

## GENERAL SERVICES ADMINISTRATION

### Federal Supply Service Authorized Federal Supply Schedule Price List

Online 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!*<sup>®</sup>, a menu-driven database system. The Internet address for GSA Advantage! is:  
<http://www.GSAAdvantage.gov>

## GSA Federal Supply Schedule Multiple Award Schedule

### Federal Supply Group: Professional Services

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Contract Number:	47QRAA19D00BC
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Contract Period:	August 12, 2019, through August 11, 2029 Price list current as of Modification #PO-0020, effective August 12, 2024
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Company Address:	<b>AGEISS Inc.</b> 7220 W Jefferson Ave., Ste 201 Lakewood, CO 80235-2023 Telephone: (303) 674-5059 Fax: (866) 480-2396 <a href="http://www.ageiss.com">www.ageiss.com</a>
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Points of Contact:	<b>Angela Mansell, Contracts Administrator</b> (Primary Point of Contact) (303) 674-5059 x2 <a href="mailto:ContractMgmt@ageiss-inc.com">ContractMgmt@ageiss-inc.com</a>  <b>Brian Bartholomew/Vice President of Operations</b> (540) 940-7607 <a href="mailto:ContractMgmt@ageiss-inc.com">ContractMgmt@ageiss-inc.com</a>
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Business Size:	Small Business
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For more information on ordering from the Federal Supply Schedules go to the GSA Schedules page at [GSA.gov](http://GSA.gov).

## About AGEISS

AGEISS helps government agencies meet new demands for energy efficiency and environmental sustainability, environmental compliance and stewardship, and facility management that promote readiness in the context of a changing world. AGEISS:

- Serves government agencies across the United States and worldwide.
- Attained top ranking as the preferred provider of environmental consulting services to the government (Deltek, 2018, NAICS Series 5416xx Prime Spending Analysis).
- Receives primarily *Exceptional* and *Very Good* ratings from our government clients.

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## 1. Customer Information

1a.	Table of Awarded Special Item Number(s) with appropriate cross reference to page numbers.	541620, page 4 Environmental Consulting Services 541330ENG, page 5 Engineering Services 562910REM, page 4 Environmental Remediation Services 562910RMI, page 4 Environmental Remediation Services OLM, Order Level Materials
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 geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.	See Item 3, Hourly Rates.

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 Item 3, Hourly Rates, and Item 4, Labor Category Descriptions for SIN 541620.
	See Item 3, Hourly Rates, and Item 5, Labor Category Descriptions for SIN 541330ENG.
	See Item 3, Hourly Rates, and Item 4, Labor Category Descriptions for SIN 562910REM
	See Item 3, Hourly Rates, and Item 4, Labor Category Descriptions for SIN 562910RMI
2. Maximum order:	\$1,000,000
3. Minimum order:	\$100
4. Geographic coverage (delivery area):	Worldwide
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)
7. Quantity discounts:	None offered
8. Prompt payment terms:	Net 30 days; Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.
9. Foreign items (list items by country of origin):	None
10a. Time of delivery (Contractor insert number of days):	Specified per task order
10b. Expedited delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contract may use a symbol of its choosing to highlight items in its price list that have expedited delivery:	Contact contractor
10c. 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 overnight and 2-day delivery:	Contact contractor
10d. 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
11. FOB point(s):	Destination
12a. Ordering address:	AGEISS Inc. 7220 W Jefferson Ave., Ste 201 Lakewood, CO 80235-2023

12b. Ordering procedures:	For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.
13. Payment address:	AGEISS Inc. PO Box 6126 Longmont, CO 80501
14. Warranty provision:	Not applicable (N/A)
15. Export packing charges (if applicable):	N/A
16. Terms and conditions of rental, maintenance, and repair (if applicable):	N/A
17. Terms and conditions of installation (if applicable):	N/A
18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):	N/A
18b. Terms and conditions for any other services (if applicable):	N/A
19. List of service and distribution points (if applicable):	N/A
20. List of participating dealers (if applicable):	N/A
21. Preventive maintenance (if applicable):	N/A
22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:	N/A
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: <a href="http://www.Section508.gov/">www.Section508.gov/</a> :	N/A
23. Unique Entity Identifier (UEI) Number:	FAFGT2XJKM88
24. Notification regarding registration in System for Award Management (SAM) database:	AGEISS is registered in the System for Award Management ( <a href="http://www.sam.gov">www.sam.gov</a> ).

