U.S. GENERAL SERVICES ADMINISTRATION

Federal Supply Service
Authorized Federal Supply Schedule Price List

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage®, a menu-driven database system. The INTERNET address for GSA Advantage® is: http://www.GSAAdvantage.gov.

MULTIPLE AWARD SCHEDULE
FEDERAL SUPPLY GROUP: PROFESSIONAL SERVICES
CONTRACT NUMBER: GS00F368GA
For more information on ordering from Federal Supply Schedules, go to the GSA Schedules page at GSA.gov.

CONTRACT PERIOD: SEPTEMBER 3, 2017 THROUGH SEPTEMBER 2, 2022

Contractor: BSI ENGINEERING, LLC
300 E-Business Way, Suite 300
Cincinnati, OH 45241

Telephone: 513.201.3100
Fax Number: 513.201.3190
Web Site: www.bsiengr.com
Contract Administrator: Kelley Aronson
Authorized Negotiator: Philip Beirne
E-mail: pbeirne@bsiengr.com

Business Size: Small Business

In accordance with 13 C.F.R. 121.404, the Contractor is ineligible to participate in any RFQ that is set aside for small business where the subject contract’s awarded size status for the preponderance NAICS designated in the RFQ is “other than small”.

Price List current as of Modification #PS-A812 effective June 8, 2020.

designing for the future...
...building on the past
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1.0 CUSTOMER INFORMATION

1a. Awarded Special Item Number(s):
541330ENG, OLM

1b. Labor Rates:
Please see Section 4.0 for Labor Rates.

1c. Labor Category Descriptions:
Please see Section 5.0 for Labor Category Descriptions.

2. Maximum Order: $1,000,000

3. Minimum Order: $100

4. Geographic Coverage (Delivery Area): Worldwide

5. Point(s) of production: Same as company address

6. Discount from List Prices:
Government net prices (discounts already deducted). See Attachment.

7. Quantity Discounts: 1% for order over the SAT; 2% for task order between $250,000 and $500,000; 3% for task orders over $500,000.

8. Prompt Payment Terms: Net 30 days; Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign Items: Not Applicable

10a. Time of Delivery: Specified in each task order

10b. Expedited Delivery: Contact Contractor

10c. Overnight and 2-Day Delivery: Contact Contractor

10d. Urgent Requirements: Contact Contractor

11. F.O.B. Points(s): Destination

12a. Ordering Address(es): Same as Contractor

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment Address: Same as company address

15. Export Packing Charges: Not Applicable.


17. Terms and Conditions of Installation: Not Applicable.

18. Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and Any Discounts from List Prices: Not Applicable.

18a. Terms and Conditions for Any Other Services: Not Applicable.


22a. Special Attributes: Not Applicable.

22b. Section 508: Not Applicable.

23. Data Universal Numbering System (DUNS) number: 809653202

24. System for Award Management (SAM) Database: Registered

Uncompensated Overtime: BSI Engineering labor rates were developed utilizing uncompensated overtime for exempt employees. All hours delivered will be at the rates reflected in the price list.
2.0 COMPANY OVERVIEW

BSI Engineering is a full-service consulting and design engineering firm, based in Cincinnati, Ohio. BSI Engineering provides services that are categorized by GSA as SIN 541330ENG. Our company has been in business for 14 years and our employees have over 25 years of experience in the SIN listed. We have provided engineering services for significant clients including: BASF Corporation, Emery Oleochemical, Michelin, MillerCoors, General Electric, Pfizer Pharmaceutical, General Mills, and Patheon.
BSI Engineering is a full service provider of engineering and design services for a broad range of industries. We are known for delivering exceptional service and value to our clients. Our experienced team is made up of a full spectrum of engineering disciplines, and the average employee has more than 20 years' experience providing industrial designs. We appreciate every client that we have and every opportunity that they present to us; we know that each client will feel that appreciation in every one of our projects.

In memory of a friend whose vision we all embraced, BSI was established in 2007 to provide unmatched customer service while providing full service consulting and design engineering to industrial manufacturers. When the company was formed, the founding members individually had 25+ years' experience in manufacturing and consulting. They were fueled by the same driving force to serve the client and united by a common vision to satisfy the employee.

