

SOLICITATION / CONTRACT / ORDER FOR COMMERCIAL ITEMS
OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30

1. REQUISITION NUMBER
 PROC09-002

PAGE 1 OF 9

2. CONTRACT NO.

3. AWARD/EFFECTIVE DATE 03/30/2009

4. ORDER NUMBER DTMA5P09052

5. SOLICITATION NUMBER

6. SOLICITATION ISSUE DATE

7. FOR SOLICITATION INFORMATION CALL:

a. NAME

b. TELEPHONE NUMBER (No collect calls)

8. OFFER DUE DATE/ LOCAL TIME

9. ISSUED BY

U.S. Merchant Marine Academy (Procurement)
 MMA-5206, Division of Procurement

Kings Point, NY 11024-1699

TEL: (516) 773-5258 ext.

FAX: (516) 773-5251 ext.

CODE 00095

10. THIS ACQUISITION IS

UNRESTRICTED OR SET ASIDE: 100.00% FOR:

SMALL BUSINESS EMERGING SMALL BUSINESS

HUBZONE SMALL BUSINESS 8(A)

SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS

NAICS:

SIZE STANDARD: 50 or Less

11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED

SEE SCHEDULE

12. DISCOUNT TERMS

13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)

13b. RATING

14. METHOD OF SOLICITATION

RFQ IFB RFP

15. DELIVER TO

U.S. Merchant Marine Academy (Procurement)
 MMA-5206, Division of Procurement

Kings Point, NY 11024-1699

Attn: Deborah Porter

CODE 00095

16. ADMINISTERED BY

U.S. Merchant Marine Academy (Procurement)
 MMA-5206, Division of Procurement

Kings Point, NY 11024-1699

CODE 00095

17a. CONTRACTOR/OFFEROR

ISIS STAFFING SOLUTIONS INC.

50 Clinton Street, Suite 600
 Hempstead, NY 11550-4217

TELEPHONE NO. (516) 505-5305 ext.

CODE * FACILITY CODE

18a. PAYMENT WILL BE MADE BY

USMMA A/P Branch, AMZ-160
 USMMA A/P Branch, AMZ-160, PO Box 25710
 Oklahoma City, OK 73125

CODE AMZ-16

17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER

OFFER

18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED

SEE ADDENDUM

| 19. ITEM NO. | 20. SCHEDULE OF SUPPLIES/SERVICES | 21. QUANTITY | 22. UNIT | 23. UNIT PRICE | 24. AMOUNT |
|--|-----------------------------------|--------------|----------|----------------|------------|
| (Use Reverse and/or Attach Additional Sheets as Necessary) | | | | | |

25. ACCOUNTING AND APPROPRIATION DATA

7009 - 1750 - MA2009 - 1PDA000 - 00 - 4000 - 05 - 206002530 - 5610066 - 00 - - - - -

26. TOTAL AWARD AMOUNT (For Govt. Use Only)
 \$ 2,000.00

27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA ARE ARE NOT ATTACHEE

27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA ARE ARE NOT ATTACHEE

28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN _____ COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.

29. AWARD OF CONTRACT: REF. _____ quote _____ OFFER

DATED 03/24/2009, YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: 0001

30a. SIGNATURE OF OFFEROR/CONTRACTOR

31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)

Maxmillian S. Diah

30b. NAME AND TITLE OF SIGNER (Type or print)

30c. DATE SIGNED

31b. NAME OF CONTRACTING OFFICER (Type or print)
 Max Diah

31c. DATE SIGNED
 03/30/2009

| 19. ITEM NO. | 20. SCHEDULE OF SUPPLIES/SERVICES | 21. QUANTITY | 22. UNIT | 23. UNIT PRICE | 24. AMOUNT |
|-----------------|--------------------------------------|-----------------|-------------|-------------------|---------------|
| | | | | | |

32a. QUANTITY IN COLUMN 21 HAS BEEN

RECEIVED INSPECTED ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

| | | |
|--|-----------|---|
| 32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE | 32c. DATE | 32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE |
|--|-----------|---|

| | |
|--|---|
| 32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE | 32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE |
| | 32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE |

| | | | | |
|--|--------------------|---------------------------------|--|------------------|
| 33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL | 34. VOUCHER NUMBER | 35. AMOUNT VERIFIED CORRECT FOR | 36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL | 37. CHECK NUMBER |
|--|--------------------|---------------------------------|--|------------------|

| | | |
|------------------------|------------------------|-------------|
| 38. S/R ACCOUNT NUMBER | 39. S/R VOUCHER NUMBER | 40. PAID BY |
|------------------------|------------------------|-------------|

| | | | |
|---|---------------------------------|------------------------------------|-----------------------|
| 41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT | 42a. RECEIVED BY <i>(Print)</i> | | |
| 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER | 41c. DATE | 42b. RECEIVED AT <i>(Location)</i> | |
| | | 42c. DATE REC'D <i>(YY/MM/DD)</i> | 42d. TOTAL CONTAINERS |

| | | | |
|--------------------------|---------------------------------------|--|-----------------------|
| Line Item Summary | Document Number DTMA5P09052 | Title Temp Clerk-Procurement | Page 3 of 9 |
|--------------------------|---------------------------------------|--|-----------------------|

| | | | | | | | | | | | |
|----------------------------------|-------------|-------------------|------------|-----------------------|------------|----------------|-----------------|------------|---------------------|------------|---------------------------|
| Total Funding: \$2,000.00 | | | | | | | | | | | |
| FYs | Fund | Budget Org | Sub | Object Class | Sub | Program | Cost Org | Sub | Proj/Job No. | Sub | Reporting Category |
| 7009 | 1750 | MA2009 | 1PDA000 | 00 | 4000 | 05 | 206002530 | 5610066 | 00 | | |
| Division | | Closed FYs | | Cancelled Fund | | | | | | | |

| Line Item Number | Description | Delivery Date (Start Date to End Date) | Quantity | Unit of Issue | Unit Price | Total Cost (Includes Discounts) |
|-------------------------|--------------------|---|-----------------|----------------------|-------------------|--|
|-------------------------|--------------------|---|-----------------|----------------------|-------------------|--|

