



ENCORE SUPPORT SYSTEMS, L.P. GSA SCHEDULE

Authorized Federal Supply Service Environmental Services Schedule Pricelist

FSC Group: 899
Contract Number: GS-10F-0151M

Period Covered By Contract:
13 February 2002 through 12 February 2012

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**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST**

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

**ENVIRONMENTAL SERVICES
FSC Group: 899
Contract Number: GS-10F-0151M**

SIN 899-1	Environmental Planning Services and Documentation
SIN 899-1(RC)	Environmental Planning Services and Documentation
SIN 899-2	Environmental Compliance Services
SIN 899-2(RC)	Environmental Compliance Services
SIN 899-3	Environmental/Occupational Training Services
SIN 899-3(RC)	Environmental/Occupational Training Services
SIN 899-4	Waste Management Services
SIN 899-4(RC)	Waste Management Services

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov

Period Covered by Contract:	13 February 2002 through 12 February 2012
Contractor's Name:	Encore Support Systems, L.P.
Contractor Point of Contact:	Bruce Wilbur, Vice President
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Contractor's Business Size:	Large

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CUSTOMER INFORMATION

APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™, and the Federal Supply Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small- business concerns when two or more items at the same delivered price will satisfy their requirement.

1. Table of Awarded Special Item Numbers

SIN	Description
899-1	Environmental Planning Services and Documentation
899-1(RC)	Environmental Planning Services and Documentation - Recovery Purchasing
899-2	Environmental Compliance Services
899-2(RC)	Environmental Compliance Services - Recovery Purchasing
899-3	Environmental/Occupational Training Services
899-3(RC)	Environmental/Occupational Training Services - Recovery Purchasing
899-4	Waste Management Services
899-4(RC)	Waste Management Services – Recovery Purchasing

Environmental services are priced at an hourly rate. A description of corresponding job titles, experience, functional responsibility and education for the employees performing these services are provided in **Paragraph 30**.

2. Maximum Order

\$5,000,000.00

3. Minimum Order

\$100.00

4. Geographic Coverage (Delivery Area)

FOB Domestic and Overseas

5. Point of Production

Encore Support Systems, L.P.
303 Clarence Tinker Drive
Bldg. 300, Suite 104B
San Antonio, TX 78226

6. Statement of Net Price

Government net prices (discounts already deducted) see Section 2.

7. Quantity Discounts

None.

8. Prompt Payment Terms

Net 30 days.

9. Acceptance of Government Purchase Cards

Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance: **(210) 798-2750.**

10. Foreign Items

None

11. Delivery

a. Time of Delivery

Specified on Task Order

b. Expedited Delivery

Contact Contractor

c. Overnight and 2-day Delivery

Contact Contractor

d. Urgent Requirements

Contact Contractor

12. F.O.B. Point

Destination

13. Ordering Address

Encore Support Systems, L.P.
303 Clarence Tinker Drive
Bldg. 300, Suite 104B
San Antonio, TX 78226

Ordering procedures and pricing can be found in Section 2, TERMS AND CONDITIONS APPLICABLE TO ENVIRONMENTAL SERVICES (SPECIAL ITEM NUMBERS 899-1, 899-2, 899-3, AND 899-4)

Information on ordering procedures, Blanket Purchase Agreement (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (<http://fss.gsa.gov/schedules>).

14. Payment Address

Encore Support Systems, L.P.
303 Clarence Tinker Drive
Bldg. 300, Suite 104B
San Antonio, TX 78226

15. Warranty Provision

Contractor's Standard Commercial Warranty

16. Export Packing Charges

N/A

17. Terms and Conditions of Government Purchase Card Acceptance

Contact Contractor

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

N/A

19. Terms and Conditions of Installation

N/A

20. Terms and Conditions of Repair Parts

N/A

21. List of Service and Distribution Points

N/A

22. List of Participating Dealers

N/A

23. Preventive Maintenance

N/A

24. Special Attributes, such as Environmental (e.g. ., recycled content, energy efficiency, and/or reduced pollutants)

N/A

25. Section 508 Compliance

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following location:

Encore Support Systems, L.P.
303 Clarence Tinker Drive, Bldg. 300, Suite 104B
San Antonio, TX 78226
(210) 798-2750

The EIT standard can be found at: www.Section508.gov/.

