GSA
Federal Supply Schedule
Price List
Revision 2

For

PROFESSIONAL
ENGINEERING SERVICES (PES)

Contract No. GS-23F-0085M

Contract Period of Performance: 23 January 2002 – 22 January 2012
(Two Five-Year Option Periods Available)

Gryphon Technologies, LC
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A. CUSTOMER INFORMATION

1. This award covers the following Special Interest Item Numbers (SINs) and Professional Engineering Disciplines (PEDs) as follows:

Special Item Numbers (SINs) Offered	Primary Engineering Disciplines (PEDs) Offered:
__X__ 871-1 Strategic Planning for Technology Programs/Activities	Electrical/Mechanical
__X__ 871-2 Concept Development and Requirements Analysis	Electrical/Mechanical
__X__ 871-3 System Design and Integration	Electrical/Mechanical
__X__ 871-4 Tests and Evaluation	Electrical/Mechanical
__X__ 871-5 Integrated Logistics Support	Electrical/Mechanical
__X__ 871-6 Acquisitions and Life Cycle	Electrical/Mechanical

Gryphon Technologies, LC is offering 24 labor categories (Gryphon Site) and 24 labor categories (Government site). These labor categories and rates are the same for all SINs. Labor categories and hourly rates are included in this price list. A 5% annual escalation applies to this contract

2. ODCs: Gryphon Technologies, LC has included general ODCs in the buildup of our Gryphon site rates. General ODCs include ODCs needed to support management and administration of the contract. They do not include such items as travel, significant reproduction, shipping, etc.

3. Industrial Funding Fee: Gryphon Technologies, LC has included the Industrial Funding Fee of 1% in the labor rates contained in this price list.

4. Prompt Payment Discount: Gryphon Technologies, LC does not offer prompt payment discounts.

5. Maximum Order: $750,000 Orders may exceed this amount, however, Gryphon is not obligated to honor any order for a combination of items in excess of $750,000

Notwithstanding the paragraph above, Gryphon will honor any order exceeding the maximum order unless that order (or orders) is returned to the ordering office within 5 workdays after receipt, with written notice stating Gryphon's intent not to supply the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

I-FSS-125 Requirements Exceeding The Maximum Order (OCT 1997)

(a) In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall:

(1) Review additional schedule contractors catalog/price lists or use "GSA Advantage" on-line shopping service;

(2) Based upon the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors); and

(3) After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

(b) Vendors may:

(1) Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in FAR 52.216-19, Order Limitations).

(2) Offer the lowest price available under the contract; or

(3) Decline the order (orders must be returned in accordance with FAR 52.216-19).

(c) A delivery order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR 8.404. The order will be placed under the contract.

(d) Sales for orders that exceed the Maximum Order shall be reported in accordance with GSAR 552.238-74.

6. **Minimum Order:** The minimum dollar value of orders to be issued is $100.00.

7. **Quantity Discounts:** None

8. **Delivery:** FOB Destination

9. **Government Commercial Credit Cards:** Gryphon Technologies, LC accepts the Government Purchase Card. No discount is offered for the use of the purchase card.

10. **Security Clearances:** Gryphon Technologies, LC has employees available holding security clearances through the SECRET level.

11. **Task Order Type:.** Gryphon Technologies, LC possesses an adequate and auditable labor hour recording and invoicing system (Deltek) capable of fully supporting labor hour invoices; and they are, therefore, approved to accept both firm fixed price and labor hour task orders.

12. **Inappropriate use of the contract:** This contract shall only be used for the services listed (see Section C, Scope of Work). Inappropriate use of the contract for other than Professional Engineering Services may subject the contractor/agency to penalties provided by statute and regulation.

13. **Price Reduction Clause 552.238-76 (Oct 1994):** All terms under this clause are applicable. The Government and Gryphon Technologies, LC agreed that the category of customer upon which this award is predicated is identified herein as the end user. This relationship will be maintained throughout the contract period. Any changes in Gryphon Technologies, LC's pricing arrangements for the class of customer that disturbs this relationship will constitute a price reduction.

14. **Economic Price Adjustment Clause 552.216-71 (Alternate-1 Jan 1989):** This clause does not apply to this contract. Gryphon Technologies, LC's prices include an escalation factor.

15. **Permit and Licensing Fees:** Gryphon Technologies, LC will be responsible for obtaining all necessary permits and licenses for complying with all applicable Federal, State, and Municipal laws.

16. **VETS-100 Clause:** Gryphon Technologies, LC submitted the most recent report required by the 38 U.S.C. 412(d)

17. **Teaming Arrangements:** Gryphon Technologies, LC understands that teaming arrangements may be possible with any vendor currently holding a GSA Multiple Award Schedule contract.

18. **Ordering Address(es):** Determined by individual task order.

19. **Payment Address:** Gryphon Technologies, LC, Box 791175, Baltimore, MD 21279-1175.

20. **Dunn & Bradstreet Number:** 94-220-7838

21. **Notification regarding registration in Central Contractor Registration (CCR) database:** Gryphon Technologies, LC has completed the Central Contractor Registration process.

22. **Technical Point of Contact:** Andy Ishee; Phone, (240) 387-1000 ext 125, Fax (240) 387-1005

23. **Contractual point of Contact:** Laura Deady; Phone, (240) 387-1000 ext 146, Fax (240) 387-1005

PROFESSIONAL ENGINEERING SERVICES CONTRACT

1. Contract Overview

Gryphon Technologies, LC has been awarded a GSA Federal Supply Schedule contract for Professional Engineering Services (PES), Contract No. GS-23F-0085M. The contract period is from 23 January 2002 – 22 January 2012. GSA may exercise an additional five-year option period at the end of this option year one (1) period. The contract provides for task orders to be placed on a Firm Fixed Price or Time & Materials basis using the labor categories and ceiling rates defined for the contract.

