GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

MULTIPLE AWARD SCHEDULE
FSC GROUP: PROFESSIONAL SERVICES

HSG, LLC DBA Herndon Solutions Group
2831 Saint Rose Parkway #213
Henderson, NV 89052
Phone: 866-487-3895
Fax: 877-876-4788
Internet Address: www.herndon-group.com
Contract Administrator: Christine Herndon
Email: christine.herndon@herndon-group.com

CONTRACT NUMBER: GS-10F-230BA
PERIOD COVERED BY CONTRACT:
September 30, 2014 through September 29, 2024
Price List current through PA-0023 effective Nov 22, 2021

BUSINESS SIZE:
Women Owned Business
Self-certified Small Disadvantage Business
Economically Disadvantaged Women-Owned SM Bus
Women Owned Small Business

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®, a menu-driven database system. The INTERNET address GSA Advantage® is: GSAAAdvantage.gov.

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

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

<table>
<thead>
<tr>
<th>SIN</th>
<th>DESCRIPTION</th>
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<tr>
<td>541620/RC</td>
<td>Environmental Consulting Services</td>
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<tr>
<td>562910REM/RC</td>
<td>Environmental Remediation Services</td>
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<tr>
<td>OLM</td>
<td>Order-Level Materials (OLM)</td>
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</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. See Price List

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. See Price List

2. Maximum Order: $1,000,000.00

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Domestic only

5. Point(s) of production (city, county, and state or foreign country): Same as company address

6. Basic Discount
   Prices listed are net, discounts have been deducted and the industrial funding fee has been added

7. Quantity discounts: 1% on single task orders between $250,000 - $499,000 and 2% on single task orders exceeding $500,000 or more

8. Prompt payment terms: Net 30 days. Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions” in Customer Information Item 8 per I-FSS-600.

9. Foreign items: None

10a. Time of Delivery: Specified on the Task Order

10b. Expedited Delivery: As Negotiated

10c. Overnight and 2-day delivery: As Negotiated

10d. Urgent Requirements: As Negotiated

11. F.O.B Points: Destination

12a. Ordering Address: 2831 Saint Rose Parkway #213
    Henderson NV 89052
12b. 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

13. Payment address: 2831 Saint Rose Parkway #213
   Henderson NV 89052

14. Warranty provision: Contractor warrants that all personnel rendering services will meet or exceed the requirements set forth in the labor category descriptions.

15. Export Packing Charges are not applicable.

16. Terms and conditions of rental, maintenance, and repair are not applicable.

17. Terms and conditions of installation are not applicable.

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices are not applicable.

18b. Terms and conditions for any other services are not applicable.

19. List of service and distribution points are not applicable.

20. List of participating dealers is not applicable.

21. Preventive maintenance is not applicable.

22a. Environmental attributes are not applicable.

22b. If applicable, indicate that 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: www.Section508.gov.

23. Unique Entity Identifier: 826953155

24. Contractor HAS registered in the system for award management (SAM) database.
   Cage Code: 5M1T8
## GSA Awarded Price List

<table>
<thead>
<tr>
<th></th>
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<td>$159.43</td>
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<tr>
<td>Material-Handling Laborer</td>
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<td>$290.56</td>
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</table>
Labor Category Descriptions

Senior Engineer

Functional Responsibility:
Work with minimal supervision and exercise independent thinking and creativity to design innovative engineering solutions to complex environmental issues. Oversee the development of project specific computer modeling efforts utilizing industry accepted software programs. Routinely represents the organization to outside clients at meetings and marketing events. Oversight and management of junior staff, scheduling work assignments, coordination with external clients, marketing, development of project budgets and proposals. Provide internal coordination between divisions and quality assurance/quality control reviews of all engineering products and plans generated on a given project.

Minimum Education: Bachelor’s Degree
License: Registered Professional Engineer
Minimum years of Experience: 7 years

Project Engineer

Functional Responsibility:
Develop project objectives by reviewing project proposals and plans while conferring with management. Determine project responsibilities by identifying project phases and elements; assigning personnel to phases and elements; reviewing bids from contractors. Determine project specifications by studying product design, customer requirements, and performance standards; completing technical studies; preparing cost estimates. Controls project plan by reviewing design, specifications, and plan and schedule changes; recommending actions. Prepare project status reports by collecting, analyzing, and summarizing information and trends; recommending actions.

