



Pro2Serve®

Professional Project Services, Inc.

**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST
FSC GROUP 899
ES—Environmental Services**

SPECIAL ITEM NO. 899-1 Environmental Planning Services & Documentation
SPECIAL ITEM NO. 899-2 Environmental Compliance Services
SPECIAL ITEM NO. 899-4 Waste Management Services
SPECIAL ITEM NO. 899-8 Remediation Services

Professional Project Services, Inc. (Pro2Serve)—your premier provider of choice for technical and professional services and solutions through studies, and analyses focusing on planning and design, advanced systems and security, operations and maintenance, process and production improvement.

Contract Number: GS-10F-0198K

Contract Period: 20 April 2000 through 19 April 2010

FOR INFORMATION CONTACT:

Janet George
Professional Project Services, Inc.
545 Oak Ridge Turnpike
Oak Ridge, Tennessee 37830

Telephone: (865) 220-4410

Fax: (865) 220-4441

E-mail: georgej@p2s.com

Pro2Serve GSA Price Lists On The Web: <http://www.p2s.com>

Pro2Serve Business Size: Small

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 for *GSA Advantage!* is:

<http://www.GSAAdvantage.gov>.

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





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I. CUSTOMER INFORMATION

1. Awarded Special Item Numbers (SIN)

- a. SPECIAL ITEM NO. 899-1 Environmental Planning Services & Documentation
SPECIAL ITEM NO. 899-2 Environmental Compliance Services
SPECIAL ITEM NO. 899-4 Waste Management Services
SPECIAL ITEM NO. 899-8 Remediation Services

Item descriptions and awarded prices are in Section V, Price List.

- b. Lowest Priced Model Number: Not Applicable
- c. Pro2Serve uses commercial job titles for employees who perform services. Descriptions of experience, functional responsibility and education for employees who will perform services are in Section VI, Labor Categories and Position Descriptions.

2. Maximum Order

The maximum order amount is \$1,000,000

3. Minimum Order Amount

The minimum order amount is \$300.

4. Geographic Coverage

Domestic

5. Points of Production

As required to efficiently support the client:

Oak Ridge, TN (Corporate Office)*:
Professional Project Services, Inc.
545 Oak Ridge turnpike
Oak Ridge, TN 37830

Aiken, SC
Professional Project Services, Inc.
407 Hayne Avenue, Suite C
Aiken, SC 29801

Los Alamos, NM
Professional Project Services, Inc.
557 Oppenheimer, Suite 101
Los Alamos, NM 87544





* The business practices and operations of Pro2Serve, Oak Ridge and Augusta are certified and registered as operating a quality management system that is compliant with the requirements of BS EN ISO 9001 by the British Standards Institution, Inc. (Certificate No. 53863, 21 February 2000).

6. Discount from List Prices

All prices are Net prices.

7. Quantity Discounts

Pro2Serve may offer discounts to the rates shown in the Schedule for larger amounts than the maximum order.

8. Prompt Payment Terms

None

9. Government Purchase Card(s) Accepted

a. Pro2Serve accepts Government Purchase Cards below the micropurchase level.

b. Pro2Serve accepts Government Purchase Cards above the micropurchase level to a limit of \$10,000.

10. Foreign Items

None

11. Deliveries

a. Time of Delivery: As specified in orders.

b. Overnight and 2-Day Delivery: Overnight and 2-day deliveries are available. Schedule customers may contact Janet George (Telephone: (865) 220-4410; Fax: (865) 220-4441; e-mail: georgej@p2s.com) for information and rates.

c. Urgent Requirements: The coordination point for urgent requirements under this schedule is Janet George (Telephone: (865) 220-4410; Fax: (865) 220-4441; e-mail: georgej@p2s.com).

12. FOB Points

Destination





13. a. Ordering Address:

Professional Project Services, Inc.
Attention: Janet George
545 Oak Ridge Turnpike
Oak Ridge, Tennessee 37830

13. b. Ordering Procedures:

For supplies and services, the ordering procedures, information on Blanket Purchase Procedures (BPA's) and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment Address:

Professional Project Services, Inc.
Attention: Accounts Receivable
545 Oak Ridge Turnpike
Oak Ridge, Tennessee 37830

Professional Project Services, Inc. will accept payment by electronic funds transfer.

15. Warranty Provisions

See "Pro2Serve Terms and Conditions."

16. Export Packing Charges

Not Applicable

17. Terms and Conditions of Government Credit Card Acceptance

- a. Pro2Serve accepts VISA Government Purchase Cards.
- b. Pro2Serve does not offer a discount for the use of a Government purchase card.
- d. The maximum order limit for the use of VISA Government Purchase Cards above the micropurchase limit is \$10,000.00.

18. Terms and Conditions of Rental, Maintenance, and Repair

Not Applicable

19. Terms and Conditions of Installation

Not Applicable





20. Terms and Conditions of Repair Parts

Not Applicable

20. a. Terms and Conditions of Any Other Service

Not Applicable

21. List of Service Distribution Points

Not Applicable

22. List of Participating Dealers

Not Applicable

23. Preventative Maintenance

Not Applicable

24. a. Special Attributes

In providing its services, Pro2Serve supports recycling and the use of recycled-content items, and promotes energy efficiency.

24. b. Section 508 Compliance (Electronic and Information Technology (EIT) Supplies and Services

Not Applicable

25. Data Universal Numbering System (DUNS)

95-619-4690

26. Central Contractor Registration (CCR) Database Registration

Pro2Serve is registered in the CCR Database.

