GENERAL SERVICES ADMINISTRATION

Federal Supply Service (FSS)

Authorized Federal Supply Schedule Price List

Price list current as of Modification #PS-A812 effective June 2, 2020

Online 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®, a menu-driven database system. The INTERNET address for GSA Advantage!® is: www.GSAAdvantage.gov.

**Schedule Title – Multiple Award Schedule (MAS)**
**MAS Category:** Professional Services
**Subcategory:** Environmental Services

**Contract Number:** GS-10F-0527N

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

**Contract Period:** August 8, 2020 through August 7, 2023

**Contractor:** Dynamic Solutions, LLC
**Address:** 6421 Deane Hill Drive, Suite 1
Knoxville, TN  37919

**Contract Administrator:** Julie A. Wallen
**Email:** j-wallen@dsslc.com
**Office Phone:** (865) 212-3331 Ext 22
**Office Fax:** (865) 212-3398
**Web Site:** www.dsslc.com
**Business Size:** Woman Owned Small Business (WOSB)

1.0 CUSTOMER INFORMATION ........................................................................................................ 1
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1.0 CUSTOMER INFORMATION

The following information is provided in accordance with I-FSS-600 Contract Price Lists (MAR 2020); paragraph (3) (ii):

1a. Table of awarded special item number(s) with appropriate cross reference to item descriptions and awarded price(s).

<table>
<thead>
<tr>
<th>SIN</th>
<th>Item Descriptions</th>
<th>Awarded Price(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>541620</td>
<td>Environmental Consulting Services</td>
<td>See Section 3, Labor Pricing by Category</td>
</tr>
<tr>
<td></td>
<td></td>
<td>See Section 4, Definition of Labor Categories</td>
</tr>
<tr>
<td>OLM</td>
<td>Order Level Materials</td>
<td>See Note at the end of this Section.</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item. See Section 4, Definition of Labor Categories

2. Maximum Order.

| SIN 541620: $1,000,000 | OLM: $100,000 and the cumulative value of OLMs in an individual task or delivery order cannot exceed 33.33% of the total value of the order. |

3. Minimum Order: $100

4. Geographic Coverage: International - Federal sites located within the U.S., its territories and possessions, as well as Asia/Pacific, Europe, and North and South America.

5. Points of Production. 6421 Deane Hill Drive, Suite 1, Knoxville, TN 37919

6. Discount from list prices or statement of net price. Prices are net prices and include negotiated discounts

7. Quantity Discounts. None offered.

8. Prompt Payment Terms. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. Net 30 Days.

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold. Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold. No

10. Foreign Items. None

11a. Time of Delivery. To be negotiated with ordering agency on each task order.

11b. Expedited Delivery-Items available for expedited delivery are noted in this price list. None noted.

11c. Overnight and 2-day delivery. Both available; to be negotiated with ordering agency on each task order.
11d. **Urgent Requirements.** Shorter delivery times to be negotiated with ordering agency on each task order.

12. **F.O.B. point(s).** To be negotiated with the ordering agency on each task order.

13a. **Ordering address.** 6421 Deane Hill Drive, Suite 1, Knoxville, TN 37919

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

14. **Payment address.** 6421 Deane Hill Drive, Suite 1, Knoxville, TN 37919

15. **Warranty provisions.** Not applicable

16. **Export packing charge.** Not applicable

17. **Terms and conditions of Government purchase card acceptance (any threshold 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.** Not applicable

20a. **Terms and conditions of any other service.** Not applicable

21. **List of service and distribution points.** Not applicable

22. **List of participating dealers.** Not applicable

23. **Preventative maintenance.** Not applicable

24a: **Environmental attributes.** Not applicable

24b. **Section 508 compliance information on electronic and information technology.** Not applicable

25. **Data Universal Numbering Systems (DUNS) number.** 964725220

26. **Notification regarding registration in System for Award Management (SAM) database.** Registered

**Note:** Order-Level Materials (OLMs) are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Federal Supply Schedule (FSS) contract or FSS blanket purchase agreement (BPA). OLMs are not defined, priced, or awarded at the FSS contract level. They are unknown before a task or delivery order is placed against the FSS contract or FSS BPA. OLMs are only authorized for inclusion at the order level under a Time and Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN) and are subject to a Not To Exceed (NTE) ceiling price. OLMs include direct materials, subcontracts for supplies and incidental services for which there is not a labor category specified in the FSS contract, other direct costs (separate from those under ODC SINS), and indirect costs. OLMs are purchased under the authority of the FSS Program and are not “open market items.”
2.0 COMPANY OVERVIEW

Founded in 1996, Dynamic Solutions, LLC is a woman owned small business providing professional services in water resources engineering and modeling, and environmental science to federal agencies.