26. Data Universal Numbering Systems (DUNS) Number

130889145

27. Central Contractor Registration

Encore Support Systems is a registered contractor in the Central Contractor Registration (CCR) database. Encore Support Systems will accept LH and FFP orders.

28. Uncompensated Overtime

Encore Support Systems does not utilize Uncompensated Overtime.

29. DESCRIPTION OF ENVIRONMENTAL SERVICES

a. SIN 899-1 & SIN 899-1(RC) - Environmental Planning Services and Documentation (Recovery Purchasing)

Planning services, environmental management activities, or preparation of the documentation related to such. Major areas include:

1. **Environmental Impact Statements & Assessments under the National Environmental Policy Act.** Services include: data identification, data collection (including site visits and interviews), data development, and data interpretation; sampling and analysis; preparation of human health risk and environmental impact evaluations and reports.
2. **Economic, Technical, and Risk Analyses in Support of Environmental Needs.** Services include: data collection, data development, analyses of comments, regulatory and economic analyses, feasibility analyses, hazard assessments, exposure assessments, and risk analyses.
3. **Environmental Program Management.** Services include: management of environmental programs including program/project planning, management support, technical document review, quality assurance oversight, community relations/outreach support, data collection, data development. This may include environmental justice issues, environmental web site development, ISO 14000 program development, or preparation of environmental program brochures and materials.
4. **Environmental Regulation Development.** Services include: assisting in the development of environmental regulations, to include data collection, data analysis, publishing for public comments, analyzing and responding to public comments, holding public hearings, and finalizing regulations.

b. SIN 899-2 & SIN 899-2(RC) – Environmental Compliance Services (Recovery Purchasing)

Consulting related to environmental compliance including development of environmental regulations, interpreting environmental regulations, developing plans to meet environmental regulations, or auditing to determine compliance with environmental regulations. Major categories consulting include:

1. **Environmental Compliance Audits.** Determine all applicable public law and statutes, agency and command regulations/directive, and other Federal, state and local regulations and apply as required to conduct audit. Evaluate findings and prepare necessary documentation/reports. Conduct complete out-briefs.

2. **Compliance Management Planning.** Develop permit acquisition strategies, recommend process and operational modifications, prepare management and compliance strategies, design and implement training modules specific to each installation, and develop database management and tracking systems to assist staff in the day-to-day management of all compliance issues.
 3. **Pollution Prevention Surveys.** Conduct pollution prevention surveys; develop pollution prevention plans; evaluate the economics and technical feasibility of process changes and recycling alternatives; and create databases to track progress in achieving pollution prevention goal.
- c. **SIN 899-3 & SIN 899-3(RC) – Environmental/Occupational Training Services (Recovery Purchasing)**
1. Conventional Course Development and Presentation
 2. Customized Courses to meet specific needs
 3. Computer-Based Interactive Course Development

Encore Support Systems' education and training programs range from technical and user manuals to complete courseware for on-line, distance education and certification courses and Computer Based Training.

Encore Support Systems provides diverse training methodologies through a vast array of presentation media designed to maximize course objectives and students' retention and comprehension. These methodologies include designing and developing conventional course programs and associated curriculum for instructor-led, class room environments as well as interactive, computer based training using CD-ROM media or video tape. Encore Support Systems also provides advanced training capabilities such as on-line, interactive distance education using Web based technologies to maximize subject matter presentation and minimize training cost normally associated with conventional training methods. Web based, distance education courses can be designed to integrate with existing Web sites and infrastructures or, hosted on Encore Support Systems' site for greater flexibility.

d. **SIN 899-4 & SIN 899-4(RC) – Waste Management Services (Recovery Purchasing)**

Analysis of options under consideration for Waste Management Services involving activities such as data collection, data development, analyses of comments, regulatory and economic analyses, feasibility analyses, hazard assessments, exposure assessments, and risk analyses. Services include, but are not limited to development of waste characterization studies and recommendations for management strategy including identification of recycling options. Assessments may include studies relating to collection and transfer of waste, source reduction, and evaluation of energy/fuel options.