27. CAGE Code

1KTC1

28. Security Requirements

Pro2Serve accepts orders containing security requirements. Many Pro2Serve employees hold security clearances, and the Pro2Serve facility in Oak Ridge, TN, is a cleared facility. Contact the ES Coordination Team for specifics.





II. Pro2Serve TERMS AND CONDITIONS

1. Geographic Coverage of the Contract

This contract is applicable to orders whose performance is within the geographic boundaries of the 48 contiguous states, the District of Columbia, Alaska, Hawaii, and U.S. territories and commonwealths.

2. Ordering Procedures

The Environmental Services (ES) GSA Multiple Award Schedule (MAS) is a flexible tool for agencies to obtain services from Pro2Serve. Used in conjunction with GSA Advantage!, the ES MAS can provide a responsive medium for fulfilling agency requirements.

Ordering agencies may use written orders, credit card orders, blanket purchase orders (after placing a blanket purchase agreement under the schedule), individual purchase orders, or task orders to obtain services under this contract. Ordering is easy!

a. Ordering overview

- (1) Identify and quantify your requirement(s).
- (2) Review your requirement(s) with the Pro2Serve ES Coordinator, Janet George (Telephone: (865) 220-4410; Fax: (865) 220-4441; e-mail: georgej@p2s.com).
- (3) Agree on a statement of work, a performance and/or delivery schedule, and a description of the deliverables and reporting requirements.
- (4) Fund the work.
- (5) Send your order on GSA Form 300, DD Form 1155, or other appropriate purchase order form to:

Professional Project Services, Inc.
Attention: Janet George
545 Oak Ridge Turnpike
Oak Ridge, Tennessee 37830

Telephone: (865) 220-4410
Fax: (865) 220-4441
e-mail: georgej@p2s.com

- b. Place orders under the \$2,500 micro-purchase threshold directly with Pro2Serve, Contract No. GS-10F-0198K.





- c. Orders over the \$2,500 micro-purchase threshold.

Orders should be placed with the schedule contractor that can provide the service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service offered under multiple award schedule contracts by using the GSA Advantage! on-line shopping service, or by reviewing the catalogs/price lists of at least three schedule contractors and select the delivery and other options available under the schedule that meet the agency's needs. If the agency selects Pro2Serve, the ordering official issues to Pro2Serve a delivery order, purchase order, or task order referencing Pro2Serve's ES Schedule Contract No. GS-10F-0198K.

- d. Orders exceeding the \$1,000,000 maximum order threshold.

In addition to following the procedures for orders exceeding \$2,500, and before placing an order that exceeds the maximum order threshold, ordering offices shall:

- (1) Review additional schedule contractors' catalogs/price lists or use the GSA Advantage! on-line shopping service;
- (2) Based upon the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors); and
- (3) After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

3. Types of Orders

Ordering agencies may issue Firm Fixed-Price (FFP) task orders that provide for payments based on a milestone or delivery schedule or on a percentage of completion; or agencies may issue Labor Hour (LH) task orders that provide for payment based on the effort delivered at the fixed rates contained in the Schedule.

4. Blanket Purchase Orders

The establishment of Federal Supply Schedule BPAs is permitted (see FAR 13.303-2(c)(3)) when following the ordering procedures in FAR Subpart 8.404. Schedule Contract No. GS-23F-0132K contains BPA provisions. Ordering offices may use BPAs to establish accounts with contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

5. Prices

- a. Location: The rates for ES services are based on the understanding that Pro2Serve will provide services in a Pro2Serve facility.





Pro2Serve will provide necessary office space, normal office supplies and standard office equipment, including computers, computer software (including computer-aided design workstations and Microstation software). If an agency requires equipment or software that is not standard, or an application that is specific to the work being ordered, Pro2Serve, after receiving agency authorization, will purchase the equipment or software, and the agency will pay Pro2Serve for the items based on an agreed price and terms.

b. Other Direct Costs (ODCs)

ODCs will be listed a separate line items and identified as “open market charges.” These ODCs will be negotiated by the task ordering official when the task order is issued. When ODCs are valued over \$2,500.00, all pertinent acquisition regulations must be followed.

6. Performance and Delivery

Orders issued under this Schedule will specify the performance and delivery schedules, including the standards of successful performance and the descriptions of deliverables. Upon acceptance of such orders, Pro2Serve will be bound by those requirements.

7. Work Hours

The labor rates published in this Schedule are based on an 8-hour work day, Monday through Friday, holidays as described in Pro2Serve’s Corporate Policy Manual, and a 40-hour work week. Work performed at Pro2Serve facilities will be during the work hours and holiday schedule stated in the Pro2Serve Administrative Manual.

8. Warranty and Standard of Care

Pro2Serve will correct any error or omission in services at no additional expense to the client to the extent that such error or omission is caused by Pro2Serve’s negligent performance of the Work. Pro2Serve represents that the Services provided under this contract will be performed to the level of care ordinarily used by other competent engineers and service providers performing similar services in the same geographical area and that any items delivered will be merchantable and fit for the particular purpose described in the order. No other representation, guarantee, or expressed or implied warranty is intended in or by this contract. Pro2Serve will not be liable to the Government for indirect or consequential damages resulting from any defects or deficiencies in accepted items.

