

**DBD INC LABOR RATES FY23**

Labor Category	Fully Burdened Labor Rate (\$)
Program Manager	235.25
Project Manager	205.83
Project Support Specialist	123.58
Subject Matter Expert IV	271.64
Subject Matter Expert III	235.25
Subject Matter Expert II	220.69
Subject Matter Expert I	191.61
Engineer/Scientist IV	266.77
Engineer/Scientist III	235.25
Engineer/Scientist II	220.69
Engineer/Scientist I	191.61
Special Consultant IV	382.20
Special Consultant III	310.87
Special Consultant II	247.15
Special Consultant I	193.65
Administrative Specialist II	67.90
Administrative Specialist I	43.25

## **DESCRIPTION OF LABOR CATEGORIES**

# 1. TECHNICAL

### **Program Manager**

BS/BA degree in Engineering, Science, Business Management or Project Management. Fifteen (15 years) of directly applicable experience in directing and managing projects. Provides technical management in design, engineering, construction, start-up and operations of complex technological systems and projects. Duties are related to, but not limited to, experience in developing and enforcing work standards, providing quality assurance and configuration management, reviewing work quality, assigns schedules, and communicates goals, objectives, and policies of the organization to subordinates. Oversees technical, financial management and administrative activities, such as budgeting, financial reporting, and manpower and resource planning. Experience in project development life cycle phases from inception to deployment, with an ability to provide guidance and direction in these tasks areas is required.

### **Project Manager**

BS/BA degree in Engineering, Science, Business Management or Project Management. Ten (10 years) of directly applicable experience in directing and managing projects. Provides technical management in design, engineering, construction, start-up and operations of complex technological systems and projects. Duties are related to, but not limited to, experience in developing and enforcing work standards, providing quality assurance and configuration management, reviewing work quality, assigns schedules, and communicates goals, objectives, and policies of the organization to subordinates. Oversees technical, financial management and administrative activities, such as budgeting, financial reporting, and manpower and resource planning. Experience in project development life cycle phases from inception to deployment, with an ability to provide guidance and direction in these tasks areas is required.

### **Project Support Specialist**

Bachelor's Degree with at least one (1) year of project or engineering support experience/or 6 years relevant experience. Assists project or project staff in numerous areas including software, IT, computer aided design, drawing preparations, records keeping and other project related tasks.

### **Subject Matter Expert IV**

BS/BA degree in Engineering, Science or Business Management. Masters or PhD degree preferred at this level. Twenty (20 years) of directly applicable experience in specialized technical field and is acknowledged as an expert in the specific area in question. Manages and directs the daily tasks required to perform ongoing support of design, construction, start-up and/or operations/ maintenance activities of complex high technology systems or projects. Renders expert opinions on engineering and technical issues, provides recommendations to project design and construction teams in specific areas of expertise. Provides independent reviews and assessments in areas of specialized expertise and provides guidance to project teams in delivering results on projects of complex, high- technology nature. Interfaces with management personnel and customer representatives. Develops and enforces work standards, assigns schedules, reviews work quality, communicates goals, objectives, and policies of the organization to subordinates. Provides leadership for the project team, coordinates with the functional organizations, and supervises senior personnel within the project organization.

### **Subject Matter Expert III**

BS/BA degree in Engineering, Science or Business Management. Masters or PhD degree preferred at this level. Fifteen (15 years) of directly applicable experience in specialized technical field and is acknowledged as an expert in the specific area in question. Manages and directs the daily tasks required to perform ongoing support of design, construction, start-up and/or operations/ maintenance activities of complex high technology systems or projects. Renders expert opinions on engineering and technical issues, provides recommendations to project design and construction teams in specific areas of expertise. Provides independent reviews and assessments in areas of specialized expertise and provides guidance to project teams in delivering results on projects of complex, high- technology nature. Interfaces with management personnel and customer representatives. Develops and enforces work standards, assigns schedules, reviews work quality, communicates goals, objectives, and policies of the organization to subordinates. Provides leadership for the project team, coordinates with the functional organizations, and supervises senior personnel within the project organization.