Our capabilities to support these services include work plan development; site inspection; organization of field investigation teams; determination of personnel protection requirements; hazard and risk evaluation; radiological site inspection; safety procedures; communication procedures; emergency medical procedures; air monitoring and sampling; water sampling; soil and sediment sampling; biological sampling; collection of concentrated (hazardous) samples; container-opening techniques; hydrogeological techniques; sample handling, packaging, and shipping; personnel and equipment decontamination; procedures for the control of contaminated materials; documentation requirements; off-site monitoring to protect public health; and legal and public affairs support.

30. COMMERCIAL JOB TITLES

01 Program Manager

Minimum/General Experience: Fifteen years experience, of which at least ten years must be specialized. Specialized experience includes: project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, demonstrated capability in managing multi-task contracts and/or subcontracts of various types and complexity. General experience includes increasing responsibilities in information systems design and/or management.

Functional Responsibility: Serves as the contractor's single contract manager, and shall be the contractor's authorized interface with the Government Contracting Officer (CO), the contract level Contracting Officer's Representative (COR), government management personnel and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall contract performance and shall not serve in any other capacity under this contract.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline or equivalent experience in a technical or business discipline.

02 Functional Expert

Minimum/General Experience: Ten years including project management with over three years in specialized areas.

Functional Responsibility: Applies expert systems analysis and management techniques to complex system development in a specialized area. Applies broad knowledge of management systems, data sources/flow, interactions of complex systems, and capabilities/limitations of systems software and computer equipment, provides systems design in a specialized design area; establishes framework of new computer systems from feasibility to post-implementation evaluation; devises new sources of data and develops new approaches/techniques; may serve as technical authority for a design area. Plans and conducts analyses of unique problems in a broad system; prepares overall project management plans; studies broad areas of projected work processes that cut across systems.

Minimum Education: Bachelor's Degree in Computer Science, Computer Information Systems, Electrical Engineering, Mathematics or equivalent technical studies. One degree level can be satisfied by four years equivalent experience.

03 Health and Safety Specialist

Minimum/General Experience: Five years of experience providing health and safety inspection services.

Functional Responsibilities: Responsible for field execution and monitoring of construction programs. Working knowledge of construction practices and programs, health and safety requirements, and inspection

protocols. Identifies safety issues and raises them to senior staff. Executes the completion of project tasks within estimated timeframes and budget constraints.

Minimum Education: Bachelor's Degree in related area. One degree level can be satisfied by four years equivalent experience.

04 Field Technician

Minimum/General Experience: Two years of experience providing office and field technical assistance on projects. Specialized experience with one or more specialized software tools or equipment including CAD, modeling software, or specialized field equipment.

Functional Responsibilities: Works under the direct supervision of project staff and is responsible for completing tasks in allocated timeframe and budget. Prepares both graphical and narrative presentation materials and products.

Minimum Education: High School diploma or equivalent.

05 Field Technician II

Minimum/General Experience: Four years of experience providing office and field technical assistance on projects. Specialized experience with one or more specialized software tools or equipment including CAD, modeling software, or specialized field equipment.

Functional Responsibilities: Works under the direct supervision of project staff and is responsible for completing tasks in allocated timeframe and budget. Prepares both graphical and narrative presentation materials and products.

Minimum Education: High School diploma or equivalent.

06 Chemist I

Minimum/General Experience: Three to five years of experience developing and designing technical solutions for environmental projects with demonstrated experience in one or more specific SIN areas.