9. Invoices and Payment

a. FFP Orders: Pro2Serve will invoice FFP orders with a term exceeding thirty (30) calendar days on the basis of percentage of completion unless the order contains a milestone payment schedule or a delivery payment schedule. Pro2Serve invoices FFP orders on a monthly basis.





- b. LH Orders: Pro2Serve will invoice LH orders on the basis of effort expended and reimbursement of authorized material costs. Pro2Serve will invoice LH orders every two weeks.
- c. Payment terms: Net 10.

10. Security Requirements

If an ordering agency requires the services of Pro2Serve personnel with security clearances, the security requirements must be specified when the agency issues the order. Pro2Serve will use its best efforts to furnish personnel with the required clearances. If cleared personnel are not available, Pro2Serve will notify the agency, and, if acceptable to the agency, Pro2Serve will furnish the agency a list of proposed qualified personnel with attendant security clearance applications.





III. PROFESSIONAL PROJECT SERVICES OVERVIEW

Founded in 1996, Professional Project Services (Pro2Serve) is a premier provider of critical technical and engineering services supporting the infrastructures of government and private industry to help ensure our Nation's security. Pro2Serve enjoys the reputation as a high-tech, multidiscipline, technical and engineering services firm with expertise in environmental services, program planning and development, strategic planning and scheduling, concept and feasibility studies, engineering design and integration, and consulting services.

The mission statement for Pro2Serve declares that it is in business to solve its customers' problems, help them to meet their schedules, reduce their cost, and fulfill their missions. Pro2Serve is committed to applying its collective knowledge and experience to support governmental clients in meeting their goals. Pro2Serve's core team of Government-focused managers and environmental professionals and engineers serves as the delivery vehicle to bring the entire corporate resources to bear in serving our government customers.

Pro2Serve is organized to address clients' specific situations. The Environmental Division handles such areas as remediation, compliance, decontamination, and decommissioning. The Technical Solutions Division addresses clients' diverse technical needs that might range from nuclear proliferation, technical linguists, and nuclear specialists to project and program management specialists. The Technologies Division focuses on buildings, processes, infrastructure systems and engineering services. In each of these areas, Pro2Serve offers professional expertise for asset documentation, comprehensive planning, program management, health and safety, and quality assurance/validation.

Pro2Serve's offices are strategically located throughout the United States to render responsive client support and build close client-contractor relationships. These offices are fully integrated and able to share expertise over an encrypted intranet system. The objective is to focus the assets that are necessary to serve Pro2Serve clients in a seamless and responsive manner. Pro2Serve's quality system provides in-process and post-completion feedback loops to promote continuous improvement in the ways that Pro2Serve services its clients. Pro2Serve's Oak Ridge and Augusta offices are certified under the standards of ISO 9001.

Pro2Serve brings to all projects a history of service, a hallmark of excellence, and a zeal for improvement with a commitment to provide clients with the most effective, efficient, and timely functional solutions at a reasonable cost.



IV. SUMMARY OF ENVIRONMENTAL SERVICES

Pro2Serve provides a variety of consulting services to address client's needs for Environmental Services. Pro2Serve's background in providing environmental services and sciences, and its strength as a full-service engineering company expands Pro2Serve's vision beyond the vision of a single market or mission. Pro2Serve's corporate resources and broad teaming relationships enable innovative examination of a variety of issues, balancing many competing variables, in an innovative, flexible and responsive manner. Here are some examples of the services available:

SIN 899-1 Environmental Planning Services & Documentation

In 1993, Pro2Serve received won a competitive contract award from the U.S. Army Corps of Engineers Nashville District (Nashville Corps) for support to their Environmental Planning Group. Pro2Serve successfully completed the three-year contract and won the "follow-on" contract. Pro2Serve, under subcontract to Severson Environmental Services, provided design services, program planning and support and technical support to a major Solid Waste Storage Area (SWASA) project for mixed waste disposal for the U.S. Department of Energy's Oak Ridge Operations.

The following list presents some of the capabilities of Pro2Serve to fulfill your environmental planning and documentation needs.

- **Program Management Services.** Cost engineering, third party engineering studies, scheduling, project administration, database management, specialized software application, geographical information system (GIS) support.
- **Technical Support Services.** Data identification, data collection including site visits and interviews, data development, data interpretation, and sampling and analysis. Regulatory and economic analyses, feasibility analyses, hazard assessments, exposure assessments, and risk analyses. Also included are preparation of human health risk and environmental impact evaluations and reports, and preparation of material for and attendance at public meetings and public hearings.
- **Environmental Impact Statements & Assessments (CERCLA, NEPA).** Phase I and II assessments, multisite integrated Environmental Assessment database programs, site investigations, corrective action plans, remediation monitoring, National Environmental Policy Act (NEPA) documentation, environmental baselines, environmental impact statements, training seminars, HTRW assessments, regulatory compliance, human health radiological and risk assessments, chemical risk assessments, remedial investigations.
- **Environmental and Engineering Geophysics.** Seismic refraction and reflection, cross-borehole seismic, gravity, high-resolution resistivity, GRR, VLF and magnetic surveys.