2. Contract Use

This contract is available for use by all federal government agencies as a source for Professional Engineering Services for domestic use.

3. Contract Scope

Gryphon Technologies, LC will provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional engineering services as specified in each task order. Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The Government will determine the Contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services, labor hours, or time-and-material.

4. Gryphon Technologies, LC's Special Item Numbers Approved by GSA

Gryphon Technologies, LC may perform Electrical and Mechanical Engineering under each of the awarded SINs. A full description of each awarded SIN and examples of the types of work covered by the SIN are provided in the following paragraphs.

871-1 STRATEGIC PLANNING FOR TECHNOLOGY PROGRAMS/ACTIVITIES

Services required under this SIN involve the definition and interpretation of high-level organizational engineering performance requirements such as projects, systems, missions, etc., and the objectives and approaches to their achievement. Typical associated tasks include, but are not limited to an analysis of mission, program goals and objectives, requirements analysis, organizational performance assessment, special studies and analysis, training, privatization and outsourcing.

Example: The evaluation and preliminary definition of new and/or improved performance goals for navigation satellites – such as launch procedures and costs, multi-user capability, useful service life, accuracy and resistance to natural and man made electronic interference.

Inappropriate use of this SIN is providing professional engineering services not specifically related to strategic planning for technology programs/activities and its associated disciplines.

871-2 CONCEPT DEVELOPMENT AND REQUIREMENTS ANALYSIS

Services required under this SIN involve abstract or concept studies and analysis, requirements definition, preliminary planning, the evaluation of alternative technical approaches and associated costs for the development or enhancement of high level general performance specifications of a system, project, mission or activity. Typical associated tasks include, but are not limited to requirements analysis, cost/cost-performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, training, privatization and outsourcing.

Example: The development and analysis of the total mission profile and life cycle of the improved satellite including examination of performance and cost tradeoffs.

Inappropriate use of this SIN is providing professional engineering services not specifically related to concept development and requirements analysis and its associated disciplines.

871-3 SYSTEM DESIGN, ENGINEERING AND INTEGRATION

Services required under this SIN involve the translation of a system (or subsystem, program, project, activity) concept into a preliminary and detailed design (engineering plans and specifications), performing risk identification/analysis/mitigation, traceability, and then integrating the various components to produce a working prototype or model of the system. Typical associated tasks include, but are not limited to computer-aided design, design studies and analysis, high level detailed specification preparation, configuration management and document control, fabrication, assembly and simulation, modeling, training, privatization and outsourcing.

Example: The navigation satellite concept produced in the preceding stage will be converted to a detailed engineering design package, performance will be computer simulated and a working model will be built for testing and design verification.

Inappropriate use of this SIN is providing professional engineering services not specifically related to system design, engineering, and integration and their associated disciplines.

871-4 TEST AND EVALUATION

Services required under this SIN involves the application of various techniques demonstrating that a prototype system (subsystem, program, project or activity) performs in accordance with the objectives outlined in the original design. Typical associated tasks include, but are not limited testing of a prototype and first article(s) testing, environmental testing, independent verification and validation, reverse engineering, simulation and modeling (to test the feasibility of a concept), system safety, quality assurance, physical testing of the product or system, training, privatization and outsourcing.

Example: The navigation satellite working model will be subjected to a series of tests which may simulate and ultimately duplicate its operational environment.

Inappropriate use of this SIN is providing professional engineering services not specifically related to testing and evaluating and its associated disciplines.

871-5 INTEGRATED LOGISTICS SUPPORT

Services required under this SIN involves the analysis, planning and detailed design of all engineering specific logistics support including material goods, personnel, and operational maintenance and repair of systems throughout their life cycles. Typical associated tasks include, but are not limited to ergonomic/human performance analysis, feasibility analysis, logistics planning, requirements determination, policy standards/procedures development, long-term reliability and maintainability, training, privatization and outsourcing.

Example: The full range of life cycle logistics support for the navigation satellite will be identified and designed in this stage including training, operation and maintenance requirements, and replacement procedures.

Inappropriate use of this SIN is providing professional engineering services not specifically related to integrated logistics support and its associated disciplines.

871-6 ACQUISITION AND LIFE CYCLE MANAGEMENT

Services required under this SIN involve all of the planning, budgetary, contract and systems/program management execution functions required to procure and/or produce, render operational and provide life cycle support (maintenance, repair, supplies, engineering specific logistics) to technology-based systems, activities, subsystems, projects, etc. Typical associated tasks include, but are not limited to operation and maintenance, program/project management, technology transfer/insertion, training, privatization and outsourcing.

Example: During this stage the actual manufacturing, launch, and performance monitoring of the navigation satellite will be assisted through project management, configuration management, reliability analysis, engineering retrofit improvements and similar functions.

Inappropriate use of this SIN is professional engineering services not specifically related to acquisition and life cycle management and associated disciplines.

5. Primary Engineering Disciplines

Electrical Engineering
Planning, design, development, evaluation and operation of electrical principles, models and processes. Electrical Engineering includes, but is not limited to, the design, fabrication, measurement and operation of electrical devices, equipment and systems (e.g., signal processing; telecommunication; sensors, microwave, and image processing; micro-fabrication; energy systems and control; micro- and nano-electronics; plasma processing; laser and photonics; satellites, missiles and guidance systems, space vehicles, fiber optics, robotics, etc.). Within the

electrical engineering discipline, there are several specialties within the scope of this work; a partial listing follows.