Functional Responsibilities: Responsible for day-to-day task execution of project tasks. Conducts research on environmental concerns. Demonstrated ability to develop and implement client solutions. Provides interface with client staff regarding technical issues. Executes the completion of projects and tasks within allocated timeframes and budget constraints. Identifies issues and raises them to senior staff as required. Develops work products that are complete and in adherence to client requirements. Supports presentations and client meetings.

Minimum Education: Bachelor's Degree in related field. One degree level can be satisfied by four years equivalent experience.

07 Chemist II

Minimum/General Experience: Five to eight years of experience developing and designing technical solutions for environmental projects with demonstrated experience in one or more specific SIN areas.

Functional Responsibilities: Responsible for day-to-day task execution of project tasks. Conducts research on environmental concerns. Demonstrated ability to develop and implement client solutions. Provides interface with client staff regarding technical issues. Executes the completion of projects and tasks within allocated timeframes and budget constraints. Identifies issues and raises them to senior staff as required. Develops work products that are complete and in adherence to client requirements. Supports presentations and client meetings.

Minimum Education: Bachelor's Degree in related field. One degree level can be satisfied by four years equivalent experience.

08 Senior Engineer

Minimum/General Experience: Five to eight years of responsibility for developing and designing technical solutions for multidisciplinary environmental projects with demonstrated experience in one or more specific SIN areas.

Functional Responsibilities: Responsible for day-to-day task execution on complex projects. Demonstrated ability to develop and implement client solutions. Capability to execute multiple activities of high complexity. Provides interface with client personnel regarding technical issues. Executes the completion of projects and tasks within allocated timeframes and budget constraints. Identifies issues and raises them to the Project Manager as required. Utilizes EA staff resources and specialty vendors and develops work products that are complete and in adherence to client requirements. Supports presentations and client meetings.

Minimum Education: Bachelor's Degree in related field. One degree level can be satisfied by four years equivalent experience.

09 Project Engineer

Minimum/General Experience: Three to five years of experience developing and designing technical solutions for environmental projects with demonstrated experience in one or more specific SIN areas.

Functional Responsibilities: Responsible for day-to-day task execution of project tasks. Demonstrated ability to develop and implement client solutions. Provides interface with client staff regarding technical issues. Executes the completion of projects and tasks within allocated timeframes and budget constraints. Identifies issues and raises them to senior staff as required. Develops work products that are complete and in adherence to client requirements. Supports presentations and client meetings.

Minimum Education: Bachelor's Degree in related field. One degree level can be satisfied by four years equivalent experience.

10 Environmental Scientist I

Minimum/General Experience: Three to five years experience in overall management and planning for land or natural resources management. Experience in application of engineering principles for assessment and management of natural resources systems. Working knowledge of federal and state laws and regulations related to land and natural resources management.

Functional Responsibilities: Implement scientific theories and data of technical procedures/processes; interpret and assess data and methodologies; works independently or with a team.

Minimum Education: Advanced degree in environmental or physical science. One degree level can be satisfied by four years equivalent experience.

11 Environmental Scientist II

Minimum/General Experience: Seven (7) years experience in overall management and planning for land or natural resources management. Experience in application of engineering principles for assessment and management of natural resources systems. Working knowledge of federal and state laws and regulations related to land and natural resources management.

Functional Responsibilities: Implement scientific theories and data of technical procedures/processes; interpret and assess data and methodologies; directs workload.

Minimum Education: Advanced degree in environmental or physical science. One degree level can be satisfied by four years equivalent experience.

12 Environmental Scientist III

Minimum/General Experience: Ten (10) years experience in overall management and planning for land or natural resources management. Experience in application of engineering principles for assessment and management of natural resources systems. Working knowledge of federal and state laws and regulations related to land and natural resources management.

Functional Responsibilities: Implement scientific theories and data of technical procedures/processes; interpret and assess data and methodologies; directs and plans workload.