- **Hydrogeologic Studies.** Groundwater monitoring system requirements determination and implementation, DRASTI studies, wellhead protection, aquifer characteristic tests, data gap and sis, tracer and dye trace studies, fracture table studies, basin analysis, conceptual numerical flow and transport modeling, remedial system requirements determination and implementation.
- **Archeological Studies.** Phase I and II prehistoric and historic archaeological surveys and delineations, Phase III archaeological study monitoring.
- **Ecological Services.** Natural resource surveys, habitat evaluation procedures, threatened and endangered species surveys, ecosystem modeling, habitat management, resource planning, and GIS database.
- **Risk Assessments.** Health risk assessments, remediation alternative evaluations, decision tree analysis, criticality analysis, radiological shielding requirements, safety analysis reports, land use survey, demographic survey.
- **Toxicological Studies.** Pathway analysis, compliance assessments, biomonitoring.

SIN 899-2 Environmental Compliance Services

Pro2Serve provided environmental compliance services for over two decades, exemplified by the recent completion of compliance services for North Star Steel, various compliance tasks for the U.S. Army Corps of Engineers Nashville District since 1993, and various compliance tasks for the U.S. Department of Energy since 1982. These clients have required determination of all applicable public laws and statutes, agency and command regulations/directive, and other federal, state, and local regulations and their application.

A partial summary of Pro2Serve's compliance services follows:

- **CERCLA Compliance and Decision Documentation.** Identification and evaluation of alternatives, identification and evaluation of RA and D&D technologies, proposed plans, risk assessments, engineering evaluations/cost analyses (EE/CA), action memorandums, feasibility studies, records of decision.
- **Wetlands (Clean Water Act).** Identification, delineation, mitigation planning and monitoring, training and regulatory agency liaison.
- **Aboveground Storage Tanks.** Oil discharge contingency plans, SPCC plans, SPCC certifications/recertifications, monitoring well installation, vapor and groundwater sampling/analysis, administration, site characterization, corrective action plans, remediation, post-closure monitoring.

- **Air Quality.** Source emissions testing, ambient air monitoring, continuous emissions monitoring, dispersion modeling, air permitting, indoor air evaluation, state and federal advocacy, emission inventories, prevention of significant deterioration, permitting, new source review, nonattainment areas, air toxics, accidental release models, control system requirements determination, pollution prevention/waste minimization, data management software programs, land use surveys for EPA risk assessment.
- **Asbestos.** Inspections, surveys, abatement (removal/encapsulation/ enclosures) plans, abatement administration, asbestos management plans, and specifications.
- **Facility Audits.** Existing condition surveys, cost estimates, asbestos and lead-based paint surveys, environmental compliance assessments and audits, OSHA audits, permitting (CWA, NESHAPS, RCRA-TSD, CAA, TSCA, etc.), process safety management (OSHA 1910.119), emergency management plans, accidental release modeling, risk communications, risk management plans, hazards analysis, emergency drill coordination, Oil Pollution Prevention Act, SARA Title III, and pollution prevention plans.
- **Federal Insecticide, Fungicide, and Rodenticide Act.** Nonpoint source evaluations, site characterization, groundwater monitoring, mitigation plans, corrective action plans, remediation monitoring, post-closure monitoring.
- **Lead-Based Paint.** Testing, surveys, specifications, abatement plans, abatement administration.
- **Mines/Quarries.** Reserve studies, drilling programs, environmental assessments, environmental impact studies, environmental monitoring, permitting.
- **Program Management Services.** Cost engineering, third-party engineering, scheduling, site surveillance and management, database management, specialized software application, geographical information system (GIS) support.
- **Resource Conservation and Recovery Act (RCRA) Compliance.** Spill control, closure plans, sampling programs, waste minimization, recycling, beneficial reuse programs, waste treatment, permit assistance, compliance assessments, regulatory agency liaison, preliminary assessments, O&M manuals, annual reporting, and inventories.
- **Safe Drinking Water Act (SDWA).** Source lab analysis, compliance analysis, contaminant reduction, process studies, treatment strategies, regulatory agency liaison.
- **Toxic Substance Control Act (TSCA).** PCB assessments, site characterization, remediation planning, sampling and analysis plans, recycle and reuse plans, hazard ranking inventory database system, closure plans.

- **Underground Storage Tanks (USTs).** Compliance and management programs, UST removal/replacement compliance strategy, initial abatement report, site characterization reports, corrective action plans, remediation cost estimates, remediation monitoring, post-closure monitoring, training seminars, groundwater investigations and monitoring, regulatory agency liaison.
- **Water Treatment Facilities.** Planning and conceptual guidance, treatability studies, jar testing and bench scale studies, distribution and storage systems, and instrumentation and control systems.
- **Management Plans.** Developing management plans that cover policy, planning, implementation and operation, checking and corrective action, and management review.
- **Pollution Prevention Surveys.** Conduct pollution prevention surveys, develop pollution prevention plans, establish inventories for hazardous materials, evaluate the economics and technical feasibility of process changes and recycling alternatives, and create databases to track progress in achieving pollution prevention goals.

SIN 899-4 Waste Management Services

Pro2Serve has developed significant capabilities and experience in providing waste management services through years of service to both commercial and governmental clients. Innovative teaming and subcontracting expands the scope and breadth of these services and provides the capability for Pro2Serve to tailor its capabilities to fit your needs.