DUNS: 781010025
REMIT TO: SAME AS ABOVE

| | | | | | | |
|------|---|----------------------------|------|-----|-------------|-------------|
| 0001 | PRIVATE SECTOR TEMPORARY EXPERIENCED GENERAL CLERK I (Part Time)- | (04/06/2009 to 10/02/2009) | 1.00 | JOB | \$2,000.000 | \$ 2,000.00 |
|------|---|----------------------------|------|-----|-------------|-------------|

The contractor shall provide an Experienced Temporary General Clerk I to work in the Department of Procurement located at the U.S. Merchant Marine Academy, Kings Point, NY. All work shall be performed in accordance with the attached Statement of Work (SOW).

The contract shall commence April 6, 2009 and end on or before October 2, 2009. The work schedule is Monday, Wednesday & Friday, 8:00 A.M. - 4:30 P.M. with one half hour for lunch. The total amount of work days shall not exceed 78 or approximately 624 regular hours. Contractor personnel shall be paid only for actual hours worked.

The total amount of this contract shall be \$15,612.48. However, due to the imposition of a Continuing Resolution, the available funding for this contract is limited to \$2,000.00. All additional funding will be made available incrementally, via future modifications. All Contractor work shall be funded in this matter and/or on a quarterly basis, as budget allocations allow.

52.232-18 AVAILABILITY OF FUNDS. (Apr 1984)
Funds are not presently available for this contract. The Government's obligation under this contract is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are made available to the Contracting Officer for this contract and until the Contractor receives notice of such availability, to be confirmed in writing by the Contracting Officer.

Ref Req No: PROC09-002

Total Cost: \$2,000.00

CONTACT: DEBORAH PORTER, CONTRACT SPECIALIST

INVOICE INQUIRIES: BARBARA MARTOS
405-954-1219

**Contract Level
Funding Summary**

Document Number

DTMA5P09052

Title

Temp Clerk-Procurement

Page

4 of 9

7009 - 1750 - MA2009 - 1PDA000 - 00 - 4000 - 05 - 206002530 - 5610066 - 00 - - - - -

\$2,000.00

Reference Requisition: PROC09-002

Total Funding: \$2,000.00

| | | | |
|--|-----------------------------|--|-------------|
| | Document No. DTMA5P09052 | Document Title Temp Clerk-Procurement | Page 5 of 5 |
|--|-----------------------------|--|-------------|

COMMERCIAL CLAUSES

1 52.252-02 CLAUSES INCORPORATED BY REFERENCE

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://acquisition.gov/far/current/html/FARTOCP52.html>

| Clause | Title | Date |
|-----------|---|---------------|
| 52.212-03 | Offeror Representations and Certifications - Commercial Items | February 2009 |
| 52.212-04 | Contract Terms and Conditions--Commercial Items | October 2008 |

2 52.212-05 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS-- COMMERCIAL ITEMS

FEBRUAR
Y 2009

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

- (1) 52.222-50, Combating Trafficking in Persons (FEB 2009) (22 U.S.C. 7104(g)).
___ Alternate I (AUG 2007) of 52.222-50 (22 U.S.C. 7104(g)).
- (2) 52.233-03, Protest After Award (AUG 1996) (31 U.S.C. 3553).
- (3) 52.233-04, Applicable Law for Breach of Contract Claim (OCT 2004) (Pub. L. 108-77, 108-78)

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

[Contracting Officer shall check as appropriate.]

___ (1) 52.203-06, Restrictions on Subcontractor Sales to the Government (Sept 2006), with Alternate I (Oct 1995) (41 U.S.C. 253g and 10 U.S.C. 2402).

___ (2) 52.203-13, Contractor Code of Business Ethics and Conduct (DEC 2008) (Pub. L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).

___ (3) 52.219-03, Notice of Total HUBZone Small Business Set-Aside (Jan 1999) (15 U.S.C 657a).

___ (4) 52.219-04, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (JULY 2005) (if the offeror elects to waive the preference, it shall so indicate in its offer) (15 U.S.C 657a).

___ (5) [Reserved]

(6)(i) 52.219-06, Notice of Total Small Business Set-Aside (June 2003) (15 U.S.C. 644).

___ (ii) Alternate I (Oct 1995) of 52.219-6.

___ (iii) Alternate II (Mar 2004) of 52.219-6.

| | | | |
|--|------------------------------------|---|-------------|
| | Document No. DTMA5P09052 | Document Title Temp Clerk-Procurement | Page 6 of 6 |
|--|------------------------------------|---|-------------|

