

GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

Authorized Federal Supply Schedule FSS 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 are available through GSA *Advantage!*®, a menu-driven database system. The INTERNET address GSA *Advantage!*® is: GSAAdvantage.gov.

Multiple Award Schedule Professional Services

FSC Group: Federal Supply Group: Professional Services

GSA Contract Number: 47QRAA24D004A

Contract period: February 28, 2024 - February 27, 2029

RPI-CSS, LLC
1121 Park Street
Columbia, SC 29201



RPI-CSS, LLC is a joint venture between the following joint venture partners: Research Planning, Inc. (RPI, Protégé), and Consolidated Safety Services, Inc. (CSS, Mentor).

Business Size: Small, Woman-Owned Small Business (WOSB)

Telephone: 803-256-7322

FAX Number: 803-254-6445

Web Site: www.researchplanning.com

E-mail: ttedder@researchplanning.com

Contract Administration: Tracy Tedder

For more information on ordering, go to the following website: <https://www.gsa.gov/schedules>

Prices Shown Herein are Net (discount deducted)



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CUSTOMER INFORMATION

1a. Table of Awarded Special Item Numbers (SINs)

SIN	SB Size Standard	SIN Description
541620	Small	Environmental Consulting Services
541715	Small	Engineering Research and Development and Strategic Planning
OLM	N/A	Order-Level Materials

- ◆ Please refer to Appendix A for SIN labor category descriptions.
- ◆ Please refer to Appendix B for SIN awarded labor rates.

1b. Lowest Price Model Number: Not applicable.

1c. Lowest Unit Prices

Please refer to Appendix A for awarded Special Item Number (SIN) labor category descriptions to include a description of all corresponding commercial job titles, experience, functional responsibility and education for employees and subcontractors who may perform services.

- 2. Maximum Order:** \$1,000,000.00
- 3. Minimum Order:** \$25,000.00
- 4. Geographic Coverage (delivery Area):** Domestic
- 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
- 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:** To Be Determined at the Task Order level
- 10b. Expedited Delivery:** To Be Determined at the Task Order level

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- 10c. Overnight and 2-day Delivery:** Items are available for overnight and 2-day delivery. Contact RPI-CSS for rates for overnight and 2-day delivery.
- 10d. Urgent Requirements:** To Be Determined at the Task Order level
- 11. F.O.B Points(s):** Destination
- 12a. Ordering Address(es):** Same as Contractor
- 12b. Ordering Procedures:** See Federal Acquisition Regulation (FAR) 8.405-3
- 13. Payment Address(es):** Same as company address
- 14. Warranty Provision:** Standard commercial warranty terms & conditions
- 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
- 18.a Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 18.b 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. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).** N/A
- 22b. Section 508 Compliance Information:** If applicable, indicate that Section 508 compliance information is available for the information and communications technology (ICT) products and services and show where full details can be found (e.g. contractor's website or other location.) ICT accessibility standards can be found at: <https://www.Section508.gov/>. N/A
- 23. Unique Entity Identifier (UEI):** CV7ENBKG4VL3
- 24. Notification regarding registration in System for Award Management (SAM) database:** Contractor registered and active in SAM



JOINT VENTURE INFORMATION

RPI-CSS, LLC is a joint venture between the following joint venture partners: Research Planning, Inc. (RPI, Protégé), and Consolidated Safety Services, Inc. (CSS, Mentor).**

- Research Planning, Inc. (RPI, Protégé) holds an individual Multiple Award Schedule (MAS); Federal Supply Group: Professional Services. The contract number is: 47QRAA19D003K. Details are provided below:

RPI MAS for Professional Services		
Contract Number	SINs awarded	SIN Description
47QRAA19D003K.	541620	Environmental Consulting Services
	611430	Environmental Training Services
	541370GIS	Geographic Information Systems (GIS) Services
	OLM	Order-Level Materials (OLMs)

- Consolidated Safety Services, Inc. (CSS, Mentor) holds an individual Multiple Award Schedule (MAS); Federal Supply Group: Professional Services. The contract number is: GS00F217CA. Details are provided below:

CSS MAS for Professional Services		
Contract Number	SINs awarded	SIN Description
GS00F217CA	541611	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
	541620	Environmental Consulting Services
	541370 GIS	Geographic Information Systems (GIS) Services
	562910 REM	Environmental Remediation Services*
	541715	Engineering Research and Development and Strategic Planning
	611430	Professional and Management Development Training
	561210FAC	Facilities Maintenance and Management
	561210FS	Facilities Support Services
	OLM	Order-Level Materials (OLMs)

** The joint venture partner(s) are prohibited from submitting competing quotations for FSS program orders and BPAs using either their own FSS program contract(s) or any joint venture FSS program contract(s) for which they are a joint venture partner.



AUTHORIZED SPECIAL ITEMS NUMBER (SIN) **DESCRIPTIONS**

SIN 541620 Environmental Consulting Services

Under SIN 541620, services include providing advice and assistance to businesses and other organizations on environmental issues, such as the control of environmental contamination from pollutants, toxic substances, and hazardous materials; Endangered species, wetland, watershed, and other natural resource management plans; Archeological and/or cultural resource management plans. This includes identifying problems (e.g., inspect buildings for hazardous materials), measure and evaluate risks, and recommend solutions. Multi-disciplined staff of scientists, engineers, and other technicians with expertise in areas, such as air and water quality, asbestos contamination, remediation, ecological restoration, and environmental law such as 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 Assess.

SIN 541715 Engineering Research and Development and Strategic Planning

Under SIN 541715, Services include conducting research and experimental development (except nanotechnology and biotechnology research and experimental development) in the physical, engineering and life sciences such as; such as agriculture, electronics, environmental, biology, botany, computers, chemistry, food, fisheries, forests, geology, health, mathematics, medicine, oceanography, pharmacy, physics, veterinary and other allied subjects.

Typical tasks include, but are not limited to, analysis of mission, program goals and objectives, program evaluations, analysis of program effectiveness, requirements analysis, organizational performance assessment, special studies and analysis, training, and consulting; requirements analysis, cost/cost performance trade-off analysis, feasibility analysis, developing and completing fire safety evaluation worksheets as they relate to engineering services; operation and maintenance, evaluation of inspection, testing, and maintenance program for fire protection and life safety systems, program/project management, technology transfer/insertion, training and consulting.

NOTE: Services under this NAICs can not include architect-engineer services as defined in the Brooks Act and FAR Part 2 or construction services as defined in the Federal Acquisition Regulation Part 36 and Part 2.