Pro2Serve's waste management service capabilities include:

- **Hazardous Materials and Waste Investigation/Cleanup.** Hazardous materials and waste characterization, hazardous materials and waste management planning and permitting, statistical demonstrations, sampling and analysis programs, site characterization plans, remedial investigation/feasibility studies (RI/FS), CERCLA/RCRA investigations, waste minimization, and pollution prevention cost estimations.
- **Waste Minimization.** Waste characterization, process evaluations, recycling and reuse plans, identification of end users, pollution prevention and waste minimization plans.
- **Wastewater Treatment.** Treatability and pilot studies, preliminary feasibility studies, systems analysis, waste characterization and minimization, pollution prevention, treatment system concepts, NPDES monitoring, toxic reduction evaluations, biological monitoring studies, secondary and tertiary facilities.
- **Landfills.** Landfill site selection, review of drawings and specifications, review of landfill geohydrology studies, environmental advisory support to construction and operation applications, closure plans, post-closure monitoring, groundwater monitoring, leachate collection and treatment, methane gas management, and statistical demonstrations.

- **Municipal Wastewater Treatment.** Process treatment analysis, "201" facility plan revisions, treatability studies, toxic reduction evaluations, preliminary feasibility studies, secondary and tertiary treatment facilities, lines, pump stations, NPDES permits, waste management planning.
- **Solid Waste.** Recycling plans, waste minimization, solid waste management plans, compliance assessment, and regulatory agency liaison.
- **Spill Prevention, Countermeasure, and Control (SPCC).** Annual certifications, guidance and advisory support for SPCC structures/systems, spill response plans, compliance assessments, and regulatory agency liaison.
- **Toxic Reduction Evaluations (TRE).** Process and wastewater flow stream analysis, wastewater characterization, toxicity monitoring, toxicity reduction evaluation, compliance reporting.

The introduction of new technology is a capability of Pro2Serve under SIN 899-4. Pro2Serve can perform reviews and assessments of emerging technologies, research available technologies for addressing current and future environmental problems, provide technological trend analyses, and perform applicability studies. Pro2Serve can also assist you in planning and implementing your technological upgrades and can provide specialized oversight of your contracted environmental technology efforts. Recent experience in this area includes:

- **Poultry Waste Integrated Technology Treatment Solution.** Pro2Serve assisted the developer of a new licensed technology that addresses all of the problems associated the high BOD loading from the disposal of commercial poultry farming wastes in the practical application of the technology, resulting in extensive waste minimization and by-product recovery.
- **Microwave Technology.** Pro2Serve assisted the development of a new technology for the disposal of solid waste based on an application of microwave technology. The technology features reduced energy consumption and by-product recovery.

SIN 899-8 Remediation Services

Pro2Serve has an impressive range of scientific, engineering, and technical expertise to support remedial project design and execution to the full extent permitted in GSA multiple award schedules. This capability includes extensive remedial design services, site assessments, remediation program management, decontamination and decommissioning planning and oversight capabilities, specific remediation consulting services, site monitoring, and tailored services to meet clients' specific site statutory, regulatory, and operational needs.



The point of contact for the information regarding detail capabilities and how they will fit your needs is:

Janet George
Telephone: (865) 220-4410
Fax: (865) 220-4441
e-mail: georgej@p2s.com





V. PRICE LIST

SIN 899-1 Environmental Planning Services & Documentation
SIN 899-2 Environmental Compliance Services
SIN 899-4 Waste Management Services
SIN 899-8 Remediation Services

	20 April 2005	20 April 2006	20 April 2007	20 April 2008	20 April 2009
	thru	thru	thru	thru	thru
Labor Category	19 April 2006	19 April 2007	19 April 2008	19 April 2009	19 April 2010
	Year 1	Year 2	Year 3	Year 4	Year 5
	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
Environmental					
Environmental Consultant III	\$130.91	\$134.84	\$138.89	\$143.06	\$147.35
Environmental Consultant II	\$97.30	\$100.23	\$103.23	\$106.32	\$109.51
Regulatory Compliance Engineer V	\$108.54	\$111.79	\$115.14	\$118.59	\$122.15
Environmental Protection Engineer V	\$117.76	\$121.29	\$124.93	\$128.69	\$132.55
Risk Analyst V	\$123.77	\$127.48	\$131.30	\$135.24	\$139.30
Air Quality Engineer V	\$104.73	\$107.87	\$111.10	\$114.43	\$117.86
Hydrogeologist V	\$110.48	\$113.79	\$117.20	\$120.73	\$124.35
Industrial Hygienist V	\$103.75	\$106.86	\$110.06	\$113.36	\$116.77
Geologist V	\$115.34	\$118.80	\$122.36	\$126.03	\$129.81
Environmental Scientist IV	\$86.32	\$88.92	\$91.58	\$94.32	\$97.15
Environmental Consultant I	\$109.05	\$112.33	\$115.70	\$119.17	\$122.74
Regulatory Compliance Engineer IV	\$91.93	\$94.68	\$97.52	\$100.45	\$103.46
Environmental Protection Engineer IV	\$95.49	\$98.35	\$101.30	\$104.35	\$107.48
Risk Analyst IV	\$96.79	\$99.69	\$102.68	\$105.76	\$108.93
Air Quality Engineer IV	\$94.49	\$97.32	\$100.25	\$103.26	\$106.36
Hydrogeologist IV	\$94.79	\$97.63	\$100.57	\$103.58	\$106.69
Industrial Hygienist IV	\$89.82	\$92.52	\$95.29	\$98.15	\$101.09
Geologist IV	\$91.78	\$94.53	\$97.36	\$100.29	\$103.30
Environmental Scientist IV	\$85.24	\$87.80	\$90.43	\$93.14	\$95.94
Regulatory Compliance Engineer III	\$81.22	\$83.66	\$86.17	\$88.76	\$91.42
Environmental Protection Engineer III	\$72.58	\$74.75	\$77.00	\$79.31	\$81.69
Risk Analyst III	\$77.41	\$79.74	\$82.13	\$84.60	\$87.13
Air Quality Engineer III	\$84.36	\$86.89	\$89.49	\$92.18	\$94.94
Hydrogeologist III	\$78.64	\$81.01	\$83.44	\$85.94	\$88.52