- (7)(i) 52.219-07 Notice of Partial Small Business Set-Aside (June 2003) (15 U.S.C. 644).
- (ii) Alternate I (Oct 1995) of 52.219-7.
- (iii) Alternate II (Mar 2004) of 52.219-7.
- (8) 52.219-08, Utilization of Small Business Concerns (May 2004) (15 U.S.C. 637 (d)(2) and (3)).
- (9)(i) 52.219-09, Small Business Subcontracting Plan (APR 2008) (15 U.S.C. 637(d)(4)).
- (ii) Alternate I (Oct 2001) of 52.219-9.
- (iii) Alternate II (Oct 2001) of 52.219-9.
- (10) 52.219-14, Limitations on Subcontracting (Dec 1996) (15 U.S.C. 637(a)(14)).
- (11) 52.219-16, Liquidated Damages—Subcontracting Plan (JAN 1999) (15 U.S.C. 637(d)(4)(F)(i)).
- (12)(i) 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns (OCT 2008) (10 U.S.C. 2323) (if the offeror elects to waive the adjustment, it shall so indicate in its offer).
- (ii) Alternate I (June 2003) of 52.219-23.
- (13) 52.219-25, Small Disadvantaged Business Participation Program--Disadvantaged Status and Reporting (APR 2008) (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).
- (14) 52.219-26, Small Disadvantaged Business Participation Program--Incentive Subcontracting (Oct 2000) (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).
- (15) 52.219-27, Notice of Total Service-Disabled Veteran-Owned Small Business Set-Aside (May 2004) (15 U.S.C. 657 f).
- (16) 52.219-28, Post Award Small Business Program Rerepresentation (JUNE 2007) (15 U.S.C. 632(a)(2)).
- (17) 52.222-03, Convict Labor (June 2003) (E.O. 11755).
- (18) 52.222-19, Child Labor-Cooperation with Authorities and Remedies (FEB 2008) (E.O. 13126).
- (19) 52.222-21, Prohibition of Segregated Facilities (Feb 1999).
- (20) 52.222-26, Equal Opportunity (MAR 2007) (E.O. 11246).
- (21) 52.222-35, Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (SEPT 2006) (38 U.S.C. 4212).
- (22) 52.222-36, Affirmative Action for Workers with Disabilities (Jun 1998) (29 U.S.C. 793).
- (23) 52.222-37, Employment Reports on Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (SEPT 2006) (38 U.S.C. 4212).
- (24) 52.222-39, Notification of Employee Rights Concerning Payment of Union Dues or Fees (Dec 2004) (E.O. 13201).
- (25) 52.222-54, Employment Eligibility Verification (JAN 2009). (Executive Order 12989). (Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial items as prescribed in 22.1803.)
- (26)(i) 52.223-09, Estimate of Percentage of Recovered Material Content for EPA-Designated Items (MAY 2008) (42 U.S.C. 6962(c)(3)(A)(ii)).
- (ii) Alternate I (MAY 2008) of 52.223-09 (42 U.S.C. 6962(i)(2)(C)).

| | | | |
|--|------------------------------------|---|-------------|
| | Document No. DTMA5P09052 | Document Title Temp Clerk-Procurement | Page 7 of 7 |
|--|------------------------------------|---|-------------|

(27) 52.223-15, Energy Efficiency in Energy-Consuming Products (DEC 2007) (42 U.S.C. 8259b).

(28)(i) 52.223-16, IEEE 1680 Standard for the Environmental Assessment of Personal Computer Products (DEC 2007) (E.O. 13423).

(ii) Alternate I (DEC 2007) of 52.223-16.

(29) 52.225-01, Buy American Act—Supplies (June 2003) (41 U.S.C. 10a-10d).

(30)(i) 52.225-03, Buy American Act—Free Trade Agreements—Israeli Trade Act (AUG 2007) (41 U.S.C. 10a-10d, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note, Pub. L. 108-77, 108-78, 108-286, 109-53 and 109-169).

(ii) Alternate I (Jan 2004) of 52.225-3.

(iii) Alternate II (Jan 2004) of 52.225-3.

(31) 52.225-05, Trade Agreements (NOV 2007) (19 U.S.C. 2501, et seq., 19 U.S.C. 3301 note).

(32) 52.225-13, Restrictions on Certain Foreign Purchases (JUNE 2008) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury).

(33) 52.226-04, Notice of Disaster or Emergency Area Set-Aside (NOV 2007) (42 U.S.C. 5150).

(34) 52.226-05, Restrictions on Subcontracting Outside Disaster or Emergency Area (NOV 2007) (42 U.S.C. 5150).

(35) 52.232-29, Terms for Financing of Purchases of Commercial Items (Feb 2002) (41 U.S.C. 255(f), 10 U.S.C. 2307(f)).

(36) 52.232-30, Installment Payments for Commercial Items (Oct 1995) (41 U.S.C. 255(f), 10 U.S.C. 2307(f)).

(37) 52.232-33, Payment by Electronic Funds Transfer-Central Contractor Registration (Oct 2003) (31 U.S.C. 3332).

(38) 52.232-34, Payment by Electronic Funds Transfer-Other than Central Contractor Registration (May 1999) (31 U.S.C. 3332).

(39) 52.232-36, Payment by Third Party (May 1999) (31 U.S.C. 3332).

(40) 52.239-01, Privacy or Security Safeguards (Aug 1996) (5 U.S.C. 552a).

(41)(i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx 1241(b) and 10 U.S.C. 2631).

(ii) Alternate I (Apr 2003) of 52.247-64.

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

[Contracting Officer check as appropriate.]

(1) 52.222-41, Service Contract Act of 1965 (NOV 2007) (41 U.S.C. 351, et seq.).

(2) 52.222-42, Statement of Equivalent Rates for Federal Hires (May 1989) (29 U.S.C. 206 and 41 U.S.C. 351, et seq.).

(3) 52.222-43, Fair Labor Standards Act and Service Contract Act--Price Adjustment (Multiple Year and Option Contracts) (NOV 2006) (29 U.S.C. 206 and 41 U.S.C. 351, et seq.).