Order-Level Materials (OLMs)

OLMs are supplies and/or services acquired in direct support of an individual task or delivery order placed against a GSA Multiple Award Schedule (MAS) contract or BPA. OLM procedures may be used to acquire other direct cost (ODC) items to support MAS orders.



APPENDIX A: AWARDED LABOR RATES FOR ALL SINS

Labor Rates for SIN 541620 (Environmental Consulting Services) and SIN 541715 (Engineering Research and Development and Strategic Planning)

Base Period	Year 1 2/28/2024 – 2/27/2025		Year 2 2/28/2025 – 2/27/2026		Year 3 2/28/2026 – 2/27/2027		Year 4 2/28/2027 – 2/27/2028		Year 5 2/28/2028 – 2/27/2029	
Labor Category	Gvt-Site	Ktr-Site	Gvt-Site	Ktr-Site	Gvt-Site	Ktr-Site	Gvt-Site	Ktr-Site	Gvt-Site	Ktr-Site
Natural Scientist 1 (RPI)	\$124.18	\$124.18	\$128.28	\$128.28	\$132.51	\$132.51	\$136.89	\$136.89	\$141.40	\$141.40
Natural Scientist 2 (RPI)	\$163.58	\$163.58	\$168.98	\$168.98	\$174.55	\$174.55	\$180.31	\$180.31	\$186.27	\$186.27
Natural Scientist 3 (RPI)	\$175.57	\$175.57	\$181.36	\$181.36	\$187.35	\$187.35	\$193.53	\$193.53	\$199.92	\$199.92
Natural Scientist 4 (RPI)	\$210.02	\$210.02	\$216.95	\$216.95	\$224.11	\$224.11	\$231.51	\$231.51	\$239.14	\$239.14
Natural Scientist 5 (RPI)	\$248.89	\$248.89	\$257.10	\$257.10	\$265.58	\$265.58	\$274.35	\$274.35	\$283.41	\$283.41
Earth Scientist 1 (RPI)	\$152.44	\$152.44	\$157.47	\$157.47	\$162.67	\$162.67	\$168.04	\$168.04	\$173.58	\$173.58
Earth Scientist 2 (RPI)	\$180.88	\$180.88	\$180.47	\$180.47	\$186.43	\$186.43	\$192.58	\$192.58	\$198.94	\$198.94
Earth Scientist 3 (RPI)	\$195.26	\$195.26	\$201.71	\$201.71	\$208.37	\$208.37	\$215.24	\$215.24	\$222.35	\$222.35
Earth Scientist 4 (RPI)	\$260.35	\$260.35	\$268.95	\$268.95	\$277.82	\$277.82	\$286.99	\$286.99	\$296.46	\$296.46
GIS Specialist 1 (RPI)	\$114.76	\$114.76	\$118.55	\$118.55	\$122.46	\$122.46	\$126.50	\$126.50	\$130.67	\$130.67
GIS Specialist 2 (RPI)	\$155.87	\$155.87	\$161.02	\$161.02	\$166.33	\$166.33	\$171.82	\$171.82	\$177.49	\$177.49
GIS Specialist 3 (RPI)	\$184.99	\$184.99	\$191.09	\$191.09	\$197.40	\$197.40	\$203.92	\$203.92	\$210.65	\$210.65
GIS Specialist 4 (RPI)	\$250.93	\$250.93	\$259.21	\$259.21	\$267.77	\$267.77	\$276.60	\$276.60	\$285.73	\$285.73
Program Management Level 1 (RPI)	\$112.19	\$112.19	\$115.89	\$115.89	\$119.72	\$119.72	\$123.67	\$123.67	\$127.75	\$127.75
Program Management Level 2 (RPI)	\$146.45	\$146.45	\$151.28	\$151.28	\$156.27	\$156.27	\$161.43	\$161.43	\$166.76	\$166.76
Program Management Level 3 (RPI)	\$166.15	\$166.15	\$171.63	\$171.63	\$177.29	\$177.29	\$183.14	\$183.14	\$189.19	\$189.19
Program Management Level 4 (RPI)	\$229.52	\$229.52	\$237.10	\$237.10	\$244.93	\$244.93	\$253.01	\$253.01	\$261.36	\$261.36
Program Management Level 5 (RPI)	\$300.74	\$300.74	\$310.66	\$310.66	\$320.91	\$320.91	\$331.50	\$331.50	\$342.44	\$342.44
Environmental Engineer 1 (RPI)	\$154.88	\$154.88	\$159.99	\$159.99	\$165.27	\$165.27	\$170.72	\$170.72	\$176.35	\$176.35
Environmental Engineer 2 (RPI)	\$187.71	\$187.71	\$193.90	\$193.90	\$200.30	\$200.30	\$206.91	\$206.91	\$213.74	\$213.74
Environmental Engineer 4 (RPI)	\$260.35	\$260.35	\$268.95	\$268.95	\$277.82	\$277.82	\$286.99	\$286.99	\$296.46	\$296.46



