



GENERAL SERVICES ADMINISTRATION

Federal Acquisition 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 is available through **GSA Advantage!**[™], a menu-driven database system. The INTERNET address for **GSA Advantage!**[™] is: <http://www.GSAAdvantage.gov>.

Schedule for - Consolidated

Federal Supply Group: CORP

Contract Number: GS-00F-258CA

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

Contract Period: August 18, 2015 – August 17, 2020

Contractor: Longenecker & Associates, Inc.
2514 Red Arrow Drive
Las Vegas, NV 89135 1627

Business Size: Small, Woman Owned Business

In accordance with 13 C.F.R. 121.404, the Contractor is ineligible to participate in any RFQ that is set aside for small business where the subject contract's awarded size status for the preponderance NAICS designated in the RFQ is "other than small".

Telephone: (702) 493-5363
FAX Number: (702) 543-2382
Web Site: www.Longenecker-Associates.com
E-mail: jrl@longenecker-associates.com
Contract Administration: John Longnecker

CUSTOMER INFORMATION:

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

SIN	Recovery	SIN Description
C871-7	C871-7RC	Construction Management
C874-1	C874-1RC	Integrated Consulting Services
C874-6	C874-6RC	Acquisition Management Support
C874-7	C874-7RC	Integrated Business Program Support Services

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. 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. If hourly rates are not applicable, indicate “Not applicable” for this item. 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. Discount from list prices or statement of net price: Government net prices (discounts already deducted). See Attachment.

7. Quantity discounts: None Offered

8. Prompt payment terms: Net 30 days

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: will not accept over \$2,500

10. Foreign items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

- 11c. **Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor
- 11d. **Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor
12. **F.O.B Points(s):** Destination
- 13a. **Ordering Address(es):** Same as Contractor
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
14. **Payment address(es):** Same as company address
15. **Warranty provision.:** Contractor’s standard commercial warranty.
16. **Export Packing Charges (if applicable):** N/A
17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
18. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
19. **Terms and conditions of installation (if applicable):** N/A
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. **Terms and conditions for any other services (if applicable):** N/A
21. **List of service and distribution points (if applicable):** N/A
22. **List of participating dealers (if applicable):** N/A
23. **Preventive maintenance (if applicable):** N/A
- 24a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 24b. **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. contactor’s website or other location.) The EIT standards can be found at: www.Section508.gov/.**
25. **Data Universal Numbering System (DUNS) number:** 072081990
26. **Notification regarding registration in System for Award Management (SAM) database:** Registered

27. Final Pricing:

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

Item	SIN	Awarded Labor Category	Site	Year 1	Year 2	Year 3	Year 4	Year 5
1	C874-1 C874-6 C874-7	Analyst III	Customer	\$115.79	\$118.11	\$120.47	\$122.88	\$125.33
2	C874-1 C874-6 C874-7	Analyst II	Customer	\$106.13	\$108.25	\$110.42	\$112.63	\$114.88
3	C874-1 C874-6 C874-7	Analyst I	Customer	\$91.67	\$93.50	\$95.37	\$97.28	\$99.23
4	C874-1 C874-6 C874-7	Engineer/Scientist III	Customer	\$125.43	\$127.94	\$130.50	\$133.11	\$135.77
5	C874-1 C874-6 C874-7	Engineer/Scientist II	Customer	\$106.13	\$108.25	\$110.42	\$112.63	\$114.88
6	C874-1 C874-6 C874-7	Engineer/Scientist I	Customer	\$91.67	\$93.50	\$95.37	\$97.28	\$99.23
7	C874-1 C874-6 C874-7	Engineer/Scientist - Support	Customer	\$79.12	\$80.70	\$82.32	\$83.96	\$85.64
8	C874-1 C874-6 C874-7	Engineer/Scientist - Associate	Customer	\$67.55	\$68.90	\$70.28	\$71.68	\$73.12
9	C874-1 C874-6 C874-7	Designer II	Customer	\$120.61	\$123.02	\$125.48	\$127.99	\$130.55
10	C874-1 C874-6 C874-7	Designer I	Customer	\$101.31	\$103.34	\$105.40	\$107.51	\$109.66
11	C874-1 C874-6 C874-7	Administrative Specialist III**	Customer	\$96.49	\$98.42	\$100.39	\$102.40	\$104.44
12	C874-1 C874-6 C874-7	Administrative Specialist II**	Customer	\$72.36	\$73.81	\$75.28	\$76.79	\$78.32
13	C874-1 C874-6 C874-7	Administrative Specialist I**	Customer	\$53.07	\$54.13	\$55.21	\$56.32	\$57.44
14	C874-1 C874-6 C874-7	Executive Consultant II	Customer	\$328.06	\$334.62	\$341.31	\$348.14	\$355.10
15	C874-1 C874-6 C874-7	Executive Consultant I	Customer	\$289.47	\$295.26	\$301.16	\$307.19	\$313.33
16	C874-1 C874-6 C874-7	Management Consultant II	Customer	\$241.22	\$246.04	\$250.97	\$255.98	\$261.10
17	C874-1 C874-6 C874-7	Management Consultant I	Customer	\$212.27	\$216.52	\$220.85	\$225.26	\$229.77
18	C874-1 C874-6 C874-7	Consultant	Customer	\$192.98	\$196.84	\$200.78	\$204.79	\$208.89
19	C874-1 C874-6 C874-7	Program Manager III	Customer	\$231.57	\$236.20	\$240.93	\$245.74	\$250.66
20	C874-1 C874-6 C874-7	Program Manager II	Customer	\$212.27	\$216.52	\$220.85	\$225.26	\$229.77