Dynamic Solutions specialize in multidimensional hydrodynamic, sediment transport, water quality, and watershed modeling. We offer a range of water resource engineering, computer modeling, environmental, scientific, and data management services needed for resolving complex water resource problems. Headquartered in Knoxville, TN, we maintain a strong representation in the disciplines of civil, hydrologic/hydraulic, coastal and environmental engineering; hydrologic, hydraulic, hydrodynamic, sediment transport and water quality modeling; data management and statistics; geographic information systems (GIS), and computer programming.

Dynamic Solutions specializes in development of innovative applications of 3-dimensional computer models in hydrodynamic, sediment transport, water quality computer models, and linked watershed hydrodynamic and water quality models. In addition to excellent technical engineering and numerical modeling credentials, Dynamic Solutions’ staff has a thorough understanding of applicable environmental regulations, data collection and processing methods, and database/software development methods. In addition, we are experienced in using geographic information systems (including ESRI ArcGIS) as the integration platform for watershed and environmental assessments.

Our staff have managed, planned, and conducted water resource studies in rivers, streams, lakes, reservoirs, estuary and coastal environments across the USA, Nova Scotia, Jamaica, and Southeast Asia. Dynamic Solutions has designed focused hydrologic and hydraulic data collection and monitoring programs, developed protocols for properly performing field studies, and performed terrestrial and aquatic investigations to provide defensible data for federal, state, and local government agencies as well as private industrial and legal firms. Several recent projects have focused on modeling of physical aquatic habitat to determine optimal river operating conditions with regard to factors such as temperature, velocity, salinity, and water quality issues in promoting conditions favorable to specific species needs. We also conduct river bathymetric and velocity profile studies using Acoustic Doppler Current Profiler (ADCP) equipment to improve calibration of hydrodynamic models.

Dynamic Solutions strives to exceed client expectations and deliver results on schedule and within budget. This is accomplished by combining our experienced senior-level scientists/engineers with state-of-the-science computer modeling and data analysis tools. We apply existing models when appropriate yet have the capability to develop new modeling tools when that approach offers a more cost effective, informative, and scientifically defensible solution. Our staff members have an average of over 25 years of experience in their respective fields of expertise and a commitment to advancing the scientific and engineering practices used in water resources management and numerical modeling studies.

Dynamic Solutions has developed specialized experience in the following key technical areas:

- Hydrodynamic studies including modeling of estuaries, rivers, lakes, reservoirs and coastal environments using EFDC, CH3D, TABS, ADCIRC, ADH.
- Sediment transport studies INCLUDING modeling of rivers, lakes, reservoirs, estuaries and coastal environments using EFDC, TABS, HEC-6, GSTARS, AGNPS.
- Water quality modeling using EFDC, WASP 7.3, QUAL2E, CE-QUAL-W2, CORMIX, and CE-QUAL-RIV.
- Watershed Hydrologic and water Quality studies including modeling using HSPF (BASINS), HEC-1, HEC-HMS, TR20, SWMM, ICPR, and AGNPS.
Hydraulic studies and modeling using HEC-2, HEC-RAS, UNET, FESWMS.
Coastal and inland hydrologic and hydraulic data collection and analysis including USACE Sediment flume (Sedflume) and Acoustic Doppler Current Profiler (ADCP) studies, wave, water level and current measurements, shoreline surveys, instrument deployment and discharge measurements.
Navigation studies.
Comprehensive watershed management plan development.
Statistical analysis and information management.
GIS development using ESRI ArcGIS.
Computer programming.
NPDES analysis and support.
Database design and development.
Environmental services
Operational Readiness Reviews/Readiness Assessments

2.1 Hydrodynamic, Hydraulic, Sediment Transport And Water Quality Modeling Experience

Careful selection and development, of a credible modeling framework can allow quantitative analyses of historical data, assessment of existing conditions, and evaluations of the potential future impacts of alternative sediment and water quality management strategies. A well designed hydrodynamic model is integral in the development of a sediment transport model and part of comprehensive plan for identifying appropriate sediment management strategies. Consequently, selection of a modeling code is a key component of the development of a modeling framework.

