



## Financial & Realty Services, LLC

### **Federal Supply Service, Authorized Federal Supply Schedule Price List**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage  
<http://www.GSAAdvantage.gov>.

**Schedule Title:** 03FAC, Facilities Maintenance and Management  
FSC CLASS (ES): H, J

**Contract Option Period I:** February 4, 2014 through February 4, 2019

**CONTRACT NUMBER:** GS-06F-0022P

**DUNS Number:** 62-365-3219

#### **Contractor Information:**

Financial & Realty Services, LLC  
1110 Bonifant Street, Suite 301  
Silver Spring, MD 20910

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Email: [clauderegory@frsllc.com](mailto:clauderegory@frsllc.com)  
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**Contract Administration:**

Financial & Realty Services, LLC  
Claude Gregory, Managing Principal  
Phone: 301-755-0081  
Fax: 301-650-0026  
Email: claudegregory@frsllc.com

**Business Size:** Small Disadvantaged

INFORMATION FOR ORDERING ACTIVITIES:

1. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SIN's):  
  
**SIN 003-97 for Ancillary Repairs & Alterations**  
**SIN 811-002 for Complete Facilities Maintenance**  
**SIN 811-003 for Complete Facilities Management**  
**SIN 811-005 for HVAC, Boilers & Chillers Maintenance**  
**SIN 811-006 for Facilities Maintenance & Management Consulting**
  
2. MAXIMUM ORDER\*: \$1,000,000.00
  
3. MINIMUM ORDER: \$100.00
  
4. GEOGRAPHIC COVERAGE: 48 contiguous states, Alaska, Hawaii, Puerto Rico and Washington D.C.
  
5. POINT(S) OF PRODUCTION: Various
  
6. BASIC DISCOUNT: Aggregate Sales Discount; Initial Two Year Period

\$1,000,000 – \$2.5 million	1%
\$2,500,001 – \$5 million	.75%
\$5,000,001 – \$10 million	.50%
\$10,000,001 and above	.25%
  
7. BUILDING SQUARE FOOTAGE VOLUME DISCOUNT: Contact the Contractor for pricing
  
8. PROMPT PAYMENT TERMS: .25% -15 days, .50% - Net 10 days; Net 30  
Information for Ordering Office: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. GOVERNMENT PURCHASE CARD ACCEPTED: Yes, up to \$2,500
10. FOREIGN ITEMS: None
11. TIME OF DELIVERY AFTER RECEIPT OF ORDER (ARO):  
  
Normal: 30 days ARO  
Emergency: Shipment within 7 days ARO for in-stock items at time of order  
Urgent Requirement: Agencies can contact contractor's representative to possibly affect a faster delivery.
12. FOB POINT: Destination
13. ORDERING ADDRESS: Same as above
14. REMIT TO ADDRESS: SAME
15. PAYMENT ADDRESS: SAME
16. WARRANTY PROVISION; Standard Commercial Warranty
17. EXPORT PACKING CHARGES: N/A
18. TERMS AND CONDITIONS OF GCCC ACCEPTANCE: (any thresholds below the micro purchase level)
19. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR: STANDARD
20. TERMS AND CONDITIONS OF INSTALLATION: STANDARD
21. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE-LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE): TBD
- 21a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES: N/A
22. LIST OF SERVICE AND DISTRIBUTION POINTS: N/A
23. LIST OF PARTICIPATING DEALERS: N/A
24. PREVENTIVE MAINTENANCE: As specified in the contract.
25. ENVIRONMENTAL ATTRIBUTES, e.g., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS: STANDARD

26. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER: 62-365-3219
27. NOTIFICATION: CONTRACTOR IS REGISTERED IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE
28. **ANCILLARY REPAIRS & ALTERATIONS SIN 003-97:** CHARGES IN DIRECT SUPPORT OF SERVICES PROVIDED UNDER ALL OTHER SINS IN THE SERVICES DEPARTMENT. THESE CHARGES COULD INCLUDE BUT ARE NOT LIMITED TO ACCESSORIES OR ANCILLARY SERVICES NEEDED FOR OR UTILIZED IN PERFORMANCE OF A SPECIFIC TASK UNDER EACH DEPARTMENT. **MAXIMUM ODC RATE IS 10%**

## **SIN 811-002 PROFESSIONAL EMPLOYEES STAFF**

The following describes the qualification requirements and duties for many of the disciplines which may be required under this contract. FRS will ensure that employees performing work under this contract have the necessary training and experience in order to efficiently and effectively perform the work. FRS management and employees may be required to obtain or pass varying levels of security clearances in the performance of task orders issued under this contract.

The following disciplines are used to perform services under this contract.

**Principal:** The principal is the representative responsible for formulating the Task Order pricing, negotiating with the Government, contract administration and staff assigned to the various tasks. The principal works closely with the CO/COR/COTR during the life of the projects. The Principal will be responsible for each task, and for the timeliness and quality of services under all Task Orders issued against the contract. An executive level position with a bachelor degree minimum and fifteen (15) years of experience required plus Professional Designation or Master degree.

