

## BENEFITS

### HEALTH

#### Medical, Dental, and Vision Coverage

- Two plans to choose from. PPO plan or high deductible health plan (HDHP) with health savings account (HSA)
- Coverage begins the first day of the month following or coinciding with date of hire
- Preferred provider network
- Opt out provision available

#### Prescription Drug Program

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

#### Wellness Adventure

- Personalized web-based health and wellness program
- Encompasses the health of the whole individual - mind, body, and soul

#### 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% of an employee's salary (to a maximum of \$1,500 per week for short-term and \$7,000 per month for long-term)
- Elimination period is 7 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

#### 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 critical illness and injury coverage
- College Savings Program (Section 529)

### RETIREMENT

#### 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 varied based on the firm's financial performance

#### 401(k) Plan

- Automatic enrollment for new employees
- No employer match at this time
- Optional Roth 401(k) plan available



## WORK/LIFE BALANCE

### 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, addiction concerns, family/relationship concerns, occupational adjustments, personal/emotional concerns, etc.

### 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 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 for 0-9 years of service and 520 hours for 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

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

### Parking/Transportation

- Company provided parking at Albuquerque, Auburn, Bend, Bremerton, Boise, and Puyallup offices
- Pretax mass transit and parking programs in Seattle and Portland

### Flex Time/Working Hours

- Allow flexible scheduling of hours by location with supervisor approval

### Telework

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

### Dress Code

- Business casual with dress down Fridays



## RECOGNITION/REWARDS

### Employee Referral Program

- Rewards those who 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

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

### Social Events/Celebrations

- Employee ownership celebrations
- Special events at office locations
- Brown bag lunch trainings and presentations
- Anniversary awards for employees that meet specific years of service

*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.*