(4) 52.222-44, Fair Labor Standards Act and Service Contract Act--Price Adjustment (Feb 2002) (29 U.S.C. 206 and 41 U.S.C. 351, et seq.).

| | | | |
|--|------------------------------------|---|-------------|
| | Document No. DTMA5P09052 | Document Title Temp Clerk-Procurement | Page 8 of 8 |
|--|------------------------------------|---|-------------|

___ (5) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment—Requirements (NOV 2007) (41 U.S.C. 351, et seq.).

___ (6) 52.222-53, Exemption from Application of the Service Contract Act to Contracts for Certain Services— Requirements (FEB 2009) (41 U.S.C. 351, et seq.).

___ (7) 52.237-11, Accepting and Dispensing of \$1 Coin (SEPT 2008) (31 U.S.C. 5112(p)(1)).

(d) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records--Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)(1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c) and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in paragraphs (e)(1) in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause--

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (DEC 2008) (Pub. L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).

(ii) 52.219-08, Utilization of Small Business Concerns (May 2004) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$550,000 (\$1,000,000 for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(iii) 52.222-26, Equal Opportunity (MAR 2007) (E.O. 11246).

(iv) 52.222-35, Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (SEPT 2006) (38 U.S.C. 4212).

(v) 52.222-36, Affirmative Action for Workers with Disabilities (June 1998) (29 U.S.C. 793).

(vi) 52.222-39, Notification of Employee Rights Concerning Payment of Union Dues or Fees (Dec 2004) (E.O. 13201).

(vii) 52.222-41, Service Contract Act of 1965 (NOV 2007)(41 U.S.C. 351, et seq.).

(viii) 52.222-50, Combating Trafficking in Persons (FEB 2009) (22 U.S.C. 7104(g)).

___ Alternate I (AUG 2007) of 52.222-50 (22 U.S.C. 7104(g)).

(ix) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (NOV 2007) (41 U.S.C. 351, et seq.).

(x) 52.222-53, Exemption from Application of the Service Contract Act to Contracts for Certain Services-Requirements (FEB 2009) (41 U.S.C. 351, et seq.).

| | | | |
|--|------------------------------------|---|-------------|
| | Document No. DTMA5P09052 | Document Title Temp Clerk-Procurement | Page 9 of 9 |
|--|------------------------------------|---|-------------|

(xi) 52.222-54, Employment Eligibility Verification (JAN 2009)

(xii) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(2) While not required, the contractor may include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of Clause)

ATTACHMENT 1

**STATEMENT OF WORK FOR A TEMPORARY, EXPERIENCED
PRIVATE SECTOR TEMPORARY GENERAL CLERK I TO WORK
AT THE U.S. MERCHANT MARINE ACADEMY, KINGS POINT, NEW YORK**

1. DUTIES AND RESPONSIBILITIES

- a. The Contractor, as an independent Contractor and not as agent of the Government, shall provide the services of a General Clerk I to work in the Procurement Department at the U.S. Merchant Marine Academy, Kings Point, New York, and perform the duties as outlined below:
- (1) Type and review for errors, all requisitions for supplies and services, letters, etc., type requisitions into Procurement Desktop System, file, and photocopy.
 - (2) Assist regular office staff in the everyday duties of the office.
 - (3) Receive and redirect all incoming telephone calls to the correct members of the department, or forward calls to proper individuals outside the department.
 - (4) Distribute all incoming mail to the respective members of the department and around campus.
 - (5) Must be proficient and articulate in English to effectively deal with telephone calls and walk-in business.
 - (6) Must have experience with some Microsoft Products (i.e., Works, Word, and Outlook E-mail).
 - (7) Must have knowledge of the Fax machine, photocopier, and electric typewriter (minimum typing speed must be 40 wpm with good accuracy).
 - (8) On occasion, work outside of the normal work shift may be necessary, but will not include overtime. Contractor shall receive instructions, assignment of tasks, etc. from the Head of the Department and two (2) Contract Specialists.
- c. **Compensation** – Payment shall be made within 30 days after receipt of proper invoices. The rate of compensation shall be \$ _____/hour. The total contract shall not exceed \$ _____.

0002 GENERAL INFORMATION

- a. Personnel in the employ of the Contractor shall, in the operation of motor vehicles, possess a valid State driver's license and registration, and current insurance certificate.
- b. When the Academy is closed for administrative reasons during the workday or work week, the contractor will not be reimbursed for lost hours. **CONTRACTOR PERSONNEL WILL BE PAID ONLY FOR ACTUAL HOURS WORKED.**
- c. **The wages to be paid employees must be in conformance with the Department of Labor Register of Wage Determination Under the Service Contract Act, Wage Determination NO. 2005-2373, Revision No. 6, dated September 11, 2008. The determined wage rates are minimum rates and Fringe benefits are required to be paid pursuant to the Service Contract Act.**
- d. **For this work effort, the wage rates and fringe benefits applicable to the General Clerk I, (\$14.82 + \$3.24 = \$18.02/hr), applies to this contract.**
- e. The Contractor will take all necessary precautions to avoid injury to persons and damage to property and equipment. Any damage caused to Academy or tenants property or equipment will be the sole responsibility of the Contractor. All damages caused by the Contractor's employees will be repaired or replaced to the satisfaction of the tenant and/or the contracting officer at no additional cost to the Government.
- f. **Contractor Personnel shall be paid for all holidays listed in the DOL wage determination. It is the responsibility of the Contractor to pay for the following holidays:**

**Memorial Day
Independence Day
Labor Day**

WAIVER

The Contractor agrees / /, does not agree / /, to waive any and all penalties and/or fees that may become payable by the U.S. Merchant Marine Academy for the hiring of Contractor employee (s), either during, or at the expiration of the term of this contract.