At BSI Engineering, we pride ourselves on quality. Every project's deliverables are procedurally scheduled for a series of intradiscipline and interdiscipline reviews, and final external checklist approvals. Our employees go through extensive ongoing training to ensure that they are up to date on all safety codes and procedures. They are trained to not only watch out for their own safety, but also for the safety of others.

Our company revolves around the belief that if we gather the most skilled and service oriented professionals and reward them for serving our customers, we will continue to exceed the expectations of our clients. We have assembled a stable, technically strong organization that is dedicated to serving you and helping you meet all of your engineering needs.

**Overview**

BSI Engineering is a full service provider of engineering and design services for a broad range of industries. We are known for delivering exceptional service and value to our clients. Our experienced team is made up of a full spectrum of engineering disciplines, and the average employee has more than 20 years' experience providing industrial designs. We appreciate every client that we have and every opportunity that they present to us; we know that each client will feel that appreciation in every one of our projects.

**Foundation**

The BSI Engineering team brings with it decades of experience in providing design, project management, and construction management to a wide range of industries globally, including specialty and renewable chemicals, aviation, facilities, pharmaceutical, food & beverage, & consumer products.

**Quality & Safety**

At BSI Engineering, we pride ourselves on quality. Every project's deliverables are procedurally scheduled for a series of intradiscipline and interdiscipline reviews, and final external checklist approvals. Our employees go through extensive ongoing training to ensure that they are up to date on all safety codes and procedures. They are trained to not only watch out for their own safety, but also for the safety of others.

**Employees**

Our company revolves around the belief that if we gather the most skilled and service oriented professionals and reward them for serving our customers, we will continue to exceed the expectations of our clients. We have assembled a stable, technically strong organization that is dedicated to serving you and helping you meet all of your engineering needs.

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**Locations**

BSI Engineering operates in multiple states across the USA. The map illustrates the locations where they have offices and registered engineers.
Top 5 Largest Greater Cincinnati Engineering Firms 2017 - 2018 - 2019

According to:

Architectural
Automation
Civil
Controls
Cost Estimating
Construction Management
Electrical Engineering
Feasibility Studies
Instrumentation
Laser Scanning
Machine Design
Mechanical Engineering
Operational Technology
Owners Engineer
Piping Design
Process Engineering
Process Safety
Procurement
Project Management
Structural
Validation

Services

Awards

Top 5 Largest Greater Cincinnati Engineering Firms 2017 - 2018 - 2019

According to:

Cincinnati.com

The Enquirer

PART OF THE USA TODAY NETWORK

Cincinnati Business Courier
3.0 DESCRIPTION OF SERVICES

Under the General Services Administration Schedule Contract Number GS00F368GA, effective September 3, 2017, BSI Engineering is authorized to perform services in the following Special Item Number (SIN) categories:

SIN 541330ENG Technical and Engineering Services

Services provided under this SIN include applying physical laws and principles of engineering in the design, development, and utilization of machines, materials, instruments, processes, and systems. Services may involve any of the following activities: provision of advice, concept development, requirements analysis, preparation of feasibility studies, preparation of preliminary and final plans and designs, provision of technical services during the construction or installation phase, inspection and evaluation of engineering projects, and related services. Services under this SIN do not include architect-engineer services as defined in the Brooks Act and FAR Part 2 nor do they include construction services as defined in FAR Parts 2 and 36.

Project Examples

A couple of BSI project examples are described below:

BSI has provided on site Construction Management for a Fortune 500 steel manufacturer in installing a completely new system. BSI Engineering executed all onsite construction management including: engineering design, execution, testing, planning, integration of engineering concepts and design details, contractual details, contractor coordination supplying all equipment, installation and demolition (via an electrical contractor), check-out, training, start-up and final documentation. We provided the Engineering, Detailed Design, and Control System Automation for a home care product line with a $2.5 million capital cost. This project modified an existing production line to provide the client the capability of producing a completely different product than they had made previously. The existing facility had space limitations, making the equipment layout a challenge that BSI solved very well.
### 4.0 LABOR CATEGORIES AND RATE SCHEDULE