## 2. Services

Specific types of services are allowed under the GSA contract and are identified by Special Item Numbers (SINs). AGEISS can provide services under the following SINs.

### **SIN 541620: Environmental Consulting Services**

These services include, but are not limited to, consultation in the areas of Planning and Documentation Services for the development, planning, facilitation, coordination, and documentation of and/or for environmental initiatives (or mandates such as Executive Order 13693 in areas of chemical, radiological, and/or hazardous materials; ISO 14001 Environmental Management System (EMS) and sustainable performance measure development; Environmental Assessment (EA) and Environmental Impact Statement (EIS) preparation under the National Environmental Policy Act (NEPA); Endangered species, wetland, watershed, and other natural resource management plans; Archeological and/or cultural resource management plans; Environmental program and project management; Environmental regulation development;

Climate change adaptation and resiliency planning and implementation support, including but not limited to, identifying climate risks and impacts; applying and interpreting climate and impact assessment model outputs; development and/or implementation of solutions to build climate resilience, reduce identified climate risks, and/or provide both climate change mitigation and adaptation benefits; climate decision support, risk management, and vulnerability assessments and analyses; and climate risk communications and training; Economic, technical and/or risk analysis; other environmentally related studies and/or consultations; Homeland Security solutions that include Biochemical protection; Crime prevention through environmental design surveys (CPTED); Economical, technical and/or risk analysis; Identification and mitigation of threats inclusive of protective measures to mitigate the threats; and Vulnerability assessments. Compliance Services such as review, audit, and implementation/management of EMS and other compliance and contingency plans and performance measures; Permitting; Spill prevention/control and countermeasure plans; Pollution prevention surveys; and Community Right to-Know Act reporting. Advisory Services for ongoing advice and assistance with data and information in support of agency environmental programs involving areas such as Hazardous material spills; Material safety data sheets (MSDS), Biological/medical data sheets; Information hotlines; Poison control hotlines; Environmental regulations and environmental policy/procedure updates; Management, furnishing, or inventory of MSDS. Waste Management Consulting Services to provide guidance in support of waste-related data collection, feasibility studies and risk analyses; Resource Conservation and Recovery Act/Comprehensive Environmental Response Compensation and Liability Act (RCRA/CERCLA) site investigations; Hazardous and/or non-hazardous exposure assessments; Waste characterization and source reduction studies; Review and recommendation of waste tracking or handling systems; Waste management plans and/or surveys; Waste minimization/pollution prevention initiatives; and Review of technologies and processes impacting waste management.

*Note: Services involving only the consulting portion of environmental remediation efforts are included under this SIN. Any actual remediation efforts are performed under SIN561290 Remediation Services.*

### **SIN541330ENG: Engineering Services**

Services provided under this SIN include construction management, engineering consulting, project management, and related professional services specifically pertaining to real property. The construction management approach utilizes one or more firms with construction, design, and management expertise to expand the customer agency's capabilities, so that the agency can successfully accomplish its program or project. The contractor performing construction management services assumes the position of professional adviser to the customer agency. Customer agencies may utilize the construction manager as the principal agent to advise or manage the process over the project regardless of the project delivery method used. Construction management services include, but are not limited to, design phase support, procurement support, commissioning services, testing services, construction claims support, and post-construction engineering services. The contractor performing engineering consulting services functions as an advisor to the government to assist with executing engineering tasks associated with real property. Engineering consulting services relating to real property include, but are not limited to, mechanical engineering, electrical engineering, fire protection engineering, forensic engineering, structural engineering, or any other specialized engineering consulting services that are utilized in regards to real property. Authorized engineering consulting tasks include design reviews, shop drawing reviews, submittal reviews, inspection and testing services, witnessing acceptance tests of equipment and systems, commissioning, modeling and analysis, loss investigation, facility