Base Period	Year 1 2/28/2024 – 2/27/2025		Year 2 2/28/2025 – 2/27/2026		Year 3 2/28/2026 – 2/27/2027		Year 4 2/28/2027 – 2/27/2028		Year 5 2/28/2028 – 2/27/2029	
	Gvt-Site	Ktr-Site	Gvt-Site	Ktr-Site	Gvt-Site	Ktr-Site	Gvt-Site	Ktr-Site	Gvt-Site	Ktr-Site
Consultant I (CSS)	\$120.32	\$132.66	\$124.29	\$137.05	\$128.39	\$141.57	\$132.63	\$146.25	\$137.01	\$151.07
Consultant II (CSS)	\$154.97	\$170.83	\$160.09	\$176.47	\$165.37	\$182.30	\$170.83	\$188.31	\$176.47	\$194.53
Consultant III (CSS)	\$188.77	\$208.06	\$194.99	\$214.92	\$201.43	\$222.02	\$208.08	\$229.34	\$214.95	\$236.91
Data Management Specialist – Sr. (CSS)	\$146.34	\$161.31	\$151.16	\$166.63	\$156.15	\$172.13	\$161.30	\$177.81	\$166.62	\$183.68
Data Specialist I (CSS)	\$64.52	\$71.17	\$66.65	\$73.52	\$68.85	\$75.95	\$71.11	\$78.46	\$73.46	\$81.05
Data Specialist II (CSS)	\$72.25	\$79.64	\$74.64	\$82.27	\$77.10	\$84.98	\$79.65	\$87.78	\$82.28	\$90.67
Data Specialist III (CSS)	\$110.15	\$121.39	\$113.78	\$125.40	\$117.54	\$129.54	\$121.42	\$133.81	\$125.43	\$138.23
Engineer I (CSS)	\$65.79	\$72.50	\$67.96	\$74.89	\$70.21	\$77.36	\$72.52	\$79.91	\$74.92	\$82.55
Engineer II (CSS)	\$98.23	\$109.11	\$101.47	\$112.71	\$104.82	\$116.42	\$108.27	\$120.26	\$111.85	\$124.23
Engineer III (CSS)	\$133.74	\$147.41	\$138.16	\$152.27	\$142.71	\$157.30	\$147.42	\$162.49	\$152.28	\$167.85
Engineer IV (CSS)	\$151.75	\$169.95	\$156.76	\$175.57	\$161.92	\$181.36	\$167.26	\$187.35	\$172.79	\$193.53
Engineer V (CSS)	\$206.59	\$227.74	\$213.41	\$235.25	\$220.45	\$243.02	\$227.73	\$251.04	\$235.24	\$259.32
Environmental Scientist I (CSS)	\$65.79	\$72.50	\$67.96	\$74.89	\$70.21	\$77.36	\$72.52	\$79.91	\$74.92	\$82.55
Environmental Scientist II (CSS)	\$98.97	\$109.11	\$102.24	\$112.71	\$105.61	\$116.42	\$109.10	\$120.26	\$112.70	\$124.23
Environmental Scientist III (CSS)	\$134.29	\$148.00	\$138.72	\$152.89	\$143.29	\$157.93	\$148.02	\$163.14	\$152.91	\$168.52
Environmental Scientist IV (CSS)	\$154.18	\$169.95	\$159.26	\$175.57	\$164.52	\$181.36	\$169.95	\$187.35	\$175.57	\$193.53
Environmental Scientist V (CSS)	\$206.59	\$227.74	\$213.41	\$235.25	\$220.45	\$243.02	\$227.73	\$251.04	\$235.24	\$259.32
General Manager/ Executive - Sr. (CSS)	\$216.95	\$247.50	\$224.11	\$255.67	\$231.51	\$264.10	\$239.14	\$272.82	\$247.03	\$281.82
Program Assistant (CSS)	\$103.31	\$113.85	\$106.72	\$117.61	\$110.25	\$121.49	\$113.88	\$125.50	\$117.64	\$129.64
Program Manager (CSS)	\$118.71	\$130.86	\$122.63	\$135.18	\$126.68	\$139.65	\$130.86	\$144.25	\$135.18	\$149.01
Program Manager - Senior (CSS)	\$180.93	\$199.44	\$186.90	\$206.02	\$193.07	\$212.82	\$199.44	\$219.84	\$206.02	\$227.09



Base Period	Year 1 2/28/2024 – 2/27/2025		Year 2 2/28/2025 – 2/27/2026		Year 3 2/28/2026 – 2/27/2027		Year 4 2/28/2027 – 2/27/2028		Year 5 2/28/2028 – 2/27/2029	
Scientist I (CSS)	\$66.41	\$73.19	\$68.60	\$75.61	\$70.87	\$78.11	\$73.21	\$80.69	\$75.63	\$83.35
Scientist II (CSS)	\$74.72	\$82.32	\$77.19	\$85.04	\$79.74	\$87.85	\$82.37	\$90.75	\$85.09	\$93.74
Scientist III (CSS)	\$94.50	\$104.16	\$97.62	\$107.60	\$100.85	\$111.14	\$104.17	\$114.81	\$107.61	\$118.60
Scientist IV (CSS)	\$106.31	\$117.20	\$109.81	\$121.07	\$113.44	\$125.07	\$117.19	\$129.20	\$121.06	\$133.46
Scientist V (CSS)	\$121.56	\$134.02	\$125.57	\$138.44	\$129.71	\$143.00	\$133.99	\$147.72	\$138.42	\$152.59
Subject Matter Expert I (CSS)	\$85.27	\$94.01	\$88.08	\$97.11	\$90.98	\$100.31	\$93.98	\$103.63	\$97.09	\$107.04
Subject Matter Expert II (CSS)	\$116.55	\$128.46	\$120.40	\$132.71	\$124.37	\$137.09	\$128.47	\$141.61	\$132.72	\$146.29
Subject Matter Expert III (CSS)	\$164.89	\$181.77	\$170.33	\$187.77	\$175.95	\$193.96	\$181.75	\$200.36	\$187.75	\$206.97

APPENDIX A: LABOR CATEGORY DESCRIPTIONS FOR ALL SINS

Labor Category Descriptions for SIN 541620 -Environmental Consulting Services and SIN 541715 - Engineering Research and Development and Strategic Planning

RPI-CSS provides a variety of levels of expertise, experience, and services including consultants, subject-matter experts, program managers, and related support services. The following chart provides a description of all of the labor categories offered by RPI-CSS. RPI labor categories are listed in green, and CSS labor categories are listed in blue below RPI labor categories.

In all cases, one year of experience may be substituted for one year of education. Professional and technical certification programs may be substituted for years of education, based on credit hour equivalents. A Bachelors degree is considered to require four years of education, a Masters degree requires six years of education, and a Ph.D. requires eight years of education.

Differentials/Allowances: The rates included herein do not include compensation to offset employees for the additional risk of traveling to and working in an environment more dangerous than their standard work location. Costs for Sea Duty/Diving and/or Hazard Pay shall be negotiated separately on a case-by-case basis with the ordering agencies. In addition, rates do not include overtime pay and shift differentials. These costs shall be negotiated separately on a case-by-case basis with the ordering agencies. In no event will compensation for differentials result in labor rates in excess of the Published GSA Schedule rates.

<i>Natural Scientist 1</i>	SIN 541620 and SIN 541715	RPI
Education: Bachelor's degree.	Experience: 4 years of experience.	
<ul style="list-style-type: none">Has experience in natural sciences, such as physics, chemistry, geology, biology, ecology, natural resources, wildlife, fisheries, marine or environmental sciences.Works under the supervision of Natural Scientist 2, 3, 4, 5 or Program Manager.Performs surveys and prepares written reports to document findings.Performs surveys and collection of field data.Supports technical or scientific activities such as research, environmental consulting, education, management, conservation, water quality, sustainability analysis, field work, scientific technical writing and review, training, or scientific analysis.		
<i>Natural Scientist 2</i>	SIN 541620 and SIN 541715	RPI
Education: Bachelor's degree.	Experience: 8 years of experience.	
<ul style="list-style-type: none">Expertise and experience in natural sciences, such as physics, chemistry, geology, biology, ecology, natural resources, wildlife, fisheries, marine or environmental sciences.Works under the supervision of Natural Scientist 3, 4, 5 or Program Manager.Plans, implements, monitors environmental research projects.Performs surveys and prepares written reports to document findings.Conducts data analysis and prepares data summaries and interpretations.		