### **Subject Matter Expert II**

BS/BA degree in Engineering, Science or Business Management. Masters degree preferred at this level. Ten (10 years) of directly applicable experience in specialized technical field and is acknowledged as an expert in the specific area in question. Manages and directs the daily tasks required to perform ongoing support of design, construction, start-up and/or operations/ maintenance activities of complex high technology systems or projects. Renders expert opinions on engineering and technical issues, provides recommendations to project design and construction teams in specific areas of expertise. Provides independent reviews and assessments in areas of specialized expertise and provides guidance to project teams in delivering results on projects of complex, high-technology nature. Interfaces with management personnel and customer representatives. Develops and enforces work standards, assigns schedules, reviews work quality, communicates goals, objectives, and policies of the organization to subordinates. Provides leadership for the project team, coordinates with the functional organizations, and supervises senior personnel within the project organization.

### **Subject Matter Expert I**

BS/BA degree in Engineering, Science or Business Management. Seven (7 years) of directly applicable experience in specialized technical field and is acknowledged as an expert in the specific area in question. Manages and directs the daily tasks required to perform ongoing support of design, construction, start-up and/or operations/ maintenance activities of complex high technology systems or projects. Renders expert opinions on engineering and technical issues, provides recommendations to project design and construction teams in specific areas of expertise. Provides independent reviews and assessments in areas of specialized expertise and provides guidance to project teams in delivering results on projects of complex, high-technology nature. Interfaces with management personnel and customer representatives. Develops and enforces work standards, assigns schedules, reviews work quality, communicates goals, objectives, and policies of the organization to subordinates. Provides leadership for the project team, coordinates with the functional organizations, and supervises senior personnel within the project organization.

### **Engineer / Scientist IV**

BS/BA degree in engineering or science plus fifteen (15) years of direct or related experience in the engineering or science field. Relevant experience includes, but is not limited to, extensive knowledge of analytical techniques, experience in gathering data to solve complex technical problems (e.g., requirements definition, operations research, modelling), and team leader responsibilities. In conjunction with the provision of professional services duties may include analysis of complex problems, definition of functional requirements,

operations research, modelling, process analysis and design, developing and providing training materials, and providing daily supervision.

### **Engineer / Scientist III**

BS/BA degree in engineering or science plus ten (10) years of direct or related experience in the engineering or science field. Relevant experience includes, but is not limited to, extensive knowledge of analytical techniques, experience in gathering data to solve complex technical problems (e.g., requirements definition, operations research, modelling), and team leader responsibilities. In conjunction with the provision of professional services, duties may include analysis of complex problems, definition of functional requirements, operations research, modelling, process analysis and design, developing and providing training materials, and providing daily supervision.

### **Engineer / Scientist II**

BS/BA degree in engineering or science plus eight (8) years of direct experience in the engineering or science field. Relevant experience includes, but is not limited to, substantial knowledge of analytical techniques, experience in gathering data to solve complex technical problems (e.g., requirements definition, operations research, modelling), and team leader responsibilities. In conjunction with the provision of professional services, duties may include analysis of complex problems, definition of functional requirements, operations research, modelling, process analysis and design, developing and providing training materials and providing daily supervision.

### **Engineer / Scientist I**

BS/BA degree in engineering or science plus five (5) years of direct relevant experience in the engineering or science field. Relevant experience includes, but is not limited to, knowledge of analytical techniques, experience in gathering data to solve complex technical problems (e.g., requirements definition, operations research, modelling), and team leader responsibilities. In conjunction with the provision of professional services, duties may include analysis of complex problems, definition of functional requirements, operations research, modelling, process analysis and design, developing and providing training materials, and providing daily supervision.

### **Engineer / Scientist Associate**

BS/BA degree in engineering or science plus two (2) years of direct relevant experience in the engineering or science field. In conjunction with providing professional services, duties may include analysis of problems, and definition of requirements, usually under the guidance of a more senior leader or manager.