Our goal is to select (or develop) the appropriate model for the job and to provide a project team that is highly capable of addressing the technical needs of our client. The professionals at Dynamic Solutions, LLC are intimately familiar with coastal and estuarine hydrodynamics, river hydraulics, and water quality modeling. We have performed both formal and informal reviews of existing hydrodynamic, sediment transport and water quality modeling codes for USEPA and the U.S. Army Corps of Engineers.

Our current hydrodynamic and sediment transport modeling capability is based on EFDC, CH3D, ADCIRC, TABS, and ADH. We are national leaders in the use and application of the EFDC model. The EFDC modeling code comprises a general purpose surface water modeling system for flow, transport, and temperature prediction, and biogeochemical processes modeling of lakes, rivers, estuaries, reservoirs, wetlands and near shore to shelf scale coastal systems. The model also includes built in water quality, eutrophication and toxic contaminant and sediment transport and fate simulation modules. The EFDC model is the only currently available public domain modeling systems that incorporates fully linked, user transparent hydrodynamics, sediment transport, water quality and sediment diagenesis simulation capabilities.

Dynamic Solutions has continued to advance the state-of-the-science by enhancing the capabilities of the EFDC code and use of pre/post processing tools (i.e., EFDC_Explorer). The EFDC_Explorer computer tool was licensed to the USEPA in 2002 and is available to the public.
2.2 Models Dynamic Solutions has Applied

- ADCIRC
- ADH
- ADICPR
- AGNPS
- BOUSS-2D
- CE-QUAL-RIV
- CE-QUAL-W2
- CGWAVE
- CH3D
- CMSFlow
- CORMIX
- DAMBRK
- ECOM
- EFDC
- FESWMS
- FLDWAV
- GSTARS
- HEC-HMS (HEC-1)
- HEC-GeoHMS
- HEC-RAS (HEC-2)
- HEC-GeoRAS
- HEC-6
- HSPF – BASINS
- HYMO

- IPX
- MODFLOW
- POM
- PRECIP
- PSRM
- PTM
- QUAL2E
- REF/DIF
- RMA2-9
- RSM
- SAM-Win
- SED2D
- SITES
- SMPTOX
- STREAM
- STWAVE
- SWMM
- TABS
- TR20
- TR55
- UNET
- WASP
## 3.0 LABOR PRICING BY CATEGORY

<table>
<thead>
<tr>
<th>#</th>
<th>LABOR CATEGORIES</th>
<th>Junior Yrs</th>
<th>Staff Yrs</th>
<th>Senior Yrs</th>
<th>Principal Yrs</th>
<th>Lead Yrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Engineer, Civil/Environmental</td>
<td>$84.65</td>
<td>$113.81</td>
<td>$159.29</td>
<td>$178.01</td>
<td>$198.00</td>
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<td>Engineer, Water Resources</td>
<td>$84.65</td>
<td>$113.81</td>
<td>$159.29</td>
<td>$178.01</td>
<td>$198.00</td>
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<td>Environmental Scientist</td>
<td>$84.65</td>
<td>$113.81</td>
<td>$152.24</td>
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<td>$198.00</td>
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<tr>
<td>8</td>
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<td>$149.27</td>
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<td>$198.00</td>
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<td>12</td>
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<td>$113.81</td>
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<td>$198.00</td>
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<td>Database Management Specialist</td>
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<td>19</td>
<td>Administrative Assistant**</td>
<td>$44.95</td>
<td>$54.57</td>
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</tr>
</tbody>
</table>

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (**) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix below. The prices awarded are in line with the geographic scope of the contract. Should work be performed in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.
**LABOR CATEGORIES**

<table>
<thead>
<tr>
<th>#</th>
<th>LABOR CATEGORIES</th>
<th>Junior</th>
<th>Yrs</th>
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<th>Yrs</th>
<th>Lead</th>
<th>Yrs</th>
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<tbody>
<tr>
<td>1</td>
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<td>$202.16</td>
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<td>20</td>
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---