- Edits technical documents.
- Responsible for quality control of technical work generated by Natural Scientist 1.
- Supports technical or scientific activities such as research, environmental consulting, education, management, conservation, water quality, sustainability analysis, field work, scientific technical writing and review, training, or scientific analysis.

Natural Scientist 3	SIN 541620 and SIN 541715	RPI
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Education: Master's degree.

Experience: 8 years of experience

- Expertise and experience in natural sciences, such as physics, chemistry, geology, biology, ecology, natural resources, wildlife, fisheries, marine or environmental sciences.
- Works under the supervision of Natural Scientist 4, 5 or Program Manager.
- Plans, implements, monitors environmental research projects.
- Performs surveys and prepares written reports to document findings.
- Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications.
- Conducts data analysis and prepares data summaries and interpretations.
- Translates technical information into clear, readable documents to be used by technical and non-technical personnel.
- Responsible for quality control of technical work generated by Natural Scientist 1 and 2.
- Performs technical or scientific activities such as research, environmental consulting, education, management, conservation, water quality, sustainability analysis, field work, scientific technical writing and review, training, or scientific analysis.

Natural Scientist 4	SIN 541620 and SIN 541715	RPI
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Education: PhD

Experience: 8 years of experience

- Expertise and experience in natural sciences, such as physics, chemistry, geology, biology, ecology, natural resources, wildlife, fisheries, marine or environmental sciences.
- Works under the supervision of Natural Scientist 5 or Program Manager.
- Plans, implements, monitors environmental research projects.
- Performs surveys and prepares written reports to document findings.
- Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications.
- Conducts data analysis and prepares data summaries and interpretations.
- Translates technical information into clear, readable documents to be used by technical and non-technical personnel.
- Works independently, directly with client management staff.
- Responsible for quality control of technical work generated by Natural Scientist 1, 2 and 3.
- Performs technical or scientific activities such as research, environmental consulting, education, management, conservation, water quality, sustainability analysis, field work, scientific technical writing and review, training, or scientific analysis.

Natural Scientist 5	SIN 541620 and SIN 541715	RPI
Education: PhD	Experience: 16 years of experience	
<ul style="list-style-type: none">• Expertise and experience in natural sciences, such as physics, chemistry, geology, biology, ecology, natural resources, wildlife, fisheries, marine or environmental sciences.• Works under the supervision of a more senior Natural Scientist 5 or Program Manager.• Plans, implements, monitors environmental research projects.• Performs surveys and prepares written reports to document findings.• Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications.• Conducts data analysis and prepares data summaries and interpretations.• Translates technical information into clear, readable documents to be used by technical and non-technical personnel.• Works independently, directly with client management staff.• Responsible for quality control of technical work generated by Natural Scientists at all levels.• Performs technical or scientific activities such as research, environmental consulting, education, management, conservation, water quality, sustainability analysis, field work, scientific technical writing and review, training, or scientific analysis.		
Earth Scientist 1	SIN 541620 and SIN 541715	RPI
Education: Bachelor’s degree.	Experience: 6 years of experience.	
<ul style="list-style-type: none">• Has experience in earth sciences, such as geology, oceanography, meteorology, hydrology, geochemistry, geomorphology, sedimentology, environmental or marine sciences.• Works under the supervision of Earth Scientist 2, 3, 4 or Program Manager.• Performs surveys and prepares written reports to document findings.• Performs surveys and collection of field data.• Supports technical or scientific activities such as research, environmental consulting, education, management, conservation, water quality, sustainability analysis, field work, scientific technical writing and review, training, or scientific analysis.		
Earth Scientist 2	SIN 541620 and SIN 541715	RPI
Education: Masterr’s degree.	Experience: 8 years of experience.	
<ul style="list-style-type: none">• Expertise and experience in earth sciences, such as geology, oceanography, meteorology, hydrology, geochemistry, geomorphology, sedimentology, environmental or marine sciences.• Works under the supervision of Earth Scientist 3, 4 or Program Manager.• Plans, implements, monitors environmental research projects.• Performs surveys and prepares written reports to document findings.• Conducts data analysis and prepares data summaries and interpretations.• Edits technical documents.• Responsible for quality control of technical work generated by Earth Scientist 1.• Supports technical or scientific activities such as research, environmental consulting, education, management, conservation, water quality, sustainability analysis, field work, scientific technical writing and review, training, or scientific analysis.		

Earth Scientist 3	SIN 541620 and SIN 541715	RPI
Education: PhD	Experience: 4 years of experience.	
<ul style="list-style-type: none">• Expertise and experience in earth sciences, such as geology, oceanography, meteorology, hydrology, geochemistry, geomorphology, sedimentology, environmental or marine sciences.• Works under the supervision of Earth Scientist 4 or Program Manager.• Plans, implements, monitors environmental research projects.• Performs surveys and prepares written reports to document findings.• Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications.• Conducts data analysis and prepares data summaries and interpretations.• Translates technical information into clear, readable documents to be used by technical and non-technical personnel• Responsible for quality control of technical work generated by Earth Scientist 1 and 2.• Performs technical or scientific activities such as research, environmental consulting, education, management, conservation, water quality, sustainability analysis, field work, scientific technical writing and review, training, or scientific analysis.		
Earth Scientist 4	SIN 541620 and SIN 541715	RPI
Education: PhD	Experience: 8 years of experience.	
<ul style="list-style-type: none">• Expertise and experience in earth sciences, such as geology, oceanography, meteorology, hydrology, geochemistry, geomorphology, sedimentology, environmental or marine sciences.• Works under the supervision of a more senior Earth Scientist 4 or Program Manager.• Plans, implements, monitors environmental research projects.• Performs surveys and prepares written reports to document findings.• Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications.• Conducts data analysis and prepares data summaries and interpretations.• Translates technical information into clear, readable documents to be used by technical and non-technical personnel.• Works independently, directly with client management staff.• Responsible for quality control of technical work generated by Earth Scientists at all levels.• Performs technical or scientific activities such as research, environmental consulting, education, management, conservation, water quality, sustainability analysis, field work, scientific technical writing and review, training, or scientific analysis.		
GIS Specialist 1	SIN 541620 and SIN 541715	RPI
Education: Bachelor’s degree.	Experience: 4 years of experience.	
<ul style="list-style-type: none">• Has experience in GIS and environmental data collection, management, analysis, and/or modeling.• Works under the supervision of GIS Specialist 2, 3, 4 or Program Manager.• Presents geographic or spatial data.• Performs statistical analysis, remote sensing, and GIS applications.		