	20 April 2005	20 April 2006	20 April 2007	20 April 2008	20 April 2009
	thru	thru	thru	thru	thru
Labor Category	19 April 2006	19 April 2007	19 April 2008	19 April 2009	19 April 2010
	Year 1	Year 2	Year 3	Year 4	Year 5
	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
Industrial Hygienist III	\$78.28	\$80.63	\$83.04	\$85.53	\$88.10
Geologist III	\$81.72	\$84.18	\$86.70	\$89.30	\$91.99
Environmental Scientist III	\$62.95	\$64.84	\$66.78	\$68.79	\$70.85
Regulatory Compliance Engineer II	\$67.97	\$70.00	\$72.11	\$74.27	\$76.50
Environmental Protection Engineer II	\$67.73	\$69.76	\$71.86	\$74.01	\$76.24
Risk Analyst II	\$68.24	\$70.28	\$72.39	\$74.56	\$76.80
Air Quality Engineer II	\$64.59	\$66.52	\$68.52	\$70.57	\$72.69
Hydrogeologist II	\$65.93	\$67.91	\$69.94	\$72.04	\$74.20
Industrial Hygienist II	\$66.35	\$68.35	\$70.40	\$72.52	\$74.69
Geologist II	\$65.55	\$67.52	\$69.54	\$71.63	\$73.77
Environmental Scientist II	\$64.71	\$66.65	\$68.65	\$70.70	\$72.83
Regulatory Compliance Engineer I	\$61.64	\$63.49	\$65.39	\$67.36	\$69.38
Environmental Protection Engineer I	\$53.98	\$55.60	\$57.27	\$58.98	\$60.75
Risk Analyst I	\$57.73	\$59.47	\$61.26	\$63.09	\$64.99
Air Quality Engineer I	\$64.10	\$66.02	\$68.01	\$70.05	\$72.16
Hydrogeologist I	\$59.99	\$61.78	\$63.64	\$65.54	\$67.51
Industrial Hygienist I	\$53.24	\$54.83	\$56.48	\$58.17	\$59.92
Geologist I	\$58.77	\$60.54	\$62.35	\$64.23	\$66.15
Environmental Scientist I	\$52.82	\$54.40	\$56.04	\$57.72	\$59.46
Engineering					
Senior Department Manager	\$139.24	\$143.42	\$147.72	\$152.15	\$156.71
Department Manager	\$117.66	\$121.19	\$124.83	\$128.58	\$132.44
Design Consultant	\$88.94	\$91.60	\$94.34	\$97.17	\$100.09
Senior Group Leader	\$102.28	\$105.35	\$108.52	\$111.77	\$115.12
Project Engineer	\$109.31	\$112.60	\$115.98	\$119.46	\$123.04
Senior Engineer	\$92.40	\$95.17	\$98.02	\$100.97	\$104.00
Design Specialist	\$93.06	\$95.86	\$98.73	\$101.69	\$104.75
Group Leader	\$93.14	\$95.94	\$98.82	\$101.78	\$104.84
Lead Designer	\$80.03	\$82.43	\$84.91	\$87.45	\$90.07
Engineer	\$70.84	\$72.97	\$75.15	\$77.40	\$79.73
Associate Engineer	\$49.51	\$51.00	\$52.53	\$54.10	\$55.73
Senior Designer	\$67.10	\$69.12	\$71.19	\$73.32	\$75.53
Designer	\$48.79	\$50.25	\$51.76	\$53.32	\$54.91





	20 April 2005	20 April 2006	20 April 2007	20 April 2008	20 April 2009
	thru	thru	thru	thru	thru
Labor Category	19 April 2006	19 April 2007	19 April 2008	19 April 2009	19 April 2010
	Year 1	Year 2	Year 3	Year 4	Year 5
	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
Project Support					
Senior Project Manager	\$138.70	\$142.86	\$147.15	\$151.57	\$156.12
Project Manager, Environmental Protection	\$156.43	\$161.12	\$165.96	\$170.94	\$176.07
Project Manager, Regulatory Compliance	\$120.78	\$124.41	\$128.14	\$131.98	\$135.94
Project Manager	\$122.50	\$126.17	\$129.95	\$133.85	\$137.87
Lead Project Controller	\$115.82	\$119.29	\$122.87	\$126.56	\$130.36
Senior Project Controller	\$83.76	\$86.27	\$88.86	\$91.52	\$94.26
Project Administrator	\$74.27	\$76.50	\$78.79	\$81.16	\$83.59
Document Control Clerk	\$39.83	\$41.03	\$42.25	\$43.52	\$44.83
Technical Support					
Group Leader (Estimating)	\$93.14	\$95.94	\$98.82	\$101.78	\$104.84
Senior Estimator	\$78.04	\$80.39	\$82.80	\$85.28	\$87.85
Estimator	\$57.58	\$59.31	\$61.09	\$62.92	\$64.81
Senior Drafter/CAD Operator	\$63.68	\$65.59	\$67.56	\$69.58	\$71.67
Junior Drafter	\$22.76	\$23.44	\$24.15	\$24.88	\$25.63
Lead Technical Writer/Editor	\$84.83	\$87.37	\$89.99	\$92.70	\$95.48
Senior Technical Editor/Writer ¹²	\$59.06	\$60.84	\$62.66	\$64.54	\$66.47
Technical Writer/Editor	\$46.09	\$47.48	\$48.91	\$50.37	\$51.89
Technical Clerical (Admin Assistant II)	\$46.17	\$47.56	\$48.99	\$50.45	\$51.97
Technical Clerical (Admin Assistant III)	\$40.90	\$42.12	\$43.39	\$44.70	\$46.03
Administrative Support					
Contracts Manager	\$88.10	\$90.74	\$93.46	\$96.27	\$99.16
Graphic Designer	\$49.72	\$51.22	\$52.76	\$54.34	\$55.97





