators
 - ◆ Meetings
 - ◆ Workshops
 - ◆ Conferences

- Creative Communication
 - Trade Shows
 - Presentations

1c.

TIBURON ASSOCIATES, INC. – POSITION DESCRIPTIONS

CLASSIFICATION: Management

TITLE: Program Director

DESCRIPTION

Plans, organizes, and directs all program level activities. Ensures goals and objectives are accomplished within contract terms and conditions. Responsible for allocating company resources to all programs and projects. Interfaces with client management personnel and is adept in oral and written communications. Responsible for strategic planning and execution. Provides direction relating to major long-range planning.

May have high standing as a technical and/or business management expert in client communities.

Enforces work standards, reviews work quality, provides quality assurance and configuration management, assigns schedules and communicates goals, objectives and policies of the organization to subordinates.

QUALIFICATIONS REQUIRED:

Education: Advanced degree and 25 years experience in science and engineering or BS/BA degree plus 30 years of equivalent experience.

Experience: Must have 30 years experience in a related field including supervisory/management experience. Must have demonstrated capability to manage large and complex programs.

**TIBURON ASSOCIATES, INC.
POSITION DESCRIPTION**

CLASSIFICATION: Management

TITLE: Program Manager

DESCRIPTION

Manages work in a technical area including engineering and scientific studies and analyses and technical support. Requires exceptional creativity and resourcefulness in the most demanding and complex assignments.

Enforces work standards, reviews work quality, provides quality assurance and configuration management, assigns schedules and communicates goals, objectives and policies of the organization to subordinates.

Leads projects or programs having maximum importance and technical complexity.

Serves as single representative to client for assigned programs. Interfaces with the client to insure requirements are understood and completed within schedule and assigned resources. Responsible for formulating and enforcing work standards, assigning contractor schedules, resolving work discrepancies, supervising contractor and subcontractor personnel, and communicating program policies, purposes and goals of the organization to subordinates.

QUALIFICATIONS REQUIRED:

Education: Bachelors or Masters preferably in engineering or science including Industrial Engineering, Metallurgical Engineering, Materials Science and Engineering, Mechanical Engineering, Physics, Electrical/Electronic Engineering, Chemistry, Environmental Science, Biological Science or related field.

Experience: Over 15 years of management experience. Demonstrated ability to manage technical projects effectively.

TIBURON ASSOCIATES, INC. POSITION DESCRIPTION

CLASSIFICATION: Scientific/Technical

TITLE: Project Manager

DESCRIPTION

Will manage day-to-day work in a technical area including engineering and scientific studies and analyses and technical support. Provides technical and administrative guidance for personnel performing tasks including review of work products for accuracy, adherence to the customer requirements, review of program documentation, and the assessment of progress in accordance with schedules.

Serves as project manager for technology task orders, groups of task orders, or projects. Ensures the timely and successful performance of the tasks. The project manager usually reports to a program manger but may directly report to the client's representative. Under guidance from the Program Manager, the project manager is responsible for the overall management of specific tasks/projects. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.

QUALIFICATIONS REQUIRED:

Education: Bachelors or Masters preferably in engineering or science including Industrial Engineering, Metallurgical Engineering, Materials Science and Engineering, Mechanical Engineering, Physics, Electrical/Electronic Engineering, Chemistry, Environmental Science, Biological Science or related field or a minimum of 20 years of equivalent experience.

Experience: Over 10 years of progressive professional experience.

**TIBURON ASSOCIATES, INC.
POSITION DESCRIPTION**

CLASSIFICATION: Scientific/Technical

TITLE: Senior/Principal Engineer

DESCRIPTION

Develops and leads research and development projects at the section/project level in an area of scientific or engineering specialty. Participates in the preparation and presentation of significant proposals, plans projects, determines technical objectives, selects project staff and organizes research effort. Analyzes research results and makes recommendations to the client. Applies advanced theories and concepts and reviews solutions to complex research and development problems. Recognized for outstanding research and development accomplishments and as being highly qualified in a research specialty by both the client and professional communities. May work independently with general management direction and within planned budgets and schedules.

Provides technical direction and expertise in a variety of specialized areas including systems engineering, systems integration, systems standards, process engineering and requirements specification. Performs enterprise-wide strategic systems planning. Provides technical and/or subject-matter expertise to project. May supervise technical staff members.