**Asset Manager:** Task leader experience in planning, evaluating, directing, controlling, analyzing and coordinating complex cross-functional projects and programs. Supervise Senior Managers and support personnel. Develop and execute complex technical tasks, applies problem solving methodologies and principles, interface with the Government and contractor personnel to effectively manage multi-million dollar budgets, projects or operations. A senior level position with a bachelor minimum and fifteen (15) years of experience required. A bachelor degree is equivalent to 4 years' experience, a master's degree is equivalent to 6 years of experience; a doctorate is equivalent to 8 years' experience.

**Facility/Project Manager:** Applies best practice subject matter expertise to investigate, analyze, plan, design, develop, implement, test, or evaluate strategic programs. Reviews and prepares analysis reports, change proposals, and other related documentation. Applies proven principles to perform functions such as design, configuration management, and quality assurance testing. May assist with development of project plans, justifications, guidelines and controls. Responsible for day-to-day management of a project and related tasks. Develops detailed work plans and schedules to support service requests. Manages staff responsibilities, supervises efforts and directs available resources as necessary to complete task, schedules, milestones and budgetary constraints. Performs quality checks of all work products. Interacts continually with government technical representatives to present interim results, discuss concerns, and ensure total product/service satisfaction. A senior level position with a bachelor degree minimum and seven (7) years of experience required. A bachelor degree is equivalent to 4 years' experience, a master's degree is equivalent to 6 years of experience.

**Professional Engineers (Mechanical, Electrical, Environmental, Fire Protection):** The PEs are the professional advisory personnel assigned to the Task with the responsibility for review of designs and operation. The PEs shall be the direct advisors on the technical management of the task assignments. The PE is required to review each deliverable dealing with the various disciplines such as electrical, mechanical, environmental, fire protection and technical requirements. The PE is responsible for review of the engineering design, and supervision of the engineers assigned to design reviews, maintenance and capital improvements. A professional engineers' license and 10 years' experience is required. A senior level position with a bachelor degree minimum and seven (7) years of experience required. A bachelor degree is equivalent to 4 years' experience, a master's degree is equivalent to 6 years of experience.

**Senior Estimator:** Applies best practice subject matter expertise to investigate, analyze, plan, design, develop, implement, test, or evaluate strategic programs. Reviews and prepares analysis reports, change proposals, and other related documentation. Applies proven principles to perform estimating functions such as design, configuration management, and quality assurance testing. May assist with development of project plans, justifications, guidelines, and controls. Experience reflects knowledge and competence in the management of programs that involve organizationally and geographically dispersed elements. A senior level position with a bachelor degree minimum and ten (10) years of experience required. A bachelor degree is equivalent to 4 years' experience, a master's degree is equivalent to 6 years of experience; a doctorate is equivalent to 8 years' experience.

**Senior Planner (SP):** The SP is responsible for the Master plan, coordination and the schedule. The SP will advise on plan progress, delays encountered and maintaining schedules on more than one project. The SP is responsible for ensuring the production line flows without incident. In the event of a problem, employees diagnose and fix the issue and inform the necessary parties about any resulting schedule changes. The SP has to have knowledge of each stage of the production process to effectively organize the necessary workers and to execute a job plan that will keep production running on schedule. A bachelor degree and ten (10) years of applicable experience required. A bachelor degree is equivalent to 4 years' experience.

**Senior Programmer:** The senior programmer is responsible for strategic planning, development of programs of requirements (POR); including strategic goal and visioning sessions with agencies management team; discovery and data collection, interviews, development of survey instruments, data analysis, testing of concepts and determination of needs in architecture, construction and interior design. . A bachelor degree and ten (10) years of applicable experience required. A bachelor degree is equivalent to 4 years' experience.

**Analyst:** Provides full financial management and administrative support to include cost estimation, analysis, budget formulation, execution, scheduling, and resource allocation. Uses project scheduling and cost tracking software to support critical path and integrated master planning analysis. Performs economic analysis, assists in performing comparative cost studies. Formulates life cycle cost-benefit analyses and applies economic and risk methodologies, tools, and techniques. The analyst is the specialist in negotiations and maintains records as the project progresses. The analyst keeps records of the costs. A bachelor degree and seven (7) years of applicable experience is required. A bachelor degree is equivalent to 4 years' experience, a master's degree is equivalent to 6 years of experience.

**Estimator/Planner:** Provides full financial management and administrative support to include cost estimation, analysis, budget formulation, execution, manpower planning, scheduling, and resource allocation. Performs economic analysis, assists in performing comparative cost studies. Formulates life cycle cost-benefit analyses and applies economic and risk methodologies, tools, and techniques. Prepares estimates required by project personnel. Keeps records of the estimated costs and the final actual costs. A bachelor degree and/or seven (7) years of applicable experience plus a high school degree (or GED) is required. A bachelor degree is equivalent to 4 years' experience, a master's degree is equivalent to 6 years of experience.