surveys, safety evaluations, research studies, risk mitigation strategy development or reviews, and other related technical consulting services. The contractor performing engineering consulting services shall not perform the construction of real property, nor be a named party under the construction contract. Project management services relating to a construction management or engineering consulting effort are authorized. NOTE 1: This Schedule does not include Architect-Engineer services as defined in the Brooks Act, and does not include certification of designs or construction services as defined in the Federal Acquisition Regulation Part 36 and Part 2. NOTE 2: This Schedule does not include Davis-Bacon Act work as described in Federal Acquisition Regulation Subpart 22.4. NOTE 3: Some of the terminology used, such as professional engineer and design review, have multiple meanings in the engineering services profession. Under no circumstances should those terms be interpreted to include performance of Brooks Act services Section 1102 of 40 U.S.C. Chapter 11. NOTE 4: Review the Engineering Services Guide which is available under SIN 541330ENG for additional information relating to scope of services allowed.

**SIN562910REM: Environmental Remediation Services**

Remediation services include site preparation, field investigation, conservation and closures, emergency response cleanup (ERC), underground storage tank/above-ground storage tank (UST/AST) removal, air monitoring, soil vapor extraction, stabilization/solidification, bioventing, carbon absorption, containment, monitoring and/or reduction of hazardous waste sites, unexploded ordnance removal, and remediation-related laboratory testing (e.g., biological, chemical, physical, pollution and soil testing). Reclamation services include: creating new land from sea or riverbeds, wetland restoration, and restoring areas to a more natural state (e.g., after pollution, desertification, or salinization have made it unusable). Reclamation services include: creating new land from sea or riverbeds, wetland restoration, and restoring areas to a more natural state (e.g., after pollution, desertification, or salinization have made it unusable). Remediation services encompassing three (3) or more industries/NAICS codes, where the preponderance of work is at least 50% under NAICS 562910, should be solicited and performed under SIN 562910RMI.

NOTE: Services offered under this SIN shall not include any remediation/transportation/disposal of radioactive waste, asbestos and/or paint abatement, radon mitigation, or construction and architect-engineering services as set forth in FAR Part 36 (including construction, alteration or repair of buildings, structures, or other real property). This SIN does not include Davis-Bacon work as defined in FAR Subpart 22.4. Ordering agencies must ensure the work being required is not covered by the Davis-Bacon Act.

**SIN562910RMI: Environmental Remediation Services**

Environmental remediation services involving a range of services to return a contaminated environment into an acceptable condition, including but not limited to: preliminary assessment, site inspection, testing, remedial investigation, feasibility studies, remedial design, containment, remedial action, removal of contaminated materials, storage of contaminated materials, and security and site closeouts. The procurement must be composed of activities in three or more separate industries associated with separate NAICS codes. These activities may include but are not limited to, engineering services, management consulting services, hazardous and other waste collection, remediation services, testing laboratories, and research and development in the physical, engineering, and life sciences. At least 50% of the work must be for remediation

services and not work under other industries.

NOTE 1: Services offered under this SIN shall not include any remediation/transportation/disposal of radioactive waste, asbestos and/or paint abatement, radon mitigation, or construction and architect-engineering services as set forth in FAR Part 36 (including construction, alteration or repair of buildings, structures, or other real property). This SIN does not include Davis-Bacon work as defined in FAR Subpart 22.4. Ordering agencies must ensure the work being required is not covered by the Davis-Bacon Act.

NOTE 2: The scope of this SIN is limited to services associated with NAICS 562910 Exception 2 "Environmental Remediation Services" This NAICS exception has a size standard of 750 Employees.

### 3. Hourly Rates

AGEISS’ hourly rates for SINs 541620, 541330ENG, 562910REM and 562910RMI are shown in the two tables below.