QUALIFICATIONS REQUIRED:

- Education: Advanced degree in science or engineering in Industrial Engineering, Metallurgical Engineering, Materials Science and Engineering, Mechanical Engineering, Physics, Electrical/Electronic Engineering, Chemistry, Environmental Science, Biological Science or related field or a Bachelors degree with a minimum of 10 years of equivalent experience.
- Experience: Over 15 years of professional experience. Demonstrated ability to manage effectively research and development projects that have a maximum impact on the success of the company.

**TIBURON ASSOCIATES, INC.
POSITION DESCRIPTION**

CLASSIFICATION: Engineering

TITLE: Engineer

DESCRIPTION

A fully competent engineer who plans and conducts, or directs work. Requires judgment in the evaluation, selection, and adaptation or modification of standard techniques, procedures, and criteria. Possesses and applies a comprehensive knowledge of engineering principles, practices, and procedures to very difficult assignments which are highly complex and diverse in objective and content. Assists in the development of new business opportunities and frequently interacts directly with client staff. May supervise other engineers and/or technicians. Recognized by clients and the professional communities as a credible authority. May work independently with considerable latitude.

QUALIFICATIONS REQUIRED:

- Education: BS, Industrial Engineering, Metallurgical Engineering, Materials Science and Engineering, Mechanical Engineering, Physics, Electrical/Electronic Engineering, Chemistry, Environmental Science, Biological Science or the equivalent combined practical experience and specialized technical training.
- Experience: 5-8 years progressive experience in field of specialization.

**TIBURON ASSOCIATES, INC.
POSITION DESCRIPTION**

CLASSIFICATION: Engineering

TITLE: Junior Engineer

DESCRIPTION

Performs routine engineering work requiring the application of standard techniques, procedures, and criteria. Knows and uses well the fundamental concepts, principles, practices and procedures of an engineering discipline. Work is varied and may be somewhat difficult in character. Some evaluation, originality, or ingenuity may be required. Judgment is limited to details on work and/or making selections or adaptations of engineering alternatives.

Receives close supervision in screening assignments, establishing priorities, and selecting techniques and procedures.

QUALIFICATIONS REQUIRED:

Education: BS, Industrial Engineering, Metallurgical Engineering, Materials Science and Engineering, Mechanical Engineering, Physics, Electrical/Electronic Engineering, Chemistry, Environmental Science, Biological Science or the equivalent combined practical experience and specialized technical training.

Experience: 1-3 years experience in the practical application of principles/practices of the field of specialization.

**TIBURON ASSOCIATES, INC.
POSITION DESCRIPTION**

CLASSIFICATION: Technical Support

TITLE: Project Analyst

DESCRIPTION

Assists engineering, management and technical / scientific personnel in assuring that projects are achieving the intended results in the schedule required. Assists in the collection and evaluation of data, participates in studies and evaluations. Provides support for facilitation.

Responsibilities include: (1) identification of customer requirements, (2) tracking technical, schedule and financial status, (3) documenting data from facilitated sessions and technical assessments, and (4) assists in the planning and execution of programs, projects and tasks.

QUALIFICATIONS REQUIRED:

Education: Bachelors degree or the equivalent practical experience

Experience: 5-10 years experience in analysis and review.

**TIBURON ASSOCIATES, INC.
POSITION DESCRIPTION**

CLASSIFICATION: Administrative

TITLE: Administrative Assistant

DESCRIPTION

Provides general administrative support to an executive, department or group of professionals. May involve coordination of specific functions (e.g., security, marketing, property accountability, office services, etc.). Handles requests for information requiring research and analysis, prepares reports indicating trends and/or status. May coordinate department hiring. Maintains sensitive and/or classified files and records. May have regular contact with customers, suppliers and employers outside the immediate work area. Work is performed with minimum supervision requiring the exercise of independent judgment and discretion. Utilizes PCs, calculators, typewriters and overall standard office equipment for recording, storing, retrieving, and presenting information.

Demonstrates exceptional skills in communications, through both verbal (spoken and written) and personal presence.

QUALIFICATIONS REQUIRED:

Education: High School, with strong business orientation and formal development in word processing and PC systems. Advanced formal training in business related subjects preferred.

Experience: 5-10 years progressive experience in administrative work with proficiency in use of described office equipment and sound understanding of the functions and procedures of the specific area to which assigned.