**\*Engineering Technician VI (30086):** Possess thorough knowledge of building operations and maintenance (O&M) principles, practices, procedures, and regulations. Have ten (10) years' experience in the effective and efficient provision of O&M services for all types of building systems and equipment, including electrical and plumbing systems, HVAC, steam distribution, fire alarms, sprinklers, elevators, and architectural components, in commercial buildings. Reviews construction blueprints, maintenance work schedules and develop priorities for work to be performed. Develops statements of work and obtains prevailing market information for preparing cost estimates. Inspect building and facilities operations and services. Affixes seals or tags to approved items, review licenses/permits or ascertains that licenses and permits have been obtained and are displayed, confers with officials, interprets codes, and assists establishments in altering methods and practices to meet established standards. Investigates complaints, prepares reports of findings and action taken, and recommends changes in standards, administrative procedures, facilities, methods, and practices. Nine (9) years of experience required. A bachelor degree is equivalent to 4 years' experience. Appropriate trade school training and/or engineering license (1<sup>st</sup> class, 2nd class, Master, etc.) plus a high school degree (or GED) required for each jurisdiction.

**\*Engineering Technician V (30085):** Possess thorough knowledge of building operations and maintenance (O&M) principles, practices, procedures, and

regulations. Have experience in O&M services for all types of building systems and equipment, including HVAC, steam distribution, plumbing, fire alarms, sprinklers, elevators, and architectural components in a commercial building. Inspect building and facilities operations and services. Inspect building and facilities operations and services. Affixes seals or tags to approved items, review licenses/permits or ascertains that licenses and permits have been obtained and are displayed, confers with officials, interprets codes, and assists establishments in altering methods and practices to meet established standards. Appropriate trade school training and/or engineering license (Lead, journeyman, 2nd class, 3<sup>rd</sup> class, etc.) required for each jurisdiction. Seven (7) years of experience plus a high school degree (or GED) required.

**\*Engineering Technician IV (30084):** Performs the following duties: makes minor repairs to mechanical equipment; replaces light bulbs; repair and paint walls, ceilings, and other building surfaces and fixtures; repairs and replaces carpeting; repairs windows, doors and locks; assemble/disassemble and moves office furniture and equipment, performs minor plumbing repairs when needed. Inspect building and facilities operations and services. Appropriate trade school training and engineering license (3<sup>rd</sup> class, journeymen, etc.) required for each jurisdiction. Five (5) years of experience plus a high school degree (or GED) required.

**\*Electronic Technician III (23283):** Applies advanced technical knowledge to solve complex problems that typically cannot be solved solely by referencing manufacturers' manuals or similar documents. Examples of such problems include determining the location and density of circuitry, evaluating electromagnetic radiation, isolating malfunctions, and incorporating engineering; changes. Work typically requires an understanding of the interrelationships of circuits, exercising independent judgment in performing such tasks as making circuit analyses, calculating wave forms, and tracing relationships in signal flow, using complex test instruments such as high frequency pulse generators, frequency synthesizers, distortion analyzers, and complex computer control equipment. Work may be reviewed by supervisor for general compliance with accepted practices. This position may provide technical guidance to lower level technicians. Appropriate trade school training and engineering license (3<sup>rd</sup> class, journeymen, etc.) required for each jurisdiction. Five (5) years of experience plus a high school degree (or GED) required.

**\*Computer Operator V (14045):** Resolves difficult operating problems (e.g., making unusual equipment connections and channel configurations to direct processing through or around problems in equipment, circuits, or channels. Review test run requirements and develop unusual system configurations that will allow test programs to process without interfering with ongoing job requirements). Monitor responses to computer output and error conditions to avoid loss of information or to conserve computer time. Provides technical assistance to lower level operators

and assists programmers, systems analysts, and subject matter specialists in resolving problems. A bachelor degree or trade school training required.

**\*Electrician (47050):** Repairs, tests, and maintains electrical equipment, machinery, and systems such as generators, alternators, motors, and intercommunication systems, makes inspection rounds of electrical equipment and maintains records and schedules of tasks and inspections. License plus three to five years' experience required.

**\*Engineering Technician III (30083):** Performs the following duties: makes repairs to mechanical equipment; replaces light bulbs; repair and paint walls, ceilings, and other building surfaces and fixtures; repairs and replaces carpeting; fixes windows, doors and locks; takes delivery of supplies and equipment; loads and unloads trucks; stacks supplies and materials for storage; assemble/disassemble and moves office furniture and equipment; perform minor plumbing repairs when needed. Appropriate trade school training and engineering license (journeymen, 4<sup>th</sup> class, etc.) required for each jurisdiction. Three (3) years of experience plus a high school degree (or GED) required.