SIN 541620– Environmental Consulting Services Contractor Facility					
	8/12/24-8/11/25	8/12/25-8/11/26	8/12/26-8/11/27	8/12/27-8/11/28	8/12/28-8/11/29
	Option Year 6	Option Year 7	Option Year 8	Option Year 9	Option Year 10
Position/Level	Rates	Rates	Rates	Rates	Rates
Principal	\$150.59	\$154.36	\$158.22	\$162.17	\$166.23
Consulting	\$143.27	\$146.85	\$150.52	\$154.29	\$158.14
Senior Associate	\$109.94	\$112.69	\$115.51	\$118.39	\$121.35
Senior	\$98.56	\$101.02	\$103.55	\$106.14	\$108.79
Associate	\$80.43	\$82.44	\$84.50	\$86.62	\$88.78
Senior Assistant	\$61.36	\$62.90	\$64.47	\$66.08	\$67.73
Assistant	\$51.04	\$52.32	\$53.63	\$54.97	\$56.34
Home Office Support	\$36.88	\$37.81	\$38.75	\$39.72	\$40.71
SIN 541620– Environmental Consulting Services Customer Facility					
	8/12/24-8/11/25	8/12/25-8/11/26	8/12/26-8/11/27	8/12/27-8/11/28	8/12/28-8/11/29
	Option Year 6	Option Year 7	Option Year 8	Option Year 9	Option Year 10
Position/Level	Rates	Rates	Rates	Rates	Rates
Senior Associate	\$91.33	\$93.61	\$95.95	\$98.35	\$100.81
Senior	\$88.94	\$91.16	\$93.44	\$95.78	\$98.17
Associate	\$81.07	\$83.10	\$85.17	\$87.30	\$89.48
Senior Assistant	\$60.40	\$61.91	\$63.46	\$65.05	\$66.67

Assistant	\$54.21	\$55.57	\$56.96	\$58.38	\$59.84
Senior Technician	\$44.94	\$46.06	\$47.21	\$48.39	\$49.60
Technician	\$36.18	\$37.09	\$38.02	\$38.97	\$39.94

## SIN 541330ENG – Engineering Services

Position/Level	8/12/24-8/11/25	8/12/25-8/11/26	8/12/26-8/11/27	8/12/27-8/11/28	8/12/28-8/11/29
	Option Year 6	Option Year 7	Option Year 8	Option Year 9	Option Year 10
	Rates	Rates	Rates	Rates	Rates
Program Manager	\$168.05	\$172.25	\$176.56	\$180.97	\$185.49
Project Manager	\$161.04	\$165.06	\$169.19	\$173.42	\$177.76
Functional Specialist, Sr.	\$132.44	\$135.75	\$139.14	\$142.62	\$146.18
Functional Specialist, Jr.	\$103.66	\$106.25	\$108.91	\$111.63	\$114.42
Engineer, Sr.	\$196.03	\$200.93	\$205.95	\$211.10	\$216.38
Engineering Technician	\$67.71	\$69.41	\$71.14	\$72.92	\$74.74
Administrative Specialist, Sr.	\$83.50	\$85.59	\$87.73	\$89.92	\$92.17
Administrative Specialist, Jr.	\$33.47	\$34.31	\$35.16	\$36.04	\$36.94

## SIN 562910REM & 562910RMI– Environmental Remediation Services

### Contractor Facility

Position/Level	8/12/24-8/11/25	8/12/25-8/11/26	8/12/26-8/11/27	8/12/27-8/11/28	8/12/28-8/11/29
	Option Year 6	Option Year 7	Option Year 8	Option Year 9	Option Year 10
	Rates	Rates	Rates	Rates	Rates
Principal	\$150.59	\$154.36	\$158.22	\$162.17	\$166.23
Consulting	\$143.27	\$146.85	\$150.52	\$154.29	\$158.14
Senior Associate	\$109.94	\$112.69	\$115.51	\$118.39	\$121.35
Senior	\$98.56	\$101.02	\$103.55	\$106.14	\$108.79
Associate	\$80.43	\$82.44	\$84.50	\$86.62	\$88.78
Senior Assistant	\$61.36	\$62.90	\$64.47	\$66.08	\$67.73
Assistant	\$51.04	\$52.32	\$53.63	\$54.97	\$56.34
Home Office Support	\$36.88	\$37.81	\$38.75	\$39.72	\$40.71



SIN 562910REM & 562910RMI– Environmental Remediation Services  
Customer Facility