• Aerospace and Electronic Systems • Antennas and Propagation • Broadcast Technology • Circuits and Systems • Communications • Components Packaging, and Manufacturing Technology • Computer* • Consumer Electronics • Control Systems • Dielectrics and Electrical Insulation • Education • Geosciences & Remote Sensing • Engineering in Medicine and Biology • Engineering Management • Electromagnetic Compatibility • Industry Applications • Industrial Electronics • Information Theory • Instrumentation and Measurement	• Intelligent Transportation Systems Lasers & Electro-Optics • Nuclear and Plasma Sciences Magnetics • Microwave Theory and Techniques • Neural Networks Council • Oceanic Engineering • Power Electronics • Power Engineering • Professional Communication • Reliability • Robotics & Automation • Solid-State Circuits • Systems, Man, and Cybernetics • Signal Processing on Social Implications of Technology • Ultrasonic, Ferroelectrics, and Frequency Control • Other Electrical Engineering Specialties not listed in the Paragraph 6 "*Services not Included"

Mechanical Engineering
Planning, development, evaluation and control of systems and components involving the production and transfer of energy and with the conversion of one form of energy to another.

It includes, but is not limited to, planning and evaluation of power plants, analysis of economical combustion of fuels, conversion of heat energy into mechanical energy, use of mechanical energy to perform useful work, analysis of structures and motion in mechanical systems, and conversion of raw materials into a final product, etc. (e.g. thermodynamics, mechanics, fluid mechanics, jets, rocket engines, internal combustion engines, steam and gas turbines, continuum mechanics, dynamic systems, dynamic fluid mechanics, heat transfer, manufacturing, materials, solid mechanics, reactors, etc.). Within the mechanical engineering discipline, there are several specialties within the scope of this work; a partial listing follows.

• ASME Heat Transfer/K16 • Advanced Energy Systems • Aerospace Engineering • Applied Mechanics • Bioengineering • Design Engineering* • Dynamic Systems and Control • Electrical and Electronic Packaging	• Micro channel Flow and Heat Transfer • Noise Control and Acoustics • Non-Destructive Evaluation Engineering • Nuclear Engineering • Ocean Engineering • Offshore Mechanics and Artic Engineering • Petroleum • Plant Engineering and Maintenance

• Fluids Engineering • Fluids Power Systems and Technology Systems • Fuels and Combustion Technologies • Heat Transfer • Information Storage and Processing Systems • Internal Combustion Engine • Internal Gas Turbine • Management • Manufacturing Engineering* • Materials • Materials Handling Engineering*	• Power • Pressure Vessels and Piping • Process Industries • Rail Transportation • Safety Engineering and Risk Analysis • Solar Energy • Technology and Society • Textile Engineering • Tribology • Other Mechanical Engineering Specialties not listed in the Paragraph 6 "*Services not Included"

The following non-inclusive list represents a sampling of the types of engineering tasks contemplated.

• Acquisition and life cycle management • Analysis of program goals, mission, objectives, performance • Assessment Support • Computer Aided Design (CAD) • Computer Aided Engineering (CAE) • Computer Aided Management (CAM) • Concept development • D&D (decontamination and decommissioning) • Demonstration and Validation • Design/Specifications • Documentation and Information Dissemination • Economic/Business case analysis • Economic impact evaluations • Education/training • Environmental control for electrical units (e.g., cooling units) • Forensic engineering • Independent Verification and Validation (IV&V) • Information services (studies, impact statements, program development, project documentation, data collection, data analysis/evaluation, etc.) • Instrumentation	• National Academy of Sciences studies • O&M (operation and maintenance) • Operations Research (Non R&D) • Permitting and Licensing • Plan, organize, establish, implement, manage, maintain, upgrade and control of technical systems • Privatization • Program and Project Management • Prototype development and first article(s) production • Radar/Sonar • Regulatory compliance support • Reliability and Maintainability Analysis • Reverse engineering • Signal processing • Simulation and modeling • Site development • Source data development (forward engineering hardware and software systems) • Source data validation (existing hardware and software systems) • Special projects and studies • Statistical analysis • Support services • Systems engineering data base development, maintenance, and analysis

• Integration • Investigative Engineering Service • Life Cycle Costing • Logistics • Long-term Reliability and Maintainability Migration Strategy	• Technical analysis • Technical and management support • Technical writing/editorial support • T&E (test and evaluation) of products and systems

Personnel categories for professional engineering services anticipated include, but are not limited to the following.

• Administrative • Biologists • Chemists • Consultants • Documentation specialists • Economists • Engineering and technical analysts • Engineering software developers and analysts • Engineers • Information specialists • Logistics engineers and technical specialists	• Material management engineers and technical specialists • Naval architects • Operations research specialists • Physicists • Project/program analysts/leaders/managers • Scientists • Statisticians/mathematicians • Support • Technicians • Trainers • Writers

6. *Services Not Included

A number of services are not currently being solicited under this schedule. GSA reserves the sole right to include these services under PES at a future time during the period of performance. If GSA exercises this right, it will refresh the solicitation and consider offers from all eligible sources.

A. **Construction and Architect-Engineering services** as set forth in FAR Part 36 (including construction, alteration or repair (including dredging, excavating and painting) of buildings, structures, or other real property).

B. **Computer Engineering and Information Technology**.

C. **Environmental Advisory Services** as listed below are not included:

Environmental Planning Services & Documentation (i.e., environmental impact statements; endangered species, wetlands, watersheds and other natural resource management plans, studies and consultations; archeological, historic and other cultural resources management plans, studies, and consultations; economic, technical, and risk analyses in support of environmental needs)

Environmental compliance services (i.e., environmental compliance audits; compliance management planning; pollution prevention surveys;

Environmental/occupational training services specific to environmental planning and environmental compliance as discussed above (i.e., conventional course development and presentation; customized courses to meet specific needs; computer-based interactive course development)

Waste management services (i.e., data collection, data development, analyses of comments, regulatory and economic analyses, feasibility analyses, hazard assessments, exposure assessments, and risk analyses. Examples include, but are not limited to development of waste characterization studies and recommendations for management strategy including identification of recycling options. Assessments might include studies relating to collection and transfer of waste, source reduction, and evaluation of energy/fuel options. Services could include data collection, data development, analyses of comments, regulatory and economic analyses, feasibility analyses, hazard assessments, exposure assessments and risk analyses.