Minimum Education: Advanced degree in environmental or physical science. One degree level can be satisfied by four years equivalent experience.

13 Geologist I

Minimum/General Experience: Three to five years of experience developing and designing technical solutions for environmental projects with demonstrated experience in one or more specific SIN areas.

Functional Responsibilities: Responsible for day-to-day task execution of project tasks. Demonstrated ability to develop and implement client solutions. Provides interface with client staff regarding technical issues.

Executes the completion of projects and tasks within allocated timeframes and budget constraints. Identifies issues and raises them to senior staff as required. Develops work products that are complete and in adherence to client requirements. Supports presentations and client meetings.

Minimum Education: Bachelor's Degree in related field. One degree level can be satisfied by four years equivalent experience.

14 Geologist II

Minimum/General Experience: Five to eight years of responsibility for developing and designing technical solutions for multidisciplinary environmental projects with demonstrated experience in one or more specific SIN areas.

Functional Responsibilities: Responsible for day-to-day task execution on complex projects. Demonstrated ability to develop and implement client solutions. Capability to execute multiple activities of high complexity. Provides interface with client personnel regarding technical issues. Executes the completion of projects and tasks within allocated timeframes and budget constraints. Identifies issues and raises them to the Project Manager as required. Utilizes EA staff resources and specialty vendors and develops work products that are complete and in adherence to client requirements. Supports presentations and client meetings.

Minimum Education: Bachelor's Degree in related field. One degree level can be satisfied by four years equivalent experience.

15 GIS/CAD Specialist

Minimum/General Experience: Five years of experience developing and/or drafting technical graphical presentations using specialized software or providing technical input to projects.

Functional Responsibilities: Advanced expertise with one or more specialized software tools or equipment including CAD, modeling software, or specialized field equipment. Works under the direct supervision of senior staff and is responsible for completing tasks in allocated timeframe and budget. Prepares both graphical and narrative presentation materials and products.

Minimum Education: Associate Degree in related field. One degree level can be satisfied by four years equivalent experience.

16 GIS Information Specialist

Minimum/General Experience: Three years of experience developing and/or drafting technical graphical presentations using specialized software or providing technical input to projects.

Functional Responsibilities: Advanced expertise with one or more specialized software tools or equipment including CAD, modeling software, or specialized field equipment. Works under the direct supervision of senior staff and is responsible for completing tasks in allocated timeframe and budget. Prepares both graphical and narrative presentation materials and products.

Minimum Education: Associate Degree in related field. One degree level can be satisfied by four years equivalent experience.

17 Technical Editor

Minimum/General Experience: Five years of technical editing experience.

Functional Responsibility: Develops, writes, and edits material for reports, manuals, briefs, proposals, instruction books, and related technical publications concerned with work methods and procedures, and installation, operations and enhancement of ADP equipment and systems. Interviews production and other personnel and reads journals, reports and other material to become familiar with system technologies and production methods. Organizes material and completes writing assignments with regard to order, clarity, conciseness, style, and terminology. Edits on-line help information and hardcopy documentation. Ensures proper cross-referencing occurs within the information units. Ensures the material is presented in a user-friendly manner. Ensure all applicable guidelines for indexing are followed. Accurately estimate own work at a task level. Participate as member of the project team.

Minimum Education: Advanced degree in Computer Science, Information Systems, Engineering, Business, or other task related discipline. One degree level can be satisfied by four years equivalent experience.

18 Word Processor/Clerical

Minimum/General Experience: Two years in an office/clerical environment.

Functional Responsibility: Operate and interact with word processing (hardware and software) and teleprocessing equipment. Apply understanding of software and subsystems to input and manipulate data, format information, and print reports. Apply basic understanding of machine principles, operating systems, system configuration, utility programs, operating procedures, and automation concepts. Recognize problems and take corrective action. Perform minor cleaning and maintenance of I/O equipment. Requires minimal direction in daily operation and problem resolution. Assists less experienced personnel.