Item	SIN	Awarded Labor Category	Site	Year 1	Year 2	Year 3	Year 4	Year 5
21	C874-1 C874-6 C874-7	Project Manager III	Customer	\$183.32	\$186.99	\$190.73	\$194.54	\$198.43
22	C874-1 C874-6 C874-7	Project Manager II	Customer	\$164.03	\$167.31	\$170.66	\$174.07	\$177.55
23	C874-1 C874-6 C874-7	Project Manager I	Customer	\$144.73	\$147.62	\$150.58	\$153.59	\$156.66
24	C874-1 C874-6 C874-7	Technical Specialist III	Customer	\$173.68	\$177.15	\$180.70	\$184.31	\$188.00
25	C874-1 C874-6 C874-7	Technical Specialist II	Customer	\$164.03	\$167.31	\$170.66	\$174.07	\$177.55
26	C874-1 C874-6 C874-7	Technical Specialist I	Customer	\$144.73	\$147.62	\$150.58	\$153.59	\$156.66
27	C874-1 C874-6 C874-7	Administrative Support**	Customer	\$46.31	\$47.24	\$48.18	\$49.14	\$50.13
28	C874-1 C874-6 C874-7	Clerk/Typist/Data Entry**	Customer	\$27.02	\$27.56	\$28.11	\$28.67	\$29.25
29	C874-1 C874-6 C874-7	Executive Consultant II	Contractor	\$389.57	\$397.36	\$405.31	\$413.41	\$421.68
30	C874-1 C874-6 C874-7	Executive Consultant I	Contractor	\$343.74	\$350.61	\$357.63	\$364.78	\$372.08
31	C874-1 C874-6 C874-7	Management Consultant II	Contractor	\$286.45	\$292.18	\$298.02	\$303.98	\$310.06
32	C874-1 C874-6 C874-7	Management Consultant I	Contractor	\$252.08	\$257.12	\$262.26	\$267.51	\$272.86
33	C874-1 C874-6 C874-7	Consultant	Contractor	\$229.16	\$233.74	\$238.42	\$243.19	\$248.05
34	C874-1 C874-6 C874-7	Program Manager III	Contractor	\$274.99	\$280.49	\$286.10	\$291.82	\$297.66
35	C874-1 C874-6 C874-7	Program Manager II	Contractor	\$252.08	\$257.12	\$262.26	\$267.51	\$272.86
36	C874-1 C874-6 C874-7	Project Manager III	Contractor	\$217.70	\$222.05	\$226.50	\$231.03	\$235.65
37	C874-1 C874-6 C874-7	Project Manager II	Contractor	\$194.78	\$198.68	\$202.65	\$206.70	\$210.84
38	C874-1 C874-6 C874-7	Project Manager I	Contractor	\$171.87	\$175.31	\$178.81	\$182.39	\$186.04
39	C874-1 C874-6 C874-7	Technical Specialist III	Contractor	\$206.25	\$210.38	\$214.58	\$218.87	\$223.25
40	C874-1 C874-6 C874-7	Technical Specialist II	Contractor	\$194.78	\$198.68	\$202.65	\$206.70	\$210.84
41	C874-1 C874-6 C874-7	Technical Specialist I	Contractor	\$171.87	\$175.31	\$178.81	\$182.39	\$186.04
42	C874-1 C874-6 C874-7	Analyst III	Contractor	\$137.49	\$140.24	\$143.04	\$145.91	\$148.82