GIS Specialist 2	SIN 541620 and SIN 541715	RPI
Education: Master’s degree.	Experience: 4 years of experience.	
<ul style="list-style-type: none">• Expertise and experience in GIS and environmental data collection, management, analysis, and/or modeling.• Works under the supervision of GIS Specialist 3, 4 or Program Manager.• Responsible for quality control of GIS products and applications generated by GIS Specialist 1.• Manages and presents geographic or spatial data.• Performs statistical analysis, remote sensing, and GIS applications.		
GIS Specialist 3	SIN 541620 and SIN 541715	RPI
Education: PhD	Experience: 4 years of experience.	
<ul style="list-style-type: none">• Expertise and experience in GIS and environmental data collection, management, analysis, and/or modeling.• Works under the supervision of GIS Specialist 4 or Program Manager.• Manages and presents geographic or spatial data.• Responsible for quality control of GIS products and applications generated by GIS Specialist 1 and 2.• Works independently, directly with client management staff.• Performs statistical analysis, remote sensing, and GIS applications.		
GIS Specialist 4	SIN 541620 and SIN 541715	RPI
Education: PhD	Experience: 8 years of experience.	
<ul style="list-style-type: none">• Expertise and experience in GIS and environmental data collection, management, analysis, and/or modeling.• Works under the supervision of a more Senior GIS Specialist 4 or Program Manager.• Manages and presents geographic or spatial data.• Responsible for quality control of GIS products and applications generated by GIS Specialists at all levels.• Works independently, directly with client management staff.• Performs statistical analysis, remote sensing, and GIS applications.		
Program Management Level 1	SIN 541620 and SIN 541715	RPI
Education: Bachelor’s degree.	Experience: 4 years of experience.	
<ul style="list-style-type: none">• Has experience in providing program and project-level management to ensure program and project success.• Works under the supervision of a Program Manager 2, 3, 4 or 5.• Oversees budget, scope, schedule and quality for smaller and/or less complex projects.• Provides program communications and responds to requests for budgets, status, technical information, and cost estimates. Holds team meetings to ensure project progress is on track.• Coordinates quality control and program and project monitoring.		

Program Management Level 2	SIN 541620 and SIN 541715	RPI
Education: Bachelor’s degree.	Experience: 8 years of experience.	
<ul style="list-style-type: none">Has expertise and experience in providing program and project-level management to ensure program and project success.Works under the supervision of a Program Manager 3, 4 or 5.Oversees budget, scope, schedule and quality for projects of small to moderate size and/or complexity.Provides program communications and responds to requests for budgets, status, technical information, and cost estimates. Holds team meetings to ensure project progress is on track.Coordinates quality control and program and project monitoring.		
Program Management Level 3	SIN 541620 and SIN 541715	RPI
Education: Master’s degree.	Experience: 6 years of experience.	
<ul style="list-style-type: none">Has expertise and experience in providing program and project-level management to ensure program and project success.Works under the supervision of a Program Manager 4 or 5.Oversees budget, scope, schedule and quality for projects of moderate size and/or complexity.Provides program communications and responds to requests for budgets, status, technical information, and cost estimates. Holds team meetings to ensure project progress is on track.Coordinates quality control and program and project monitoring.		
Program Management Level 4	SIN 541620 and SIN 541715	RPI
Education: Master’s degree.	Experience: 8 years of experience.	
<ul style="list-style-type: none">Has expertise and experience in providing program and project-level management to ensure program and project success.Works under the supervision of a Program Manager 5.Oversees budget, scope, schedule and quality for projects of larger size and/or complexity.Provides program communications and responds to requests for budgets, status, technical information, and cost estimates. Holds team meetings to ensure project progress is on track.Coordinates quality control and program and project monitoring.		
Program Management Level 5	SIN 541620 and SIN 541715	RPI
Education: PhD	Experience: 8 years of experience.	
<ul style="list-style-type: none">Has expertise and experience in providing program and project-level management to ensure program and project success.Works under the supervision of a more senior Program Manager 5 or executive manager.Oversees budget, scope, schedule and quality for projects of the greatest size and/or complexity.Provides program communications and responds to requests for budgets, status, technical information, and cost estimates. Holds team meetings to ensure project progress is on track.Coordinates quality control and program and project monitoring.		

<i>Environmental Engineer 1</i>	SIN 541620 and SIN 541715	<i>RPI</i>
Education: Bachelor’s degree.	Experience: 6 years of experience.	
<ul style="list-style-type: none">Has experience in providing technical support in environmental engineering for data collection, analyses, modeling, planning, and design studies and projects.Works under the supervision of Environmental Engineer 2 or 4 or Program ManagerMay develop plans, specifications, hydrologic and hydraulic analyses, feasibility studies and design for projects such as marine, coastal, aquatic, terrestrial, and climate resource management, protection, conservation, restoration, and/or remediation.		
<i>Environmental Engineer 2</i>	SIN 541620 and SIN 541715	<i>RPI</i>
Education: Bachelor’s degree.	Experience: 10 years of experience.	
<ul style="list-style-type: none">Has expertise and experience in providing technical support in environmental engineering for data collection, analyses, modeling, planning, and design studies and projects.Works under the supervision of Environmental Engineer 4 or Program Manager.May develop plans, specifications, hydrologic and hydraulic analyses, feasibility studies and design for projects such as marine, coastal, aquatic, terrestrial, and climate resource management, protection, conservation, restoration, and/or remediation.Responsible for quality control of technical work generated by Environmental Engineer 1.		
<i>Environmental Engineer 4</i>	SIN 541620 and SIN 541715	<i>RPI</i>
Education: Bachelor’s degree.	Experience: 16 years of experience.	
<ul style="list-style-type: none">Has expertise and experience in providing technical support in environmental engineering for data collection, analyses, modeling, planning, and design studies and projects.Develops plans, specifications, hydrologic and hydraulic analyses, feasibility studies and design for projects such as marine, coastal, aquatic, terrestrial, and climate resource management, protection, conservation, restoration, and/or remediation.Conducts data analysis and prepares data summaries and interpretations.Performs surveys and prepares written reports to document findings.Works independently, directly with client management staff.Responsible for quality control of technical reports work generated by Environmental Engineers at all levels.Translates technical information into clear, readable documents to be used by technical and non-technical personnel.		

