

Conger & Elsea, Inc.

Risk Analysis Consulting Services

Identifying, Analyzing, Evaluating and Advising on Matters of Risk

GENERAL SERVICES ADMINISTRATION

FEDERAL SUPPLY AND SERVICE

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST/ TEXT FILE FOR TERMS AND CONDITIONS

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.

Mission Oriented Business Integrated Services (MOBIS)

FSC Group/Schedule Title: R499/874 MOBIS

Special Item Number – 874-1/1RC & 874-4/4RC

Contract Number – GS-02F-0220X

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

Contract Period – 07/29/2011 thru 07/28/2016

Contractor Name: Conger & Elsea, Inc.

3440 Blue Springs Rd., Suite 102

Kennesaw, GA 30144

Telephone: 770-926-1131

<http://www.conger-elsea.com>

Business Size: Small Business

INFORMATION FOR ORDERING ACTIVITIES:

- | | |
|--|--|
| 1. Awarded Special Item Number: XXXXX
(A) SIN # 874-1/1RC - Consulting Services
(B) SIN # 874-4/4RC - Training Services | 13. Ordering Address:
Conger & Elsea, Inc.
3440 Blue Springs Rd., Suite 102
Kennesaw, GA 30144
TAX ID # 58-1968345
CAGE CODE: 1NLL2 |
| 2. Maximum Order: \$1,000,000 USD | 14. Payment Address:
Conger & Elsea, Inc.
3440 Blue Springs Rd., Suite 102
Kennesaw, Ga 30144 |
| 3. Minimum Order: \$100.00 USD | 15. Warranty Provisions: No Warranty |
| 4. Geographic Coverage: The 48 Contiguous States and the District of Colombia, Alaska, Hawaii, Puerto Rico | 16. Export Packaging: N/A |
| 5. Points of Production: United States | 17. Terms and conditions of Gov't Credit Cards:
Accepted above and below micro-purchase threshold. |
| 6. GSA Discount: 1.00% | 18. Empty Toner Recycle Program and other Applicable Recycle Programs – N/A |
| 7. Quantity Discounts: Additional 10.00% for Federal Government purchasers who enroll 45+ students for a particular class in a year. | 19. DUNS #: 790778377 |
| 8. Prompt Payment Terms: Net 30 | 20. Central Contractor Registration:
CAGE/NCAGE Code:1NLL2 |
| 9. Government purchase cards are accepted below and above the micro-purchase threshold. | |
| 10. Foreign Item: N/A | |
| 11. Delivery Time: TBD by Task Order | |
| 12. FOB Points: FOB Destination | |

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770-926-1131
dorian.conger@conger-elsea.com

GSA Rates For Consulting Services SIN 874-1 – effective January 2012

CONSULTING – INVESTIGATION & PROJECT SUPPORT

- A. Principals - Rate: \$299.24/hour
- B. Executive Consultant - Rate: \$259.35/hour
- C. Senior Consultant - Rate: \$206.55/hour

Travel time is billed at 50% of the applicable hourly rate.

CONSULTING – LITIGATION SUPPORT

- A. Principals - Rate: \$598.48/hour
- B. Executive Consultant - Rate: \$518.70/hour
- C. Senior Consultant - Rate: \$413.10/hour

Travel time is billed at 50% of the applicable hourly rate.

RELATED EXPENSES

Necessary expenses will be charged including travel, meals, lodging, materials, equipment rental, etc. In addition, a 15% general and administrative expense will be charged on all non-labor expenses.

When travel is within the USA, tickets are purchased in coach/tourist (if available). When traveling internationally (or outside the contiguous 48 states), tickets are purchased in business class.

Because of heavy travel burdens, Conger & Elsea, Inc. staff return home each weekend (some may elect to stay over for convenience).

(Charges do not exceed the Federal Travel Regulations for government clients. FTR per diem rates may be used at the client's request, rather than the actual charges.)

CERTIFICATION OF RATES

Rates are current and in accordance with GSA Schedule contract GS-02F-0220X. This rate sheet is available for inspection by federal government clients. Commercial prices are currently made to a number of other buyers. These prices are available only to federal government agencies and federal government contractors. Prices quoted including any discounts do not exceed prices charged the most favored customers for like items in similar quantities under comparable conditions.