VI. LABOR CATEGORIES AND POSITION DESCRIPTIONS

Pro2Serve has an experienced professional staff available to perform Environmental Services under SIN 899-1, Environmental Planning Services and Documentation, SIN 899-2, Environmental Compliance Services, SIN 899-4, Waste Management Services, and SIN 899-8, Remediation Services. These seasoned professionals have consistently earned Pro2Serve exemplary ratings in clients' performance survey feedback. As gleaned from the surveys, Pro2Serve's major strengths include conformance with budgets, compliance with project schedules and technical requirements, and consistent quality.

The labor categories and position descriptions in this section provide some additional detail to the position titles in the price schedule. Pro2Serve offers the full spectrum of engineering, technical, and scientific disciplines, and Pro2Serve has the capability to tailor these skills to meet the specific needs of its clients. Pro2Serve's team of experienced environmental and engineering professionals will provide flexible, innovative, and responsive solutions to technical and management environmental challenges.

(Pro2Serve also provides services, SIN 874-1, for Management, Organizational, and Business Improvement Services (MOBIS) under General Services Administration (GSA) Contract No. GS-10F-0151J, and Professional Engineering Services (PES) under GSA Contract No. GS-23F-0244K. For more details visit our web site at: <http://www.p2s.com>.)





POSITION TITLES AND GRADES:

ENVIRONMENTAL

Environmental Consultant III, 17

ENGINEERING

Senior Department Manager, 19

Department Manager, 17

PROJECT SUPPORT

Senior Project Manager, 19

Project Manager, Environmental Protection, 17

Project Manager, Regulatory Compliance, 17

Project Manager, 17

EXPERIENCE AND EDUCATION REQUIREMENTS:

Experience: Minimum of 15 years experience in the engineering or scientific discipline applicable to the position.

Education: Engineering Disciplines: Bachelor Degree and professional registration required.

Scientific Disciplines: Bachelor Degree and more than 20 years experience; Masters Degree and 15 years experience or Ph.D. and 10 years experience.

Employees in Grades 17 and above are managers, supervising departments and divisions or one or more projects. Nonsupervisory employees at these levels provide senior-level technical oversight, assistance, and guidance regarding broad ranges of complex technical issues.

As a minimum, Pro2Serve generally assigns a Project Manager, Grade 17, to each project. This individual is the senior technical representative to the client and represents Pro2Serve to the client in the performance of the work.





POSITION TITLES AND GRADES:

ENVIRONMENTAL

Environmental Consultant II, 16
Regulatory Compliance Engineer V, 16
Environmental Protection Engineer V, 16
Risk Analyst V, 16
Air Quality Engineer V, 16
Hydrogeologist V, 16
Industrial Hygienist V, 16
Geologist V, 16
Environmental Scientist V, 16

ENGINEERING

Design Consultant, 16
Senior Group Leader, 16
Project Engineer, 16

PROJECT SUPPORT

Lead Project Controller, 16

EXPERIENCE AND EDUCATION REQUIREMENTS:

Experience: 10 – 17 years experience in the related engineering or scientific field. (Minimum experience may vary depending on the position.)

Education: Engineering Disciplines: Bachelor Degree and professional registration required.
Scientific Disciplines: Bachelor Degree and 10 years experience; Masters Degree and 7 years experience; and Ph.D. and 5 years experience. (Minimum experience may vary depending on the position.)
Other Disciplines: Bachelor Degree and 10 years experience. (Experience may count toward education requirements.)

Scientists and engineers in this grade provide senior-level expertise to complex problems and projects and, as necessary, provide direct support and assistance to project managers regarding the technical aspects of projects. Employees at Grade 16 work with a minimum of guidance and supervision, may provide direct assistance to clients, and may oversee and/or check the technical performance of employees at lower grades.





POSITION TITLES AND GRADES:

ENVIRONMENTAL

Environmental Consultant I, 15
Regulatory Compliance Engineer IV, 15
Environmental Protection Engineer IV, 15
Risk Analyst IV, 15
Air Quality Engineer IV, 15
Hydrogeologist IV, 15
Industrial Hygienist IV, 15
Geologist IV, 15
Environmental Scientist IV, 15

ENGINEERING

Senior Engineer, 15
Design Specialist, 15
Group Leader, 15

PROJECT SUPPORT

Senior Project Controller, 15

TECHNICAL SUPPORT

Group Leader (Estimating), 15
Lead Technical Writer/Editor, 15

ADMINISTRATIVE SUPPORT

Contracts Manager, 15

EXPERIENCE AND EDUCATION REQUIREMENTS:

Experience: 7 – 15 years experience in related engineering or scientific discipline.