<table>
<thead>
<tr>
<th>Item</th>
<th>SIN</th>
<th>Awarded Labor Category</th>
<th>Site</th>
<th>Price Awarded (including IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>541330ENG</td>
<td>Department Manager</td>
<td>Both</td>
<td>$121.51</td>
</tr>
<tr>
<td>2</td>
<td>541330ENG</td>
<td>Discipline Lead</td>
<td>Both</td>
<td>$116.98</td>
</tr>
<tr>
<td>3</td>
<td>541330ENG</td>
<td>Senior Project Manager</td>
<td>Both</td>
<td>$121.51</td>
</tr>
<tr>
<td>4</td>
<td>541330ENG</td>
<td>Project Manager</td>
<td>Both</td>
<td>$116.98</td>
</tr>
<tr>
<td>5</td>
<td>541330ENG</td>
<td>Senior Engineer</td>
<td>Both</td>
<td>$115.16</td>
</tr>
<tr>
<td>6</td>
<td>541330ENG</td>
<td>Construction Manager</td>
<td>Both</td>
<td>$107.00</td>
</tr>
<tr>
<td>7</td>
<td>541330ENG</td>
<td>Technical Specialist II</td>
<td>Both</td>
<td>$107.00</td>
</tr>
<tr>
<td>8</td>
<td>541330ENG</td>
<td>Engineer I</td>
<td>Both</td>
<td>$99.75</td>
</tr>
<tr>
<td>9</td>
<td>541330ENG</td>
<td>Technical Specialist I</td>
<td>Both</td>
<td>$99.75</td>
</tr>
<tr>
<td>10</td>
<td>541330ENG</td>
<td>Construction Specialist</td>
<td>Both</td>
<td>$99.75</td>
</tr>
<tr>
<td>11</td>
<td>541330ENG</td>
<td>Junior Engineer</td>
<td>Both</td>
<td>$95.21</td>
</tr>
<tr>
<td>12</td>
<td>541330ENG</td>
<td>Senior Designer</td>
<td>Both</td>
<td>$95.21</td>
</tr>
<tr>
<td>13</td>
<td>541330ENG</td>
<td>Designer</td>
<td>Both</td>
<td>$79.80</td>
</tr>
<tr>
<td>14</td>
<td>541330ENG</td>
<td>Drafter**</td>
<td>Both</td>
<td>$64.38</td>
</tr>
<tr>
<td>15</td>
<td>541330ENG</td>
<td>Project Administrator**</td>
<td>Both</td>
<td>$54.41</td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards (SCLS) is applicable to this contract and it includes SCLS applicable labor categories. The prices for the indicated (**) SCLS labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS matrix below. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).

**Service Contract Labor Standards (SCLS) Matrix**

<table>
<thead>
<tr>
<th>SCLS Eligible Labor Category</th>
<th>SCLS Equivalent Code Title</th>
<th>Wage Determination No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drafter</td>
<td>Drafter/CAD Operator IV - 30064</td>
<td>2015-4720</td>
</tr>
<tr>
<td>Project Administrator</td>
<td>Administrative Assistant - 01020</td>
<td>2015-4720</td>
</tr>
</tbody>
</table>
## 5.0 LABOR CATEGORY DESCRIPTIONS