Item	SIN	Awarded Labor Category	Site	Year 1	Year 2	Year 3	Year 4	Year 5
43	C874-1 C874-6 C874-7	Analyst II	Contractor	\$126.04	\$128.56	\$131.13	\$133.75	\$136.43
44	C874-1 C874-6 C874-7	Analyst I	Contractor	\$108.85	\$111.03	\$113.25	\$115.51	\$117.82
45	C874-1 C874-6 C874-7	Engineer/Scientist III	Contractor	\$148.95	\$151.93	\$154.97	\$158.07	\$161.23
46	C874-1 C874-6 C874-7	Engineer/Scientist II	Contractor	\$126.04	\$128.56	\$131.13	\$133.75	\$136.43
47	C874-1 C874-6 C874-7	Engineer/Scientist I	Contractor	\$108.85	\$111.03	\$113.25	\$115.51	\$117.82
48	C874-1 C874-6 C874-7	Engineer/Scientist - Support	Contractor	\$93.95	\$95.83	\$97.75	\$99.70	\$101.69
49	C874-1 C874-6 C874-7	Engineer/Scientist - Associate	Contractor	\$80.21	\$81.81	\$83.45	\$85.12	\$86.82
50	C874-1 C874-6 C874-7	Designer II	Contractor	\$143.22	\$146.08	\$149.01	\$151.99	\$155.03
51	C874-1 C874-6 C874-7	Designer I	Contractor	\$120.31	\$122.72	\$125.17	\$127.67	\$130.23
52	C874-1 C874-6 C874-7	Administrative Specialist III**	Contractor	\$114.58	\$116.87	\$119.21	\$121.59	\$124.03
53	C874-1 C874-6 C874-7	Administrative Specialist II**	Contractor	\$85.94	\$87.66	\$89.41	\$91.20	\$93.02
54	C874-1 C874-6 C874-7	Administrative Specialist I**	Contractor	\$63.01	\$64.27	\$65.56	\$66.87	\$68.20
55	C874-1 C874-6 C874-7	Administrative Support**	Contractor	\$55.00	\$56.10	\$57.22	\$58.37	\$59.53
56	C874-1 C874-6 C874-7	Clerk/Typist/Data Entry**	Contractor	\$32.08	\$32.72	\$33.38	\$34.04	\$34.72
57	C871-7	Principal	Both	\$425.00	\$433.50	\$442.17	\$451.01	\$460.03
58	C871-7	Executive Consultant III	Both	\$315.31	\$321.62	\$328.05	\$334.61	\$341.30
59	C871-7	Executive Consultant II	Both	\$278.23	\$283.79	\$289.47	\$295.26	\$301.17
60	C871-7	Executive Consultant I	Both	\$242.29	\$247.14	\$252.08	\$257.12	\$262.26
61	C871-7	Program Mgr III	Both	\$250.00	\$255.00	\$260.10	\$265.30	\$270.60
62	C871-7	Program Mgr II	Both	\$227.00	\$231.54	\$236.17	\$240.89	\$245.71
63	C871-7	Project Mgr III	Both	\$182.38	\$186.03	\$189.75	\$193.54	\$197.41
64	C871-7	Project Mgr II	Both	\$163.18	\$166.44	\$169.77	\$173.17	\$176.63
65	C871-7	Project Mgr I	Both	\$143.97	\$146.85	\$149.79	\$152.78	\$155.84
66	C871-7	Subject Matter Expert III	Both	\$234.60	\$239.29	\$244.08	\$248.96	\$253.94
67	C871-7	Subject Matter Expert II	Both	\$204.00	\$208.08	\$212.24	\$216.49	\$220.82
68	C871-7	Subject Matter Expert I	Both	\$166.32	\$169.65	\$173.04	\$176.50	\$180.03
69	C871-7	Engineer/ Scientist III	Both	\$124.79	\$127.29	\$129.83	\$132.43	\$135.08
70	C871-7	Engineer/ Scientist II	Both	\$105.58	\$107.69	\$109.85	\$112.04	\$114.28
71	C871-7	Engineer/ Scientist I	Both	\$91.19	\$93.01	\$94.87	\$96.77	\$98.71

Item	SIN	Awarded Labor Category	Site	Year 1	Year 2	Year 3	Year 4	Year 5
72	C871-7	Engineer QA Specialist	Both	\$139.11	\$141.89	\$144.73	\$147.62	\$150.58
73	C871-7	Engineer/Scientist-Associate	Both	\$67.20	\$68.54	\$69.91	\$71.31	\$72.74
74	C871-7	Engineering Support Specialist	Both	\$76.28	\$77.81	\$79.36	\$80.95	\$82.57
75	C871-7	Engineer - Graduate/Apprentice	Both	\$70.00	\$71.40	\$72.83	\$74.28	\$75.77
76	C871-7	Technical Writer II**	Both	\$116.22	\$118.54	\$120.92	\$123.33	\$125.80
77	C871-7	Technical Writer I**	Both	\$62.64	\$63.89	\$65.17	\$66.47	\$67.80
78	C871-7	Administrative Specialist **	Both	\$51.01	\$52.03	\$53.07	\$54.13	\$55.21

Service Contract Act (SCA) Matrix

SCA MATRIX		
SCA Eligible Contract Labor Category	SCA Equivalent Code - Title	WD Number
Administrative Support		
Administrative Specialist III	01020 – Administrative Assistant	2005-2331
Administrative Specialist II	01313 – Secretary III	2005-2331
Administrative Specialist I	01312 – Secretary II	2005-2331
Administrative Support	01311 – Secretary I	2005-2331
Clerk/Typist/Data Entry	01113 – General Clerk III	2005-2331
Administrative Specialist	01312 - Secretary	2005-2103
Technical Writer II	30462 - Technical Writer II	2005-2103
Technical Writer I	30461 - Technical Writer I	2005-2103

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. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).

LABOR CATEGORIES

Management Consultant II

BS/BA degree in Business Management or alternately an accredited high school certificate plus 8 years of specialized Business Management experience in addition to the requisite experience. Twenty-five (25 years) of directly applicable experience in interfacing with corporate directors, external oversight review groups, and government and industry executives. MS/MA degree considered a plus. Works closely with clients to define goals and objectives, and improvement opportunities on major projects and programs. Leads efforts to formulate mid- and long-term strategies to achieve multiple and diverse goals. Identifies strategic opportunities and develops capture plans vetted with the responsible decision makers. Brings successful experience in consultative roles and proven skills in developing plans that yield positive business improvements for clients.