Minimum Education: Associate's Degree in Data Processing. One degree level can be satisfied by four years equivalent experience.

19 Technical Expert

Minimum/General Experience: Fifteen years experience, of which at least twelve years must be specialized. Specialized experience includes: superior functional knowledge of task order specific requirements, or developing functional requirements for complex integrated systems. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility: Provide expert, independent services and leadership in specialized technical areas. Provides expertise on an as-needed basis to all task assignments. Provides expert advice and assistance. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy Government requirements. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.

Minimum Education: Advanced degree in Computer Science, Information Systems, Engineering, Business, or other task related discipline. One degree level can be satisfied by four years equivalent experience.

20 Functional Expert

Minimum/General Experience: Ten years of progressive experience in the field of expertise. At least four years of the experience is concentrated, hands-on experience in the specific discipline of the field of expertise.

Functional Responsibility: Performs as an expert in highly specialized, leading edge technologies and methodologies. Provides highly technical and specialized guidance concerning automated solutions to complex problems. Performs elaborate analyses and studies. Works independently or as member of a team.

Minimum Education: Master's Degree in Computer Science, Information Systems, Engineering, Business, or other related field. One degree level can be satisfied by four years equivalent experience.

21 Database Operator

Minimum/General Experience: Four years of experience, of which at least two years must be specialized. Specialized experience includes: Demonstrated knowledge of terminology, usage, and operating concepts of data administration, data dictionaries, and repositories that support re-use of information systems objects related to business information systems. Demonstrated ability to maintain data dictionaries and repositories, including synchronization of corporate, center, and project dictionary hierarchy.

Functional Responsibility: Performs data administration for information systems in conformance with relevant data policy, procedures, standards, and guidelines. Conducts impact assessments on information systems to determine application integration potential and compatibility with the corporate architecture. Works with customer and other personnel to ensure quick responses to customer inquiries as to data standards, identification, availability, and location. Provides technical assistance related to data administration.

Minimum Education: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. One degree level can be satisfied by four years equivalent experience.

22 Database Administrator

Minimum/General Experience: Three years DBA experience with multiple years of related data processing experience.

Functional Responsibility: Applies high level of skills in database design, installations, and conversions. Responsible for database backup and recovery procedures, access security, and database integrity, physical data storage design, and data storage management. Participates in DBMS selection and maintains database performance. Applies expertise in specific DBMS. Applies knowledge of various DBMS products.

Minimum Education: Bachelor's Degree in Computer Science, Computer Information Systems, Electrical Engineering, Mathematics or equivalent technical studies.

23 Network Administrator

Minimum/General Experience: Ten years of experience, of which at least five years must be specialized. Specialized experience, in planning, design, implementation and support of local and wide area networks. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility: Develops and applies organization-wide network management principles. Provides daily supervision and direction to staff.

Minimum Education: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. One degree level can be satisfied by four years equivalent experience.

24 System Administrator

Minimum/General Experience: Five years with more than three years specialized experience.

Functional Responsibility: Apply advanced computer skills. Apply a high level of technical expertise with product or system to be supported. Apply demonstrated ability to learn and teach technical information. Apply excellent problem determination skills. Apply demonstrated capabilities in defining and implementing processes and projects. Apply project management skills. Provide assistance and technical direction to other IT personnel. Interact with customers and other departments.

Minimum Education: BS/BA Degree from an accredited university/college in Computer Science, Information Systems, Engineering, Business, or other related discipline. One degree level can be satisfied by four years equivalent experience.

25 Hardware Engineer

Minimum/General Experience: Eight years experience of which at least five years must be specialized. Specialized experience includes: supervision of installation technicians; analysis, design, and installation of local and wide area nets; and analysis and installation of communication systems. Familiar with engineering documentation, network configurations and topologies, X.25, TCP/IP, Frame Relay, Bridges, and Routers. General experience includes increasing responsibilities in technical management.