**\*Stationary Engineer (25070):** Operates and maintains one or more systems which provide an establishment with such services as heat, air-conditioning (cool, humidify, dehumidify, filter, and circulate air), refrigeration, steam or high-temperature water or electricity. Duties involve: Observing and interpreting readings on gauges, meters and charts which register various aspects of the system's operation, adjusting controls to insure safe and efficient operation of the system and to meet demands for the service provided; recording in logs various aspects of the system's operation; keeping the engines, machinery and equipment of the system in good working order. May direct and coordinate activities of other workers (not stationary engineers) in performing tasks directly related to operating and maintaining the system or systems. The classification excludes head or chief engineers in establishments employing more than one engineer; workers required to be skilled in the repair of electronic control equipment; workers in establishments producing electricity, steam, or heated or cooled air primarily for sale; and Boiler Tenders. Appropriate trade school training and engineering license (journeymen, 4<sup>th</sup> class, etc.) required for each jurisdiction. Three (3) years of experience plus a high school degree (or GED) required.

**\*Machinist, Maintenance (23550):** Produces replacement parts and new parts in making repairs of metal parts of mechanical equipment. Work involves most of the following: interpreting written instructions and specifications, planning and laying out of work, using a variety of machinist's hand tools and precision measuring instruments, setting up and operating standard machine tools. This incumbent is responsible for the shaping of metal parts to close tolerances, making standard shop computations relating to dimensions of work, tooling, feeds, and speeds of machining; knowledge of the working properties of the common metals, selecting

standard materials, parts, and equipment required for this work; and fitting and assembling parts into mechanical equipment. In general, the machinist's work normally requires a rounded training in machine-shop practice, usually acquired through a formal apprenticeship or equivalent training and experience.

**\*Pipefitter, Maintenance (23790):** Installs or repairs water, steam, gas or other types of pipe and pipefitting. Work involves most of the following: Laying out work and measuring to locate position of pipe from drawings or other written specifications; cutting various sizes of pipe to correct lengths with chisel and hammer, oxyacetylene torch or pipe-cutting machines; threading pipe with stocks and dies, bending pipe by hand-driven or power-driven machines; assembling pipe with couplings and fastening pipe to hangers; making standard shop computations relating to pressures, flow and size of pipe required; and making standard tests to determine whether finished pipes meet specifications. In general, the work of the maintenance pipefitter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

**\*Telecommunication II (23932):** Installs, tests, troubleshoots, programs, maintains, and repairs digital switching equipment, attendant consoles, power and ringing relay racks, miscellaneous telephone, radio, fire alarms, intrusion alarms, and computer data circuits and related apparatus required in the central switching office. This worker analyzes system failures and other unusual system occurrences to isolate the source of the problem and determine whether the failure is caused by software, hardware, or other factors. Employees in this position maintain manual and/or computerized central office records, including detail records, traffic analysis records, cable records, line records, subscriber service records, and spare parts inventories.

**\*Supply Technician (01410):** Performs limited aspects of technical supply management work (e.g., inventory management, storage management, cataloging, and property utilization) related to depot, local, or other supply activities. Work usually is segregated by commodity area or function, and controlled in terms of difficulty, complexity, or responsibility. Assignments usually relate to stable or standardized segments of technical supply management operations; or to functions or subjects that are narrow in scope or limited in difficulty. The work generally involves individual case problems or supply actions. This work may require consideration of program requirements together with specific variations in or from standardized guidelines. Assignments require: (a) a good working knowledge of the governing supply systems, programs, policies, nomenclature, work methods, manuals, or other established guidelines; (b) an understanding of the needs of the organization serviced; and (c) analytical ability to define the dimension of the problems involved, to collect the necessary data to establish the facts.

**\*Plumber, Maintenance (23810):** Assembles, installs and repairs pipes, fittings and fixtures of heating, water, and drainage systems, according to specifications and

plumbing codes, studies building plans and working drawings to determine work aids required, and sequence of installations. Inspects structures to ascertain obstructions to be avoided to prevent weakening of structure resulting from installation of pipe, and locates and marks position of pipe and pipe connections and passage holes for pipes in walls and floors. Cuts openings in walls and floors to accommodate pipe and pipe fittings, using hand tools and power tools, cuts and threads pipe, using pipe cutters, cutting torch, and pipe-threading machine, bends pipe to required angle by use of pipe-bending machine, or by placing pipe over block and bending it by hand. Appropriate trade school training and engineering license (journeymen, 4<sup>th</sup> class, etc.) required for each jurisdiction. Three (3) years of experience plus a high school degree (or GED) required.

**\*Painter (23760):** Paints and redecorates walls, woodwork and fixtures. Work involves the following: Knowledge of surface peculiarities and types of paint required for different applications; preparing surface for painting by removing old finish or by placing putty or filler in nail holes and interstices; and applying paint with spray gun or brush. May mix colors, oils, white lead and other paint ingredients to obtain proper color or consistency. In general, the work of the maintenance painter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

**\*Locksmith (23510):** Installs, repairs, modifies, and opens a variety of locking mechanisms found on doors, desks, compartments, mobile equipment, safes, and vaults. This worker examines locking mechanism and installs new unit or disassembles unit and replaces worn tumblers, springs, and other parts or repairs them by filing, drilling, chiseling and grinding, opens door locks by moving lock pick in cylinder or opens safe locks by listening to lock sounds or drilling. This worker makes new or duplicate keys, using key cutting machine, changes combination by inserting new or repaired tumblers into lock, and establishes keying systems for buildings.