## **2. SPECIALTY**

### **Special Consultant IV**

BS/MS in Engineering or Science or BA/MA in Business with extensive experience in the management of engineering and energy related industries. Minimum of 30 years of experience in engineering or scientific design or construction as well as senior level management experience with at least 5 years at the CEO, Company Officer, or Board of Directors Level. Alternatively requires a PhD in a specialized field required for specific task in question or a tenured position at the University offering engineering and science degrees at the bachelors, masters and PhD levels. Consults on complex business, technical and programmatic challenges.

Provides technical assessment services on major projects and programs targeted at the executive and senior management levels. Matches client capabilities with strategic program and project goals. Establishes clear achievable technical solutions, outcome measurements, budgets, timelines, and evaluation methods. Develops relationships at executive levels in the client organization to effectively develop and execute proposals and technical objectives. Identifies industry best practices to clients in technical and management areas.

### **Special Consultant III**

BS/BA degree in Engineering, Science or Business Management or equivalent experience. Twenty-five (25 years) with extensive experience in the management of engineering and energy related industries and directly applicable experience in interfacing with corporate directors, external oversight review groups, and government and industry executives. MS/MA degree considered a plus. Consults on complex business, technical and programmatic challenges. Provides business, technical and/or strategic assessment services on major projects and programs targeted at the executive and senior management levels. Matches client technical and programmatic challenges. Provides business, technical and/or strategic assessment services on major projects and programs targeted at the executive and senior management levels. Matches client capabilities with strategic program and project goals. Establishes clear achievable technical solutions outcome measurements, budgets, timelines, and evaluation methods. Develops relationships at executive levels in the client organization to effectively develop and execute proposals and technical objectives. Identifies industry best practices to clients in technical and management areas.

### **Special Consultant II**

BS/BA degree in Engineering, Science or Business Management or equivalent experience. Twenty (20 years) of professional experience in successfully managing and performing complex engineering, scientific, or business projects including establishing the objectives of projects and interfacing with corporate directors, external oversight review groups, and government and industry executives. MS/MA degree considered a plus. Consults on complex business, technical and programmatic challenges. Provides business, technical and/or strategic assessment services on major projects and programs. Identifies industry best practices to clients in technical and management areas.

### **Special Consultant I**

BS/BA degree in Engineering, Science or Business Management or equivalent experience. Fifteen (15 years) of professional experience in successfully managing and performing complex engineering, scientific, or business projects including interfacing with customers. MS/MA degree considered a plus. Consults on complex business, technical and programmatic challenges. Provides business, technical and/or strategic assessment services on major projects and programs. Identifies industry best practices to clients in technical and management areas.

## **3. ADMINISTRATIVE**

### **Administrative Specialist II**

High School Diploma. Five (5) years of directly applicable experience in maintaining records and other files, preparing and editing routine correspondence, assisting in the preparation of presentation graphics, scheduling meetings, and scheduling and coordinating travel. Supports the development of contract deliverables and reports by developing and updating graphic presentations to improve the quality and enhance the usability of these documents. Produces data to develop financial forecasts and other financial reporting. Assists with preparation of financial forecasts and other financial reporting. Assists with conducting investigations related

to program planning requirements. Assists with preparation and submission of reports on a recurring basis. Extensive knowledge of company and customer policies and procedures. High level of facility with WORD, EXCEL, POWERPOINT, ADOBE and other software required for producing reports and presentations.

**Administrative Specialist I**

High School Diploma. One (1) year of directly applicable experience in maintaining records and other files, preparing and editing routine correspondence, assisting in the preparation of presentation graphics, scheduling meetings, and scheduling and coordinating travel. Supports the development of contract deliverables and reports by developing and updating graphic presentations to improve the quality and enhance the usability of these documents. Assists with preparation and submission of reports on a recurring basis. Knowledge of company and customer policies and procedures. Working level of facility with WORD, EXCEL, POWERPOINT, ADOBE and other software required for producing reports and presentation