**Technical Writer, Staff**
30463 TECHNICAL WRITER III
15-4643

**Environmental Technician, Staff**
30090 ENVIRONMENTAL TECHNICIAN
15-4643

**CADD Technician, Junior**
30063 DRAFTER/CAD OPERATOR III
15-4643

**CADD Technician, Staff**
30064 DRAFTER/CAD OPERATOR IV
15-4643

**Technical/Research Analyst, Junior**
30083 ENGINEERING TECHNICIAN III
15-4643

**Technical/Research Analyst, Staff**
30084 - ENGINEERING TECHNICIAN IV
15-4643

**Technical/Research Analyst, Senior**
30085 - ENGINEERING TECHNICIAN V
15-4643

**Word Processor, Junior**
01612 WORD PROCESSOR II
15-4643

**Word Processor, Staff**
01613 WORD PROCESSOR III
15-4643

**Administrative Assistant, Junior**
01113 GENERAL CLERK III
15-4643

**Administrative Assistant, Staff**
01020 ADMINISTRATIVE ASSISTANT
15-4643
<table>
<thead>
<tr>
<th>#</th>
<th>LABOR CATEGORIES</th>
<th>8/8/2022 to 8/7/2023</th>
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<td>Junior Yrs</td>
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<td>Senior Yrs</td>
<td>Principal Yrs</td>
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<td>Engineer, Civil/Environmental</td>
<td>$88.24</td>
<td>0</td>
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<td>5</td>
<td>Professional Scientist</td>
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<td>Subject Matter Expert</td>
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<tr>
<td>7</td>
<td>QA/QC Officer</td>
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<tr>
<td>8</td>
<td>Quality Assurance Specialist</td>
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<tr>
<td>9</td>
<td>Natural Resources Specialist</td>
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<td>$150.63</td>
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<td>Program Manager</td>
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<td>Project Manager</td>
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<tr>
<td>13</td>
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<tr>
<td>14</td>
<td>Database Management Specialist</td>
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<td>15</td>
<td>Technical Writer**</td>
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<tr>
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<tr>
<td>17</td>
<td>CADD Technician**</td>
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<tr>
<td>18</td>
<td>Technical/Research Analyst**</td>
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<tr>
<td>19</td>
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<td>3</td>
<td>$83.66</td>
<td>8</td>
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<tr>
<td>20</td>
<td>Administrative Assistant**</td>
<td>$46.85</td>
<td>0</td>
<td>$56.89</td>
<td>3</td>
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</tbody>
</table>

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (**) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix below. The prices awarded are in line with the geographic scope of the contract. Should work be performed in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

<table>
<thead>
<tr>
<th>Technical Writer, Staff</th>
<th>30463 TECHNICAL WRITER III</th>
<th>15-4643</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environmental Technician, Staff</td>
<td>30090 ENVIRONMENTAL TECHNICIAN</td>
<td>15-4643</td>
</tr>
<tr>
<td>CADD Technician, Junior</td>
<td>30063 DRAFTER/CAD OPERATOR III</td>
<td>15-4643</td>
</tr>
<tr>
<td>CADD Technician, Staff</td>
<td>30064 DRAFTER/CAD OPERATOR IV</td>
<td>15-4643</td>
</tr>
<tr>
<td>Technical/Research Analyst, Junior</td>
<td>30083 ENGINEERING TECHNICIAN III</td>
<td>15-4643</td>
</tr>
<tr>
<td>Technical/Research Analyst, Staff</td>
<td>30084 -ENGINEERING TECHNICIAN IV</td>
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<tr>
<td>Technical/Research Analyst, Senior</td>
<td>30085 -ENGINEERING TECHNICIAN V</td>
<td>15-4643</td>
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<tr>
<td>Word Processor, Junior</td>
<td>01612 WORD PROCESSOR II</td>
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<tr>
<td>Word Processor, Staff</td>
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<td>15-4643</td>
</tr>
<tr>
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<td>01113 GENERAL CLERK III</td>
<td>15-4643</td>
</tr>
<tr>
<td>Administrative Assistant, Staff</td>
<td>01020 ADMINISTRATIVE ASSISTANT</td>
<td>15-4643</td>
</tr>
</tbody>
</table>
### 4.0 DEFINITION OF LABOR CATEGORIES