<table>
<thead>
<tr>
<th>LABOR CATEGORY</th>
<th>MINIMUM EDUCATION &amp; EXPERIENCE</th>
<th>PROFESSIONAL POSITION RESPONSIBILITIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Manager</td>
<td>Bachelor’s Degree in Engineering from an accredited school plus 25 years of related work experience.</td>
<td>Provides leadership, coaching, and mentoring to employees working within Department/Discipline; assigns supervision responsibilities of specific projects or departmental tasks to other Discipline Lead Engineers; directs the engineering activities including resource allocation of department personnel to company needs/projects within his organization; provides technical oversight and assistance to his and other departments; develops a master or departmental standard design criteria document(s) to establish consistent design of systems and equipment for all projects; reviews and assists in updates to the standard documents and with modifications of the document for specific projects; responsible for training and development of individual staff members; and responsible of performance counseling and execution including review of all performance appraisals within department.</td>
</tr>
<tr>
<td>Discipline Lead</td>
<td>Bachelor’s Degree in Engineering from an accredited school plus 25 years of related work experience.</td>
<td>Develops and writes discipline specific proposals; gathers field data; develops and supervises the use of design criteria document(s) to meet the project objective; ensures quality and technical accuracy of project deliverables; performs or ensures all the necessary calculations and design effort to prepare deliverables; applies good judgement and engineering principles in all their work; ensures discipline’s design is accurate and coordinated within the 2D drawings and/or 3D model and/or site scans; delegates work and supervises Engineers and Designers on a project; establishes and manages discipline’s engineering schedule and budget objectives on assigned projects; estimates, plans, and communicates staff requirements for assigned projects. Provides clear direction to team of project scope, schedule, budget, and expectations of quality; ability to manage or self-perform capital cost estimating; and supervises or writes project based documents including but not limited to studies, project notes, scope, and close-out reports.</td>
</tr>
<tr>
<td>Senior Project Manager</td>
<td>Bachelor’s Degree in Engineering from an accredited school plus 20 years of related work experience.</td>
<td>Manage medium to large multi-discipline projects from engineering and project planning procurement through construction and start-up; Assist business development in preliminary business development efforts; Review proposed contracts to determine significant parameters; time schedules and milestones; and define the major tasks areas; monitor project to assure schedules are met and quality of work is performed within budget; resolve problems and coordinate the final turnover of the project to client, as principal contact with the client throughout the entire project; and maintain management level relationships with members of all divisions and departments for performing services in connection with the project.</td>
</tr>
<tr>
<td>Project Manager</td>
<td>Bachelor’s Degree in Engineering from an accredited school plus 10 years of related work experience.</td>
<td>Manage medium multi-discipline projects from engineering and project planning procurement through construction and start-up; Assist business development in preliminary business development efforts; Review proposed contracts to determine significant parameters; time schedules and milestones; and define the major tasks areas; monitor project to assure schedules are met and quality of work is performed within budget; resolve problems and coordinate the final turnover of the project to client, as principal contact with the client throughout the entire project; and maintain management level relationships with members of all divisions and departments for performing services in connection with the project.</td>
</tr>
<tr>
<td>LABOR CATEGORY</td>
<td>MINIMUM EDUCATION &amp; EXPERIENCE</td>
<td>PROFESSIONAL POSITION RESPONSIBILITIES</td>
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<td>of work is performed within budget; resolve problems and coordinate the final turnover of the project to client, as principal contact with the client throughout the entire project; and maintain management level relationships with members of all divisions and departments for performing services in connection with the project.</td>
</tr>
<tr>
<td>Senior Engineer</td>
<td>Bachelor Degree in Engineering from accredited school plus 15 years of related work experience.</td>
<td>Develops and writes discipline specific proposals; gather field data; develops and supervises the use of design criteria document(s) to meet project objectives; ensures quality and technical accuracy of project deliverables; With minimal supervision, performs or ensures all the necessary calculations and design effort to prepare deliverables; applies good judgement and engineering principles in all their work; ensures discipline’s design is accurate and coordinated within the 2D drawings and/or 3D model and/or site scans; delegates work and supervises Engineers and Designers on project; establishes and manages discipline’s engineering schedule and budget objectives on assigned projects; estimates, plans, and communicates staff requirements for assigned projects; provides clear direction to team project scope, schedule, budget, and expectations of quality; ability to manage or self-perform capital cost estimating; and supervises or writes project based documents including but not limited to studies, project notes, scope, and close-out reports.</td>