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Labor Category Descriptions

Principal Consultant	Rate \$299.24/hour
Minimum Years Experience - 25 years of related experience and certified by Conger & Elsea, Inc. in root cause analysis and incident investigation	
Position Description - Serves as the project manager for contracts relating to accident/incident investigation, root cause analysis, safety or environmental evaluations, regulatory inspections related to accident/incident investigation, root cause analysis, safety or environmental evaluations, development of policies, procedures or programs related to accident/incident investigation, root cause analysis, safety or environmental evaluations.	
Field activities: Lead or support investigations of serious accidents or incidents and process evaluations in the oil – exploration, production and refining, chemical, petro-chemical, nuclear – reactor and materials, military, pipeline, hazardous materials, and environmental industries. Perform analysis using proven and known systematic analytical processes such as Management Oversight and Risk Tree, Fault Tree Analysis, Change Analysis, Hazard-Barrier-Target Analysis, Events and Causal Factors Charting, Failure Modes and Effects Analysis, and Human Performance/Error Evaluation. Conduct information gathering in accordance with the standard practices to facilitate factually based analysis and reports with source citations. Perform information gathering through technical document reviews, interviews, direct observation, and re-enactments. Write factually based reports with detailed source citations for factual information, identified causes, and recommended corrective actions. As needed, provide an oral exit briefing of the results of the project.	
Post field activities: Maintain accurate records of hours and expenses for inclusion with invoices. Maintain records of the field activity in such a way as to provide the results and supporting information to the client organization, if requested. At the direction of the client organization, retain electronic records of the results of the investigation/evaluation for up to 5 years.	
Other: Direct the work activities of executive consultants, senior consultants, or consultants as appropriate on the projects.	

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Labor Category Descriptions

Executive Consultant	Rate: \$259.35/hour
Educational Requirements - Bachelor's degree or higher and certified by Conger & Elsea, Inc. in root cause analysis and incident investigation.	
Minimum Years Experience - At least 20 years of related experience (10 years experience as an executive with either a public sector or private sector organization).	
<p>Position Description - Serves as the project manager for contracts relating to accident/incident investigation, root cause analysis, safety or environmental evaluations, regulatory inspections related to accident/incident investigation, root cause analysis, safety or environmental evaluations, development of policies, procedures or programs related to accident/incident investigation, root cause analysis, safety or environmental evaluations.</p> <p>Field activities: Lead or support investigations of serious accidents or incidents and process evaluations in the oil – exploration, production and refining, chemical, petro-chemical, nuclear – reactor and materials, military, pipeline, hazardous materials, and environmental industries. Perform analysis using proven and known systematic analytical processes such as Management Oversight and Risk Tree, Fault Tree Analysis, Change Analysis, Hazard-Barrier-Target Analysis, Events and Causal Factors Charting, Failure Modes and Effects Analysis, and Human Performance/Error Evaluation. Conduct information gathering in accordance with the standard practices to facilitate factually based analysis and reports with source citations. Perform information gathering through technical document reviews, interviews, direct observation, and re-enactments. Write factually based reports with detailed source citations for factual information, identified causes, and recommended corrective actions. As needed, provide an oral exit briefing of the results of the project.</p> <p>Post field activities: Maintain accurate records of hours and expenses for inclusion with invoices. Maintain records of the field activity in such a way as to provide the results and supporting information to the client organization, if requested. At the direction of the client organization, retain electronic records of the results of the investigation/evaluation for up to 5 years.</p> <p>Other: Perform other duties as assigned by a Principal Consultant or the General Manager. Direct the work activities of senior consultants or consultants as appropriate on the projects.</p>	