NOTE: THE U.S. MERCHANT MARINE ACADEMY RESERVES THE RIGHT TO TERMINATE THIS CONTRACT FOR THE CONVENIENCE OF THE GOVERNMENT BEFORE THE COMPLETION DATE (SEE ATTACHED CLAUSES).

REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON D.C. 20210

Shirley F. Ebbesen Division of
Director Wage Determinations

Wage Determination No.: 2005-2373
Revision No.: 6
Date Of Revision: 09/11/2008

State: New York

Area: New York Counties of Nassau, Suffolk

Fringe Benefits Required Follow the Occupational Listing

| OCCUPATION CODE - TITLE | MINIMUM WAGE RATE |
|---|-------------------|
| 01000 - Administrative Support And Clerical Occupations | |
| 01011 - Accounting Clerk I | 15.11 |
| 01012 - Accounting Clerk II | 17.76 |
| 01013 - Accounting Clerk III | 20.96 |
| 01020 - Administrative Assistant | 29.37 |
| 01040 - Court Reporter | 21.19 |
| 01051 - Data Entry Operator I | 13.95 |
| 01052 - Data Entry Operator II | 15.22 |
| 01060 - Dispatcher, Motor Vehicle | 25.16 |
| 01070 - Document Preparation Clerk | 15.41 |
| 01090 - Duplicating Machine Operator | 14.69 |
| 01111 - General Clerk I | 14.82 |
| 01112 - General Clerk II | 16.94 |
| 01113 - General Clerk III | 18.82 |
| 01120 - Housing Referral Assistant | 23.35 |
| 01141 - Messenger Courier | 11.89 |
| 01191 - Order Clerk I | 19.59 |
| 01192 - Order Clerk II | 20.45 |
| 01261 - Personnel Assistant (Employment) I | 17.89 |
| 01262 - Personnel Assistant (Employment) II | 20.03 |
| 01263 - Personnel Assistant (Employment) III | 23.27 |
| 01270 - Production Control Clerk | 23.27 |
| 01280 - Receptionist | 14.72 |
| 01290 - Rental Clerk | 17.89 |
| 01300 - Scheduler, Maintenance | 19.25 |
| 01311 - Secretary I | 19.25 |
| 01312 - Secretary II | 22.56 |
| 01313 - Secretary III | 23.35 |
| 01320 - Service Order Dispatcher | 20.00 |
| 01410 - Supply Technician | 29.37 |
| 01420 - Survey Worker | 20.03 |
| 01531 - Travel Clerk I | 14.74 |
| 01532 - Travel Clerk II | 15.97 |
| 01533 - Travel Clerk III | 17.34 |
| 01611 - Word Processor I | 17.16 |
| 01612 - Word Processor II | 20.16 |
| 01613 - Word Processor III | 21.45 |

| | |
|--|-------|
| 05000 - Automotive Service Occupations | |
| 05005 - Automobile Body Repairer, Fiberglass | 27.14 |
| 05010 - Automotive Electrician | 27.14 |
| 05040 - Automotive Glass Installer | 26.01 |
| 05070 - Automotive Worker | 26.01 |
| 05110 - Mobile Equipment Servicer | 19.81 |
| 05130 - Motor Equipment Metal Mechanic | 28.38 |
| 05160 - Motor Equipment Metal Worker | 26.01 |
| 05190 - Motor Vehicle Mechanic | 28.27 |
| 05220 - Motor Vehicle Mechanic Helper | 22.05 |
| 05250 - Motor Vehicle Upholstery Worker | 24.88 |
| 05280 - Motor Vehicle Wrecker | 26.01 |
| 05310 - Painter, Automotive | 27.14 |
| 05340 - Radiator Repair Specialist | 26.01 |
| 05370 - Tire Repairer | 16.69 |
| 05400 - Transmission Repair Specialist | 28.27 |
| 07000 - Food Preparation And Service Occupations | |
| 07010 - Baker | 18.23 |
| 07041 - Cook I | 16.75 |
| 07042 - Cook II | 18.23 |
| 07070 - Dishwasher | 13.67 |
| 07130 - Food Service Worker | 13.67 |
| 07210 - Meat Cutter | 22.64 |
| 07260 - Waiter/Waitress | 14.45 |
| 09000 - Furniture Maintenance And Repair Occupations | |
| 09010 - Electrostatic Spray Painter | 21.10 |
| 09040 - Furniture Handler | 16.03 |
| 09080 - Furniture Refinisher | 21.10 |
| 09090 - Furniture Refinisher Helper | 17.91 |
| 09110 - Furniture Repairer, Minor | 19.40 |
| 09130 - Upholsterer | 21.10 |
| 11000 - General Services And Support Occupations | |
| 11030 - Cleaner, Vehicles | 13.67 |
| 11060 - Elevator Operator | 13.67 |
| 11090 - Gardener | 18.39 |
| 11122 - Housekeeping Aide | 13.68 |
| 11150 - Janitor | 15.30 |
| 11210 - Laborer, Grounds Maintenance | 15.86 |
| 11240 - Maid or Houseman | 13.68 |
| 11260 - Pruner | 13.79 |
| 11270 - Tractor Operator | 17.52 |
| 11330 - Trail Maintenance Worker | 15.86 |
| 11360 - Window Cleaner | 17.61 |
| 12000 - Health Occupations | |
| 12010 - Ambulance Driver | 22.48 |
| 12011 - Breath Alcohol Technician | 22.61 |
| 12012 - Certified Occupational Therapist Assistant | 22.80 |
| 12015 - Certified Physical Therapist Assistant | 21.08 |
| 12020 - Dental Assistant | 15.93 |
| 12025 - Dental Hygienist | 32.86 |
| 12030 - EKG Technician | 27.81 |
| 12035 - Electroneurodiagnostic Technologist | 27.81 |
| 12040 - Emergency Medical Technician | 23.62 |
| 12071 - Licensed Practical Nurse I | 20.12 |
| 12072 - Licensed Practical Nurse II | 22.61 |
| 12073 - Licensed Practical Nurse III | 23.58 |
| 12100 - Medical Assistant | 16.66 |
| 12130 - Medical Laboratory Technician | 23.34 |
| 12160 - Medical Record Clerk | 18.71 |
| 12190 - Medical Record Technician | 20.55 |

