



ENGINEERING • PLANNING • ENVIRONMENTAL SCIENCES

Benefits

Medical, Dental, and Vision Coverage

- Employee premium fully covered and dependent premium (spouse/ domestic partner/child(ren)) covered at 55%
- Coverage begins the first day of the month following or coinciding with date of hire
- Preferred provider network
- Opt out provision in place

Prescription Drug Program

- 3-tier prescription coverage
- Generic drug incentive through lower co-pay
- Mail-order prescription drug program

Flexible Spending Account (Section 125)

- Flexible spending accounts for Medical Reimbursement Plan and Dependent Care Plan
- Per IRS regulatory code, flexible spending is a use-it-or-lose-it program

Short- and Long-Term Disability

- Pays 60 percent of an employee's salary (to a maximum of \$1,500 per week for short-term and \$5,000 per month for long-term)
- Elimination period is 15 days for short-term and 90 days for long-term

Life Insurance and Accidental Death and Dismemberment

- Parametrix pays 100% of premium for life insurance and accidental death and/or dismemberment
- Benefit is 1X annual base salary to a max of \$50,000 for life insurance and 1X annual base salary to a max of \$50,000 for accidental death and/or dismemberment

Employee Assistance Program

- Confidential counseling assessment and referral service for employee and dependents, available 24-hours a day, seven days a week
- Assistance provided includes: legal advice, alcohol/drug abuse, family/relationship concerns, occupational adjustments, personal/emotional concerns, literacy, etc.

Supplemental Benefit Programs

- Voluntary supplemental insurance options are available to employees including supplemental group term life insurance, group accident insurance, long-term care insurance and various AFLAC supplemental policies
- College Savings Program (Section 529)

Employee Stock Ownership Program (ESOP)

- Employees are eligible from date of hire
- ESOP eligible employees receive allocations calculated as a percentage of their eligible salary
- ESOP program incorporates a six year vesting schedule:
 - 1 year = 0%, 2 years = 20%, 3 years = 40%, 4 years = 60%, 5 years = 80%, 6 years = 100%
- ESOP allocations are dependent on the firm's financial performance

401(k) Plan

- Investment/retirement plan - no employer match at this time
- Automatic enrollment for new employees
- Optional Roth 401(k) plan available



Parametrix

Vacation Accrual

- 10 day accrual for 0-2 years of service
- 15 day accrual for 3-8 years of service
- 20 day accrual for 9-14 years of service
- 25 day accrual for over 15 years of service
- Unused balance rolls from year to year
- May accrue leave to a maximum of 240 hours

Vacation Payout

- Can sell back vacation (up to a maximum of 80 hours) once a year, but must leave at least 40 hours in your account

Vacation Donor Program

- Provides employees the option to transfer vacation to assist employees who are experiencing financial hardship due to severe health condition or family emergency

Sick Time Accrual

- 7 day accrual per year for regular full time employees
- May accrue sick leave to a maximum of 360 hours (max of 520 hours w/10+ years of service)

Holidays

- Parametrix provides 8 paid holidays—New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day, Floating Holiday (employee discretion w/ supervisor approval)

Education Assistance

- Must meet minimum qualification to be approved for this program
- Pays up to \$2,500 for tuition/books per year w/passing grades

Employee Referral Program

- Help add to our Employee Owner team by referring part-time or full-time employees
- Referral bonus ranges from \$1,000 to \$3,000 based on level hired

Recognition and Performance Bonus Program

- Spot Awards
- Special Awards for teams and groups
- Core Value Awards
- Individual Performance Bonus

Parking/Transportation

- Pretax mass transit and parking programs at Bellevue, Denver, and Portland
- Company parking at Albany, Albuquerque, Auburn, Bremerton, Boise, Corvallis, Lacey, and Sumner offices.

Flex Time/Working Hours

- Allow flexible scheduling of hours by location with supervisor approval

Telecommuting

- Available on a case-by-case basis
- Allows an employee to work from an off-site location via internet, FAX and/or telephone

Dress Code

- Business casual with dress down Fridays

Social Events/Celebrations

- Annual company party
- Special events at office locations
- Brown bag lunch training and presentations
- Anniversary awards for employees that meet specific years of service



Parametrix

OFFICE LOCATIONS

Colorado
Denver

Idaho
Boise

New Mexico
Albuquerque
Las Cruces

Oregon
Albany
Corvallis
Portland

Washington
Auburn
Bellevue
Bremerton
Lacey
Seattle
Sumner
Tacoma

Please Note: This is just a highlight of the benefit and employee programs Parametrix offers. Each program is subject to meeting specific eligibility requirements. Parametrix retains the discretion to modify, change or discontinue any of these programs at anytime.

WWW.PARAMETRIX.COM
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