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Labor Category Descriptions

Senior Consultant	Rate: \$206.55/hour
Educational Requirements - Bachelor's degree and certified by Conger & Elsea, Inc. in root cause analysis and incident investigation.	
Minimum Years Experience - At least 15 years of related experience OR more than 20 years of related experience (10 years experience in a professional position with either a public sector or private sector organization).	
Position Description - Serves as the project manager for contracts relating to accident/incident investigation, root cause analysis, safety or environmental evaluations, regulatory inspections related to accident/incident investigation, root cause analysis, safety or environmental evaluations, development of policies, procedures or programs related to accident/incident investigation, root cause analysis, safety or environmental evaluations. Field activities: Lead or support investigations of serious accidents or incidents and process evaluations in the oil – exploration, production and refining, chemical, petro-chemical, nuclear – reactor and materials, military, pipeline, hazardous materials, and environmental industries. Perform analysis using proven and known systematic analytical processes such as Management Oversight and Risk Tree, Fault Tree Analysis, Change Analysis, Hazard-Barrier-Target Analysis, Events and Causal Factors Charting, Failure Modes and Effects Analysis, and Human Performance/Error Evaluation. Conduct information gathering in accordance with the standard practices to facilitate factually based analysis and reports with source citations. Perform information gathering through technical document reviews, interviews, direct observation, and re-enactments. Write factually based reports with detailed source citations for factual information, identified causes, and recommended corrective actions. As needed, provide an oral exit briefing of the results of the project. Post field activities: Maintain accurate records of hours and expenses for inclusion with invoices. Maintain records of the field activity in such a way as to provide the results and supporting information to the client organization, if requested. At the direction of the client organization, retain electronic records of the results of the investigation/evaluation for up to 5 years. Other: Perform other duties as assigned by a Principal Consultant, Executive Consultant or the General Manager. Direct the work activities of other senior consultants or consultants as appropriate on the projects.	

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GSA Price List (June 21, 2011)

SIN 874-4

SIN	Course Title	Course Length	Price Per Course or Person	GSA price
874-4	Root Cause Analysis and Incident Investigation Workshop	5-days	Per Course (up to 10 students)	\$19,800.00
			Per Person (Each add'l student after 10)	\$1,466.30
874-4	Root Cause Analysis Techniques Workshop	4-days	Per Course (up to 10 students)	\$15,840.00
			Per Person (Each add'l student after 10)	\$1,173.04
874-4	Equipment Failure Analysis Workshop	3-days	Per Course (up to 10 students)	\$11,880.00
			Per Person (Each add'l student after 10)	\$879.78
874-4	Basic/Apparent Cause Analysis	2-days	Per Course (up to 10 students)	\$7,181.86
			Per Person (Each add'l student after 10)	\$531.85
874-4	Management Introduction to Root Cause Analysis and Corrective Action Programs	1-day	Per Course (up to 10 students)	\$3,960.00
			Per Person (Each add'l student after 10)	\$293.26

*Quantity discount: Additional 10% for clients who enroll 45+ students for a particular class in a year.

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Course Description

Course	Description	Course Length	Minimum Participants	Maximum Participants
Root Cause Analysis and Incident Investigation Workshop (5 - Day Course)	<p>This intensive five-day workshop in root cause analysis is the core training for the U.S. NRC's IITs and AITs, the Department of Energy, the Pipeline and Hazardous Materials Administration, the Chief of Naval Operations safety function, a number of commercial utilities, and other international government agencies. The course outline includes five root cause analysis techniques, the "model" root cause program, investigative interviewing, hardware data gathering, human performance, safety culture evaluation, report preparation and presentation and guided practice in performing an incident investigation. Classes of 16 or less normally require one instructor; large classes may require more than one instructor.</p>	5 Days (40 hours)	10	16
Root Cause Analysis Techniques Workshop (4 - Day Course)	<p>The four-day root cause course is designed to assist DOE, DOE contractor, nuclear utility, and occupational or environmental safety personnel. Course content includes the Model Program for Root Cause Analysis which is the basis for many root cause programs and procedures. Investigators and analysts will be capable of performing the root cause analysis necessary to meet DOE 5000.3B, NRC, and OSHA requirements. The course includes six unique analytical techniques. Classes of 20 or less normally require one instructor; larger classes may require more than one instructor.</p>	4 Days (32 hours)	10	20
Equipment Failure Analysis Workshop (3-Day Course)	<p>This three-day workshop is designed for those who will investigate hardware related incidents. Four analytics are presented - Change Analysis, Hazard-Barrier-Target, Fault Tree Analysis and Failure Modes and Effects Analysis. Hardware data gathering, interviewing and reporting basics are treated. Case studies are used. Classes of 20 or less normally require one instructor; larger classes may require more than one instructor.</p>	3 Days (24 hours)	10	20
Basic/Apparent Cause Analysis (2 - Day Course)	<p>This two-day workshop is designed for those who will investigate incidents of low to moderate consequence. Three analytics are presented - Change Analysis, Hazard-Barrier-Target, Events & Causal Factors. Interviewing and reporting basics are treated. Case studies are used. Classes of 20 or less normally require one instructor; larger classes may require more than one instructor.</p>	2 Days (16 hours)	10	20
Management Introduction to Root Cause Analysis and Corrective Action Programs (1 - Day Course)	<p>This intensive one-day briefing for management explains the importance of root cause analysis. The briefing includes an explanation of five root cause analysis techniques, the "model" root cause program, safety culture and human performance, report preparation and evaluating report results. Classes of 25 or less normally require one instructor; large classes may require more than one instructor.</p>	1 Day (8 hours)	10	25