Management Consultant I

BS/BA degree in Business Management or alternately an accredited high school certificate plus 8 years of specialized Business Management experience in addition to the requisite experience. Fifteen (15 years) of directly applicable experience in interfacing with corporate directors, external oversight review groups, and government and industry executives. MS/MA degree considered a plus. Works closely with clients to define goals and objectives on major projects and programs. Leads efforts to formulate mid- and long-term strategies to achieve multiple and diverse goals. Identifies strategic opportunities and develops improvement plans vetted with the responsible decision makers. Brings successful experience in consultative roles and proven skills in developing plans that yield positive business improvements for clients.

Consultant

BS/BA degree in Business Management or alternately an accredited high school certificate plus 8 years of specialized Business Management experience in addition to the requisite experience. Ten (10 years) of directly applicable experience in interfacing with senior managers, external oversight review groups, and government and industry executives. MS/MA degree considered a plus. Works closely with clients to define goals and objectives. Supports efforts to formulate mid- and long-term strategies to achieve multiple and diverse goals. Identifies strategic opportunities and develops implementation plans based on industry best practices, and reviews them with the responsible decision makers. Brings successful experience in consultative roles and proven skills in achieving positive improvements in customer operations.

Technical Specialist III

BS/BA degree in Business Management or alternately an accredited high school certificate plus 8 years of specialized Business Management experience in addition to the requisite experience. Fifteen (15 years) of directly applicable experience in consulting support and management. Manages and directs the daily tasks required to perform ongoing support and operations/ maintenance activities. Interfaces with management personnel, contract managers, and customer representatives. Develops and enforces work standards, assigns schedules, reviews work quality, communicates goals, objectives, and policies of the organization to subordinates. Provides leadership for the project team, coordinates with the functional organizations – HR, finance, contracts – and supervises senior personnel within the project organization. Manages multiple large task orders, ensuring conformance to task specifications and contract provisions. Directs, oversees, and controls a team of multi-disciplined personnel to accomplish the overall management of the contract tasks.

Technical Specialist II

BS/BA degree in Business Management or alternately an accredited high school certificate plus 8 years of specialized Business Management experience in addition to the requisite experience. Ten (10 years) of directly applicable experience in consulting support and management. Manages and directs the daily tasks required to perform ongoing support and operations/ maintenance activities. Interfaces with management personnel, contract managers, and customer representatives. Assists with developing and

enforcing work standards, assigning schedules, reviewing work quality, communicating goals, objectives and policies of the organization to subordinates. Supports the leadership of the project team, coordinates with the functional organizations – HR, finance, contracts – and supervises personnel within the project organization. Manages single large task orders or multiple small task orders, ensuring conformance to task specifications and contract provisions. Provides expertise to conduct investigations and studies, and presents recommendations and solutions related to short-and long-range program planning requirements. Classifies and summarizes data for preparation and submission of reports on a recurring basis.

Technical Specialist I

BS/BA degree in Business Management or alternately an accredited high school certificate plus 8 years of specialized Business Management experience in addition to the requisite experience. Seven (7 years) of directly applicable experience in consulting support and management. Manages one or more small task orders in the following areas: performance of the assigned task or task area including cost, schedule, and technical performance. Provides leadership to the task team. Manages and directs the daily tasks required to perform ongoing support and operations/maintenance activities. Interfaces with the customer for a task area, and manages the overall task. Directs, oversees, and controls a team of multi-disciplined personnel to accomplish activities of the separate task areas.

Analyst III

BS/BA degree in Finance Management or alternately an accredited high school certificate plus 8 years of specialized Financial Management experience in addition to the requisite experience. Ten (10 years) of directly applicable experience in applying the theories, principles, and practices of operations and financial management. Includes operations efficiency, time value motion analysis and cost/benefit analysis. Establishes good business practices and ensures compliance with policies and procedures. Conducts investigations and studies, and presents recommendations and solutions related to program administration and planning requirements. Develops and submits reports on a recurring basis. Experienced in conducting quantitative analysis using operations research tools, economics, and other quantitative techniques.

Analyst II

BS/BA degree in Finance Management or alternately an accredited high school certificate plus 8 years of specialized Financial Management experience in addition to the requisite experience. Five (5 years) of directly applicable experience in applying the theories, principles, and practices of operations and financial management. Includes operation efficiency studies, time value motion analysis, and cost/benefit analysis. Assists in and/or prepares the financial forecasts and other project control reporting. Assists and/or establishes good business practices and ensures compliance with policies and procedures. Assists with conducting investigations and studies, and presents recommendations and solutions related to program planning requirements. Assists with preparation and submission of reports, on a recurring basis. Assists with conducting quantitative analysis using operations research tools, economics, and other quantitative techniques.

Analyst I

BS/BA degree in Finance Management or alternately an accredited high school certificate plus 8 years of specialized Financial Management experience in addition to the requisite experience. Two (2 years) of directly applicable or related experience in applying Business theories and principles. Assists and/or establishes good business practices and ensures compliance with policies and procedures. Assists with conducting investigations and studies, and presents recommendations and solutions related to program planning requirements. Assists with conducting quantitative analysis using operations research tools, economics, and other quantitative techniques.