<table>
<thead>
<tr>
<th>#</th>
<th>Title</th>
<th>Functional Responsibilities and Qualification Requirements</th>
</tr>
</thead>
</table>
| 1  | **Civil/Environmental Engineer** | Performs a range of design, development, analysis, or review tasks. Initiates environmental compliance evaluations and hazardous waste management audits; provides environmental planning; coordinates environmental compliance and hazardous waste management issues which may be complex and controversial; analyzes and develops solutions to a wide variety of technical and complex problems. Prepares and reviews environmental planning documentation and provides technical support in hazardous materials/waste management, response requirements, as examples. Lead: Periodically inspects work progress to ensure consistent operational procedures and document conformance; maintains regular communication with client on progress, findings, and conformance with need; has the ultimate authority to continue or modify work in a significant fashion. Serves as the Lead Subject Matter Expert on Independent External Peer Review (IEPR) Panels being responsible for establishing and communicating the client’s expectations, conducting and coordinating the formal review of client’s programs and/or projects, and addressing client responses to final report or panel comments as required. Serves as the Lead Engineer for expert witness testimony, depositions, and related services in connection with litigation.  
**Qualification:** *Bachelor’s degree in Engineering, Engineering Science or related discipline, EIT preferred at lower grade, *Master’s degree for Senior, and *Doctoral for Principal and Lead; Junior (0-3 years), Staff (3-15 years), Senior (15-20 years), Principal (20-30 years), Lead (30+ years) in appropriate technical/engineering discipline. |
| 2  | **Water Resources Engineer**    | Applies various water resource modeling and engineering techniques to a wide variety of projects involving water availability, flood, groundwater, storm water collection system and other hydraulic and hydrological modeling, decision making on design engineering and procedures, data collection, assimilation, and presentation, produce design calculations, draft sections of technical reports and perform water resources studies. Provides advice on water quality and treatment issues related to river control, groundwater and surface water resources. Utilizes a variety of analytical tools and models including HEC-1, HEC-2, HEC-HMS, HEC-RAS, SWMM, and other surface and groundwater models and GIS tools. Lead: Periodically inspects work progress to ensure consistent operational procedures and document conformance; maintains regular communication with client on progress, findings, and conformance with need; has the ultimate authority to continue or modify work in a significant fashion. Serves as the Lead Subject Matter Expert on Independent External Peer Review (IEPR) Panels being responsible for establishing and communicating the client’s expectations, conducting and coordinating the formal review of client’s programs and/or projects, and addressing client responses to final report or panel comments as required. Serves as the Lead Engineer for expert witness testimony, depositions, and related services in connection with litigation.  
**Qualification:** *Bachelor’s degree in Water Resources, Civil, or Environmental Engineering, or other appropriate technical area, EIT preferred at lower grade, *Master’s degree for Senior, and *Doctoral for Principal and Lead; Junior (0-3 years), Staff (3-15 years), Senior (15-20 years), Principal (20-30 years), Lead (30+ years) in related technical/environmental discipline |
| 3  | **Environmental Scientist**     | Performs environmental investigations. This shall include but is not limited to data collection and modeling for site investigations, and the design, development and application of cleanup technologies. May develop Health and Safety plans and/or conduct lead-based paint risk assessments and asbestos abatement studies. Develops technical scopes, plan schedules and estimate costs.  
**Qualification:** *Bachelor’s degree in Environmental or other appropriate Science or Engineering, *Master’s degree for Senior, and *Doctoral for Principal and Lead; Junior (0-6 years), Staff (6-15 years), Senior (15-20 years), Principal (20-30 years), Lead (30+ years) in related technical/environmental discipline |
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<tr>
<th>#</th>
<th>Title</th>
<th>Functional Responsibilities and Qualification Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Hydrogeologist</td>
<td>Participate in and lead projects involving conceptual modeling with special attention to groundwater, design or implementation of site investigations, supervision of investigations, and tiered risk assessments of remedial works designs. Provide assistance to clients regarding contamination problems, mitigation measures, groundwater models, and technical guidance documents. Evaluates the use of new and established groundwater models for specific site problems. Reviews groundwater investigation reports and related documents to assure conformance with appropriate technical standards. May involve review of geologic literature, determination of need for additional field work, negotiations with facilities to perform field work, analysis of contamination migration potential and analysis of groundwater monitoring systems. Qualification: *Bachelor’s degree in physical sciences such as geology, chemistry, or hydrology or engineering; *Master’s degree and professional registration for Principal and Lead, Junior (0-3 years), Staff (3-10 years), Senior (10-20 years), Lead (30+ years) in related technical/environmental discipline</td>