Functional Responsibility: Organizes and directs network installations on site surveys. Assesses and documents current site network configuration and user requirements. Designs and optimizes network topologies. Directs and leads preparation of engineering plans and site installation Technical Design Packages. Develops installation schedules. Mobilizes network installation team. Directs and leads preparation of drawings documenting configuration changes at each site. Prepares site installation and test reports. Coordinates post installation operations and maintenance support.

Minimum Education: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. One degree level can be satisfied by four years equivalent experience.

26 Programmer I

Minimum/General Experience: Three years including analysis and programming responsibilities and at least two years with system design activities.

Functional Responsibility: Prepares application requirements from user input. Prepares system documentation. Plans and estimates work of team by phase. Reports team work progress at a phase level. Creates system-level test plans. Uses several programming languages and operating systems. Performs total system tests. Ensures proper analysis of problems and programming design, thereby preventing rework or schedule slippage. Provides moderately complex technical direction to a small group of computer programmers. Maintains routine contacts with computer programmers outside the core programming team.

Minimum Education: Bachelor's Degree in Computer Science, Computer Information Systems, Electrical Engineering, Mathematics or equivalent technical studies.

27 Programmer II

Minimum/General Experience: Five years including system-programming activities with over three years in specialization areas.

Functional Responsibility: Provides system support for specific system software. Provides debugging, problem determination, and the system tuning assistance to application developers. Provides technical expertise and support in specialized area(s) of expertise. Provides consulting and programming services on operating systems software, teleprocessing monitors, communications systems, language processors, database internals, and system utilities. Provide technical direction to a group of programmers.

Minimum Education: Bachelor's Degree in Computer Science, Computer Information Systems, Electrical Engineering, Mathematics or equivalent technical studies.

28 Data Entry Clerk

Minimum/General Experience: Two years in a data processing environment.

Functional Responsibility: Operate and interact with data processing (hardware and software) and teleprocessing equipment. Apply understanding of software and subsystems to input and manipulate data, extract information, and print reports. Apply basic understanding of machine principles, operating systems, system configuration, utility programs, operating procedures, and automation concepts. Recognize problems and take corrective action. Perform minor cleaning and maintenance of I/O equipment. Requires minimal direction in daily operation and problem resolution. Assists less experienced personnel.

Minimum Education: Associate's Degree in Data Processing. One degree level can be satisfied by four years equivalent experience.

29 Systems Analyst I

Minimum/General Experience: Five years with three years in specialization areas.

Functional Responsibility: Applies knowledge of pertinent system software, computer equipment, work processes, applicable regulations, workload, and practices of assigned subject-matter area. Recognizes probable interactions of related computer systems and predicts impact of change on assigned system. Gathers facts, analyses data, and compares alternatives in terms of cost, time, and availability of equipment/personnel. Recommends courses of action and prepares specifications for development of computer programs. Determines and resolves data processing problems and coordinates work. Works independently under overall project objectives and requirements. Adapts design approaches successfully used in precedent systems. May provide functional direction to lower level assistants.

Minimum Education: Bachelor's Degree in Computer Science, Computer Information Systems, Electrical Engineering, Mathematics or equivalent technical studies. One degree level can be satisfied by four years equivalent experience.

30 Systems Analyst II

Minimum/General Experience: Five years with three years in specialization areas.

Functional Responsibility: Applies systems analysis and design techniques to complex computer systems in a broad area. Applies competence in all phases of systems analysis techniques, concepts, and methods. Applies knowledge of available system software, computer equipment, regulations, and practices in a subject matter area. Recognizes probable conflicts and integrates diverse data sources. Produces innovative solutions for a variety of complex problems. Maintains and modifies complex systems or develops new subsystems. Guides users in formulating requirements. Advises on alternatives and implications of new/revised data processing systems. Analyzes project proposals and identifies omissions/errors in requirements. Conducts feasibility studies. Recommends optimum approach and develops system design. May serve as lead analyst in a design subgroup. May direct and integrate work to lower level analysts.