</tr>
<tr>
<td>Construction Manager</td>
<td>Bachelor’s Degree in Engineering or related field from an accredited school plus 10 years of related work experience or High School Diploma plus 20 years of related work experience.</td>
<td>Provides oversight for on-site construction working including interpretation of design documents and execution of construction work from a scheduling/cost standpoint. May be responsible for representing client's interest with regards to the some or all of the following activities: assembling/issuing bid documents; conducting pre-bid meetings with contractors; performing bid evaluations with clients; developing/updating Construction Schedule; attending safety meetings; auditing construction site for good housekeeping practices and following site specific safety procedures/policies; auditing quality assurance &amp; control procedures; tracking construction cost; reviewing change orders; writing daily Work Permits; witnessing pressure testing; performing shop visits for components; and auditing installation versus Specifications/Plans for clients. Will provide input into project plans and monitor project performance in accordance with approved drawings, budgets, and schedules.</td>
</tr>
<tr>
<td>Technical Specialist II</td>
<td>Bachelor’s Degree required plus 15 years of related work experience or Associate (Discipline) Engineering Technology Degree required plus 20 years of related work experience.</td>
<td>Develops and writes discipline specific proposals; gather field data; develops and supervises the use of design criteria document(s) to meet project deliverables; ensures quality and technical accuracy of project deliverables; with minimum supervision, performs or ensures all the necessary calculations and design effort to prepare deliverables; applies good judgement and engineering principles in all their work; ensures discipline’s design is accurate and coordinated within the 2D drawings and/or 3D model and/or site scans; delegates work and supervises Engineers and Designers on projects; establishes and manages discipline’s engineering schedule and budget objectives on assigned projects; estimates, plans, and</td>
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<td>LABOR CATEGORY</td>
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<td>PROFESSIONAL POSITION RESPONSIBILITIES</td>
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<td>communicates staff requirements for assigned projects; provides clear direction to team of project scope, schedule, budget, and expectation of quality; ability to manage or self-perform capital cost estimating; and supervises or writes project based documents including but not limited to studies, project notes, scope, and close-out reports.</td>
</tr>
<tr>
<td>Engineer I</td>
<td>Bachelor Degree in Engineering from accredited school plus 4 years of related work experience.</td>
<td>With minimum supervision, develops and writes discipline specific proposals for small and medium sized projects; gathers field data; with minimum supervision, develops and supervises the use of design criteria document(s) to meet the project objectives; ensures quality and technical accuracy of assigned deliverables; with supervision, performs or ensures necessary calculations and design effort to prepare deliverables; applies good judgement and engineering principles in all their work; ensures discipline’s design is accurate and coordinated within the 2D drawings and/or 3D model and/or site scans; delegates work to Designers on a project; meets discipline’s engineering schedule and budget objectives on assigned projects; estimates, plans, and communicates staff requirements for assigned small and medium sized projects; provides clear direction to team of project scope, schedule, budget, and expectations of quality for small to medium projects; assists in capital cost estimating; and with supervision, writes project based documents including but not limited to studies, project notes; scope, and close-out projects.</td>
</tr>
<tr>
<td>Technical Specialist I</td>
<td>Bachelor Degree required plus 10 years of related work experience or Associate (Discipline) Engineering Technology Degree required plus 15 years of related work experience.</td>
<td>With minimum supervision, develops and writes discipline specific proposals for small and medium sized projects; gathers field data; with minimum supervision, develops and supervises the use of design criteria document(s) to meet the project objectives; ensures quality and technical accuracy of assigned deliverables; with supervision, performs or ensures necessary calculations and design effort to prepare deliverables; applies good judgement and engineering principles in all their work; ensures discipline’s design is accurate and coordinated within the 2D drawings and/or 3D model and/or site scans; delegates work to Designers on a project; meets discipline’s engineering schedule and budget objectives on assigned projects; estimates, plans, and communicates staff requirements for assigned small and medium sized projects; provides clear direction to team of project scope, schedule, budget, and expectations of quality for small to medium projects; assists in capital cost estimating; and with supervision, writes project based documents including but not limited to studies, project notes; scope, and close-out projects.</td>