Hazardous materials management advisory services (i.e., furnishing of Material Safety Data Sheets (MDSD) by compact disc, on-line via Internet, mail or facsimile (FAX); reporting and compliance software, hazardous materials tracking software and other related software/services.

Telephone advisory services (i.e., telephone assistance with hazardous material spills, poisons, MSDS, and other related services).

D. **Foundations and Landscaping Engineering**.

E. **Heating, Ventilation and Air-Conditioning (HVAC)** related to buildings, structures, or other real property set forth for Construction and Architect-Engineering services governed by FAR Part 36. Please note that HVAC related to the manufacture, production, furnishing, construction, alteration, repair, processing or assembling of vessels, aircraft, or other kinds of personal property is included within the scope of PES.

F. **Research and Development** as set forth in FAR Part 35.

G. **Products/materials already solicited under other Federal Supply Service (FSS) Schedule** contracts (e.g., information technology, paper, chemicals, pharmaceuticals, laboratory instruments, etc.). However, PES contractors may team across FSS Schedules to provide a total solution to agency requirements.

7. Criteria for Use of Government Site Rates

Gryphon Technologies, LC has provided discounted rates, as listed in the previous section, for tasks performed at government sites. Such work must be performed on a sufficiently continuous

basis such that the government will provide office space, supplies, reproduction, telephone service, laboratory, and/or ADPE facilities for the performance of the contract.

C. ORDERING PROCEDURES FOR SERVICES

When ordering services, ordering offices shall:

1. Prepare a Request for Quotes:

a. A performance-based statement of work that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

b. A request for quotes should be prepared which includes the performance-based statement of work and requests the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and materials quote may be requested. The firm-fixed price shall be based on the hourly rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

c. The request for quotes may request the contractors, if necessary or appropriate, to submit a project plan for performing the task and information on the contractor's experience and/or past performance performing similar tasks.

d. The request for quotes shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical acceptability of responses.

2. Transmit the Request for Quotes to Contractors:

a. Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, hourly rates and other factors such as contractors' locations, as appropriate).

b. The request for quotes should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request for quotes should be

provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

3. Evaluate quotes and select the contractor to receive the order:

After responses have been evaluated against the factors identified in the request for quotes, the order should be placed with the schedule contractor that represents the best value and results in the lowest overall cost alternative (considering price, special qualifications, administrative costs, etc.) to meet the Government's needs.

4. Blanket Purchase Agreements

The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs, ordering offices shall inform contractors in the request for quotes (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

> **SINGLE BPA:** Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs should be awarded the BPA.
>
> **MULTIPLE BPAs:** When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedures in II.B above, and then place the order with the Schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs.

Review BPAs periodically: Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value (considering price, special qualifications, etc.) and results in the lowest overall cost alternative to meet the agency's needs.

5. Small Business

The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price. When the ordering office's requirement involves both products as well as professional services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the greatest value in terms of meeting the agency's total needs.

6. Task Records and Documentation

The ordering office, at a minimum, should document orders by identifying the contractor the services were purchased from, the services purchased, and the amount paid. If other than a firm fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

7. Special Provisions for Task Orders

Agencies may incorporate provisions in their task order that are essential to their requirements (e.g., security clearances, hazardous substances, special handling, key personnel, etc.). These provisions, when required, will be included in individual task orders. Any cost necessary for the contractor to comply with the provision(s) will be included in the task order proposal, unless otherwise prohibited by law. Contractors are strongly encouraged to price all items in the contract to the maximum extent practicable.

8. Contract Base Period and Option Year Labor Rate Tables

The following pages provide Gryphon Technologies, LC’s rates for the duration of the contract.

Professional Engineering Services Contract Period Labor Category Rates
Gryphon Technologies, LC Site