| | |
|--|-------|
| 12000 - Health Occupations Continued.. | |
| 12195 - Medical Transcriptionist | 17.99 |
| 12210 - Nuclear Medicine Technologist | 32.47 |
| 12221 - Nursing Assistant I | 13.17 |
| 12222 - Nursing Assistant II | 14.37 |
| 12223 - Nursing Assistant III | 15.13 |
| 12224 - Nursing Assistant IV | 15.87 |
| 12235 - Optical Dispenser | 21.45 |
| 12236 - Optical Technician | 15.32 |
| 12250 - Pharmacy Technician | 15.87 |
| 12280 - Phlebotomist | 23.02 |
| 12305 - Radiologic Technologist | 28.08 |
| 12311 - Registered Nurse I | 31.62 |
| 12312 - Registered Nurse II | 36.82 |
| 12313 - Registered Nurse II, Specialist | 36.82 |
| 12314 - Registered Nurse III | 44.98 |
| 12315 - Registered Nurse III, Anesthetist | 44.98 |
| 12316 - Registered Nurse IV | 53.98 |
| 12317 - Scheduler (Drug and Alcohol Testing) | 26.17 |
| 13000 - Information And Arts Occupations | |
| 13011 - Exhibits Specialist I | 26.50 |
| 13012 - Exhibits Specialist II | 31.89 |
| 13013 - Exhibits Specialist III | 40.66 |
| 13041 - Illustrator I | 28.35 |
| 13042 - Illustrator II | 31.89 |
| 13043 - Illustrator III | 40.66 |
| 13047 - Librarian | 37.25 |
| 13050 - Library Aide/Clerk | 15.79 |
| 13054 - Library Information Technology Systems Administrator | 31.89 |
| 13058 - Library Technician | 24.10 |
| 13061 - Media Specialist I | 20.20 |
| 13062 - Media Specialist II | 22.50 |
| 13063 - Media Specialist III | 24.96 |
| 13071 - Photographer I | 18.78 |
| 13072 - Photographer II | 24.62 |
| 13073 - Photographer III | 32.88 |
| 13074 - Photographer IV | 44.26 |
| 13075 - Photographer V | 50.85 |
| 13110 - Video Teleconference Technician | 20.66 |
| 14000 - Information Technology Occupations | |
| 14041 - Computer Operator I | 18.49 |
| 14042 - Computer Operator II | 21.07 |
| 14043 - Computer Operator III | 23.58 |
| 14044 - Computer Operator IV | 26.13 |
| 14045 - Computer Operator V | 28.87 |
| 14071 - Computer Programmer I (1) | 25.17 |
| 14072 - Computer Programmer II (1) | |
| 14073 - Computer Programmer III (1) | |
| 14074 - Computer Programmer IV (1) | |
| 14101 - Computer Systems Analyst I (1) | |
| 14102 - Computer Systems Analyst II (1) | |
| 14103 - Computer Systems Analyst III (1) | |
| 14150 - Peripheral Equipment Operator | 18.49 |
| 14160 - Personal Computer Support Technician | 26.13 |

| | |
|---|-------|
| 15000 - Instructional Occupations | |
| 15010 - Aircrew Training Devices Instructor (Non-Rated) | 37.04 |
| 15020 - Aircrew Training Devices Instructor (Rated) | 43.48 |
| 15030 - Air Crew Training Devices Instructor (Pilot) | 48.93 |
| 15050 - Computer Based Training Specialist / Instructor | 37.04 |
| 15060 - Educational Technologist | 35.73 |
| 15070 - Flight Instructor (Pilot) | 48.93 |
| 15080 - Graphic Artist | 27.53 |
| 15090 - Technical Instructor | 32.16 |
| 15095 - Technical Instructor/Course Developer | 39.22 |
| 15110 - Test Proctor | 25.56 |
| 15120 - Tutor | 25.56 |
| 16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations | |
| 16010 - Assembler | 10.72 |
| 16030 - Counter Attendant | 10.72 |
| 16040 - Dry Cleaner | 13.19 |
| 16070 - Finisher, Flatwork, Machine | 10.72 |
| 16090 - Presser, Hand | 10.72 |
| 16110 - Presser, Machine, Drycleaning | 10.72 |
| 16130 - Presser, Machine, Shirts | 10.72 |
| 16160 - Presser, Machine, Wearing Apparel, Laundry | 10.72 |
| 16190 - Sewing Machine Operator | 14.01 |
| 16220 - Tailor | 14.80 |
| 16250 - Washer, Machine | 11.62 |
| 19000 - Machine Tool Operation And Repair Occupations | |
| 19010 - Machine-Tool Operator (Tool Room) | 20.87 |
| 19040 - Tool And Die Maker | 24.46 |
| 21000 - Materials Handling And Packing Occupations | |
| 21020 - Forklift Operator | 16.96 |
| 21030 - Material Coordinator | 22.40 |
| 21040 - Material Expediter | 22.40 |
| 21050 - Material Handling Laborer | 14.62 |
| 21071 - Order Filler | 16.34 |
| 21080 - Production Line Worker (Food Processing) | 16.96 |
| 21110 - Shipping Packer | 15.28 |
| 21130 - Shipping/Receiving Clerk | 15.28 |
| 21140 - Store Worker I | 13.89 |
| 21150 - Stock Clerk | 17.41 |
| 21210 - Tools And Parts Attendant | 16.96 |
| 21410 - Warehouse Specialist | 16.96 |
| 23000 - Mechanics And Maintenance And Repair Occupations | |
| 23010 - Aerospace Structural Welder | 26.17 |
| 23021 - Aircraft Mechanic I | 24.93 |
| 23022 - Aircraft Mechanic II | 26.17 |
| 23023 - Aircraft Mechanic III | 27.48 |
| 23040 - Aircraft Mechanic Helper | 20.14 |
| 23050 - Aircraft, Painter | 23.80 |
| 23060 - Aircraft Servicer | 22.28 |
| 23080 - Aircraft Worker | 22.99 |
| 23110 - Appliance Mechanic | 21.10 |
| 23120 - Bicycle Repairer | 17.94 |
| 23125 - Cable Splicer | 32.70 |
| 23130 - Carpenter, Maintenance | 30.97 |
| 23140 - Carpet Layer | 22.51 |
| 23160 - Electrician, Maintenance | 37.18 |
| 23181 - Electronics Technician Maintenance I | 23.44 |
| 23182 - Electronics Technician Maintenance II | 27.39 |
| 23183 - Electronics Technician Maintenance III | 28.51 |
| 23260 - Fabric Worker | 21.34 |