Minimum Education: Bachelor's Degree in Computer Science, Computer Information Systems, Electrical Engineering, Mathematics or equivalent technical studies. One degree level can be satisfied by four years equivalent experience.

31 Systems Analyst III

Minimum/General Experience: Ten years including project management with over three years in specialized areas.

Functional Responsibility: Performs as a top technical expert. Develops broad computer systems/conducts critical studies. As a team or project leader: guides development of broad, unprecedented computer systems; devises completely new ways to locate/develop data sources; establishes new factors/criteria for subject matter decisions. Coordinates fact-finding, analysis, and design of system. As a staff specialist: has overall responsibility for evaluating the significance of technological advancement and developing standards; conceives and plans exploratory investigations where new concepts are required.

Minimum Education: Master's Degree and Bachelor's Degree in Computer Science, Computer Information Systems, Electrical Engineering, Mathematics or equivalent technical studies. One degree level can be satisfied by four years equivalent experience.

31. PRICING – GOVERNMENT SITES**Years 6 – 10****SINs 899-1, 899-1(RC), 899-2, 899-2(RC), 899-3, 899-3(RC), 899-4, and 899-4(RC)**

	Category	Hourly Rate	Daily Rate
01	Program Manager	\$109.17	\$873.36
02	Task Order/Project Manager	\$89.32	\$714.56
03	Health and Safety Specialist	\$74.44	\$595.52
04	Field Technician I	\$29.77	\$238.16
05	Field Technician II	\$49.62	\$396.96
06	Chemist I	\$74.44	\$595.52
07	Chemist II	\$124.06	\$992.48
08	Senior Engineer	\$79.25	\$634.00
09	Project Engineer	\$64.51	\$436.08
10	Environmental Scientist I	\$59.55	\$476.40
11	Environmental Scientist II	\$74.44	\$595.32
12	Environmental Scientist III	\$89.32	\$714.56
13	Geologist I	\$64.51	\$436.08
14	Geologist II	\$79.25	\$634.00
15	GIS/CAD Specialist	\$74.44	\$595.32
16	GIS Information Specialist	\$59.55	\$476.40
17	Technical Editor	\$59.55	\$476.40
18	Word Processor/Clerical	\$34.74	\$272.92
19	Technical Expert	\$252.61	\$2020.88
20	Functional Expert	\$138.95	\$1111.60
21	Database Operator	\$29.26	\$234.08
22	Database Administrator	\$48.09	\$384.72
23	Network Administrator	\$41.95	\$335.60
24	System Administrator	\$46.59	\$372.72
25	Hardware Engineer	\$54.27	\$434.16

26	Programmer I	\$32.77	\$262.16
27	Programmer II	\$36.55	\$292.40
28	Data Entry Clerk	\$21.70	\$173.60
29	Systems Analyst I	\$36.05	\$288.40
30	Systems Analyst II	\$43.59	\$348.72
31	Systems Analyst III	\$53.06	\$424.48

BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE

In the spirit of the Federal Acquisition Streamlining Act (_____) and **Encore Support Systems, L.P.** enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s)
_____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures:

Ordering Activity /Date

Contractor/Date

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s)_____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

- 1. The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER

***SPECIAL BPA DISCOUNT/PRICE**

- 2. Delivery:

DESTINATION

DELIVERY SCHEDULE/DATES

- 3. The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.
- 4. This BPA does not obligate any funds.
- 5. This BPA expires on _____ or at the end of the contract period, whichever is earlier.
- 6. The following office(s) is hereby authorized to place orders under this BPA:

OFFICE

POINT OF CONTACT

7. Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.
8. Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:
 - a. Name of Contractor;
 - b. Contract Number;
 - c. BPA Number;
 - d. Model Number or National Stock Number (NSN);
 - e. Purchase Order Number;
 - f. Date of Purchase;
 - g. Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
 - h. Date of Shipment.
9. The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
10. The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.