Minimum Education: Bachelor’s Degree
Minimum years of Experience: 2 years
Software Proficiency: Project Management Application; AutoCAD, REM or GIS Application

Engineer Scientist

Functional Responsibility:
Work across multiple environmental disciples, such as Hazardous Waste Management, Environmental Sampling, Analysis, Monitoring, and other specialty areas. Provides professional technical expertise for developing appropriate ways of removing hazardous and/or controlled materials from various environmental media to ensure compliance with Federal, State and Local regulations. Works to gather, contain, and assess hazardous and controlled waste streams. May perform services through remote research or by direct in-situ surveys. Plays an active role in the removal and disposal of such materials and works constantly to improve upon the processes and create new methods and techniques.

Minimum Education: Bachelor’s Degree
Minimum years of Experience: 5 years
Software Proficiency: MS Office Suite
**Senior Geologist/Geochemist**

*Functional Responsibility:*
Assisting in site investigations and installing and operating remediation systems for underground storage tanks and hazardous waste sites. Personnel typically have experience with groundwater modeling, groundwater sampling, soil sampling, drilling, monitoring well installation, slug tests, pump tests, and land surveying. Prepare surface and subsurface maps and diagrams that depict stratigraphic arrangement and composition of the field or location. Generate structural model of prospect including seismic interpretation and analysis, geologic interpretation, rock property analysis, mapping, structural framework creation in time, and depth conversion.

*Minimum Education: Bachelor’s Degree*
*Certification: Professional Geologist Certification*
*Minimum years of Experience: 5 years*
*Software Proficiency: Modeling Application*

**Senior Hydrologist**

*Functional Responsibility:*
Responsible for management of products from the company’s Water Resources Section. Responsible for quality control of all hydrologic and water quality evaluations and is often the senior author of hydrologic reports. The individual manages water resource and water quality studies, has experience on large and small scale hydrologic and water quality projects with state and federal agencies, and has extensive experience and understanding of the Clean Water Act (specifically Section 303(d)), Total Maximum Daily Loads [TMDLs], the National Pollution Discharge Elimination System, Construction Storm Water Permits, Section 404, and Water Quality Standards, and NEPA.

*Minimum Education: Bachelor’s Degree*
*Minimum years of Experience: 5 years*
*Software Proficiency: Modeling Application*

**Toxicologist (Human Health Risk)**

*Functional Responsibility:*
The toxicologist will perform carefully designed studies and experiments that will identify the specific amount of a chemical that may cause harm and potential risks of being near or using products that contain certain chemicals.

*Minimum Education: Bachelor’s Degree*
*Minimum years of Experience: 5 years*
*Software Proficiency: Modeling Application; MS Office Suite*

**Ecological Risk Assessor**

*Functional Responsibility:*
Conduct research or perform investigations for the purpose of identifying, abating, or eliminating sources of pollutants or hazards that affect either the environment or the health of the population. Analyze data to determine validity, quality, and scientific significance and to interpret correlations between human activities and environmental effects. Communicate scientific or technical information to the public, organizations, or internal audiences through oral briefings,
written documents, workshops, conferences, training sessions, or public hearings. Provide scientific or technical guidance, support, coordination, or oversight to governmental agencies, environmental programs, industry, or the public. Review and implement environmental technical standards, guidelines, policies, and formal regulations that meet all appropriate requirements. Provide advice on proper standards and regulations or the development of policies, strategies, or codes of practice for environmental management.

**Minimum Education: Bachelor’s Degree**

**Minimum years of Experience: 5 years**

**Software Proficiency: Modeling Application**

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**Industrial Hygienist**

**Functional Responsibility:**
Conducts health program in an organization to recognize, eliminate, and control occupational health hazards and diseases: Collects samples of dust, gases, vapors, and other potentially toxic materials for analysis. Investigates adequacy of ventilation, exhaust equipment, lighting, and other conditions which may affect employee health, comfort, or efficiency. Conducts evaluations of exposure to ionizing and nonionizing radiation and to noise and recommends measures to ensure maximum employee protection. Collaborate to institute control and remedial measures for hazardous and potentially hazardous conditions and equipment. Prepare reports including observations, analysis of contaminants, and recommendations for control and correction of hazards. Participate in educational meetings to instruct employees in matters pertaining to occupational health and prevention of accidents.