| | |
|--|-------|
| 23000 - Mechanics And Maintenance And Repair Occupations Continued.. | |
| 23290 - Fire Alarm System Mechanic | 21.92 |
| 23310 - Fire Extinguisher Repairer | 22.43 |
| 23311 - Fuel Distribution System Mechanic | 27.29 |
| 23312 - Fuel Distribution System Operator | 22.65 |
| 23370 - General Maintenance Worker | 24.45 |
| 23380 - Ground Support Equipment Mechanic | 24.93 |
| 23381 - Ground Support Equipment Servicer | 22.28 |
| 23382 - Ground Support Equipment Worker | 22.99 |
| 23391 - Gunsmith I | 22.43 |
| 23392 - Gunsmith II | 24.87 |
| 23393 - Gunsmith III | 27.03 |
| 23410 - Heating, Ventilation And Air-Conditioning Mechanic | 22.99 |
| 23411 - Heating, Ventilation And Air Conditioning Mechanic (Research Facility) | 23.91 |
| 23430 - Heavy Equipment Mechanic | 24.27 |
| 23440 - Heavy Equipment Operator | 31.17 |
| 23460 - Instrument Mechanic | 27.61 |
| 23465 - Laboratory/Shelter Mechanic | 25.95 |
| 23470 - Laborer | 15.95 |
| 23510 - Locksmith | 21.10 |
| 23530 - Machinery Maintenance Mechanic | 23.95 |
| 23550 - Machinist, Maintenance | 21.92 |
| 23580 - Maintenance Trades Helper | 17.71 |
| 23591 - Metrology Technician I | 27.61 |
| 23592 - Metrology Technician II | 28.70 |
| 23593 - Metrology Technician III | 27.06 |
| 23640 - Millwright | 24.11 |
| 23710 - Office Appliance Repairer | 21.41 |
| 23760 - Painter, Maintenance | 26.70 |
| 23790 - Pipefitter, Maintenance | 32.44 |
| 23810 - Plumber, Maintenance | 31.23 |
| 23820 - Pneudraulic Systems Mechanic | 27.03 |
| 23850 - Rigger | 21.92 |
| 23870 - Scale Mechanic | 24.87 |
| 23890 - Sheet-Metal Worker, Maintenance | 29.81 |
| 23910 - Small Engine Mechanic | 20.92 |
| 23931 - Telecommunications Mechanic I | 30.91 |
| 23932 - Telecommunications Mechanic II | 32.20 |
| 23950 - Telephone Lineman | 33.44 |
| 23960 - Welder, Combination, Maintenance | 21.92 |
| 23965 - Well Driller | 22.73 |
| 23970 - Woodcraft Worker | 25.10 |
| 23980 - Woodworker | 18.57 |
| 24000 - Personal Needs Occupations | |
| 24570 - Child Care Attendant | 13.05 |
| 24580 - Child Care Center Clerk | 16.30 |
| 24610 - Chore Aide | 12.79 |
| 24620 - Family Readiness And Support Services Coordinator | 14.89 |
| 24630 - Homemaker | 16.85 |
| 25000 - Plant And System Operations Occupations | |
| 25010 - Boiler Tender | 28.06 |
| 25040 - Sewage Plant Operator | 23.31 |
| 25070 - Stationary Engineer | 28.06 |
| 25190 - Ventilation Equipment Tender | 21.53 |
| 25210 - Water Treatment Plant Operator | 25.53 |