</tr>
<tr>
<td>5</td>
<td>Professional Scientist</td>
<td>Responsible for design and oversight of field investigations, data interpretation, evaluation and design or remedial actions, report preparation, and serving as liaison between clients and regulatory agencies. Possesses a fully functional knowledge of environmental laws, regulations, programs, policies and procedures. Participates in peer reviews of programs, in workshops, and in conferences; develops and maintains quality assurance data to support analyses; and writes technical reports and papers for publication. Qualification: *Master’s degree in Engineering, Engineering Science, or appropriate Technical/Scientific discipline; Professional registration or certified in appropriate discipline: Senior (15 years), Principal (20 years), Lead (30 years) in environmental site investigation, waste management, and remediation projects or other related scientific disciplines</td>
</tr>
<tr>
<td>6</td>
<td>Subject Matter Expert</td>
<td>Performs as a technical expert in a specialized area of a discipline such as Chemical, Civil, Environmental, or Mechanical engineering; financial management; engineering logistics; project/program planning, scheduling, and monitoring; manufacturing; simulation applications; engineering costing; etc. Possesses sufficient in-depth experience to qualify as an expert in the specialized area of expertise. Capable of performing independently all tasks and activities involved in any area related to the area of expertise. Lead: Periodically inspects work progress to ensure consistent operational procedures and document conformance; maintains regular communication with client on progress, findings, and conformance with need; has the ultimate authority to continue or modify work in a significant fashion. Serves as the Lead Subject Matter Expert on Independent External Peer Review (IEPR) Panels being responsible for establishing and communicating the client’s expectations, conducting and coordinating the formal review of client’s programs and/or projects, and addressing client responses to final report or panel comments as required. Serves as the Lead Engineer for expert witness testimony, depositions, and related services in connection with litigation. Qualification: *Bachelor’s degree in Engineering, Engineering Science, or appropriate Technical/Scientific discipline; Junior (5-8 years), Staff (8-10 years), Senior (10-15 years), Principal (15 years), Lead (30 years)</td>
</tr>
<tr>
<td>7</td>
<td>Quality Assurance Officer</td>
<td>Approval authority of Company’s QA/QC Program Plan and QA Project Plans (QAPPs) to produce water resources numerical models and model findings that meet or exceed client expectations and professional standards. Example: 1. Employ total quality management concepts of defining and measuring quality, managing variation, developing a Plan-Do-Check-Revise cycle, and documenting the process consistent with ISO 10006 Project Quality Standards (ISO 2003) 2. Employ processes consistent with the USACE quality guidelines, including ER 1110-1-12 (USACE 2006) EPA QA/G-5M quality assurance guidelines (EPA 2002). 3. Establish good modeling practice as defined by the engineering profession to execute model steps. (e.g., Wang et al. 2009; Van Waveren et al. 1999) Periodically inspects work progress to ensure consistent operational procedures and document conformance; maintains regular communication with client on progress, findings,</td>
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<tr>
<td>#</td>
<td>Title</td>
<td>Functional Responsibilities and Qualification Requirements</td>
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</table>
| 8  | Quality Assurance Specialist | and conformance with need; has the ultimate authority to continue or modify work in a significant fashion. Serves as the QA Subject Matter Expert on Independent External Peer Review (IEPR) Panels being responsible for establishing and communicating the client’s expectations, conducting and coordinating the formal review of client’s programs and/or projects, and addressing client responses to final report or panel comments as required. Serves as the QA Officer for expert witness testimony, depositions, and related services in connection with litigation.  
**Qualification:** *Bachelor’s degree in related scientific or technical discipline with specialized training and experience in quality assurance; 30+ years*  
Prepares/reviews overall quality program planning and management documentation; provides input to the development of quality program strategies; develops/reviews processes and procedures; analyzes requirements and develops metrics, performance measurement methodologies, and reporting mechanisms; analyzes performance data and prepares recommendations for improvement; and provides technical support to customer requirements, participates in technical and management reviews; and develops content for contract technical packages.  
**Qualification:** *Bachelor’s degree in Engineering, Business, or related scientific or technical discipline with specialized training and experience in quality assurance; 3-8+ years in environmental, engineering, or technical service firms providing quality assurance services*