Exhibit A, Modification PS-0004, GS-23F-0085M, Gryphon Technologies LC																	
		Option 1 - Gryphon Site					**Option 2 - Gryphon Site**					**Option 3 - Gryphon Site**					
SINs 871-1 thru 6		Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	
SINs 871-1RC thru 6RC		7/22/2007	1/23/2008	1/23/2009	1/23/2010	1/23/2011	1/23/2012	1/23/2013	1/23/2014	1/23/2015	1/23/2016	1/23/2017	1/23/2008	1/23/2019	1/23/2020	1/23/2021	
PEDs: Elect & Mech		to	to	to	to	to	to	to	to	to	to	to	to	to	to	to	
Labor Category Title		1/22/2008	1/22/2009	1/22/2010	1/22/2011	1/22/2012	1/22/2013	1/22/2014	1/22/2015	1/22/2016	1/22/2017	1/22/2018	1/22/2019	1/22/2020	1/22/2021	1/22/2022	
Member Technical Staff (MTS)																	
MTS 1	AA + 2 or Ex	$44.11	$45.87	$47.71	$49.62	$51.60	$53.66	$55.81	$58.04	$60.37	$62.78	$65.29	$67.90	$70.62	$73.44	$76.38	
MTS 2	BS + 0	$51.61	$53.68	$55.82	$58.06	$60.38	$62.79	$65.30	$67.92	$70.63	$73.46	$76.40	$79.45	$82.63	$85.94	$89.37	
MTS 3	BS + 1	$61.89	$64.36	$66.94	$69.62	$72.40	$75.30	$78.31	$81.44	$84.70	$88.09	$91.61	$95.27	$99.09	$103.05	$107.17	
MTS 4	BS + 4	$72.97	$75.89	$78.93	$82.08	$85.37	$88.78	$92.33	$96.03	$99.87	$103.86	$108.02	$112.34	$116.83	$121.50	$126.36	
MTS 5	BS + 7	$85.09	$88.49	$92.03	$95.71	$99.54	$103.52	$107.67	$111.97	$116.45	$121.11	$125.95	$130.99	$136.23	$141.68	$147.35	
MTS 6	BS + 9	$99.45	$103.43	$107.57	$111.87	$116.35	$121.00	$125.84	$130.87	$136.11	$141.55	$147.21	$153.10	$159.23	$165.60	$172.22	
MTS 7	BS + 11	$112.09	$116.57	$121.23	$126.08	$131.13	$136.37	$141.83	$147.50	$153.40	$159.54	$165.92	$172.55	$179.46	$186.63	$194.10	
MTS 8	BS + 13	$142.50	$148.20	$154.13	$160.30	$166.71	$173.38	$180.31	$187.52	$195.02	$202.82	$210.94	$219.37	$228.15	$237.28	$246.77	
MTS 9	BS + 15	$163.08	$169.60	$176.39	$183.44	$190.78	$198.41	$206.35	$214.60	$223.19	$232.11	$241.40	$251.06	$261.10	$271.54	$282.40	
Member Administrative Staff (MAS)																	
MAS 1	AA + 2 or Ex	$43.55	$45.30	$47.11	$48.99	$50.95	$52.99	$55.11	$57.31	$59.61	$61.99	$64.47	$67.05	$69.73	$72.52	$75.42	
MAS 2	BS + 0	$46.10	$47.94	$49.86	$51.86	$53.93	$56.09	$58.33	$60.67	$63.09	$65.62	$68.24	$70.97	$73.81	$76.76	$79.83	
MAS 3	BS + 1	$59.11	$61.48	$63.94	$66.50	$69.16	$71.92	$74.80	$77.79	$80.90	$84.14	$87.50	$91.00	$94.64	$98.43	$102.37	
MAS 4	BS + 4	$71.72	$74.59	$77.58	$80.68	$83.91	$87.26	$90.75	$94.38	$98.16	$102.09	$106.17	$110.42	$114.83	$119.43	$124.20	
MAS 5	BS + 7	$76.40	$79.46	$82.64	$85.94	$89.38	$92.95	$96.67	$100.54	$104.56	$108.74	$113.09	$117.62	$122.32	$127.21	$132.30	
MAS 6	BS + 9	$87.44	$90.93	$94.57	$98.35	$102.29	$106.38	$110.63	$115.06	$119.66	$124.45	$129.43	$134.60	$139.99	$145.59	$151.41	
MAS 7	BS + 11	$91.05	$94.70	$98.48	$102.42	$106.52	$110.78	$115.21	$119.82	$124.61	$129.60	$134.78	$140.17	$145.78	$151.61	$157.68	
MAS 8	BS + 13	$98.71	$102.66	$106.76	$111.03	$115.47	$120.09	$124.90	$129.89	$135.09	$140.49	$146.11	$151.96	$158.04	$164.36	$170.93	
MAS 9	BS + 15	$168.58	$175.32	$182.33	$189.63	$197.21	$205.10	$213.31	$221.84	$230.71	$239.94	$249.54	$259.52	$269.90	$280.70	$291.92	
Member Support Staff (MSS)																	
MSS 1	HS + 0	$39.23	$40.80	$42.43	$44.13	$45.89	$47.73	$49.64	$51.62	$53.69	$55.83	$58.07	$60.39	$62.81	$65.32	$67.93	
MSS 2	HS + 2	$42.34	$44.04	$45.80	$47.63	$49.54	$51.52	$53.58	$55.72	$57.95	$60.27	$62.68	$65.19	$67.79	$70.50	$73.32	
MSS 3	HS + 5	$46.30	$48.15	$50.08	$52.08	$54.17	$56.33	$58.59	$60.93	$63.37	$65.90	$68.54	$71.28	$74.13	$77.10	$80.18	
MSS 4	HS + 7	$49.88	$51.88	$53.95	$56.11	$58.36	$60.69	$63.12	$65.64	$68.27	$71.00	$73.84	$76.79	$79.87	$83.06	$86.38	
MSS 5	HS + 10	$54.16	$56.32	$58.58	$60.92	$63.36	$65.89	$68.53	$71.27	$74.12	$77.08	$80.17	$83.37	$86.71	$90.18	$93.78	
MSS 6	HS + 12	$56.98	$59.26	$61.63	$64.10	$66.66	$69.33	$72.10	$74.99	$77.99	$81.10	$84.35	$87.72	$91.23	$94.88	$98.68	
Prices include an Industrial Funding Fee (IFF) of .75%																	
Prices reflect annual escalation of 4%, however escalation for Options 2 & 3 is subject to re-evaluation when/if the options are exercised																	

Professional Engineering Services Contract Period Labor Category Rates
Government Site