</tr>
<tr>
<td>Construction Specialist</td>
<td>Minimum of a Bachelor’s Degree in Engineering or related field from an accredited school plus 5 years of related work experience</td>
<td>Provides oversight for on-site construction working including interpretation of design documents and execution of construction work from a scheduling/cost standpoint. May be responsible for representing client’s interest with regards to the some or all of the following activities: assembling/issuing bid documents; conducting pre-bid meetings with contractors; performing bid evaluations with clients; developing/updating Construction Schedule; attending...</td>
</tr>
<tr>
<td>LABOR CATEGORY</td>
<td>MINIMUM EDUCATION &amp; EXPERIENCE</td>
<td>PROFESSIONAL POSITION RESPONSIBILITIES</td>
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<td>or High School Diploma plus 10 years of related work experience.</td>
<td>safety meetings; auditing construction site for good housekeeping practices and following site specific safety procedures/policies; auditing quality assurance &amp; control procedures; tracking construction cost; reviewing change orders; writing daily Work Permits; witnessing pressure testing; performing shop visits for components; and auditing installation versus Specifications/Plans for clients. Will provide input into project plans and monitor project performance in accordance with approved drawings, budgets, and schedules.</td>
</tr>
<tr>
<td>Junior Engineer</td>
<td>Bachelor Degree in Engineering from accredited school plus 2 years of related work experience.</td>
<td>With supervision, participates in developing and writing discipline specific proposals for small sized projects; with supervision, gathers field data; with supervision, uses design criteria document(s) to meet the project objectives; ensures quality and technical accuracy of assigned deliverables; with supervision, performs necessary calculations and design effort to prepare deliverables; applies good judgement and engineering principles in all their work; assists with identifying issues within the 2D drawings and/or 3D model and/or site scans; coordinates work with Designers on a project; meets individual schedule and budget objectives on assigned projects; assists in capital cost estimating; and with supervision, writes project based documents including but not limited to studies, project notes, scope, and close-out reports.</td>
</tr>
<tr>
<td>Senior Designer</td>
<td>Associate (Discipline) Engineering Technology Degree or Computer Drafting and Design Degree plus 8 years of related work experience or High School Diploma required plus 10 years of related work experience</td>
<td>Gathers field data; develops and supervises the use of design criteria document(s) to meet the project objectives; ensures quality and technical accuracy of project deliverables; identifies necessary content for a complete design drawing package; with minimum supervision, performs or ensures all the necessary calculations and design effort to prepare drawings and deliverables; applies good judgement and engineering principles in all their work; ensures discipline’s design is accurate and coordinated within the 2D drawings and/or 3D model and/or site scans; delegates work and supervises Designers on a project; manages discipline’s schedule and budget objectives on assigned projects; estimates, plans, and communicates staff requirements for assigned projects; provides clear direction to team of project scope, schedule, budget, and expectation of quality; with supervision, writes and produces additional project based documents including but not limited to studies and project notes.</td>
</tr>
<tr>
<td>Designer</td>
<td>Associate (Discipline) Engineering Technology Degree or Computer Drafting and Design Degree plus 4 years of related work experience or High School Diploma required plus 10 years of related work experience</td>
<td>Gathers field data; uses the design criteria document(s) to meet the project objectives; ensures the quality and technical accuracy of project deliverables; with supervision, performs or ensures applicable calculations and design effort to prepare drawings deliverables; applies good judgement and engineering principles in all their work; ensures discipline’s design is accurate and coordinated within the 2D drawings and/or 3D model and/or site scans; and meets individual schedule and budget objectives on assigned projects.</td>
</tr>
<tr>
<td>LABOR CATEGORY</td>
<td>MINIMUM EDUCATION &amp; EXPERIENCE</td>
<td>PROFESSIONAL POSITION RESPONSIBILITIES</td>
</tr>
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<td>--------------------</td>
<td>---------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>High School Diploma</td>
<td>High School Diploma required plus 5 years of related work experience.</td>
<td>Ensures quality and technical accuracy of assigned deliverables; with supervision, performs or ensures all the necessary drafting effort to prepare drawings and deliverables; and meet individual schedule and budget objectives on assigned projects.</td>
</tr>
<tr>
<td>Drafter</td>
<td>High School Diploma and no related work experience.</td>
<td>Provide support to technical staff with limited supervision; assimilates and disseminates information to other staff members; generates electronic and hardcopy documents; maintains project files of correspondence, program documents, and reports; provides guidance and training with word processing software, document compilation, usage of spreadsheets, and graphic presentations.</td>
</tr>
</tbody>
</table>