**Minimum Education: Bachelor’s Degree**

**Certification: Certified Industrial Hygienist**

**Minimum years of Experience: 2 years**

**Software Proficiency: MS Office Suite**

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**Regulatory Specialist**

**Functional Responsibility:**
Coordinate efforts associated with the preparation of regulatory documents or submissions. Coordinate, prepare, and review regulatory submissions for domestic or international projects. Identify relevant guidance documents, international standards, or consensus standards and provide interpretive assistance. Interpret regulatory rules or rule changes and ensure that they are communicated through corporate policies and procedures. Maintain current knowledge base of existing and emerging regulations, standards, or guidance documents.

**Minimum Education: Bachelor’s Degree**

**Minimum years of Experience: 2 years**

**Software Proficiency: MS Office Suite**

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**Project Manager**

**Functional Responsibility:**
Individuals are responsible for project administration including budgets, schedules, client coordination, and task completion. The individual may also function as a Deputy Project Manager for larger projects. The project manager may be the author of smaller project reports. Possesses knowledge of; environmental resource analyses and investigations involving NEPA,
resource planning, hazardous materials, water quality, hydrology, fisheries, habitat, or other natural resource fields.

**Minimum Education:** Bachelor’s Degree  
**Minimum years of Experience:** 5 years  
**Software Proficiency:** Project Management Application  
**Certification:** Certified Project Management Professional

**Environmental Specialist**  
**Functional Responsibility:**  
Work across multiple environmental services areas, such as Air Quality and Water Quality Programs, and other specialty areas in environmental monitoring. Independently identify problems and develop appropriate courses of action, conduct critical and/or sensitive scientific investigations and studies, and prepare guidance policy, planning, or regulatory documents and proposals on environmental compliance tasks. May be assigned responsibility in a lead position for a specific project, program function, or area of expertise; may act as a mentor to lower level staff; and may act as consultants to other technical staff, management, and other agencies in those matters.

**Minimum Education:** Bachelor’s Degree  
**Minimum years of Experience:** 5 years  
**Software Proficiency:** MS Office Suite

**Sr. Environmental Scientist II**  
**Functional Responsibility:**  
The primary function of the Environmental Scientist II is to conduct environmental investigations which include data collection and modeling for site investigations, monitoring wells, soil borings, and groundwater samplings. Also performs Phase I and II ESA’s for private clients and government agencies. Capabilities include the ability to design, develop and apply cleanup technologies. Develop health and safety plans and conducts risk assessments for items such as lead-based paints and asbestos abatement studies. Prepares field notes, all associated forms such as Soil Log Forms, Monitoring Well Sampling Data Forms, chain-of-custody documentation and reports as required. Develops technical scopes, plan schedules and cost estimates.

**Minimum Education:** Bachelor’s Degree  
**Minimum years of Experience:** 8 years  
**Software Proficiency:** MS Office Suite

**Sr. Environmental Scientist I**  
**Functional Responsibility:**  
Perform environmental assessments and investigations which include, but are not limited to, data collection, research, analysis, and modeling for site investigation and other environmental assessments as assigned. Capabilities include the ability to design, assist in the development and application of cleanup technologies; develop Health and Safety plans and perform assessments such as lead-based paint and asbestos abatement studies; conduct technical scope planning, scheduling and cost estimates. Perform in-situ work such as sampling, site investigations, impact assessment to determine environmental risks and financial impacts. Assist with report...
preparation and chain-of-custody documentation and utilize an Environmental Management System for work controls. Provides supervision of junior staff when assigned.

**Environmental Scientist**

*Functional Responsibility:*

Responsible for coordinating pollution control, waste management, recycling, environmental health, conservation and renewable energy; ensuring compliance with environmental legislation; auditing, analyzing and reporting environmental performance to internal and external clients and regulatory bodies; carrying out impact assessments to identify, assess and reduce an organization’s environmental risks and financial costs; and managing the development and implementation of an environmental management system.

*Minimum Education: Bachelor’s Degree*

*Minimum years of Experience: 6 years*

*Software Proficiency: MS Office Suite*

**Program Manager**

*Functional Responsibility:*

A program manager is responsible for achieving operational objectives by contributing information and recommendations to strategic plans and reviews; preparing and completing action plans; implementing production, productivity, quality, and customer-service standards; resolving problems; completing audits; identifying trends; determining system improvements; and implementing changes; meets financial objectives by forecasting requirements; preparing an annual budget; scheduling expenditures; analyzing variances; and initiating corrective actions.