**\*Heavy Truck Driver (31360):** Responsibilities include driving a heavy truck to transport materials and/or equipment between buildings; loading or unloading trucks with or without helpers; and making minor service repairs keeping the trucks in good working order. Three years' experience, a CDL plus a high school degree (or GED) required.

**\*General Maintenance Worker (23370):** Performs general maintenance and repair of equipment and buildings requiring practical skill and knowledge (but not proficiency) in such trades as painting, carpentry, plumbing, masonry, and electrical work. Work involves a variety of the following duties: replacing electrical receptacles, wires, switches, fixtures, and motors, using plaster or compound to patch minor holes and cracks in walls and ceilings, repairing or replacing sinks, water coolers, and toilets painting structures and equipment; repairing or replacing concrete floors, steps, and sidewalks, replacing damaged paneling and floor tiles,

hanging doors and installing door locks, replacing broken window panes, and performing general maintenance on equipment and machinery. Five years' experience plus a high school degree (or GED) required.

**\*Warehouse Specialist (21410):** Perform the following duties: verifying materials against receiving documents, noting and reporting discrepancies and obvious damage, routing materials to prescribed storage locations, storing and stacking materials in accordance with prescribed storage methods. Shredding and disposal of sensitive material, rearranging and taking inventory of stored materials, removing material from storage and preparing it for shipment. Four years' experience plus a high school degree (or GED) required.

**\*Truck Driver, Medium Truck (31362):** Drives a truck to transport materials, merchandise, equipment, or workers between various types of establishments such as: manufacturing plants, freight depots, warehouses, wholesale and retail establishments, or between retail establishments and customers' houses or places of business. This driver may also load or unload truck with or without helpers, make minor mechanical repairs, and keep truck in good working order. Three years' experience plus a high school degree (or GED) required.

**\*Scheduler, Maintenance (01300):** Schedules vehicle repairs and lubrication for vehicle-maintenance, schedules vehicles for lubrication or repairs based on date of last lubrication and mileage traveled or urgency of repairs. The Maintenance Scheduler contacts garage to verify availability of facilities, notifies parking garage workers to deliver specified vehicles, and maintains a file of requests for services. Five years' experience plus a high school degree (or GED) required.

**\*Gardener (11090):** Plans and executes small scale landscaping operations and maintains grounds and landscape of household, business and other properties, works with assistant in preparing and grading terrain, applying fertilizers, seeding and laying sod, and transplanting shrubs and plants, and cultivates them, using gardening implements and power-operated equipment. The Gardner plants new and repairs established lawns, using seed mixtures and fertilizers recommended for particular soil type and lawn location, locates and plants shrubs, trees, and flowers recommended for particular landscape effect or those selected by property owner, mows and trims lawns, using hand or power mower, trims shrubs and cultivates gardens, sprays trees and shrubs and applies supplemental liquid and dry nutrients to lawn, trees and shrubs; cleans ground, using rakes, brooms, and hose, dig trenches and install drain tiles, repair concrete and asphalt walks and driveways.

**\*Laborer (23470):** Performs tasks that require mainly physical abilities and effort involving little or no specialized skill or prior work experience. The following tasks are typical of this occupation: The Laborer loads and unloads trucks, and other conveyances, moves supplies and materials to proper location by wheelbarrow or hand truck; stacks materials for storage or binning, collects refuse and salvageable

materials, and digs, fills, and tamps earth excavations, The Laborer levels ground using pick, shovel, tamper and rake, shovels concrete and snow; cleans culverts and ditches, cuts tree and brush; operates power lawnmowers, moves and arranges heavy pieces of office and household furniture, equipment, and appliance, moves heavy pieces of automotive, medical engineering, and other types of machinery and equipment, spreads sand and salt on icy roads and walkways, and picks up leaves and trash.

**\*Laborer, Ground Maintenance (11210):** Maintains grounds of industrial, commercial or public property such as buildings, camp and picnic grounds, parks, playgrounds, greenhouses, and athletic fields, and repairs structures and equipment, performing one or more of the following tasks: Cuts grass, using walking-type or riding mowers (less than 2000 lbs.). Trims hedges and edges around walks, flower beds, and wells, using hedge trimmers, clippers and edging tools. Prunes shrubs and trees to shape and improve growth, using shears and other hand tools. Sprays lawn, shrubs, and trees with fertilizer or insecticide. Plants grass, flowers, trees, and shrubs. Waters lawn and shrubs during dry periods, using hose or activating sprinkler system. Picks up and burns or carts away leaves, paper or other litter. Removes snow from walks, driveways, roads, or parking lots, using shovel and snow blower. Spreads salt on walkways and other areas. Repairs and paints fences, gates, benches, tables, guardrails, and outbuildings. Assists in repair of roads, walks, buildings, and mechanical equipment. May clean comfort stations, office and workshop areas, and parking lots by sweeping, washing, mopping and polishing.