Exhibit A, continued		Option 1 - Government Site					Option 2 - Government Site					Option 3 - Government Site				
		Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20
SINs 871-1 thru 6		7/22/2007	1/23/2008	1/23/2009	1/23/2010	1/23/2011	1/23/2012	1/23/2013	1/23/2014	1/23/2015	1/23/2016	1/23/2017	1/23/2008	1/23/2019	1/23/2020	1/23/2021
PEDs: Elect & Mech		to	to	to	to	to	to	to	to	to	to	to	to	to	to	to
Labor Category Title		1/22/2008	1/22/2009	1/22/2010	1/22/2011	1/22/2012	1/22/2013	1/22/2014	1/22/2015	1/22/2016	1/22/2017	1/22/2018	1/22/2019	1/22/2020	1/22/2021	1/22/2022
Member Technical Staff (MTS)																
MTS 1	AA + 2 or Ex	$32.12	$33.40	$34.74	$36.13	$37.57	$39.08	$40.64	$42.26	$43.95	$45.71	$47.54	$49.44	$51.42	$53.48	$55.62
MTS 2	BS + 0	$38.37	$39.91	$41.50	$43.16	$44.89	$46.68	$48.55	$50.49	$52.51	$54.61	$56.80	$59.07	$61.43	$63.89	$66.45
MTS 3	BS + 1	$46.96	$48.84	$50.79	$52.82	$54.93	$57.13	$59.42	$61.79	$64.27	$66.84	$69.51	$72.29	$75.18	$78.19	$81.32
MTS 4	BS + 4	$56.20	$58.45	$60.79	$63.22	$65.75	$68.38	$71.11	$73.96	$76.92	$79.99	$83.19	$86.52	$89.98	$93.58	$97.32
MTS 5	BS + 7	$66.31	$68.97	$71.73	$74.59	$77.58	$80.68	$83.91	$87.26	$90.76	$94.39	$98.16	$102.09	$106.17	$110.42	$114.83
MTS 6	BS + 9	$78.29	$81.43	$84.68	$88.07	$91.59	$95.26	$99.07	$103.03	$107.15	$111.44	$115.89	$120.53	$125.35	$130.36	$135.58
MTS 7	BS + 11	$88.84	$92.39	$96.08	$99.93	$103.92	$108.08	$112.40	$116.90	$121.58	$126.44	$131.50	$136.76	$142.23	$147.92	$153.83
MTS 8	BS + 13	$114.21	$118.77	$123.52	$128.47	$133.60	$138.95	$144.51	$150.29	$156.30	$162.55	$169.05	$175.81	$182.85	$190.16	$197.77
MTS 9	BS + 15	$131.37	$136.62	$142.09	$147.77	$153.68	$159.83	$166.22	$172.87	$179.79	$186.98	$194.46	$202.23	$210.32	$218.74	$227.49
Member Administrative Staff (MAS)																
MAS 1	AA + 2 or Ex	$35.43	$36.85	$38.32	$39.86	$41.45	$43.11	$44.83	$46.63	$48.49	$50.43	$52.45	$54.55	$56.73	$59.00	$61.36
MAS 2	BS + 0	$33.78	$35.13	$36.54	$38.00	$39.52	$41.10	$42.74	$44.45	$46.23	$48.08	$50.00	$52.00	$54.08	$56.25	$58.50
MAS 3	BS + 1	$44.64	$46.42	$48.28	$50.21	$52.22	$54.31	$56.48	$58.74	$61.09	$63.53	$66.08	$68.72	$71.47	$74.33	$77.30
MAS 4	BS + 4	$55.15	$57.36	$59.66	$62.04	$64.52	$67.10	$69.79	$72.58	$75.48	$78.50	$81.64	$84.91	$88.30	$91.84	$95.51
MAS 5	BS + 7	$59.06	$61.43	$63.88	$66.44	$69.10	$71.86	$74.73	$77.72	$80.83	$84.07	$87.43	$90.93	$94.56	$98.35	$102.28
MAS 6	BS + 9	$68.26	$70.99	$73.83	$76.78	$79.85	$83.04	$86.37	$89.82	$93.41	$97.15	$101.04	$105.08	$109.28	$113.65	$118.20
MAS 7	BS + 11	$71.28	$74.13	$77.10	$80.18	$83.39	$86.73	$90.19	$93.80	$97.55	$101.46	$105.52	$109.74	$114.13	$118.69	$123.44
MAS 8	BS + 13	$77.68	$80.78	$84.01	$87.37	$90.87	$94.50	$98.28	$102.22	$106.30	$110.56	$114.98	$119.58	$124.36	$129.34	$134.51
MAS 9	BS + 15	$135.96	$141.40	$147.05	$152.93	$159.05	$165.41	$172.03	$178.91	$186.07	$193.51	$201.25	$209.30	$217.67	$226.38	$235.43
Member Support Staff (MSS)																
MSS 1	HS + 0	$28.04	$29.17	$30.33	$31.55	$32.81	$34.12	$35.48	$36.90	$38.38	$39.92	$41.51	$43.17	$44.90	$46.70	$48.56
MSS 2	HS + 2	$30.64	$31.87	$33.14	$34.47	$35.85	$37.28	$38.77	$40.32	$41.93	$43.61	$45.36	$47.17	$49.06	$51.02	$53.06
MSS 3	HS + 5	$33.95	$35.30	$36.72	$38.18	$39.71	$41.30	$42.95	$44.67	$46.46	$48.31	$50.25	$52.26	$54.35	$56.52	$58.78
MSS 4	HS + 7	$36.93	$38.41	$39.95	$41.55	$43.21	$44.94	$46.73	$48.60	$50.55	$52.57	$54.67	$56.86	$59.13	$61.50	$63.96
MSS 5	HS + 10	$40.50	$42.12	$43.81	$45.56	$47.38	$49.28	$51.25	$53.30	$55.43	$57.65	$59.95	$62.35	$64.85	$67.44	$70.14
MSS 6	HS + 12	$42.86	$44.57	$46.36	$48.21	$50.14	$52.15	$54.23	$56.40	$58.66	$61.00	$63.44	$65.98	$68.62	$71.37	$74.22
Prices include an Industrial Funding Fee (IFF) of .75%																
Prices reflect annual escalation of 4%, however escalation for Options 2 & 3 is subject to re-evaluation when/if the options are exercised																

9. Labor Category Qualifications

GSA has approved the following Gryphon Technologies, LC labor categories and associated qualifications for engineering services for all SINs under this contract. Each defined labor category describes the minimum qualifications for the proposed Professional Engineering Services contract. Category specific years of experience may be substituted for an educational degree. Security clearances may be required for certain positions as dictated by classification of the effort.

MEMBER TECHNICAL STAFF 9

Minimum Experience: Fifteen (15) of progressively more responsible experience directing and managing various programs.

Functional Responsibility: Duties may include management, technical direction, planning and research. Develops concepts and approaches, enforces company and work standards, provides quality assurance, advanced technologies, principals, theories and concepts. Directs financial management and administrative activities, such as budgeting, financial reporting, manpower and resource planning and expenditure. Supervises and manages staff on a daily basis.

