

RATE CATEGORY DEFINITIONS

March 19, 2003

Project/Program Manager – Annual Rate - On-site, full time representative for contractor. Responsible for day-to-day work assignments of contractor personnel and interface with JPL personnel. Will be provided with a furnished JPL office, contractor to provide supplies, telephone and Internet connections.

Installer I – Hourly Rate - Responsible for the installation of modular furniture components and office amenities. Modular furniture includes everything from the installation of keyboard trays and flipper cabinets in individual offices, to working as part of a larger crew to install or dismantle multiple workstations. Office amenities include the installation of white boards, bulletin boards, pictures, name plates, room numbers and other office amenities as requested by authorized JPL personnel. JPL will supply screws, fasteners, backing boards and other related supplies that are required for the installation of modular furniture and office amenities. The contractor is responsible for providing appropriate tools and equipment necessary for the requested tasks. The contractor is responsible for the maintenance of the tools and equipment and the replacement of consumable materials such as drill bits, saw blades, etc.

Installer II – Hourly Rate - Requirements are the same as those for the Installer I with the exception that the hourly rate shall include a light truck to facilitate the handling and movement of small amounts of components, supplies, materials and tools to the work location. This rate shall only be used when necessary to perform the job function in an efficient manner. Transportation to and from the job site is the responsibility of the contractor and this rate category is not intended to provide such transportation.

Warehouseperson – Hourly Rate - Responsible for all aspects of receiving and disbursing JPL materials from the contractor's warehouse. Warehouseperson is responsible for receiving modular furniture inventory from the manufacturer, checking packing list to materials received and reporting any discrepancies to JPL.

Mover I – Hourly Rate - Responsible for packing and moving all office and other room contents and materials relating to the relocation of people and functions at JPL. May be requested to move specialized and computer equipment, but will not be responsible for the teardown or set-up of such equipment. Contractor shall supply all pads, ramps, dollies, and equipment necessary. JPL will supply boxes and sealing tape as necessary.

Mover II - Hourly Rate - Requirements are the same as those for Mover I with the exception that the hourly rate shall include a light truck to facilitate small moves requiring only a pick-up type of vehicle. Transportation to and from the job site is the responsibility of the contractor and this rate category is not intended to provide such transportation.

Mover III – Hourly Rate - Requirements are the same as those for Mover I with the exception that the hourly rate shall include a medium truck to facilitate moves requiring a bobtail or stake bed truck. Transportation to and from the job site is the responsibility of the contractor and this rate category is not intended to provide such transportation.

Mover IV – Hourly Rate - Requirements are the same as those for Mover I with the exception that the hourly rate shall include a large truck to facilitate moves requiring at a minimum a semi-trailer w/ 48 foot trailer. Transportation to and from the job site is the responsibility of the contractor and this rate category is not intended to provide such transportation.

Warehouse Space – Cubic Feet per Month - Storage space required for JPL modular furniture, freestanding furniture, office amenities and any JPL supplied materials. Space is to be charged on a basis of actual cubic feet used per month and is to include all racks, equipment, supplies and other materials necessary for the efficient operation of a warehouse. Also to be included in the rate is the inventory system, including the management, equipment, software and maintenance of such system.

Driver I – Round Trip Rate – A driver with a light truck for deliveries to and from JPL to the contractor warehouse. Driver may be required to assist in the loading and unloading of components and materials delivered. Efficient planning dictates that vehicle will not make unnecessary trips and will be fully loaded in each direction. Transportation to and from the job site is the responsibility of the contractor and this rate category is not intended to provide such transportation.

Driver II – Round Trip Rate – A driver with a medium truck such as a stake bed or bobtail for deliveries to and from JPL to the contractor warehouse. Contractor is responsible for loading or unloading the truck at JPL. A forklift may be stored at JPL if the contractor so desires. Efficient planning dictates that vehicle will not make unnecessary trips and will be fully loaded in each direction. Transportation to and from the job site is the responsibility of the contractor and this rate category is not intended to provide such transportation.

Driver III – Round Trip Rate – A driver with a large truck such as a large flatbed or semi-trailer for deliveries to and from JPL to the contractor warehouse. Contractor is responsible for loading or unloading the truck at JPL. A forklift may be stored at JPL if the contractor so desires. Efficient planning dictates that vehicle will not make unnecessary trips and will be fully loaded in each direction. Transportation to and from the job site is the responsibility of the contractor and this rate category is not intended to provide such transportation.