Consultant I	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s degree.	Experience: 5 years of experience.	
<ul style="list-style-type: none">• Has experience in consulting on program assessment and design• Provides expertise for programmatic and technical review, literature review, technology assessment• Develops comprehensive reports and presentations and delivers results to clients• Provides technical and management skills for managing technical projects		
Consultant II	SIN 541620 and SIN 541715	CSS
Education: Master’s degree.	Experience: 10 years of experience.	
<ul style="list-style-type: none">• Has extensive expertise and experience in consulting on program assessment and design.• Provides expertise for programmatic and technical review, literature review, technology assessment.• Supports project objectives and helps assess the impact of industry policy and trends• Develops comprehensive reports and presentations and delivers results to clients.• Provides technical and management skills for managing complex technical projects.		
Consultant III	SIN 541620 and SIN 541715	CSS
Education: Ph.D., M.D., or other post-graduate or professional degree.	Experience: 15 years; recognized expert in field.	
<ul style="list-style-type: none">• Policy level consultation.• Has extensive expertise and experience, and is recognized as an expert in the field (e.g., testifies at hearings, invited keynote speaker, peer-reviewed publications).• Provides expertise for programmatic and technical review, literature review, technology assessment.• Supports project objectives and helps assess the impact of industry policy and trends• Critical thinking and analysis in subject-matter in the context of larger programmatic scope (e.g., strategic planning, funding allocations).• Develops comprehensive reports and presentations, delivers results to upper-level management, and can be legally sworn to expert testimony.• Provides technical and management skills for managing complex technical projects.		
Data Management Specialist – Senior	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s degree in related discipline.	Experience: 5 years in database design, development, implementation, and maintenance.	
<ul style="list-style-type: none">• Coordinates and monitors database design, development, and implementation activities.• Has extensive experience in computer programming and programming languages (e.g., SQL, Oracle, Cold Fusion, ESRI, and others).• Codes, tests, and implements the database applying knowledge of database management systems.• Maintains system and responds to users to coordinate, troubleshoot and update user-mediated changes.• Designs and implements elements for social media platforms.• Supervises Data Management Specialists and Data Specialists.• Designs development process and documentation requirements.• Prepares reports and database documentation.		

Data Specialist I	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s degree or equivalent experience in a related field.	Experience: 1 year of computer support experience.	
<ul style="list-style-type: none">• Provides technical assistance to computer system users.• Answers clients' inquiries concerning the use of computer hardware and software, including printing, word processing, and electronic mail.• Installs and performs minor repairs to hardware, software, and peripheral equipment.		
Data Specialist II	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s degree or equivalent experience in a related field.	Experience: 2 years of computer support experience.	
<ul style="list-style-type: none">• Provides technical assistance to computer system users.• Answers clients' inquiries concerning the use of computer hardware and software, including printing, word processing, and electronic mail.• Installs and performs minor repairs to hardware, software, and peripheral equipment.• Investigates and resolves computer software and hardware problems of users.• Gathers information from users, defines work problems, and designs procedures to resolve the problem.• Designs and implements elements for social media platforms.		
Data Specialist III	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s degree in computer-related field. Post-graduate education and/or certifications preferred.	Experience: 4 years of computer support experience. One year in a supervisory capacity.	
<ul style="list-style-type: none">• Provides technical assistance and training to computer system users.• Answers clients' inquiries concerning the use of computer hardware and software, including printing, word processing, and operating systems.• Installs and performs repairs to hardware, software, and peripheral equipment• Investigates and resolves computer software and hardware problems of users.• Gathers information from users, defines work problems, and designs procedures to resolve the problem.• Develops training materials and procedures, and conducts training programs• Tests and monitors software, hardware, and peripheral equipment to evaluate use, effectiveness, and adequacy of product for user.• Prepares evaluations of software and hardware, and submits recommendations for review.• Designs and implements elements for social media platforms.• May supervise the work of Data Specialist I or Data Specialist II.		
Engineer I	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s Degree.	Experience: 2 years of experience.	

- Expertise and experience in performing testing and evaluation in projects involving pollution prevention, waste characterization, remediation, site restoration and closeout and regulatory compliance.
- Performs surveys and prepares written reports to document survey findings.
- Develops and implements statistical analysis, including programming.
- Conducts modelling and other predictive analysis.
- Works under the supervision of Engineer II, III, IV, V or Program Manager.
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

Engineer II	SIN 541620 and SIN 541715	CSS
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Education: Bachelor's Degree.

Experience: 5 years of experience.

- Expertise and experience in performing testing and evaluation in projects involving pollution prevention, waste characterization, remediation, site restoration and closeout and regulatory compliance.
- Performs surveys and prepares written reports to document survey findings.
- Develops and implements statistical analysis, including programming.
- Conducts modelling and other predictive analysis.
- Conducts data analysis and prepares data summaries and interpretations.
- Edits technical documents.
- Responsible for quality control of technical reports generated by Engineer I.
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

Engineer III	SIN 541620 and SIN 541715	CSS
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Education: Bachelor's Degree.

Experience: 10 years of experience.

- Expertise and experience in performing testing and evaluation in projects involving pollution prevention, waste characterization, remediation, site restoration and closeout and regulatory compliance.
- Performs surveys and prepares written reports to document survey findings.
- Develops and implements statistical analysis, including programming.
- Conducts modelling and other predictive analysis.
- Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications.
- Translates technical information into clear, readable documents to be used by technical and non-technical personnel.
- Conducts data analysis and prepares data summaries and interpretations
- Works independently, directly with client management staff.
- Responsible for quality control of technical reports generated by Engineer I and II.

- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

Engineer IV	SIN 541620 and SIN 541715	CSS
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Education: Bachelor's Degree.	Experience: 15 years of experience.
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- Expertise and experience in performing testing and evaluation in projects involving pollution prevention, waste characterization, remediation, site restoration and closeout and regulatory compliance.
- Performs surveys and prepares written reports to document survey findings.
- Develops and implements statistical analysis, including programming.
- Conducts modelling and other predictive analysis.
- Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications.
- Translates technical information into clear, readable documents to be used by technical and non-technical personnel.
- Conducts data analysis and prepares data summaries, interpretations, and cost estimates.
- Approves designs, plans, and report before submittal to clients
- Works independently, directly with client management staff.
- Responsible for quality control of technical reports.
- Provides technical and management skills for managing large, complex technical projects.
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

Engineer V	SIN 541620 and SIN 541715	CSS
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Education: Bachelor's Degree.	Experience: 16 years of experience.
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- Expertise and experience in performing testing and evaluation in projects involving pollution prevention, waste characterization, remediation, site restoration and closeout and regulatory compliance.
- Performs surveys and prepares written reports to document survey findings.
- Develops and implements statistical analysis, including programming.
- Conducts modelling and other predictive analysis.
- Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications.
- Translates technical information into clear, readable documents to be used by technical and non-technical personnel.
- Conducts data analysis and prepares data summaries, interpretations, and cost estimates.
- Approves designs, plans, and report before submittal to clients.
- Works independently, directly with client management staff.