INTRODUCTION TO CONGER & ELSEA, INC.

History, Experience, Qualifications

TRAINING

Since November of 1982, Conger & Elsea, Inc. has been designing, developing and delivering safety assessment, incident investigation, root cause analysis, and human performance evaluation training programs. The primary audience for this training has been the electrical utility, the petrochemical, and pipeline industries, including more than 200 commercial companies and 8 federal agencies. Clients include such organizations as the US Nuclear Regulatory Commission, US Environmental Protection Administration, the National Aeronautics and Space Administration, the Occupational Safety and Health Administration, Pipeline and Hazardous Materials Safety Administration, Chevron, Amerada Hess, El Paso Energy, Pacific Gas and Electric and other industrial companies. Additionally, Conger & Elsea, Inc. provides consulting services, and a series of eleven safety software programs to support safety assessment and root cause analysis efforts. Conger & Elsea, Inc. consults on the development and implementation of incident prevention programs. Descriptions of model mishap prevention and/or root cause analysis programs/procedures/processes are available to clients.

The Mishap Prevention System is a performance based safety assessment process which can be implemented and carried to completion by the client. The system is tailored to fit the uniqueness of each client.

In the past five years, Conger & Elsea, Inc. has taught more than 100 root cause analysis and incident investigation training programs. During the period, a total of nearly 5,000 students have been trained.

Conger & Elsea, Inc. has a policy of providing "first class" service to all clients. We have in the past and anticipate continuing to contact our clients on at least a quarterly basis. This routine contact has allowed us to build a strong client/consultant partnership. Our service visits are used to review new or old training agendas, review and comment on reports, provide industry feedback, etc.

In addition to the frequent visits to client facilities, Conger and Elsea takes special steps to stay abreast of the current research on root cause analysis and safety behavior. After the project is completed, it is our practice to call on the client. These calls are used to solicit feedback on the process and how the training might be adapted to more closely meet the client's needs. Accordingly, our course materials (which are proprietary) reflect the most current process and experiences. A list of specific references is available upon request.

The basic course materials are reviewed and revised at least annually. They are updated to reflect changes in technology, research, procedures, policies, regulatory

emphasis, etc. During the past eighteen years, Conger & Elsea, Inc. has developed a library of examples for use during training. During the last five year period, 51 different course outlines have been tailored to exactly match the client's needs.

CONSULTING

Identifying, analyzing, evaluating and advising on matters of risk takes many forms. Consulting activities have included: preparing nuclear plants for 95001 and 95002 inspections; serving on NRC 95003 inspection teams; developing corrective action programs, preparing a commercial nuclear plant for start up; performing a hazard analysis for a rocket manufacturer; assisting on incident investigations; developing a system safety plan for military test machinery; performing fatality investigations and designing the ideal design review process for modifications of \$1 million or more. Conger & Elsea, Inc. personnel have conducted more than 100 major investigations of fatalities, large scale equipment failures, electric blackouts and failures in inventory control processes.