| 9  | Natural Resources Specialist | Plans and conducts natural resources rangeland inventories, assessments, and monitoring through studies and analysis, interprets and evaluates monitoring data to meet project objectives. May conduct field compliance inspections to determine the effectiveness of, and compliance with, permit stipulations, terms and conditions and other conditions of approval. Serves on planning teams for resource management plans, environmental impact statements, and environmental assessments when proposed activities need guidance and direction on, and input into matters pertaining to natural resources technical areas. Provides input to and may operate GIS tools.  
**Qualification:** *Bachelor’s degree in Natural Resource Management, Biology, Ecology, Botany, Chemistry, Geology, Archeology, Anthropology, Forestry, Hydrology, Social Science or related applied science; Junior (0-3 years), Staff (3-9 years), Senior (9+ years) in related technical/environmental discipline*  
Serves as the Contractor’s interface with the Contracting Officer and designated contracting personnel. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communication policies, purposes and goals of the organization to subordinates. Schedules and allocates work; provides advice, guidance, and training to subordinates; and recommends /determines personnel actions. Responsible for projects planning and execution and performance.  
**Qualification:** *Bachelor’s degree in Eng., IT, Bus, or related scientific or technical discipline; 10+ years in management of technical staff, staff development, business administration, operations, and training*

| 10 | Program Manager              | Responsible for the overall management of specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner.  
Directs completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Enforces work standards and reviews/resolves work discrepancies to ensure compliance with contract requirements. Reports in writing and orally to contractor management and Government representatives. Plans and directs technological improvements and project management implementation. Manages a diverse group of functional activities and subordinate groups of technical and administrative personnel. Provides business, technical, and personnel management across multiple projects, such as engineering studies, computer applications and systems development.  
**Qualification:** *Bachelor’s degree in Eng., IT, Bus, or related scientific or technical discipline; 10+ years in management of technical staff, staff development, business administration, operations, and training*
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<th>#</th>
<th>Title</th>
<th>Functional Responsibilities and Qualification Requirements</th>
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<td>12</td>
<td>Scientist</td>
<td>Responsible for research or other professional and scientific work in any of the fields of science concerned with matter, energy, physical space, time, nature of physical measurement, fundamental structural articles, and the nature of the physical environment. Possesses knowledge of environmental laws, regulations, programs, policies and procedures. Participates in peer reviews of programs, in workshops, and in conferences; develops and maintains quality assurance data to support analyses; and writes technical reports and papers for publication. <strong>Qualification:</strong> <em>Bachelor’s degree in Engineering, Business, or related scientific or technical discipline; Junior (0-3 years), Staff (3-8 years), Senior (8+ years) in environmental site investigation, waste management, and remediation projects or other related scientific disciplines</em></td>
</tr>
<tr>
<td>13</td>
<td>Computer Programmer</td>
<td>Applies knowledge of computer sciences principles, information management principles, hardware and software systems' structures and operation, and computer programming languages and techniques to solve automation problems. Applies scientific, engineering or business objectives by writing, modifying or adapting computer programs in machine level, assembly and third or fourth generation programming languages. Interfaces with and uses minicomputer and mainframe computer systems in addressing project objectives. Uses standard and original mathematical, algorithmic, and programmatical approaches to define, plan, organize, design, develop, modify, test, and integrate data base or data processing systems, computer hardware systems and simulation models. <strong>Qualification:</strong> <em>Bachelor’s degree in Computer Science, Information Technology, Engineering or related technical discipline; Junior (0-3 years), Staff (3-9 years), Senior (9+ years) in appropriate technical/engineering/information technology activities</em></td>
</tr>
<tr>
<td>14</td>
<td>Database Management Specialist</td>
<td>Manages, maintains and uses engineering and technical information databases, technical libraries or data communications networks. Applies knowledge of technical publications, directives, specifications, standards and library indexing systems to enter, file, identify, locate, extract and provide data or information related to engineering and technical efforts to support specific engineering efforts. <strong>Qualification:</strong> <em>Bachelor’s degree in Computer Science, Business or related discipline, experience may substitute in lower grade; Junior (0-3 years), Staff (3-9 years), Senior (9+ years) in appropriate technical/engineering/information technology activities</em></td>