Engineer/Scientist - Support

BS/BA degree in engineering or science plus five (5) years of Level 1, four (4) years of Level 2, and three (3) years of Level 3 experience in the engineering or science field. Relevant experience includes, but is not limited to, knowledge of analytical techniques and experience in gathering data to solve complex

technical problems (e.g., requirements definition, operations research, modeling). In conjunction with the providing professional services, duties may include analysis of complex problems, definition of functional requirements and developing and providing training materials.

Engineer/Scientist - Associate

BS/BA degree in engineering or science plus two (2) years of Level 1 and one (1) year of Level 2 experience in the engineering or science field. In conjunction with providing professional services, duties may include analysis of problems and definition of requirements, usually under the guidance of a more senior leader or manager.

Designer II

BS degree in engineering, surveying or related qualifications, plus ten (10) years experience. Must have a sound knowledge of engineering design and construction standards and techniques, computer aided drafting techniques, and developed time management, verbal and written communication skills. This position prepares preliminary design studies, prepares moderately difficult designs, evaluates effects of changes and modifications on form, function and positional relationships of total design or component, completes designs with a high level of proficiency and provides project coordination to identify and correct errors on project design documents in areas of expertise. Works in a team environment, provides design direction to less experienced designers, provides design information to all project personnel as needed, and works under limited supervision.

Designer I

BS degree in engineering, surveying or related qualifications, plus five (5) years experience. Must have a sound knowledge of engineering design and construction standards and techniques, computer aided drafting techniques, and developed time management, verbal and written communication skills. This position prepares preliminary design studies, prepares moderately difficult designs, evaluates effects of changes and modifications on form, function and positional relationships of total design or component, completes designs with a high level of proficiency and provides project coordination to identify and correct errors on project design documents in areas of expertise. Works in a team environment contributing design input in areas of expertise to accomplish project specific goals, taking design direction from project engineers and more experienced designers in all project disciplines and providing design information to all project personnel as needed.

Clerk/Typist/Data Entry**

High school diploma or equivalent plus one (1) year of direct or related experience in a clerk or assistant type position.

Principal

BA/BA in Engineering, Business or Program Management with 30 years experience in the management of large complex projects or large multi-dimensional organizational structures. Required experience as corporate owner, officer, executive director or managing director. Provides senior executive guidance to clients including strategic planning, mentoring, organizational development and technical direction. Works directly with Client executives and senior managers in designing strategies to implement their organizational objectives and goals.

Executive Consultant III

BS/MS in Engineering or Science or BA/MA in Business with extensive experience in the management of engineering and energy related industries. **Minimum of 30 years** of experience in engineering or scientific design or construction as well as senior level management experience with at least 5 years at the CEO, Company Officer, or Board of Directors Level. Alternatively requires a PhD in a specialized field required for specific task in question or a tenured position at the University offering engineering and science degrees at the bachelors, masters and PhD levels. Consults on engineering and technical issues and complex technological problem

solving. Provides technical assessment services on major projects and programs targeted at the executive and senior management levels. Matches client capabilities with strategic program and project goals. Establishes clear achievable technical solutions, outcome measurements, budgets, timelines, and evaluation methods. Develops relationships at executive levels in the client organization to effectively develop and execute proposals and technical objectives. Identifies industry best practices to clients in technical and management areas.

Executive Consultant II

BS/BA degree in Engineering, Science or Business Management. **Twenty-five (25 years)** with extensive experience in the management of engineering and energy related industries and directly applicable experience in interfacing with corporate directors, external oversight review groups, and government and industry executives. MS/MA degree considered a plus. Consults on engineering and technical issues and complex technological problem solving. Provides Technical assessment services on major projects and programs targeted at the executive and senior management levels. Matches client capabilities with strategic program and project goals. Establishes clear achievable technical solutions outcome measurements, budgets, timelines, and evaluation methods. Develops relationships at executive levels in the client organization to effectively develop and execute proposals and technical objectives. Identifies industry best practices to clients in technical and management areas.

Executive Consultant I

BS/BA degree in Engineering, Science or Business Management. **Fifteen (15 years)** of directly applicable experience in successfully performing complex projects including establishing the technical objectives of projects and interfacing with customers. MS/MA degree considered a plus. Consults on engineering and technical issues and complex technological problem solving. Provided Technical assessment services on major projects and programs targeted at the executive and senior management levels. Matches client capabilities with strategic program and project goals. Establishes clear achievable technical solutions outcome measurements, budgets, timelines, and evaluation methods. Develops relationships at executive levels in the client organization to effectively develop and execute proposals and technical objectives. Identifies industry best practices to clients in technical and management areas.

Program Manager III

BS/BA degree in Engineering, Business or other program management disciplines with fifteen (15 years) of directly applicable experience related to, but not limited to, experience in managing programs, projects, contracts, funds, and resources. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems relating to management problems or issues that require reports and recommended solutions. Supervises and directs staff on a daily basis. Duties may include contract management, relevant project management, and customer interface.

Program Manager II

BS/BA degree in Engineering, Business or other program management disciplines with ten (10 years) of directly applicable experience related to, but not limited to, experience in managing programs, projects, contracts, funds, and resources. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems relating to management problems or contractual issues that require reports and recommended solutions. Supervises and directs staff on a daily basis. Duties may include contract management, relevant project management, and customer interface.