*Minimum Education: Bachelor’s Degree*

*Minimum years of Experience: 5 years*

*Educ/Exp Equiv: 2 years experience for 1 year of education*

*Software Proficiency: MS Office Suite; Adobe Suite*

**Field Specialist/Engineer**

*Functional Responsibility:*

Under general supervision, performs a variety of specialized paraprofessional engineering and transportation field research, report writing, file maintenance, public relations and office administrative duties for professional engineering staff and departmental management; receives and responds to complaints; performs studies and prepares reports; researches engineering topics, prepares basic engineering calculations; maintains engineering and transportation/traffic records; performs field observations and surveys; updates maps and drawings, and performs related work as required.

*Minimum Education: Bachelor’s Degree*

*Minimum years of Experience: 2 years*
**Staff Geologist**  
*Functional Responsibility:*  
Responsible for assisting in site investigations and installing and operating remediation system for underground storage tank and hazardous waste sites. Personnel typically have experience with groundwater modeling, groundwater sampling, soil sampling, drilling, monitoring well installation, slug tests, pump tests, and land surveying. Prepare surface and subsurface maps and diagrams that depict stratigraphic arrangement and composition of the field or location. Generate structural model of prospect including seismic interpretation and analysis, geologic interpretation, rock property analysis, mapping, structural framework creation in time, and depth conversion.  
*Minimum requirements:* Bachelor’s Degree  
*Minimum years of Experience:* 1 year  
*Certification:* Professional Geologist Certification  
*Software Proficiency:* Modeling Application

**Jr. Scientist**  
*Functional Responsibility:*  
Apply standard scientific methods, techniques, procedures, and criteria under guidance of a supervisor. Perform assignments under direct supervision involving the preparation of calculations, specifications, plans, investigations, surveys, structures, systems, design drawings, and equipment. Execute assignments which have clear and specific objectives and require the investigation of a limited number of variables. Able to prepare, review, and check high quality written reports of scientific work.  
*Minimum Education:* Bachelor’s Degree  
*Minimum years of Experience:* 1 year  
*Software Proficiency:* MS Office Suite

**CAD/GIS Technician**  
*Functional Responsibility:*  
Responsible for duties such as: updating and/or creating maps and/or design drawings using geographic information systems (GIS) or computer aided design (CAD) technology; communicating with the public; conducting research; reading and/or interpreting maps, blueprints, survey documents, or sketches; proofing or comparing the information contained on maps/drawings with information from different sources; measuring distances, areas, perimeters, and angles; and uses computer applications to enter, query information. Performs a wide-variety of mapping and engineering support activities as listed above or performs a specific function on a full-time basis.  
*Minimum Education:* Associate’s Degree or Vocational Certification  
*Minimum years of Experience:* 2 years  
*Software Proficiency:* AutoCAD; REM; ArcGIS Application

**Senior Administrator**  
*Functional Responsibility:*  
Duties include those described for administrative assistant but require stronger work experience within each function. Supports senior level managers and may supervise other support staff. A
premium is paid for specific industry or market experience. Advanced computer skills with the ability to train others in system usage is preferred.

Minimum Education: Associate’s Degree
Minimum years of Experience: 5 years
Educ/Exp Equiv: 2 years experience for 1 year of education
Software Proficiency: MS Office Suite; Database; Accounting Application

Administrative Assistant
Functional Responsibility:
The primary function of the Administrative Assistant is to provide record and document management. Also, answers routine correspondence and assembles highly confidential and sensitive information. Deals with a diverse group of internal contacts at all levels of the organization. Independent judgment is required to effectively plan and organize workload, recommends changes in office practices or procedures.

Minimum Education: Bachelor's Degree
Minimum years of Experience: 2 years
Software Proficiency: MS Office Suite

Material-Handling Laborer
Functional Responsibility:
Perform physical tasks in the transport, storage and handling of hazardous or controlled materials or merchandise related to the management of environmental controls. Duties involved may include: Hazardous or Controlled Waste management support; manually loading or unloading freight cars, trucks or other transporting devices; unpacking shelving, or placing items in proper storage locations; or transporting goods by hand truck, cart or wheelbarrow.