**\*Systems Analyst III (03103):** Applies systems analysis and design techniques to complex computer systems in a broad area such as manufacturing; finance management; engineering, accounting, or statistics; logistics planning; material management, etc. Usually, there are multiple users of the system, however, there may be complex one-user systems, e.g., for engineering or research projects. Requires competence in all phases of systems analysis techniques, concepts, and methods and knowledge of available system software, computer equipment, and the regulations, structure, techniques, and management practices of one or more subject-matter areas. Since input data usually come from diverse sources is responsible for recognizing probable conflicts and integrating diverse data elements and sources. Produces innovative solutions for a variety of complex problems.

Maintains and modifies complex systems or develops new subsystems such as an integrated production scheduling, inventory control, cost analysis, or sales analysis record in which every item of each type is automatically processed through the full system of records. Guides users in formulating requirements; advises on alternatives and on the implications of new or revised data processing systems; analyzes resulting user project proposals, identifies omissions and errors in requirements and conducts feasibility studies; recommends optimum approach and develops system design for approved projects. Interprets information and informally arbitrates between system users when conflicts exist. May serve as lead analyst in

a design subgroup, directing and integrating the work of one or two lower level analysts, each responsible for several programs.

**\*Computer Programmer IV (14074):** Applies expertise in programming procedures to complex programs; recommends the redesign of programs, investigates and analyzes feasibility and program requirements, and develops programming specifications. Assigned programs typically affect a broad multi-user computer system which meets the data processing needs of a broad area (e.g., manufacturing, logistics planning, finance management, human resources, or material management) or a computer system for a project in engineering, research, accounting, statistics, etc. This Programmer plans the full range of programming actions to produce several interrelated but different products from numerous and diverse data elements, which are usually from different sources; solves difficult programming problems, and uses knowledge of pertinent system software, computer equipment, work processes, regulations, and management practices.

The Computer Programmer IV works independently under overall objectives and direction, apprising the supervisor about progress and unusual complications and modifying and adapting precedent solutions and proven approaches. Guidelines include constraints imposed by the related programs with which the incumbent's programs must be meshed. Completed work is reviewed for timeliness, compatibility with other work, and effectiveness in meeting requirements. This Worker may function as team leader or supervise a few lower level programmers or technicians on assigned work.

**\*Computer Programmer III (14073):** As a fully qualified Computer Programmer, this Worker applies standard programming procedures and detailed knowledge of pertinent subject matter in a programming area such as a record keeping operation (supply, personnel and payroll, inventory, purchasing, insurance payments, depositor accounts, etc.); a well-defined statistical or scientific problem; or other standardized operation or problem. The incumbent works according to approved statements of requirements and detailed specifications.

While the data are clear cut, related, and equally available, there may be substantial interrelationships of a variety of records and several varied sequences of formats are usually produced. The programs developed or modified typically are linked to several other programs in that the output of one becomes the input for another. This Computer Programmer recognizes probable interactions of other related programs with the assigned program(s) and is familiar with related system software and computer equipment, and solves conventional programming problems, (In small organizations, may maintain programs that concern or combine several operations, i.e. users, or develop programs where there is one primary user and the others give input.)

**\*Technical Writer (30460):** Under general supervision, the Technical Writer writes and edits technical reports, brochures, and/or manuals for internal documentation, customer reference, or publication. This person researches and analyzes available literature and verifies copy with appropriate departments, and may coordinate production and distribution of materials.

**\*Environmental Technician (30090):** Conducts tests and field investigations to obtain data for use by environmental, engineering and scientific personnel in determining sources and methods of controlling pollutants in air, water, and soil, utilizing knowledge of agriculture, chemistry, meteorology, and engineering principles and applied technologies. This worker conducts chemical and physical laboratory and field tests according to prescribed standards to determine characteristics or composition of solid, liquid, or gaseous materials and substances, using pH meter, chemicals, autoclaves, centrifuge spectrophotometer, microscope, analytical instrumentation, and chemical laboratory equipment.

**\*General Clerk IV (01115):** Follows a few clearly detailed procedures in performing simple repetitive tasks in the same sequence, such as filing precoded documents in a chronological file or operating office equipment, e.g., mimeograph, photocopy, addressograph or mailing machine.

**\*Drafter/CAD Operator III (30063):** Prepares complete sets of complex drawings or computer models that include multiple views, detail drawings, and assembly drawings. Drawings or models include complex design features that require considerable drafting skill to visualize and portray. Assignments regularly requires the use of mathematical formulas to draw land contours or to compute weights, center of gravity, load capacities, dimensions, quantities of material, etc. The Draft/CAD Operator works from sketches, computer models, and verbal information supplied by an engineer, architect, or designer to determine the most appropriate views, detail drawings, and supplementary information needed to complete assignments. This operator selects required information from computer programs, and internet sites, precedents, manufacturers' catalogs, and technical guides. This operator independently resolves most of the problems encountered. Supervisor or design originator may suggest methods of approach or provide advice on unusually difficult problems.