- Responsible for quality control of technical reports.
- Provides technical and management skills for managing large, complex technical projects.
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

Environmental Scientist I	SIN 541620 and SIN 541715	CSS
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Education: Bachelor's Degree.	Experience: 0 years of experience.
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- Performs environmental research to identify and quantify environmental resources, and to identify impacts of stressors such as pollutants, natural and man-made disasters, or human activity, and evaluate compliance with Federal, State and local regulations and standards.
- Performs surveys and prepares written reports to document findings.
- Works under the supervision of Environmental Scientist II, III, IV, V or Program Manager.
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

Environmental Scientist II	SIN 541620 and SIN 541715	CSS
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Education: Bachelor's Degree.	Experience: 2 years of experience.
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- Expertise and experience in performing environmental research, assessments and audits to identify and quantify environmental resources, and to identify impacts of stressors such as pollutants, natural and man-made disasters, or human activity, and evaluate compliance with Federal, State and local regulations and standards.
- Plans, implements, monitors environmental research projects.
- Performs surveys and prepares written reports to document findings.
- Conducts data analysis and prepares data summaries and interpretations.
- Edits technical documents.
- Responsible for quality control of technical reports generated by Environmental Scientist I.
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

Environmental Scientist III	SIN 541620 and SIN 541715	CSS
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Education: Bachelor's degree.	Experience: 5 years of experience.
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- Expertise and experience in performing environmental research, assessments and audits to identify and quantify environmental resources, and to identify impacts of stressors such as pollutants, natural and man-made disasters, or human activity, and evaluate compliance with Federal, State and local regulations and standards.

- Plans, implements, monitors environmental research projects.
- Performs surveys and prepares written reports to document findings.
- Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications.
- Translates technical information into clear, readable documents to be used by technical and non-technical personnel.
- Conducts data analysis and prepares data summaries and interpretations.
- Serves as primary editor and copy proofreader.
- Works independently, directly with client management staff.
- Responsible for quality control of technical reports generated by Environmental Scientist I and II.
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

<i>Environmental Scientist IV</i>	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s degree.	Experience: 10 years of experience.	
<ul style="list-style-type: none">• Expertise and experience in performing environmental research, assessments and audits to identify and quantify environmental resources, and to identify impacts of stressors such as pollutants, natural and man-made disasters, or human activity, and evaluate compliance with Federal, State and local regulations and standards.• Plans, implements, monitors environmental research projects.• Performs surveys and prepares written reports to document findings.• Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications.• Translates technical information into clear, readable documents to be used by technical and non-technical personnel.• Conducts data analysis and prepares data summaries and interpretations.• Serves as primary editor and copy proofreader.• Works independently, directly with client management staff.• Responsible for quality control of technical reports.• Provides technical and management skills for managing large, complex technical projects.• Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.		
<i>Environmental Scientist V</i>	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s degree.	Experience: 15 years of experience.	

- Expertise and experience in performing environmental research, assessments and audits to identify and quantify environmental resources, and to identify impacts of stressors such as pollutants, natural and man-made disasters, or human activity, and evaluate compliance with Federal, State and local regulations and standards.
- Plans, implements, monitors environmental research projects.
- Performs surveys and prepares written reports to document findings.
- Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications.
- Translates technical information into clear, readable documents to be used by technical and non-technical personnel.
- Conducts data analysis and prepares data summaries and interpretations.
- Serves as primary editor and copy proofreader.
- Works independently, directly with client management staff.
- Responsible for quality control of technical reports.
- Provides technical and management skills for managing large, complex technical projects.
- Establishes technical and performance standards.
- Manages the work of Environmental Scientist I, II, III or IV
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

General Manager/Executive – Senior	SIN 541620 and SIN 541715	CSS
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Education: Master's degree.	Experience: 15 years of experience.
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- Has extensive expertise and experience in developing and managing complex projects.
- Develops and implements strategic plans.
- Responsible for quality assurance and staff performance.
- Manages Division-level programs.

Program Assistant	SIN 541620 and SIN 541715	CSS
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Education: Bachelor's degree.	Experience: 2 years experience in project activity monitoring.
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- Assists Program Managers in project management activities.
- May manage small, short-term projects or tasks.
- Prepares requests for expenditures and submits to Program Managers.
- Reviews costs and timesheets and submits to Program Managers.
- Serves as Program Manager in his/her absence.
- Reviews all deliverables and submits to Program Managers for approval.
- Drafts monthly technical and financial reports.
- Assists with staff assignments and problem resolution.

Program Manager	SIN 541620 and SIN 541715	CSS
Education: Master’s degree.	Experience: 5 years experience in program management, including 2 years supervisory experience.	
<ul style="list-style-type: none">Manages projects, tasks, or groups of personnelDetermines program objectives and requirements, performance indicators and quality control activities.Performs day-to-day management of overall contract support operations.Designs and enforces quality control programs.Organizes, directs, and coordinates the planning and production of all contract support activities.Has authority and responsibility to identify and commit resources required to support effort.Establishes and alters (as necessary) corporate management structure to direct effective contract support.Designs and enforces quality control programs.Develops monthly reports.Monitors expenditures, reviews and approves all costs associated with project activities.Resolves problems in a timely manner.Maintains contact with industry and trade associations to remain current on industry activities and trends.Acts as the focal point for communication between contractor staff and the agency COTR or designee.Chairs staff meetings; provides guidance to staff; ensures that all deliverables are met; prepares and maintains the schedule of all contract activities.Coordinates any training requirements.Maintains an updated working knowledge of the activities of each project staff member and project task.Responsible for evaluation of existing staff, recruiting new staff and handling all related personnel actions.Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.		
Program Manager – Senior	SIN 541620 and SIN 541715	CSS
Education: Master’s degree.	Experience: 10 years supervisory and project management experience including 5 years management of complex, multi-task projects.	
<ul style="list-style-type: none">Manages complex projects, usually involving multiple tasks, project locations and groups of personnel.Determines program objectives and requirements, performance indicators and quality control activities.Performs day-to-day management of overall contract support operations.Organizes, directs, and coordinates the planning and production of all contract support activities.Has authority and responsibility to identify and commit resources required to support effort.Establishes and alters (as necessary) project management structure to direct effective contract support activities.Designs and enforces quality control programs.Develops Work Plans, Management Plans, and Cost Estimates.		