Education: Engineering Disciplines: Bachelor Degree and professional registration required. (Experience may substitute for education for the position of Senior Designer.)

Scientific Disciplines: Bachelor Degree and 7 years experience; Masters Degree and 5 years experience; and Ph.D. and 3 years experience.

Other Disciplines: Bachelor Degree and 10 years experience. (Education may count toward experience.)

Group leaders provide technical supervision within departments, assigning and supervising work within the technical group. Senior scientific and engineering employees provide high-level expertise to complex engineering, technical and scientific issues with a minimum of supervision. These employees may mentor junior employees and may review the work of junior employees. Employees at Grade 15 provide direct assistance to clients within the context of project assignments.





POSITION TITLES AND GRADES:

ENVIRONMENTAL

Regulatory Compliance Engineer III, 14
Environmental Protection Engineer III, 14
Risk Analyst III, 14
Air Quality Engineer III, 14
Hydrogeologist III, 14
Industrial Hygienist III, 14
Geologist III, 14
Environmental Scientist III, 14

ENGINEERING

Lead Designer, 14
Engineer, 14

PROJECT SUPPORT

Project Administrator, 14

TECHNICAL SUPPORT

Senior Estimator, 14

EXPERIENCE AND EDUCATION REQUIREMENTS:

Experience: 5 - 10 years experience in related engineering or scientific discipline.

Education: Engineering Disciplines: Bachelor Degree and professional registration required. (Experience may substitute for education for the position of Lead Designer.)
Scientific Disciplines: Bachelor Degree and 5 years experience; Masters Degree and 3 years experience; and Ph.D. and 1 years experience.
Other Disciplines: Bachelor Degree and 7 years experience. (Education may count toward experience.)

Employees in Grade 14 are competent mid-level professionals, addressing technical problems under supervision or oversight of more senior employees. These employees may provide direct assistance to clients as members of a team.





POSITION TITLES AND GRADES:

ENVIRONMENTAL

Regulatory Compliance Engineer II, 13
Environmental Protection Engineer II, 13
Risk Analyst II, 13
Air Quality Engineer II, 13
Hydrogeologist II, 13
Industrial Hygienist II, 13
Geologist II, 13
Environmental Scientist II, 13

ENGINEERING

Associate Engineer, 13
Senior Designer, 13

TECHNICAL SUPPORT

Estimator, 13
Senior Drafter/CAD Operator, 13
Senior Technical Editor/Writer, 13

ADMINISTRATIVE SUPPORT

Graphic Designer, 13

EXPERIENCE AND EDUCATION REQUIREMENTS:

Experience: 3 - 8 years experience in related engineering or scientific discipline, or 5 – 10 years technical experience.

Education: Engineering Disciplines: Bachelor Degree and qualification as an Engineer in Training (EIT) or an EIT candidate (3 – 5 years experience). (Experience may substitute for education for the position of Senior Designer.)
Scientific Disciplines: Bachelor Degree and 5 years experience; Masters Degree and 3 years experience; and Ph.D. and 1 years experience.
Technical Disciplines: Bachelor Degree preferred but not required (High School Graduate required.) and 8 – 10 years minimum experience. (Education may count toward experience.)

Grade 13 is junior level for the engineering and scientific disciplines and the mid-level for technical skills. Associate engineers and junior scientists perform routine computations, analyses, and tasks under supervision and review of more experienced employees. Mid-Level technical employees generally support projects within their expertise and prepare work products for review by the Project Manager or more senior employees.





POSITION TITLES AND GRADES:

ENVIRONMENTAL

Regulatory Compliance Engineer I, 11
Environmental Protection Engineer I, 11
Risk Analyst I, 11
Air Quality Engineer I, 11
Hydrogeologist I, 11
Industrial Hygienist I, 11
Geologist I, 11
Environmental Scientist I, 11

ENGINEERING

Designer, 11

TECHNICAL SUPPORT

Technical Writer/Editor, 11
Technical Clerical (Admin Assistant II), 11

EXPERIENCE AND EDUCATION REQUIREMENTS:

Experience: 0 - 7 years experience in related engineering, scientific or technical discipline.

Education: Engineering Disciplines: Bachelor Degree and qualification as an Engineer in Training (EIT) or an EIT candidate (0 - 3 years experience). (Experience may substitute for education for the position of Designer.)
Scientific Disciplines: Bachelor Degree and 3 years experience; Masters Degree and 1 years experience.
Technical Disciplines: High School Graduate and 5 - 8 years minimum experience. (Education may count toward experience.)

Grade 11 is the entry level for the professional engineering and scientific disciplines. Entry level employees perform routine computations, analyses, and other tasks under the close supervision and review of more senior employees. Grade 11 is the junior level for technical employees, who perform routine tasks as members of a technical team supporting a project. More senior technical personnel review the work of Grade 11 employees before presentation to a Project Manager or similar position.





POSITION TITLES AND GRADES:

PROJECT SUPPORT

Document Control Clerk, 09

TECHNICAL SUPPORT

Technical Clerical (Admin Assistant III), 09

Junior Drafter, 07

EXPERIENCE AND EDUCATION REQUIREMENTS:

Experience: Technical Disciplines: 3 - 5 years technical or design experience.
Administrative Disciplines: 3 – 8 years related experience.

Education: High School Graduate. (Additional education and/or technical training may count toward experience.)