Position/Level	8/12/24-8/11/25	8/12/25-8/11/26	8/12/26-8/11/27	8/12/27-8/11/28	8/12/28-8/11/29
	Option Year 6	Option Year 7	Option Year 8	Option Year 9	Option Year 10
	Rates	Rates	Rates	Rates	Rates
Senior Associate	\$91.33	\$93.61	\$95.95	\$98.35	\$100.81
Senior	\$88.94	\$91.16	\$93.44	\$95.78	\$98.17
Associate	\$81.07	\$83.10	\$85.17	\$87.30	\$89.48
Senior Assistant	\$60.40	\$61.91	\$63.46	\$65.05	\$66.67
Assistant	\$54.21	\$55.57	\$56.96	\$58.38	\$59.84
Senior Technician	\$44.94	\$46.06	\$47.21	\$48.39	\$49.60
Technician	\$36.18	\$37.09	\$38.02	\$38.97	\$39.94

SCLS MATRIX		
SCLS Eligible Contract Labor Category	SCLS Equivalent Code – Title	WD Number
Senior Technician**	Engineering Technician III (30083)	2015-5253
Technician**	Engineering Technician II (30082)	2015-5253
Engineering Technician**	Engineering Technician IV (30084)	2015-5253
Home Office Support**	Word Processor I (01611)	2015-5253
Administrative Specialist, Senior**	Engineering Technician VI (30086)	2015-5253
Administrative Specialist, Junior**	General Clerk I (01111)	2015-5253
Associate**	Technical Writer III (30463)	2015-5253

The Service Contract Labor Standard (SCLS), formally Service Contract Act (SCA) is applicable to this contract and it includes SCLS applicable labor categories. The prices for the indicated (\*\*) SCLS labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).

**4. Labor Category Descriptions for SIN 541620, 562910REM, 562910RMI**

**Principal:**

15+ years’ experience technical and management experience. Bachelor’s degree in engineering, business, or scientific discipline. An additional four (4) years of directly related experience in the subject field can be substituted for a Bachelor’s degree. Owner or Top Executive Management. Plans and directs all aspects of an organization’s policies, objectives, and initiatives. Responsible for the short- and long-term profitability and growth of the company. Demonstrates expertise in a

variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. May preside over board of directors.

**Consulting:**

15+ years' experience technical or management experience. Bachelor's degree in engineering, business, or scientific discipline. Professional Certification or an additional three (3) years of experience required. An additional four (4) years of directly related experience in the subject field can be substituted for a Bachelor's degree. Ensures all related projects, initiatives, and processes are in conformance with organization's established policies and objectives. Leads and directs the work of others. May provide consultation on complex projects and is considered to be the top level contributor/specialist. Reports to an executive or head of a unit/department.

**Senior Associate:**

15+ years' experience technical or management experience. Bachelor's degree in engineering, business, or scientific discipline. Professional Certification may be required. An additional four (4) years of directly related experience in the subject field can be substituted for a Bachelor's degree. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Leads and directs the work of others. Performs a variety of complex tasks. May provide consultation on complex projects. A wide degree of creativity and latitude is expected. Reports to an executive or a manager.

**Senior:**

9+ years' experience technical or project management experience. Bachelor's degree in engineering or scientific discipline. Professional Certification may be required. An additional four (4) years of directly related experience in the subject field can be substituted for a Bachelor's degree. Technical certifications can be substituted for three (3) years' experience. Identifies and analyzes project requirements and defines project scope, requirements, and deliverables. Coordinates project activities and ensures all project phases are documented appropriately. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A degree of creativity and latitude is required. Reports to an executive or manager.

**Associate:**

7+ years' experience technical or project management experience. Bachelor's degree in engineering, business, or scientific discipline. Professional Certification may be required. An additional four (4) years directly related experience in the subject field can be substituted for a Bachelor's degree. Technical certifications can be substituted for three (3) years' experience. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. A wide degree of creativity and latitude is expected. Reports to a supervisor or a manager.

**Senior Assistant:**

4+ years' experience technical or project management experience. Bachelor's degree in engineering or scientific discipline, or equivalent. Professional Certification may be required. An additional four (4) years directly related experience in the subject field can be substituted for a Bachelor's degree. Technical certifications can be substituted for three (3) years' experience. Identifies and analyzes project requirements and defines project scope, requirements, and deliverables. Coordinates project activities and ensures all project phases are documented appropriately. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A degree of creativity and latitude is required. Reports to a head of a unit/department.

**Assistant:**

0+ years' experience technical or project management experience. Bachelor's degree in engineering or scientific discipline. An additional four (4) years directly related experience in the subject field can be substituted for a Bachelor's degree. Technical certifications can be substituted for three (3) years' experience. Familiar with a variety of the field's concepts, practices, and procedures. Performs a variety of complicated tasks. Reports to a supervisor or manager.