| | |
|--|-------|
| 27000 - Protective Service Occupations | |
| 27004 - Alarm Monitor | 18.81 |
| 27007 - Baggage Inspector | 16.93 |
| 27008 - Corrections Officer | 29.93 |
| 27010 - Court Security Officer | 30.31 |
| 27030 - Detection Dog Handler | 20.36 |
| 27040 - Detention Officer | 29.93 |
| 27070 - Firefighter | 28.58 |
| 27101 - Guard I | 16.93 |
| 27102 - Guard II | 20.36 |
| 27131 - Police Officer I | 32.37 |
| 27132 - Police Officer II | 35.94 |
| 28000 - Recreation Occupations | |
| 28041 - Carnival Equipment Operator | 15.96 |
| 28042 - Carnival Equipment Repairer | 16.75 |
| 28043 - Carnival Equipment Worker | 13.67 |
| 28210 - Gate Attendant/Gate Tender | 14.21 |
| 28310 - Lifeguard | 13.30 |
| 28350 - Park Attendant (Aide) | 15.90 |
| 28510 - Recreation Aide/Health Facility Attendant | 18.95 |
| 28515 - Recreation Specialist | 20.52 |
| 28630 - Sports Official | 12.66 |
| 28690 - Swimming Pool Operator | 20.98 |
| 29000 - Stevedoring/Longshoremen Occupational Services | |
| 29010 - Blocker And Bracer | 24.87 |
| 29020 - Hatch Tender | 24.87 |
| 29030 - Line Handler | 24.87 |
| 29041 - Stevedore I | 23.79 |
| 29042 - Stevedore II | 27.51 |
| 30000 - Technical Occupations | |
| 30010 - Air Traffic Control Specialist, Center (HFO) (2) | 37.92 |
| 30011 - Air Traffic Control Specialist, Station (HFO) (2) | 26.15 |
| 30012 - Air Traffic Control Specialist, Terminal (HFO) (2) | 28.79 |
| 30021 - Archeological Technician I | 22.43 |
| 30022 - Archeological Technician II | 25.07 |
| 30023 - Archeological Technician III | 31.09 |
| 30030 - Cartographic Technician | 29.15 |
| 30040 - Civil Engineering Technician | 25.14 |
| 30061 - Drafter/CAD Operator I | 19.18 |
| 30062 - Drafter/CAD Operator II | 26.50 |
| 30063 - Drafter/CAD Operator III | 29.42 |
| 30064 - Drafter/CAD Operator IV | 31.09 |
| 30081 - Engineering Technician I | 18.16 |
| 30082 - Engineering Technician II | 20.43 |
| 30083 - Engineering Technician III | 22.99 |
| 30084 - Engineering Technician IV | 28.38 |
| 30085 - Engineering Technician V | 34.62 |
| 30086 - Engineering Technician VI | 42.00 |
| 30090 - Environmental Technician | 21.10 |
| 30210 - Laboratory Technician | 19.60 |
| 30240 - Mathematical Technician | 31.09 |
| 30361 - Paralegal/Legal Assistant I | 21.79 |
| 30362 - Paralegal/Legal Assistant II | 27.02 |
| 30363 - Paralegal/Legal Assistant III | 33.12 |
| 30364 - Paralegal/Legal Assistant IV | 39.88 |
| 30390 - Photo-Optics Technician | 28.11 |
| 30461 - Technical Writer I | 25.48 |
| 30462 - Technical Writer II | 31.14 |
| 30463 - Technical Writer III | 39.84 |

| | |
|--|-------|
| 30000 - Technical Occupations Continued... | |
| 30491 - Unexploded Ordnance (UXO) Technician I | 24.09 |
| 30492 - Unexploded Ordnance (UXO) Technician II | 29.15 |
| 30493 - Unexploded Ordnance (UXO) Technician III | 34.94 |
| 30494 - Unexploded (UXO) Safety Escort | 24.09 |
| 30495 - Unexploded (UXO) Sweep Personnel | 24.09 |
| 30620 - Weather Observer, Combined Upper Air Or Surface Programs (2) | 24.35 |
| 30621 - Weather Observer, Senior (2) | 27.05 |
| 31000 - Transportation/Mobile Equipment Operation Occupations | |
| 31020 - Bus Aide | 16.40 |
| 31030 - Bus Driver | 19.89 |
| 31043 - Driver Courier | 16.72 |
| 31260 - Parking and Lot Attendant | 9.96 |
| 31290 - Shuttle Bus Driver | 17.70 |
| 31310 - Taxi Driver | 13.37 |
| 31361 - Truckdriver, Light | 17.75 |
| 31362 - Truckdriver, Medium | 18.76 |
| 31363 - Truckdriver, Heavy | 23.19 |
| 31364 - Truckdriver, Tractor-Trailer | 23.19 |
| 99000 - Miscellaneous Occupations | |
| 99030 - Cashier | 18.74 |
| 99050 - Desk Clerk | 12.65 |
| 99095 - Embalmer | 27.84 |
| 99251 - Laboratory Animal Caretaker I | 15.21 |
| 99252 - Laboratory Animal Caretaker II | 15.97 |
| 99310 - Mortician | 31.49 |
| 99410 - Pest Controller | 18.15 |
| 99510 - Photofinishing Worker | 14.37 |
| 99710 - Recycling Laborer | 16.39 |
| 99711 - Recycling Specialist | 18.48 |
| 99730 - Refuse Collector | 21.17 |
| 99810 - Sales Clerk | 13.36 |
| 99820 - School Crossing Guard | 15.04 |
| 99830 - Survey Party Chief | 24.99 |
| 99831 - Surveying Aide | 14.66 |
| 99832 - Surveying Technician | 20.12 |
| 99840 - Vending Machine Attendant | 21.28 |
| 99841 - Vending Machine Repairer | 23.13 |
| 99842 - Vending Machine Repairer Helper | 19.51 |

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.24 per hour or \$129.60 per week or \$561.60 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, 4 weeks after 15 years, and 5 weeks after 25 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of eleven paid holidays per year: New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY:
If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am.

If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A link to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C) (vi)}

When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b) (2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.