***Minimum Education*:** A bachelor's degree from an accredited university/college in a technical or business related discipline or 6 years experience may be substituted for a degree.

MEMBER TECHNICAL STAFF 8

Minimum Experience: Thirteen years (13) of progressively more responsible experience directing and managing various programs

Functional Responsibility: Duties may include management, technical direction, planning and research. Develops concepts and approaches, enforces company and work standards, provides quality assurance, advanced technologies, principals, theories and concepts. Oversees financial management and administrative activities, such as budgeting, financial reporting, manpower and resource planning and expenditure. Supervises and manages staff on a daily basis.

Minimum Education: A bachelor's degree from an accredited university/college in a technical or business related discipline or 6 years experience may be substituted for a degree.

MEMBER TECHNICAL STAFF 7

Minimum Experience: Eleven years (11) of progressively more responsible experience directing and managing various programs

Functional Responsibility: Duties may include management, technical direction, planning and research. Applies advanced concepts and approaches in related technical disciplines or in a specialty, provides quality assurance, advanced technologies, principals, theories and concepts. Oversees financial management and administrative activities, such as budgeting, financial

reporting, manpower and resource planning and expenditure. Experience in project development is required.

Minimum Education: A bachelor's degree from an accredited university/college in a technical or business related discipline or 6 years experience may be substituted for a degree.

MEMBER TECHNICAL STAFF 6

Minimum Experience: Nine years (9) of progressively more responsible experience in engineering and/or systems analysis.

Functional Responsibility: Duties may include management, technical direction, planning and research. Applies extensive expertise in related technical disciplines. Establishes technical and administrative policies for personnel performing tasks, reviews work products, ensures adherence to design concept and reviews program documentation to assure compliance with standards and requirements as well as adheres to program milestones.

Minimum Education: A bachelor's degree from an accredited university/college in a technical or business related discipline or 6 years experience may be substituted for a degree.

MEMBER TECHNICAL STAFF 5

Minimum Experience: Seven years (7) of progressively more responsible experience in engineering and/or systems analysis**.**

Functional Responsibility*:* Performs system-wide analysis and engineering functions. Develops solutions to complex problems. Provides technical and administrative guidance for personnel performing tasks including quality assurance, adherence to design concepts and standards as well as accuracy.

Minimum Education: A bachelor's degree from an accredited university/college in a technical or business related discipline or 6 years experience may be substituted for a degree.

MEMBER TECHNICAL STAFF 4

Minimum Experience: Four years (4) of progressively more responsible experience in engineering and/or systems analysis.

Functional Responsibility: Under direction of supervisor, performs system-wide analysis and engineering functions. Detailed knowledge in discipline and uses a wide application of principles, theories and concepts. Provides solutions to a wide range of difficult problems. Performs and guides development tasks, reviews work product and adheres to project milestones.

Minimum Education: A bachelor's degree from an accredited university/college or 6 years experience may be substituted for a degree.

MEMBER TECHNICAL STAFF 3

Minimum Experience: One year (1) of progressively more responsible experience in engineering and/or systems analysis**.**

Functional Responsibility*:* Under direction of supervisor, performs some basic engineering and/or analysis functions. Applies basic principles, theories and concepts to accomplish engineering/analysis duties. Performs development tasks and reviews work for accuracy and complies with standards**.**

Minimum Education: A bachelor's degree from an accredited university/college or 6 years experience may be substituted for a degree.

MEMBER TECHNICAL STAFF 2

Minimum Experience: Less than one (1) year experience in engineering and/or systems analysis.

Functional Responsibility: Under direction of supervisor, performs some basic engineering and/or analysis functions. Applies basic principles, theories and concepts to accomplish engineering/analysis duties. Performs development tasks and reviews work for accuracy and complies with standards**.**

Minimum Education: A bachelor's degree from an accredited university/college or 6 years experience may be substituted for a degree.

MEMBER TECHNICAL STAFF 1

Minimum Experience: Less than one (1) year experience in engineering and/or systems analysis.

Functional Responsibility: Under direction of supervisor, performs some basic engineering and/or analysis functions. Applies basic principles, theories and concepts to accomplish engineering/analysis duties. Performs development tasks and reviews work for accuracy and complies with standards**.**

Minimum Education: An AA or Trade School degree an accredited institution or 3 years experience may be substituted for a degree or accreditation.

MEMBER ADMINISTRATIVE STAFF 9

Minimum Experience: Fifteen (15) of progressively more responsible experience directing and managing various tasks and/or programs.

Functional Responsibility: Duties may include management, technical direction, planning and research. Develops concepts and approaches, enforces company and work standards, provides quality assurance, advanced technologies, principals, theories and concepts. Directs financial management and administrative activities, such as budgeting, financial reporting, manpower and resource planning and expenditure. Supervises and manages staff on a daily basis.

***Minimum Education*:** A bachelor's degree from an accredited university/college in a technical or business related discipline or 6 years experience may be substituted for a degree.

MEMBER ADMINISTRATIVE STAFF 8

Minimum Experience: Thirteen years (13) of progressively more responsible experience directing and managing various tasks and/or programs

Functional Responsibility: Duties may include management, technical direction, planning and research. Develops concepts and approaches, enforces company and work standards, provides quality assurance, advanced technologies, principals, theories and concepts. Oversees financial management and administrative activities, such as budgeting, financial reporting, manpower and resource planning and expenditure. Supervises and manages staff on a daily basis.

Minimum Education: A bachelor's degree from an accredited university/college in a technical or business related discipline or 6 years experience may be substituted for a degree.

MEMBER ADMINISTRATIVE STAFF 7

Minimum Experience: Eleven years (11) of progressively more responsible experience directing and managing various tasks/or and programs.