Project Manager III

BS/BA degree in Engineering, Science, Business Management or Project Management. **Fifteen (15 years)** of directly applicable experience in directing and managing projects. Provides technical management in design, engineering, construction, startup and operations of complex technological systems and projects. Duties are related to, but not limited to, experience in

developing and enforcing work standards, providing quality assurance and configuration management, reviewing work quality, assigns schedules, and communicates goals, objectives, and policies of the organization to subordinates. Oversees technical, financial management and administrative activities, such as budgeting, financial reporting, and manpower and resource planning. Experience in project development life cycle phases from inception to deployment, with an ability to provide guidance and direction in these tasks areas is required.

Project Manager II

BS/BA degree in Engineering, Science, Business management or Project Management. Ten (**10 years**) of directly applicable experience in directing and managing projects. Provides technical management in design, engineering, construction, startup and operations of complex technological systems and projects. Duties are related to, but not limited to, experience in developing and enforcing work standards, providing quality assurance and configuration management, reviewing work quality, assigns schedules, and communicates goals, objectives, and policies of the organization to subordinates. Oversees technical, financial management and administrative activities, such as budgeting, financial reporting, and manpower and resource planning. Experience in project development life cycle phases from inception to deployment, with an ability to provide guidance and direction in these tasks areas is required.

Project Manager I

BS/BA degree in Engineering, Science, Business Management or Project Management. Eight (8 years) of directly applicable experience in directing and managing projects. Provides technical management in design, engineering, construction, startup and operations of complex technological systems and projects. Duties are related to, but not limited to, experience in developing and enforcing work standards, providing quality assurance and configuration management, reviewing work quality, assigns schedules, and communicates goals, objectives, and policies of the organization to subordinates. Oversees technical, financial management and administrative activities, such as budgeting, financial reporting, and manpower and resource planning. Experience in project development life cycle phases from inception to deployment, with an ability to provide guidance and direction in these tasks areas is required.

Subject Matter Expert III

Masters degree in Engineering, Science or Business Management. PhD degree preferred at this level. Fifteen (**15 years**) of directly applicable experience in specialized technical field and is acknowledged as an expert in the specific area in question. Manages and directs the daily tasks required to perform ongoing support of design, construction, startup and/or operations/ maintenance activities of complex high technology systems or projects. Renders expert opinions on engineering and technical issues, provides recommendations to project design and construction teams in specific areas of expertise. Provides independent reviews and assessments in areas of specialized expertise and provides guidance to project teams in delivering results on projects of complex, high-technology nature. Interfaces with management personnel and customer representatives. Develops and enforces work standards, assigns schedules, reviews work quality, communicates goals, objectives, and policies of the organization to subordinates. Provides leadership for the project team, coordinates with the functional organizations, and supervises senior personnel within the project organization.

Subject Matter Expert II

Masters degree in Engineering, Science or Business Management. Ten (**10 years**) of directly applicable experience in specialized technical field and is acknowledged as an expert in the specific area in question. Manages and directs the daily tasks required to perform ongoing support of design, construction, startup and/or operations/ maintenance activities of complex high technology systems or projects. Renders expert opinions on engineering and technical issues, provides recommendations to project design and construction teams in specific areas of expertise.

Provides independent reviews and assessments in areas of specialized expertise and provides guidance to project teams in delivering results on projects of complex, high- technology nature. Interfaces with management personnel and customer representatives. Develops and enforces work standards, assigns schedules, reviews work quality, communicates goals, objectives, and policies of the organization to subordinates. Provides leadership for the project team, coordinates with the functional organizations, and supervises senior personnel within the project organization.

Subject Matter Expert I

BS/BA degree in Engineering, Science or Business Management. Seven (7 years) of directly applicable experience in specialized technical field and is acknowledged as an expert in the specific area in question. Manages and directs the daily tasks required to perform ongoing support of design, construction, startup and/or operations/ maintenance activities of complex high technology systems or projects. Renders expert opinions on engineering and technical issues, provides recommendations to project design and construction teams in specific areas of expertise. Provides independent reviews and assessments in areas of specialized expertise and provides guidance to project teams in delivering results on projects of complex, high- technology nature. Interfaces with management personnel and customer representatives. Develops and enforces work standards, assigns schedules, reviews work quality, communicates goals, objectives, and policies of the organization to subordinates. Provides leadership for the project team, coordinates with the functional organizations, and supervises senior personnel within the project organization.

Engineer/Scientist III

BS/BA degree in engineering or science plus ten (10) years of direct or related experience in the engineering or science field. Relevant experience includes, but is not limited to, extensive knowledge of analytical techniques, experience in gathering data to solve complex technical problems (e.g., requirements definition, operations research, modeling), and team leader responsibilities. In conjunction with the provision of professional services duties may include analysis of complex problems, definition of functional requirements, operations research, modeling, process analysis and design, developing and providing training materials, and providing daily supervision.

Engineer/Scientist II

BS/BA degree in engineering or science plus eight (8) years of direct experience in the engineering or science field. Relevant experience includes, but is not limited to, substantial knowledge of analytical techniques, experience in gathering data to solve complex technical problems (e.g., requirements definition, operations research, modeling), and team leader responsibilities. In conjunction with the provision of professional services, duties may include analysis of complex problems, definition of functional requirements, operations research, modeling, process analysis and design, developing and providing training materials, and providing daily supervision.