**\*Service Order Dispatcher (01320):** Receives, records, and distributes work orders to service crews upon customers' requests for service on articles or utilities purchased from wholesale or retail establishment or utility company. Records information, such as name, address, article to be repaired, or service to be rendered. Prepares work order and distributes to service crew. Schedules service call and dispatches service crew. Calls or writes customer to insure satisfactory performance of service. Keeps record of service calls and work orders. May dispatch orders and relay messages and special instructions to mobile crews and other departments, using radio telephone equipment.

Facilities Maintenance Staff	SIN - 811-002 OPTION PERIOD II				
	Year 11	Year 12	Year 13	Year 14	Year 15
	Feb. 4 2014	Feb. 4 2015	Feb. 4 2016	Feb. 4 2017	Feb. 4 2018
	Hourly Rates	Hourly Rates	Hourly Rates	Hourly Rates	Hourly Rates
Principal	\$164.42	\$172.64	\$181.27	\$190.34	\$199.85
Asset Manager	\$150.72	\$158.25	\$166.17	\$174.47	\$183.20
Facility/Project Manager	\$143.14	\$150.29	\$157.81	\$165.70	\$173.98
Professional Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Mechanical Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Electrical Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Environmental Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Fire Protection Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Estimator/Planner	\$129.92	\$136.41	\$143.23	\$150.39	\$157.91
Engineering Tech VI*	\$104.85	\$110.10	\$115.60	\$121.38	\$127.45
Engineering Tech V*	\$86.66	\$90.99	\$95.54	\$100.32	\$105.33
System Analyst III*	\$75.69	\$79.48	\$83.45	\$87.63	\$92.01
Engineering Tech IV*	\$70.85	\$74.40	\$78.12	\$82.02	\$86.12
Electronic Tech III*	\$65.42	\$68.69	\$72.12	\$75.73	\$79.51
Computer Operator V*	\$62.86	\$66.01	\$69.31	\$72.77	\$76.41
Electrician*	\$61.77	\$64.86	\$68.10	\$71.51	\$75.08
Engineering Tech III*	\$61.77	\$64.86	\$68.10	\$71.51	\$75.08
Stationary Engineer*	\$60.84	\$63.88	\$67.07	\$70.43	\$73.95
Machinist, Maintenance*	\$58.97	\$61.92	\$65.01	\$68.26	\$71.68
Pipefitter, Maintenance*	\$57.38	\$60.25	\$63.26	\$66.43	\$69.75
Telecommunication II*	\$56.04	\$58.84	\$61.78	\$64.87	\$68.12
Supply Technician*	\$55.22	\$57.98	\$60.88	\$63.92	\$67.12
Plumber, Maintenance*	\$54.42	\$57.14	\$60.00	\$63.00	\$66.15
Painter*	\$54.42	\$57.14	\$60.00	\$63.00	\$66.15
Locksmith*	\$51.93	\$54.53	\$57.26	\$60.12	\$63.12
Heavy Truck Driver*	\$50.41	\$52.93	\$55.58	\$58.36	\$61.27
Gen. Maintenance Worker*	\$47.36	\$49.72	\$52.21	\$54.82	\$57.56
Warehouse Specialist*	\$43.19	\$45.35	\$47.61	\$49.99	\$52.49
Medium Truck Driver*	\$43.08	\$45.24	\$47.50	\$49.87	\$52.37
Scheduler, Maintenance*	\$41.81	\$43.90	\$46.10	\$48.40	\$50.82
Gardener*	\$35.57	\$37.35	\$39.22	\$41.18	\$43.24

Laborer*	\$32.30	\$33.91	\$35.61	\$37.39	\$39.26
Laborer, Ground Maintenance.*	\$29.45	\$30.93	\$32.47	\$34.09	\$35.80

\* Service Contract Act (SCA) is applicable to these Labor Categories

Facilities Management Staff	SIN - 811- 0003 Option Period II				
	Year 11	Year 12	Year 13	Year 14	Year 15
	Feb. 4 2014	Feb. 4 2015	Feb. 4 2016	Feb. 4 2017	Feb. 4 2018
	Hourly Rates	Hourly Rates	Hourly Rates	Hourly Rates	Hourly Rates
Principal	\$164.42	\$172.64	\$181.27	\$190.34	\$199.85
Asset Manager	\$150.72	\$158.25	\$166.17	\$174.47	\$183.20
Facility/Project Manager	\$143.14	\$150.29	\$157.81	\$165.70	\$173.98
Professional Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Mechanical Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Electrical Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Environmental Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Fire Protection Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Senior Estimator	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Senior Planner	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Senior Programmer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Analyst	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Estimator/Planner	\$129.92	\$136.41	\$143.23	\$150.39	\$157.91
Engineering Tech VI*	\$104.85	\$110.10	\$115.60	\$121.38	\$127.45
Engineer Tech V*	\$86.66	\$90.99	\$95.54	\$100.32	\$105.33
System Analyst III*	\$75.69	\$79.48	\$83.45	\$87.63	\$92.01
Programmer IV*	\$75.69	\$79.48	\$83.45	\$87.63	\$92.01
Programmer III*	\$73.97	\$77.67	\$81.55	\$85.63	\$89.91
Technical Writer*	\$71.46	\$75.04	\$78.79	\$82.73	\$86.86
Engineer Tech IV*	\$70.85	\$74.40	\$78.12	\$82.02	\$86.12
Computer Operator V*	\$62.86	\$66.01	\$69.31	\$72.77	\$76.41
Technician*	\$55.22	\$57.98	\$60.88	\$63.92	\$67.12
Environmental Technician*	\$52.86	\$55.50	\$58.27	\$61.19	\$64.25
General Clerk IV*	\$51.36	\$53.92	\$56.62	\$59.45	\$62.42
Drafter III*	\$50.16	\$52.67	\$55.30	\$58.06	\$60.97
Service Order Dispatcher*	\$42.32	\$44.43	\$46.65	\$48.98	\$51.43
Scheduler*	\$41.81	\$43.90	\$46.10	\$48.40	\$50.82
Laborer*	\$32.89	\$34.53	\$36.26	\$38.07	\$39.97