- Develops monthly technical and financial reports.
- Monitors expenditures, reviews and approves all costs associated with project activities.
- Resolves problems in a timely manner.
- Maintains contact with industry and trade associations to remain current on industry activities and trends.
- Acts as the focal point for communication between the contractor staff and the agency COTR or his/her designee.
- Chairs staff meetings; provides guidance to staff; ensures that all deliverables are met; prepares and maintains the schedule of all contract activities.
- Coordinates any training requirements.
- Maintains an updated working knowledge of the activities of each project staff member and project task.
- Responsible for evaluation of existing staff, recruiting new staff and handling all related personnel actions.
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

Scientist I	SIN 541620 and SIN 541715	CSS
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Education: Bachelor's degree	Experience: 2 years of experience
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- Expertise and experience in performing scientific analysis/research in support of more senior level scientists
- Performs surveys and prepares written reports to document survey findings
- Works under the supervision of Research Scientist II, III, IV, V or Program Manager
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

Scientist II	SIN 541620 and SIN 541715	CSS
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Education: Bachelor's degree	Experience: 4 years of experience
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- Expertise and experience in performing scientific analysis/research
- Performs surveys and prepares written reports to document survey findings
- Conducts data analysis and prepares data summaries and interpretations
- Edits technical documents
- Responsible for quality control of technical reports generated by Research Scientist I
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

Scientist III	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s degree	Experience: 6 years of experience	
<ul style="list-style-type: none">• Expertise and experience in performing scientific analysis/research• Performs surveys and prepares written reports to document survey findings• Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications• Translates technical information for use by technical and non-technical personnel• Conducts data analysis and prepares data summaries and interpretations• Servers as primary editor and copy proofreader• Works independently, directly with client management staff• Responsible for quality control of technical reports generated by Research Scientist I and II• Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.		
Scientist IV	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s degree	Experience: 8 years of experience	
<ul style="list-style-type: none">• Expertise and experience in performing scientific analysis/research• Performs surveys and prepares written reports to document survey findings• Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications• Translates technical information for use by technical and non-technical personnel• Conducts data analysis and prepares data summaries and interpretations• Servers as primary editor and copy proofreader• Works independently, directly with client management staff• Responsible for quality control of technical reports• Provides technical and management skills for managing large, complex technical projects• Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.		
Scientist V	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s degree	Experience: 10 years of experience	

- Expertise and experience in performing scientific analysis/research
- Performs surveys and prepares written reports to document survey findings
- Writes or edits technical materials, such as written program documents, training programs, standard operating procedures, policy documents and design specifications
- Translates technical information for use by technical and non-technical personnel
- Conducts data analysis and prepares data summaries and interpretations
- Serves as primary editor and copy proofreader
- Works independently, directly with client management staff
- Responsible for quality control of technical reports
- Holds substantial expertise in the field of practice.
- Conducts sophisticated assessments of complex scientific problems.
- Provides technical and management skills for managing large, complex technical projects.
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

<i>Subject Matter Expert I</i>	SIN 541620 and SIN 541715	CSS
Education: Bachelor’s degree	Experience: 4 years of experience	
<ul style="list-style-type: none">• Expertise and experience in analyzing subject-specific literature, data, and innovations.• Provides technical review, technical writing, and generates summaries, reports and presentations on technology assessments.• May develop and revise training courses, prepare appropriate training materials, and deliver training.• Works under the supervision of Subject Matter Experts II or III or Program Manager• May perform remote sensing data collection, processing, and management, and/or GIS data collection, processing, and management.• Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.		
<i>Subject Matter Expert II</i>	SIN 541620 and SIN 541715	CSS
Education: Master’s degree	Experience: 4 years experience	

- Expertise and experience in analyzing subject-specific literature, data, and innovations.
- Provides technical review, technical writing, and generates summaries, reports and presentations.
- May develop and revise training courses, prepare appropriate training materials, and deliver training.
- Conducts data analysis and prepares data summaries and interpretations.
- Edits technical documents.
- May perform remote sensing data collection, processing, and management, and/or GIS data collection, processing, and management.
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.

<i>Subject Matter Expert III</i>	SIN 541620 and SIN 541715	CSS
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Education: Master's degree	Experience: 10 years of subject matter experience
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- Has expertise and experience in analyzing subject-specific literature, data, and innovations.
- Provides technical review, technical writing, and generates summaries, reports and presentations, such as technology assessments and program audits.
- May develop and revise training courses, prepare appropriate training materials, and deliver training.
- Writes or edits technical materials, such as experimental design protocols, survey questions, equipment manuals, web pages, appendices, and operating and maintenance instructions.
- Translates technical information into clear, readable documents to be used by technical and non-technical personnel.
- Conducts data analysis and prepares data summaries and interpretations.
- Serves as primary edit and copy proofreader.
- Works independently, directly with client management staff
- Responsible for quality control of technical reports generated by Subject-Matter Experts I and II
- Provides technical and management skills for managing technical projects.
- May perform remote sensing data collection, processing, and management, and/or GIS data collection, processing, and management.
- Performs surveys and collection of field data (e.g. biological samples; soil/water/air samples, species surveys, and environmental parameters) to include collection using SCUBA (self-contained underwater breathing apparatus), remote sensing methodologies and remotely operated vehicles (ROVs). and other industry standard equipment, performed from docks, ships, aircrafts and shoreline platforms. The use of SCUBA is considered hazardous and may be subject to pay differential.



SERVICE CONTRACT LABOR STANDARDS (SCLS)

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS/SCA eligible labor categories. If and / or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

RPI-CSS has not proposed any SCLS labor categories.

GSA SCHEDULE CONTRACTS

GSA has facilitated the acquisition of commercial services by establishing GSA Schedule Contracts. Under the Federal Supply Schedule program, GSA enters into government-wide contracts with commercial firms to provide products and services at pre-approved prices and for a given period of time. This streamlined procurement approach significantly reduces the time required to obtain services because GSA has reviewed firm capabilities, negotiated rates, and pre-qualified firms to provide services.

The advantages of the Schedules program include:

- Reduction in time required to obtain services (usually a few weeks).
- Commerce Business Daily synopsis is not required.
- Competition requirements have been met (FAR 6.1023(d)(3)).
- Rates have been determined to be fair and reasonable.
- Can be used by all federal agencies and the District of Columbia.
- Agencies can order directly from the contracted firm – no transfer of funds to GSA.
- No maximum order limitations.
- BPAs can be used to customize your solution.