Engineer/Scientist I

BS/BA degree in engineering or science plus Five (5) years of direct relevant experience in the engineering or science field. Relevant experience includes, but is not limited to, knowledge of analytical techniques, experience in gathering data to solve complex technical problems (e.g., requirements definition, operations research, modeling), and team leader responsibilities. In conjunction with the provision of professional services, duties may include analysis of complex problems, definition of functional requirements, operations research, modeling, process analysis and design, developing and providing training materials, and providing daily supervision.

Engineer QA Specialist

BS/BA degree in engineering or science, with a minimum of 10 years experience in Quality Assurance in high tech and/or nuclear design and construction. Alternatively work experience of 15 years on Quality Assurance in High-Tech and/or Nuclear design and construction projects. Writes and

implements Quality programs. Performs Quality Audits. Performs Quality assurance functions in the field on complex high technical projects including nuclear projects. Implements quality standards and insures that standards meet rules, regulations and guidelines.

Engineer/Scientist - Associate

BS/BA degree in engineering or science plus two **(2) years** of direct relevant experience in the engineering or science field. In conjunction with providing professional services, duties may include analysis of problems and definition of requirements, usually under the guidance of a more senior leader or manager.

Engineering Support Specialist

BS/BA in engineering, science or business with at least two **(2) years** of engineering support experience. Alternatively, in lieu of a bachelor degree may have a High School diploma plus five (5) years of engineering support experience in the field. Assists engineering staff in numerous areas including software, IT, computer aided design, drawing preparations, records keeping and other engineering related tasks.

Engineer – Graduate/Apprentice

This category is intended to be used by recent graduates with little or no commercial experience in the field of engineering. Additionally this category is intended to be used for Junior or senior year students in engineering or sciences that participate in a paid intern or apprentice program. In conjunction with providing professional services, duties may include analysis of problems and definition of requirements, under the guidance of a more senior leader or manager.

Technical Writer II**

BS/BA degree with minimum of 10 years experience in directly applicable technical writing and editing in engineering and scientific disciplines. Must have a sound working knowledge of engineering design and construction standards, technical vocabulary and terminology. Must have sound working knowledge in the development of procedures, project plans and documentation and project contracts and reports. Works at the direction of project management and project technical personnel.

Technical Writer I**

Associated Degree or High School Diploma with minimum of 5 years experience in directly applicable technical writing and editing in engineering and scientific disciplines. Must have a sound working knowledge of engineering design and construction standards, technical vocabulary and terminology. Must have sound working knowledge in the development of procedures, project plans and documentation and project contracts and reports. Works at the direction of project management and project technical personnel.

Administrative Specialist**

High School Diploma Seven (7) years of directly applicable experience in maintaining records and other files, preparing and editing routine correspondence, assisting in the preparation of presentation graphics, scheduling meetings, and scheduling and coordinating travel. Supports the development of contract deliverables and reports by developing and updating graphic presentations to improve the quality and enhance the usability of these documents. Produces data to develop financial forecasts and other financial reporting. Assists with preparation of financial forecasts and other financial reporting. Assists with conducting investigations related to program planning requirements. Assists with preparation and submission of reports on a recurring basis. Extensive knowledge of company and customer policies and procedures. High level of facility with WORD, EXCEL, POWERPOINT, ADOBE ad other software required for producing reports and presentations.

Executive Consultant II

BS/BA degree in Business Management or alternately an accredited high school certificate plus 8 years of specialized Business Management experience in addition to the requisite experience. Twenty-five (25 years) of directly applicable experience in interfacing with corporate directors, external oversight review

groups, and government and industry executives. MS/MA degree considered a plus. Consults on business planning, business management, and problem solving services on major projects and programs targeted at the executive and senior management levels. Matches client capabilities with strategic program and business goals. Evaluates clients needs, guiding them through a process to develop a plan that they “own” and are committed to. Establishes clear achievable business objectives, outcome measurements, budgets, timelines, and evaluation methods. Develops relationships at executive levels in the client organization to effectively develop and execute proposals. Identifies industry best practices to clients in technical and management areas.

Executive Consultant I

BS/BA degree in Business Management or alternately an accredited high school certificate plus 8 years of specialized Business Management experience in addition to the requisite experience. Fifteen (15 years) of directly applicable experience in successfully performing complex projects including establishing the technical objectives of projects and interfacing with customers. MS/MA degree considered a plus. Consults on business planning, business management, and problem solving services on major projects and programs. Matches client capabilities with strategic program and business goals. Evaluates clients needs, guiding them through a process to develop a plan that they “own” and are committed to. Establishes clear achievable business objectives, outcome measurements, budgets, timelines, and evaluation methods. Develops relationships at management levels in the client’s organization to effectively develop and execute proposals. Identifies industry best practices to clients in technical and management areas.

Program Manager III

BS/BA degree in Program Management or alternately an accredited high school certificate plus 8 years of specialized Program Management experience in addition to the requisite experience. Fifteen (15 years) of directly applicable experience related to, but not limited to, experience in managing programs, projects, contracts, funds, and resources. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems relating to management problems or issues that require reports and recommended solutions. Supervises and directs staff on a daily basis. Duties may include contract management, relevant project management, and customer interface.