\*Service Contract Act (SCA) is applicable to these labor categories



HVAC Boiler & Chiller Maintenance	SIN - 811-005 OPTION PERIOD II				
	Year 11	Year 12	Year 13	Year 14	Year 15
	Feb. 4 2014	Feb. 4 2015	Feb. 4 2016	Feb. 4 2017	Feb. 4 2018
	Hourly Rates	Hourly Rates	Hourly Rates	Hourly Rates	Hourly Rates
Principal	\$164.42	\$172.64	\$181.27	\$190.34	\$199.85
Project Manager	\$143.14	\$150.29	\$157.81	\$165.70	\$173.98
Professional Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Mechanical Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Electrical Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Environmental Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Fire Protection Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Estimator/Planner	\$129.92	\$136.41	\$143.23	\$150.39	\$157.91
Engineering Tech VI*	\$104.85	\$110.10	\$115.60	\$121.38	\$127.45
Engineering Tech V*	\$86.66	\$90.99	\$95.54	\$100.32	\$105.33
System Analyst III*	\$75.69	\$79.48	\$83.45	\$87.63	\$92.01
Engineering Tech IV*	\$70.85	\$74.40	\$78.12	\$82.02	\$86.12
Electronic Tech III*	\$65.42	\$68.69	\$72.12	\$75.73	\$79.51
Computer Operator V*	\$62.86	\$66.01	\$69.31	\$72.77	\$76.41
Electrician*	\$61.77	\$64.86	\$68.10	\$71.51	\$75.08
Engineering Tech III*	\$61.77	\$64.86	\$68.10	\$71.51	\$75.08
Stationary Engineer*	\$60.84	\$63.88	\$67.07	\$70.43	\$73.95
Machinist, Maintenance*	\$58.97	\$61.92	\$65.01	\$68.26	\$71.68
Pipefitter, Maintenance*	\$57.38	\$60.25	\$63.26	\$66.43	\$69.75
Supply Technician*	\$55.22	\$57.98	\$60.88	\$63.92	\$67.12
Plumber, Maintenance*	\$54.42	\$57.14	\$60.00	\$63.00	\$66.15

\* Service Contract Act (SCA) is applicable to these Labor Categories

Facilities Maintenance & Management Consulting	SIN - 811- 006 Option Period II				
	Year 11	Year 12	Year 13	Year 14	Year 15
	Feb. 4 2014	Feb. 4 2015	Feb. 4 2016	Feb. 4 2017	Feb. 4 2018
	Hourly Rates	Hourly Rates	Hourly Rates	Hourly Rates	Hourly Rates
Principal	\$164.42	\$172.64	\$181.27	\$190.34	\$199.85
Asset Manager	\$150.72	\$158.25	\$166.17	\$174.47	\$183.20
Project Manager	\$143.14	\$150.29	\$157.81	\$165.70	\$173.98
Professional Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Mechanical Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Electrical Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Environmental Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Fire Protection Engineer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Senior Estimator	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Senior Planner	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Senior Programmer	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Analyst	\$137.03	\$143.88	\$151.07	\$158.62	\$166.55
Estimator/Planner	\$129.92	\$136.41	\$143.23	\$150.39	\$157.91
Engineering Tech VI*	\$104.85	\$110.10	\$115.60	\$121.38	\$127.45
Engineer Tech V*	\$86.66	\$90.99	\$95.54	\$100.32	\$105.33
System Analyst III*	\$75.69	\$79.48	\$83.45	\$87.63	\$92.01
Programmer IV*	\$75.69	\$79.48	\$83.45	\$87.63	\$92.01
Programmer III*	\$73.97	\$77.67	\$81.55	\$85.63	\$89.91
Technical Writer*	\$71.46	\$75.04	\$78.79	\$82.73	\$86.86
Engineer Tech IV*	\$70.85	\$74.40	\$78.12	\$82.02	\$86.12
Environmental Technician*	\$52.86	\$55.50	\$58.27	\$61.19	\$64.25
Drafter III*	\$50.16	\$52.67	\$55.30	\$58.06	\$60.97
Scheduler*	\$41.81	\$43.90	\$46.10	\$48.40	\$50.82

**\*Service Contract Act (SCA) is applicable to these labor categories**