Functional Responsibility: Duties may include management, technical direction, planning and research. Applies advanced concepts and approaches in related technical disciplines or in a specialty, provides quality assurance, advanced technologies, principals, theories and concepts. Oversees financial management and administrative activities, such as budgeting, financial reporting, manpower and resource planning and expenditure. Experience in project development is required.

Minimum Education: A bachelor's degree from an accredited university/college in a technical or business related discipline or 6 years experience may be substituted for a degree.

MEMBER ADMINISTRATIVE STAFF 6

Minimum Experience: Nine years (9) of progressively more responsible experience in administrative and/or management analysis.

Functional Responsibility: Duties may include management, technical direction, planning and research. Applies and develops advanced concepts and techniques related to the specific functional area. Establishes technical and administrative policies for personnel performing tasks, reviews work products, ensures adherence to policies and procedures to assure compliance as well as adheres standards and program milestones.

Minimum Education: A bachelor's degree from an accredited university/college in a technical or business related discipline or 6 years experience may be substituted for a degree.

MEMBER ADMINISTRATIVE STAFF 5

Minimum Experience: Seven years (7) of progressively more responsible experience in administrative and/or management analysis.

Functional Responsibility*:* Develops solutions to a wide range of complex problems. Applies and directly contributes to the development of new standards, concepts and techniques related to the functional area. Performs and guides development tasks, reviews work product and adheres to standards and project milestones.

Minimum Education: A bachelor's degree from an accredited university/college in a technical or business related discipline or 6 years experience may be substituted for a degree.

MEMBER ADMINISTRATIVE STAFF 4

Minimum Experience: Four years (4) of progressively more responsible experience in administrative and/or management analysis.

Functional Responsibility: Performs problem analysis on complex tasks. Detailed knowledge in discipline and uses a wide application of principles, theories and concepts. Provides solutions to a wide range of difficult problems. Performs and guides development tasks, reviews work product and adheres to project milestones.

Minimum Education: A bachelor's degree from an accredited university/college or 6 years experience may be substituted for a degree.

MEMBER ADMINISTRATIVE STAFF 3

Minimum Experience: One year (1) of progressively more responsible experience in administrative and/or management analysis.

Functional Responsibility*:* Under general supervision, applies general knowledge of standards, concepts, practices and techniques related to the specific functional area. Develops

solutions to a variety of problems of moderate scope and complexity. Performs quality assurance and reviews tasks and work for accuracy and complies with standards**.**

Minimum Education: A bachelor's degree from an accredited university/college or 6 years experience may be substituted for a degree.

MEMBER ADMINISTRATIVE STAFF 2

Minimum Experience: Less than one (1) year experience in administrative and/or management analysis.

Functional Responsibility: Under direction of supervisor, performs basic standards, principles, theories and concepts related to the functional area. Solves problems of limited scope and complexity. Performs tasks and reviews work for accuracy and complies with standards**.**

Minimum Education: A bachelor's degree from an accredited university/college or 6 years experience may be substituted for a degree.

MEMBER ADMINISTRATIVE STAFF 1

Minimum Experience: Less than one (1) year experience in administrative and/or management analysis.

Functional Responsibility: Under direction of supervisor, performs some basic administrative and/or management functions. General knowledge of the practices and standards related to the associated functions. Assists in solving problems of limited scope and complexity. A review work for accuracy and complies with standards**.**

Minimum Education: An AA or Trade School degree an accredited institution or 3 years experience may be substituted for a degree or accreditation.

MEMBER SUPPORT STAFF 6

Minimum Experience: Fifteen (15) of progressively more responsible experience in either engineering, analysis, management or administrative support.

Functional Responsibility: Duties may include extensive knowledge in specialized functions. Tasks are significantly complex and specialized. A comprehensive understanding of both the general and specific aspects and/or the technical phases of the job and their practical application to problems resolution.

***Minimum Education*:** A High School diploma or AA Degree from an accredited university/college in a technical or business related discipline or 3 years experience may be substituted for a degree.

MEMBER SUPPORT STAFF 5

Minimum Experience: Ten years (10) of progressively more responsible experience in either engineering, analysis, management or administrative support.

Functional Responsibility: Duties may include considerable knowledge in specialized functions. Tasks are somewhat complex and specialized. Complete familiarity with and understanding of both the general and specific aspects and/or the technical phases of the job and there practical application to problems resolution.

Minimum Education: A High School diploma or AA Degree from an accredited university/college in a technical or business related discipline or 3 years experience may be substituted for a degree.

MEMBER SUPPORT STAFF 4

Minimum Experience: ***Seven*** years (7) of progressively more responsible experience in either engineering, analysis, management or administrative support.

Functional Responsibility: Duties may include good knowledge in specialized functions. Tasks are moderately complex and specialized. Substantial familiarity with and understanding of the general aspects of the functional area with limited aspects of the technical phases of the job.

Minimum Education: High School or 3 years equivalent experience.

MEMBER SUPPORT STAFF 3

Minimum Experience: ***Five*** years (5) of progressively more responsible experience in either engineering, analysis, management or administrative support.

Functional Responsibility: Duties may include moderate knowledge in specialized functions. Tasks are routine familiar with and understanding of the general aspects of the functional area with limited aspects of the technical phases of the job.

Minimum Education: High School or 3 years equivalent experience.

MEMBER SUPPORT STAFF 2

Minimum Experience: Two years (2) of progressively more responsible experience in either engineering, analysis, management or administrative support.

Functional Responsibility: Duties may include limited knowledge in specialized functions. Tasks are simple and routine. Some understanding of the general aspects of the functional area with limited aspects of the technical phases of the job.

Minimum Education: High School or 2 years equivalent experience.

MEMBER SUPPORT STAFF 1

Minimum Experience: Less than one (1) in support function such as engineering, analysis, management or administrative support.

Functional Responsibility: Duties may include limited understanding of general job aspects associated with specialized functions. Tasks are simple and repetitive. Works under close supervision.

Minimum Education: High School or 0 years equivalent experience.