

Bureau of Indian Affairs
Office of Facilities Management and Construction

Recommended Minimum Qualification Standards
for a
Project Manager Employed
Under
P.L. 93-638 Contracts or P.L. 100-297 Grants

A. Purpose:

The following qualification standards have been established to:

1. Ensure that qualified individuals are hired by tribes and tribal organizations for the management of construction projects under P.L. 93-638 contracts or P.L. 100-297 grants.
2. Ensure that projects are managed by individuals who have the requisite knowledge, skills, experience and education to manage a project of the scope, nature and complexity anticipated under a grant or contract.

B. Background:

The Bureau of Indian Affairs makes sizable investments in the planning, design and construction of multi-million dollar construction projects ranging from schools, detention facilities, offices, dormitories, and houses. Prudent management of public funds dictates that qualified individuals be used by tribes and tribal organizations to manage BIA funded projects. This requirement benefits both the tribe and the government.

C. Qualification Standards for projects expected to cost \$ 10 million or more:

1. Experience

- a. Ten (10) or more years of employment with an Architect or Engineering firm or firms where the primary duties of employment included management of projects for the planning, design and construction of buildings or,
- b. Ten (10) or more years of employment with a construction company or construction management firm where the primary duties included management of construction projects with an A-E firm and construction contractor or,
- c. Ten (10) or more years of employment with a public agency (Federal, State, Tribal or local) where the primary duties included the management of projects for planning, design and construction of buildings or,
- d. Any combination of 1.a thru 1.c which totals ten (10) or more years and

2. Education

- a. Bachelor's degree in Engineering or Architecture from an accredited college or university or,
- b. Associate of Arts Degree in Construction or Building Technology or related fields.

D. Qualification Standard for projects less than \$ 10 million

1. Experience

- a. Seven (7) or more years of employment with an Architect or Engineering firm or firms where the primary duties of employment included the management of the planning, design and construction of buildings or,
- b. Seven (7) or more years of employment with a construction company or construction management firm which included management of building construction projects with an A-E firm and construction contractor or,
- c. Seven (7) or more years of employment with a public agency (Federal, State, Tribal, or local) where the primary duties of employment included management of projects for the planning, design and construction of buildings or,
- d. Any combination of 1.a thru 1.c which totals seven (7) or more years.

2. Education

- a. At least 30 credit hours or more in Engineering or Architecture courses from an accredited college or university or,
- b. Associate of Arts Degree in Construction Technology or related field.

E. Salary Range

1. For persons meeting Standard C above: Federal Salary Schedule GS 12. For purposes of budget or proposal estimates, the GS 12, Step 5 rate may be used. During negotiations, project managers are authorized to approve rates within the step I through 10 ranges depending on the extent of experience and education of the proposed project manager.
2. Persons meeting Standard D above: Federal Salary Schedule GS 11. For purposes of budget or proposal estimates, the GS 11, Step 5 rate may be used. During negotiations, project managers are authorized to approve rates within the step I through 10 ranges depending on the extent of experience and education of the proposed project manager.
3. Salary schedules may be found at the following web site: www.opm.gov. From the index, click "Pay and Leave", then click Salaries and Wages, then click General Schedule and Locality Pay Tables, and then click Rest of United States.

- F. Supporting documents certifying experience and education should be submitted to support the qualification requirements for Standard C and Standard D above.

Directory: DPPI-SHARE\Project Mgr, Min Qual\2minimum standard.wpd