**Senior Technician:**

7+ years related technical experience. Associates degree in related area, or certificate from a technical training institute. An additional two (2) years directly related experience in the subject field can be substituted for an Associate's degree. Technical certifications can be substituted for three (3) years' experience. Plans and conducts assignments. Estimates and schedules work to meet completion dates. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Reports to a head of a unit/department.

**Technician:**

0+ years' experience in related technical field. Associates degree or certificate from a technical training institute. An additional two (2) years directly related experience in the subject field can be substituted for an Associate's degree. Technical certifications can be substituted for three (3) years' experience. Plans and conducts assignments. Estimates and schedules work to meet completion dates. Familiar with a variety of the field's concepts, practices, and procedures. Reports to Senior Technician, supervisor, or manager.

**Home Office Support:**

0+ years' related experience. High school diploma and Associates degree. An additional two (2) years directly related experience in the subject field can be substituted for an Associate's degree. Technical certifications can be substituted for three (3) years' experience. Provide high-level administrative support by conducting research, preparing statistical reports, handling information requests, and performing clerical functions. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals.

## 5. Labor Category Descriptions for SIN 541330ENG

### Program Manager:

15+ years' experience technical or management experience. Bachelor's degree in engineering, business, or scientific discipline. Professional Certification may be required. An additional four (4) years of directly related experience in the subject field can be substituted for a Bachelor's degree. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Leads and directs the work of others. Performs a variety of complex tasks. May provide consultation on complex projects. A wide degree of creativity and latitude is expected. Reports to an Executive Manager.

### Project Manager:

10+ years' experience technical or management experience. Bachelor's degree in engineering, business, or scientific discipline. Professional Certification may be required. An additional four (4) years of directly related experience in the subject field can be substituted for a Bachelor's degree. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Leads and directs the work of others. Performs a variety of complex tasks. May provide consultation on complex projects. A wide degree of creativity and latitude is expected.

### Functional Specialist, Senior:

7+ years' experience technical or project management experience. Bachelor's degree in engineering or scientific discipline. Professional Certification may be required. An additional four (4) years of directly related experience in the subject field can be substituted for a Bachelor's degree. Technical certifications can be substituted for three (3) years' experience. Identifies and analyzes project requirements and defines project scope, requirements, and deliverables. Coordinates project activities and ensures all project phases are documented appropriately. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A degree of creativity and latitude is required.

### Functional Specialist, Junior:

4+ years' experience technical or project management experience. Bachelor's degree in engineering or scientific discipline. Professional Certification may be required. An additional four (4) years of directly related experience in the subject field can be substituted for a Bachelor's degree. Technical certifications can be substituted for three (3) years' experience. Identifies and analyzes project requirements and defines project scope, requirements, and deliverables. Coordinates project activities and ensures all project phases are documented appropriately. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A degree of creativity and latitude is required.

### Engineer, Senior:

10+ years' experience technical or management experience. Bachelor's degree in engineering, business, or scientific discipline. Professional Certification may be required. Demonstrates

expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Leads and directs the work of others. Performs a variety of complex tasks. May provide consultation on complex projects. A wide degree of creativity and latitude is expected.

**Engineering Technician:**

3+ years' experience technical or project management experience. Bachelor's degree in engineering, business, or scientific discipline. Professional Certification may be required. An additional four (4) years directly related experience in the subject field can be substituted for a Bachelor's degree. Technical certifications can be substituted for three (3) years' experience. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. A wide degree of creativity and latitude is expected. Reports to a supervisor or a manager.

**Administrative Specialist, Senior:**

7+ years' related technical experience. Associates degree in related area, or certificate from a technical training institute. An additional two (2) years directly related experience in the subject field can be substituted for an Associate's degree. Technical certifications can be substituted for three (3) years' experience. Plans and conducts assignments. Estimates and schedules work to meet completion dates. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Reports to a head of a unit/department.

**Administrative Specialist, Junior:**

0+ years related experience. High school diploma. Provide administrative support by conducting research, preparing statistical reports, handling information requests, and performing clerical functions. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals.