

2. AMENDMENT/MODIFICATION NO. One (1)

3. EFFECTIVE DATE JAN 19 1994

4. REQUISITION/PURCHASE REQ. NO. Admin RFP 33-93-208 dtd

5. PROJECT NO. (If applicable) 12/17/93

6. ISSUED BY U.S. Nuclear Regulatory Commission  
Division of Contracts & Property Management  
Washington, D.C. 20555

7. ADMINISTERED BY (If other than Item 6)

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  
Microform, Inc.  
Arsenal Business Center, Building No. 28  
Tacony & Bridge Streets  
Philadelphia, PA 19137

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO. NRC-33-93-208

10B. DATED (SEE ITEM 13) 09/15/93

Principal Investigator/Technical  
Contact: Linda P. Grazier  
Telephone No. (215) 289-5700

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended,  is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
(a) By completing Items B and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) N/A

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(D).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:  
X FAR Clause 52.222-41 Service Contract Act

D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor  is not,  is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The subject contract entitled "Microfiche services for source and drawing documents", is hereby modified to incorporate the attached Wage Determination No. 86-1255, Revision No. 17, dated September 14, 1993.

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PDR CONTR  
NRC-33-93-208 PDR

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)  
Mary Jo Mattia, Contracting Officer

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

15D. UNITED STATES OF AMERICA

BY *David R. Clark*  
(Signature of Contracting Officer)

15E. DATE SIGNED  
1/19/94

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

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

*Alan L. Moss*  
Alan L. Moss Director Division of  
Wage Determinations

LOCALITY	State: Dist. of Col., Maryland, Virginia			
	Area: Dist. of Col., MD COUNTIES: CALVERT CHARLES, FREDERICK, MONTGOMERY PRINCE GEORGE'S, ST MARY'S VA COUNTIES: ALEXANDRIA, ARLINGTON, FAIRFAX FALLS CHURCH, FAUQUIER, KING GEORGE, LOUDOUN PRINCE WILLIAM, STAFFORD			
Wage Determination No.: 86-1255 (Rev. 17) Date: 09/14/1993				
Class of Service Employees	Minimum Hourly Wage	Fringe Benefit Payments		
		Health & Welfare	Vacation	Holiday

Automatic Data Processing Occupations, Information and  
Arts Occupations, Library and Archive Occupations, and  
Technical Occupations:

1. Computer Data Librarian	\$ 10.88
2. Computer Operator I	\$ 10.83
3. Computer Operator II	\$ 12.13
4. Computer Operator III	\$ 13.99
5. Computer Operator IV	\$ 14.62
6. Computer Programmer I 1/	\$ 15.07
7. Computer Programmer II 1/	\$ 16.93
8. Computer Programmer III 1/	\$ 19.53
9. Computer Programmer IV 1/	\$ 22.05
10. Computer Systems Analyst I 1/	\$ 16.09
11. Computer Systems Analyst II 1/	\$ 20.02
12. Computer Systems Analyst III 1/	\$ 23.41
13. Computer Systems Analyst IV 1/	\$ 27.66
14. Key Entry Operator I	\$ 8.86
15. Key Entry Operator II	\$ 9.72
16. Peripheral Equipment Operator	\$ 10.35
17. Exhibits Specialist I	\$ 12.14
18. Exhibits Specialist II	\$ 13.94
19. Exhibits Specialist III	\$ 16.62
20. Illustrator I	\$ 12.14

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21. Illustrator II	\$ 13.94
22. Illustrator III	\$ 16.62
23. Photographer I	\$ 12.14
24. Photographer II	\$ 13.94
25. Photographer III	\$ 16.62
26. Audiovisual Librarian	\$ 13.53
27. Librarian	\$ 13.53
28. Library Technician	\$ 10.96
29. Technical Information Specialist I	\$ 12.14
30. Technical Information Specialist II	\$ 13.94
31. Technical Information Specialist III	\$ 16.62
32. Laboratory Tester	\$ 9.19
33. Technical Writer	\$ 10.31
34. Drafter I	\$ 8.01
35. Drafter II	\$ 9.67
36. Drafter III	\$ 12.14
37. Drafter IV	\$ 13.94
38. Drafter V	\$ 16.62
39. Technician I 5/	\$ 11.53
40. Technician II 5/	\$ 14.63
41. Technician III 5/	\$ 18.20

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Wage Determination No.: 86-1255 (Rev. 17) Date: 09/14/1993				
Class of Service Employees	Minimum Hourly Wage	Fringe Benefit Payments		
		Health & Welfare	Vacation	Holiday

42. Camera Operator	\$ 9.00				
43. Training Technician (Learning Resource Center)	\$ 9.82				
44. Test Proctor	\$ 7.94				
45. Industrial Hygiene Technician	\$ 13.43				
46. Laboratory Technician	\$ 9.19				
47. Technical Illustrator	\$ 14.14				
48. Hardware Coordinator	\$ 8.70				
49. Off-Line Equipment Operator	\$ 8.14				
50. Offset Pressman	\$ 16.45				
51. Bindery Worker	\$ 15.64				
52. Negative Engraver/Stripper	\$ 14.80				
53. Offset Platemaker	\$ 14.80				
54. Offset Photographer	\$ 16.93				
55. Film Assembler-Stripper	\$ 14.80				
56. Lithographic Technician	\$ 14.80				
57. Lithographic Inspector	\$ 19.17				
58. Quality Control Inspector	\$ 12.54				
59. Document Preparation Clerk	\$ 7.29				
60. Cartographic Technician	\$ 11.40				
61. Instructor	\$ 14.43				

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Class of Service Employees	Minimum Hourly Wage	Fringe Benefit Payments			
		Health & Welfare	Vacation	Holiday	Other

Fringe benefits applicable to all classes of service employees engaged in contract performance:

2/

3/

4/



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- 1/ Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See 29 CFR 4.156)
  - 2/ HEALTH & WELFARE: \$0.89 per hour or \$35.60 per week or \$154.26 per month.
  - 3/ 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. Length of service includes the whole span of continuous service with the present (successor) contractor, wherever employed, and with the predecessor contractor in the performance of similar work at the same Federal facility. (Reg. 4.173)
  - 4/ HOLIDAYS: 10 paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, 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.)
  - 5/ The Technician classification includes all of the following: Electronics, Electromechanical, Environmental, Instrumentation, Mathematical, Mechanical, and Photo-Optics

NOTE: 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 procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. A written report of the proposed conforming action, 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, shall be submitted by the contractor to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work. The contracting officer shall review the proposed action and promptly submit a report of the action, together with the agency's recommendation and all 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 4)

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 \$3.80 a week (or 76 cents a day); and effective April 1, 1991, the rate shall be \$4.25 per week (or \$.85 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.

NOTE: The duties of employees under job titles listed are those described in the Service Contract Act Directory of Occupations, Second Edition, July 1986, unless otherwise indicated. See also 29 CFR Part 4 Section 4.152.

\*\*\*\*\* OCCUPATIONS NOT INCLUDED IN THE SCA DIRECTORY OF OCCUPATIONS \*\*\*\*\*

#### CAMERA OPERATOR

Performs duties similar in nature to the operator of a standard photocopying machine. Places material in the machine, takes its picture, and checks for form and clarity.

#### TRAINING TECHNICIAN (LEARNING RESOURCE CENTER)

Review and evaluates answer sheets and lab forms for completeness and accuracy of scoring, recomputes scores to verify accuracy, identifies discrepancies and takes corrective actions in accordance with established policy. Serves as the contact point for resolving complicated problems between AAC-118, AAC-323, AAC-930, etc. and within the unit. Establishes and maintains the log of all control numbers for Air Traffic evaluation material. Assigned number should reflect code, option/phase, and number of booklet. Reviews all printing requests and monitors their processing to insure procedures for controlled material are followed. Insures that material produced by the print shop is as specified on printing requests and takes appropriate action to insure that material is incorporated into the controlled materials system.

#### TEST PROCTOR

Administers, supervises or proctors minimum of 5, maximum of 15 tests on a call basis. Tests include all Dantes, Clep, SSTs, ECI end of course for voluntary enrollments and any tests specifically required by an educational institution for admission or course enrollment. Administers make-up tests in conjunction with civilian institution programs when it has been clearly established that the student could not be present for normal in-class testing because of duty conflict or health reasons. Testing materials are controlled items and will be handled, stocked, safeguarded and administered in strict compliance with applicable regulations.

#### INDUSTRIAL HYGIENE TECHNICIAN

Evaluates proposed work processes or materials to assure incorporation of adequate measures for prevention of occupational disease hazards. Investigates and evaluates existing industrial processes to determine nature, extent, and magnitude of exposures and the effectiveness of existing control systems. Independently designs sampling strategies or methods to determine concentrations



of contaminants and/or physical agents that exist in the workplace. Devises/designs or works with engineers to develop control measures, use of protective devices, or adoption of alternate procedures or materials.

#### LABORATORY TECHNICIAN

Collects, processes, and analyzes blood urine, and other body fluids by established scientific laboratory techniques to aid in diagnosis, treatment, and prevention of diseases in the area of hematology, urinalysis, chemistry, blood bank, microbiology, serology, anatomic pathology, and general medical lab tests.

#### NEGATIVE ENGRAVER/STRIPPER

Jobs involved in negative-cutting activities ranging from simply opaquing the background of the negative by painting in pinholes with a solution of asphaltum, lampblack, or turpentine, to making intricate corrections and revisions of film and plastic negatives.

#### OFFSET PLATEMAKER

Jobs involved in processing photographic images onto metal, paper, or plastic plate materials to produce lithographic plates which are used in the offset reproduction of printed matter. Also included are jobs involved in producing paper or plastic masters using photo-direct or electrostatic equipment, as well as jobs that involve other related platemaking processes such as color proffing and making peel coats, scribe coats, and hand transfers.

#### OFFSET PHOTOGRAPHER

##### INTRODUCTION:

Position is located in the Pre-Press Section, Reproduction Branch, Aeronautical Charting Division. Incumbent serves as a Journeyman Offset Photographer (Map and Chart).

##### DUTIES:

Independently operates one or more process cameras and other photographic equipment, to accomplish projects requiring the application of advanced photographic methods and techniques to make negatives and positives, or other photographic products required for the preparation of lithographic printing plates subsequently used in the multicolor tone reflection and or transmission copy materials which contain areas of inconsistent tone or other deficiencies such as weak images or inadequate contrast.

Must be thoroughly familiar with all equipment, materials, chemicals, technical guides and manuals

used in the Photographic Section. Must be able to apply advanced or unconventional photographic techniques used in holding or dropping various color hues or densities of multicolor copy. Must be thoroughly familiar with all equipment, materials, chemicals, and the more complex guides and manuals used in the Photographic Section. Must be able to apply unconventional lighting techniques to simulate natural light conditions, to assure that the resulting shadows and relief are within exacting tolerance requirements concerning length and direction. Must have a practical understanding of the additive and subtractive primary and complimentary colors, and the process inks to accomplish process color separation. Must ensure that exacting tolerances are maintained (plus or minus .0005 inches or finer) with respect to scale dimension, alignment registration, and line weight. Must be able to maintain exacting tolerances in dot size and density, so that screen tints, halftone, and other separations of multicolor work will fit with hairline registration, and match when merged during the press run. Must be able to select proper line and percentage screen, set proper screen distance and angle in accomplishing halftone multicolor photography. Incumbent must have extensive knowledge of photographic theory, technology, optics, chemistry of silver halide emulsions, light sources, camera characteristics, and maintenance and repair procedures. Must be able to evaluate all copy materials (normal, unusual, and difficult) and determine the methods, (to include unconventional) procedures, and techniques to be used to achieve desired results.

#### FILM ASSEMBLER-STRIPPER

##### INTRODUCTION:

This position is located in the Negative Engraving Unit of the Reproduction Branch. Section functions are outlined in the NOAA organization Handbook. The incumbent serves as a Film Assembler-Stripper.

##### MAJOR DUTIES AND RESPONSIBILITIES:

Plans, designs, assembles, lays out, and strips into place film negatives and positives of charts, maps, and related navigational publications to compose multiple flats for signature layouts requiring exact adherence to specifications for precise positioning, margins, color, junctions, and size of lithographic printing plates.

##### STATEMENT OF INCLUSION IN THE FAIR LABOR STANDARDS ACT

THIS POSITION IS INCLUDED IN THE COVERAGE OF, AND SUBJECT TO, THE FAIR LABOR STANDARDS ACT IN THAT IT DOES NOT MEET THE EXEMPTING CRITERIA FOR A PROFESSIONAL, ADMINISTRATIVE, OR EXECUTIVE POSITION AS DEFINED IN FEDERAL PERSONNEL MANUAL LETTERS 551-1, DATED MAY 15, 1974, AND 551-7, DATED JULY 1, 1975.

#### LITHOGRAPHIC TECHNICIAN

##### INTRODUCTION:

This position is located in the Type Composition Unit of the Pre-Press Section, Reproduction

Branch, Aeronautical Charting Division. Specific Branch functions are outlined in the NOAA Organizational Handbook. Incumbent serves as a Lithographic Technician.

**DUTIES:**

As a journeyman, is fully responsible for the setting-up, operation, and daily maintenance of input keyboard consoles, automated photo-electronic typesetter, contact printers, and film processors; utilized to produce typography for the compilation and maintenance of maps, charts, and related data. In addition, is responsible for the proofreading, correcting, makeup, and final verifying of all typographic material produced by the Unit.

**LITHOGRAPHIC INSPECTOR**

**INTRODUCTION:**

This position is located in the Quality Assurance/Control Staff, Reproduction Branch. The functions of the QA/C Staff are outlined in the NOAA Organization Handbook. The incumbent serves as an inspector of a broad array of lithographic printed products and processes all of which require critical tolerances be met to insure navigational safety.

**MAJOR DUTIES AND RESPONSIBILITIES:**

Examines the lithographic products produced within or for the Reproduction Branch, by skilled trade craftsmen; Negative Engravers, Film Assembler-Strippers, Offset Platemakers, Offset Photographers, Pressmen, Bindery Machine Operators and/or outside contractors to determine that critical requirements, standards and specifications have been met. Inspections are made at the conclusion of critical functions such as the completion negative corrections, photo composites, platemaking, as well as during press operation. It is the responsibility of the Inspector to insure the printing quality, registration, color, corrections, etc. are acceptable for a final distribution to the public, agents, and other government agencies.

**QUALITY CONTROL INSPECTOR**

**DUTIES:**

Establishes and qualifies inspection and test methods, procedures, instructions and associated equipment. Performs and documents acceptance inspections and tests. Evaluates and certifies acceptance inspections and test data/results are in compliance with applicable codes, standards, and contract provisions. Schedules project inspections. Conducts inspection audits. Periodically reviews all work performance, maintenance and similar data records to analyze problems, determine trends and modify methods and procedures.

**TECHNICAL ILLUSTRATOR**

Prepares illustrations/drawings requiring use of the common art media to depict electronic, electrical, mechanical, or other technical equipment. Produces such products as: functional

drawings, schematic diagrams, logic diagrams, exploded views, assembly and component drawings, perspective and isometric drawings.

Projects involve preliminary and final drawings, usually from rough sketches or notes provided by subject matter specialties. Work requires proficiency in the use of several of the common art media such as oil, water color, or pen and ink; but does not require extensive knowledge of the subject matter. Lays out proposed illustrations in conformity with established style and format which does not present complex problems in terms of perspective, angle of view or artistic effect. Works under higher grade illustrator or supervisor who provides guidance in the use of media to be used. Incumbent is relied on to work out the details and produce an artistic illustration that fulfills the objective of the specification or requirement.

#### HARDWARE COORDINATOR

A hardware coordinator monitors and coordinates hardware vendor activities under general supervision. This classification also maintains hardware performance statistics and assists in the implementation of physical planning and installation when required. By comparison, a peripheral equipment operator operates peripheral equipment which directly supports digital computer operations. Such equipment is unique and specifically designed for computer application, but need not be physically or electronically connected to the computer. Printers, plotters, card read punches, tape readers, tape units or drives, disk units or drives, and data display units are examples of such equipment. The duties which characterize the work of a peripheral equipment operator are: loading printers and plotters with correct paper; adjusting controls for forms, thickness, tension, printing density, and location; and unloading hard copy; labeling tape reels, disks or card decks; checking labels and mounting and dismounting designated tape reels or disks on specified units or drives, setting controls which regulate operation of the equipment; observing panel lights for warnings and error indications and taking appropriate action; examining tapes, cards, or other material for creases, tears, or other defects which could cause processing problems.

#### OFF-LINE EQUIPMENT OPERATOR

An off-line equipment operator operates bursters, collators, sorters, reproducers, and interpreters under direct supervision. Additionally, this classification performs additional support functions when required. This classification is compared to the peripheral equipment operator previously described.

#### OFFSET PRESSMAN

Jobs involved in the operation and maintenance of offset presses used for printing material by the offset lithographic method from plates on which the printing and non-printing areas are essentially on the same plane.



**BINDERY WORKER**

This occupation includes jobs that involve setting up, operating, and making minor repairs to powered and manually operated gathering, stitching, folding, gluing, embossing, papercutting, stapling, drilling, punching, collating, sorting, and binding machines and equipment used in making books, pamphlets, brochures, etc., in quantity.

**DOCUMENT PREPARATION CLERK**

Primary duty is to prepare material for the camera operator. This entails the disassembly of documents, books, periodicals, etc. and organizing this material in a photographic mode.

**CARTOGRAPHIC TECHNICIAN**  
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Reviews geologist's or hydrologist's manuscript copy, field notes, sketches, and photographs for acceptability of copy and conformance to specifications and standards. Compares base map against compilation copy and compiles new or modified base data if required by paneling and/or mosaicking more recent topographic data. Selectively adjusts, adds or deletes features from these sources to integrate thematic and base map data.

Prepares map layouts considering press and paper size limitations; user requirements, aesthetic positioning of map, supplemental illustrations, sections, explanation and text data. Coordinates layouts with adjacent map products.

Prepares specifications and requisitions for photographic services and materials for cartographic preparation phases. Reviews received materials for quality and correctness before accepting same.

Selects type styles and sizes and prepares requisitions for type for maps. Prepares type overlays considering legibility, proximity of type to map features, and placement to avoid overprinting vital base data.

Selects thematic symbols, patterns, and colors for visual effectiveness and coordination with adjacent publications. Performs color separation of areal tints by stripping open-window negatives from peelcoat or similar materials, or prepares materials for color separation by camera or electronic scanner. Utilized stick-down patterns and symbols for illustrations and maps.

Scribes or inks geologic, hydrologic or topographic data in correct position conforming to exacting line weights and tolerances specified by cartographic standards. Exercises a working knowledge of topographic, geologic and hydrologic relationships when making adjustments of data to assure correct relationships of author's data to base map information.



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Provides periodic internal reviews of preparation copy to assure correctness and completeness of cartographic work and compliance with standards and formats.

02/16/94

PROCUREMENTS AWARDED SINCE APRIL 1, 1993

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CONTRACT NUMBER MOD NUMBER  
33-93-208-000 01

TITLE  
MICROFICHE SERVICES FOR SOURCE AND DRAWING  
DOCUMENTS

EXECUTED  
01/19/94

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