</tr>
<tr>
<td>15</td>
<td>Technical Writer</td>
<td>Develops, drafts, revises and edits reports, articles, manuals, specifications, presentation materials and other technical documents. Uses rough outlines and resource materials and interprets information obtained through research or provided by technical specialists. <strong>Qualification:</strong> <em>Bachelor’s degree in English, Communications, or appropriate Technical/Scientific discipline Junior (0-3 years), Staff (3-10 years), Senior (10+ years) in editing and writing technical documents</em></td>
</tr>
<tr>
<td>16</td>
<td>Environmental Technician</td>
<td>Responsibilities and duties involve field data collection and documentation. Monitors field activities and construction monitoring projects. Documents field conditions and writes field reports. Responsible for being field ready based on training requirements of projects. Conducts work safely and supports the safe work practices of co-workers. Assists in lab and equipment areas when available. <strong>Qualification:</strong> Associates degree or specialized technical training relevant to duties; Junior (0-3 years), Staff (3-8 years), Senior (8+ years) in related technical/environmental activities</td>
</tr>
<tr>
<td>17</td>
<td>CADD Technician</td>
<td>Creates and maintains Computer Aided Design &amp; Drafting (CADD) electronic files of engineering images. Works in conjunction with engineering staff to develop designs and design modification of various systems. Is proficient in operating CADD software packages and methodology of the storage and retrieval of files and integration of these files/images into</td>
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<tr>
<td>#</td>
<td>Title</td>
<td>Functional Responsibilities and Qualification Requirements</td>
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</tbody>
</table>
| 18 | Technical/Research Analyst | technical publications. Creates animation, Internet art, presentation material, and electronic publications. HS Diploma with appropriate technical training.  
**Qualification:** Associates degree or specialized technical training relevant to duties; Staff (3-8 years), Senior (8+ years) in related and appropriate technical/engineering activities  
Applies knowledge of management functions, processes, and analytical methods or techniques to gather, analyze, and evaluate information required by program or project managers and customers. Draws conclusions and devises solutions to problems relating to improvement of management effectiveness, organizational structures, work methods and procedures efficiency, and resource requirements, utilization or control. Develops and drafts program or project operations efficiency reviews, cost studies, or workload change impact analyses. Relies upon and uses automated management information systems in performing fact-finding, analytical, and advisory functions.  
**Qualification:** *Bachelor’s degree in Business, Environmental Science, Engineering, or related discipline; Junior (0-3 years), Staff (3-8 years), Senior (8+ years) in environmental or engineering services planning and analysis* |
| 19 | Word Processor               | Monitors, manages, and manipulates routine administrative computer operations such as word processing. Properly prepares, formats, and prints administrative correspondence. Conducts operator level computer configuration functions. Proofreads, edits, and corrects correspondence. Operates computer equipment. Operates basic telecommunications equipment, including telephones and facsimile machines. Operates basic office equipment, including reproduction machines and binding systems.  
**Qualification:** HS diploma; Junior (0-3 years), Staff (3-8 years), Senior (8+ years) in office and word processing duties |
| 20 | Administrative Assistant    | Administers existing programs; may establish new processes and procedures. Uses PC to create, maintain and track data such as records, budgets, financials and other information utilizing spreadsheets, databases and other systems. Analyze and assemble data and prepare reports, correspondence and other documents. Using word processing software, creates, prepares, and edits visuals and other graphical materials and presentations. Responds to customer/client inquires and requests. Interacts directly with customer/client.  
**Qualification:** HS diploma; Junior (0-3 years), Staff (3-8 years) in office and general administrative duties |

*Experience/Qualification Substitutions:*

1. Any combination of additional years of experience in the proposed field of expertise plus full time college level study in the particular field totaling four years will be an acceptable substitute for a Bachelor’s Degree.

2. A Bachelor’s Degree plus any combination of additional years of experience and/or graduate level study in the proposed field of expertise totaling two years will be an acceptable substitute for a Master’s Degree.

3. A Bachelor’s Degree plus any combination of additional years of experience and/or graduate level study in the proposed field of expertise totaling four years or a Master’s Degree plus two years of either additional experience or graduate level study in the proposed field of expertise will be an acceptable substitute for a Ph.D. Degree.

4. Additional years of graduate level study in an appropriate field will be considered equal to years of experience on a one-to-one basis.