Program Manager II

BS/BA degree in Program Management or alternately an accredited high school certificate plus 8 years of specialized Program Management experience in addition to the requisite experience. Ten (10 years) of directly applicable experience related to, but not limited to, experience in managing programs, projects, contracts, funds, and resources. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems relating to management problems or contractual issues that require reports and recommended solutions. Supervises and directs staff on a daily basis. Duties may include contract management, relevant project management, and customer interface.

Project Manager III

BS/BA degree in Project Management or alternately an accredited high school certificate plus 8 years of specialized Project Management experience in addition to the requisite experience. Fifteen (15 years) of directly applicable experience in directing and managing projects. Duties are related to, but not limited to, experience in developing and enforcing work standards, providing quality assurance and configuration management, reviewing work quality, assigns schedules, and communicates goals, objectives, and policies of the organization to subordinates. Oversees financial management and administrative activities, such as budgeting, financial reporting, and manpower and resource planning. Experience in project development life cycle phases from inception to deployment, with an ability to provide guidance and direction in these tasks areas is required.

Project Manager II

BS/BA degree in Project Management or alternately an accredited high school certificate plus 8 years of specialized Project Management experience in addition to the requisite experience. Ten (10 years) of directly applicable experience in directing and managing projects. Duties are related to, but not limited to, experience in developing and enforcing work standards, providing quality assurance and configuration management, reviewing work quality, assigning schedules, and communicating goals, objectives, and policies of the organization to subordinates. Oversees all financial management and administration activities, such as budgeting, financial reporting, and manpower and resource planning. Experience in project development life cycle phases from inception to deployment, with an ability to provide guidance and direction in these tasks areas is required.

Project Manager I

BS/BA degree in Project Management or alternately an accredited high school certificate plus 8 years of specialized Project Management experience in addition to the requisite experience. Eight (8 years) of directly applicable experience in directing and managing projects. Assists with the planning and management of major projects, develops milestones and schedules, and manages activities to meet cost and schedule milestones. Experience in project development and execution, with an ability to provide guidance and direction in these tasks areas is required.

Engineer/Scientist III

MS/MA degree in engineering or science plus ten (10) years of direct or related experience in the engineering or science field. Relevant experience includes, but is not limited to, extensive knowledge of analytical techniques, experience in gathering data to solve complex technical problems (e.g., requirements definition, operations research, modeling), and team leader responsibilities. In conjunction with the provision of professional services duties may include analysis of complex problems, definition of functional requirements, operations research, modeling, process analysis and design, developing and providing training materials, and providing daily supervision.

Engineer/Scientist II

BS/BA degree in engineering or science plus ten (10) years of Level 1 and eight (8) years of Level 2 experience in the engineering or science field. Relevant experience includes, but is not limited to, substantial knowledge of analytical techniques, experience in gathering data to solve complex technical problems (e.g., requirements definition, operations research, modeling), and team leader responsibilities. In conjunction with the provision of professional services, duties may include analysis of complex problems, definition of functional requirements, operations research, modeling, process analysis and design, developing and providing training materials, and providing daily supervision.

Engineer/Scientist I

BS/BA degree in engineering or science plus seven (7) years of Level 1 and six (6) years of Level 2 experience in the engineering or science field. Relevant experience includes, but is not limited to, knowledge of analytical techniques, experience in gathering data to solve complex technical problems (e.g., requirements definition, operations research, modeling), and team leader responsibilities. In conjunction with the provision of professional services, duties may include analysis of complex problems, definition of functional requirements, operations research, modeling, process analysis and design, developing and providing training materials, and providing daily supervision.

Administrative Specialist III ***

AA degree in Business Administration or alternately an accredited high school certificate plus 8 years of specialized Administration experience in addition to the requisite experience. Seven (7) of directly

applicable experience in maintaining records and other files, preparing and editing routine correspondence, assisting in the preparation of presentation graphics, scheduling meetings, and scheduling and coordinating travel. Supports the development of contract deliverables and reports by developing and updating graphic presentations to improve the quality and enhance the usability of these documents. Produces data to develop financial forecasts and other financial reporting. Assists with preparation of financial forecasts and other financial reporting. Assists with conducting investigations related to program planning requirements. Assists with preparation and submission of reports on a recurring basis. Extensive knowledge of company and customer policies and procedures.

Administrative Specialist II **

High school diploma or equivalent plus four (4) years of direct or related experience in producing data to develop financial forecasts and other financial reporting. Assists with preparation of financial forecasts and other financial reporting. Assists with conducting investigations related to program planning requirements. Assists with preparation and submission of reports on a recurring basis.

Administrative Specialist I**

High school diploma or equivalent plus two (2) years of direct or related experience in maintaining records and other files. Prepares and edits routine correspondence, assists in the preparation of presentation graphics, schedules meetings, and schedules and coordinates travel. Supports the development of contract deliverables and reports by developing and updating graphic presentations to improve the quality and enhance the usability of these documents. Extensive knowledge of company and customer policies and procedures.

Administrative Support**

High school diploma or equivalent plus one (1) year of direct or related experience in a clerk or assistant type position.