Minimum Education: HS Diploma or Equivalent. Some College preferred.
Minimum years of Experience: 24 OSHA HAZWOPER; 2 Year/DOT Hazmat Employee Training/RCRA Hazardous Waste Management Training
Software Proficiency: MS Office Suite

Senior Program Manager
Functional Responsibility:
Responsibilities include the senior project and program management and technical leadership for specific disciplines of environmental services, as well as the technical design and oversight of work plans and reports. Work often requires a professional registration or certification. May also lead or advise the preparation of proposals and related pricing for various technical projects. Serve as resource manager for staff within their discipline or geographic region. Administratively and functionally supervise the efforts of assigned personnel and ensure their activities are performed in an efficient, economic, timely, productive and efficient manner; exercises normal supervisory responsibility with respect to subordinates; establishes or approves scopes of work, budget, schedules and other requirements for projects assigned; investigates, analyzes and maintains current knowledge of technical developments, industry opportunities and conditions and problems within area; reviews, and approves finished purchase requisitions, specifications and reports as delegated by higher authority; maintains verbal, written and personal contact with client representatives and field staff. Remains current with codes, standards
and procedures and with the licensing laws of the states in which the office performs work;
implements and directs the Quality Assurance and Health and Safety Programs and ensures that
subordinate personnel are trained in these areas. Performs as assigned special assignments,
investigations, and committee work relating to technical and design standards, preparation of
standard specifications and procedures; reviews and analyses incoming correspondence,
implements required actions and responds as required.

Minimum Education: Master's Degree or Equivalent Experience
Minimum years of Experience: 8 years
Educ/Exp Equiv: 2 years experience for 1 year of education
Software Proficiency: MS Office Suite; Adobe Suite

Principal Manager

Functional Responsibility:
Responsibilities include the senior project and program management and technical leadership for
specific disciplines of environmental services, as well as the technical design and oversight of
work plans and reports. These personnel may be required to have professional registration or
certification or advanced degree. May also lead the preparation of proposals and related pricing
for projects. These individuals also serve as resource managers for staff within their market
focus, discipline, or geographic region. Functionally supervise the efforts of assigned personnel
to ensure their activities are performed in an efficient, economic, timely, productive and
profitable manner and comply with company standards. May function as the Lead on assigned
projects; prepares or directs economic analyses, calculations, specifications and inquiry, bid and
purchasing activities; provide technical guidance and direct technical efforts of staff assigned;
establishes or approves budget, schedules and other requirements for projects assigned;
Investigates, analyzes and maintains current knowledge of technical developments, industry
opportunities and conditions and problems within area; recommends approval of finished
product, serves as a senior technical resource throughout the company, primarily in technical and
business development activities; Maintains verbal, written and personal contact with client
representatives and field staff; remains current with codes, standards and procedures and with the
licensing laws of the states in which the office performs work; Implements and directs the
Quality Assurance and Health and Safety Programs and ensures that subordinate personnel are
trained in these areas.

Minimum Education: Master’s Degree or Equivalent Experience
Minimum years of Experience: 10 years
Educ/Exp Equiv: 2 years experience for 1 year of education
Software Proficiency: MS Office Suite; Adobe Suite
Public Relations Specialist

Functional Responsibility:
Plan and direct public relations programs designed to create and maintain a favorable public image for the employer or client. Create company literature and other forms of communication. Recommend, implement and maintain site design and operation. Create and deliver press releases, media relations content, case studies, white papers, executive bios, corporate newsletter content, social media content, and speaking proposals. Identify, develop and execute communications strategy for key media contacts and customer references.

Minimum Education: Bachelor’s Degree
Minimum years of Experience: 2 years
Educ/Exp Equiv: 2 years experience for 1 year of education
Software Proficiency: MS Office Suite; Adobe Suite
**Educational Equivalency**

Unless otherwise specified in the labor category descriptions above, HSG, LLC DBA Herndon Solutions Group reserves the right to make the following substitutions in the education and/or experience requirements of any of the service skill categories set forth herein:

- One year of experience is the equivalent of one year of education.
- One year of education is the equivalent of one year of experience.
- Certification related to the technology is equivalent to two years of experience or education requirement.
Service Contract Labor Standard (SCLS) Matrix

<table>
<thead>
<tr>
<th>Eligible Labor Category</th>
<th>Equivalent Code Title</th>
<th>Wage Determination No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Administrator</td>
<td>01020 – Administrative Assistant</td>
<td>2015-5593</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>01020 – Administrative Assistant</td>
<td>2015-5593</td>
</tr>
<tr>
<td>Material-Handling Laborer</td>
<td>21050 – Material-Handling Laborer</td>
<td>2015-5593</td>
</tr>
<tr>
<td>CAD/GIS Technician</td>
<td>30061 – Drafter/CAD Operator I</td>
<td>2015-5593</td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).