

2020

Marine Employees Compensation Survey

State law requires the Office of Financial Management to create this report
(Revised Code of Washington 47.64.170 (8) and 47.64.006)



State Human Resources
Office of Financial Management
May 2020

Table of Contents

Section 1: Executive summary	3
What we found.....	3
Who the survey includes.....	5
Section 2: Survey Breakdown.....	6
How we sought out the participants.....	7
How we factored in total compensation	11
Health care value	13
How well our health care plans perform against the market	14
Retirement value	15
Terms and definitions	15
Section 3: Survey results and presentation of analysis	19
2020 Vessel/terminal – Base pay data presentation.....	21
2020 Vessel/terminal – Premium pay and benefits summary.....	28
Vessel/terminal – Alaska Marine Highway System – COLD data.....	72
2020 Shipyard trades – Base pay data presentation.....	73
2020 Shipyard trades – Premium pay and benefits summary.....	79
2020 Administrative – Base pay data presentation.....	87
2020 Administrative – Premium pay and benefits summary.....	94
Section 4: Planned pay increases	100
Appendix – 2020 MECS questionnaires	102

Section 1: Executive summary

This comprehensive compensation survey compares public and private sector employees among places (west coast states, Alaska, and British Columbia) doing comparable but not necessarily identical work. The survey considers the different classifications and factors peculiar to each area (RCW 47.64.320(3)).

Please note: We recommend discretion as you interpret survey results, especially with sample sizes of fewer than 15 organizations because these are especially sensitive to market and sample size changes. In addition, we do not define the appropriate compensation level for our workforce in this report. Instead, state leaders can use it as a tool to find the appropriate balance among:

- Containing government operations costs
- Compensating state employees fairly
- Competing for specialized employees in the job market

What we found

Vessel/terminal

- **We lag the market in base pay.** The average base pay for vessel/terminal positions lag the market by an average of 19.9 percent for licensed positions and 23.3 percent for unlicensed positions.
- **We lag the market in total compensation (base pay with benefits).** Vessel/terminal positions lag the market by an average of 12.7 percent (licensed) and 11.4 percent (unlicensed).
- **We lead the market in benefits (health care and retirement).** Vessel/terminal positions lead the market by an average of 8.2 percent for health care (licensed & unlicensed positions). For retirement, we lead the market by an average of 22.2 percent (licensed) and 23 percent (unlicensed).
- We found mixed approaches from participants using single (flat) rates of pay, versus using salary ranges.
- Participants did not report paying extra compensation, such as differentials or higher pay rates for relief positions (you can find additional details in the Vessel/terminal Premium Pay and Benefits Summaries).
- The same seven organizations participated in the vessel/terminal section of the survey as in 2018.

Shipyard trades

- **We lag the market in base pay.** The average base pay for shipyard positions lag the market by an average of 39.5 percent.
- **We lag the market in total compensation (base pay with benefits).** Shipyard positions lag the market for total compensation by an average of 35.8%
- **We lead the market in health care benefits but lag the market in retirement.** Shipyard positions lead the market by an average of 8.2% for health care. For retirement, we lag the market by an average of 42.2 percent.
- Only three organizations that participated in the shipyard trades section in 2018 contributed again in 2020. In addition, the overall participant size changed from seven in 2018 to five in 2020. These changes, along with an already small number of participants in the survey, make it difficult to determine market trends from one year to the next.

Administrative

- **We lag the market in base pay.** The average base pay for administrative positions lag the market by an average of 15.1 percent.
- **We lag the market in total compensation (base pay with benefits).** Administrative positions lag the market by an average of 12.6%
- **We lead the market in health care benefits but lag the market in retirement.** Administrative positions lead the market by an average of 8.2% for health care. For retirement, we lag the market by an average of 16 percent.
- **Salary range/salary structure observations**
 - Salary range minimums appear to have improved their market position since 2018, but still lag the market by 19.8 percent, and salary maximums appear to lag the market by approximately 15.5 percent.
- We added one new benchmark job to the Administrative section of the survey. Note the new job listed in red in the Survey breakdown section of this report.
- Participants in the administrative section were largely unchanged. Out of six participants in 2020, five participated in 2018.

Who the survey includes

The workforce that we covered in this survey fall into twelve different bargaining units. We reported base pay and premium pay and benefit for these groups in three sections:

- **Vessel/terminal bargaining units**
 - Masters, Mates and Pilots – Masters (MM&P Masters)
 - Masters, Mates and Pilots – Mates (MM&P Mates)
 - Marine Engineers Beneficial Association – Licensed (MEBA Licensed)
 - Marine Engineers Beneficial Association – Unlicensed (MEBA Unlicensed)
 - Marine Engineers Beneficial Association – Port Engineer
 - Inland Boatmen’s Union of the Pacific (IBU) (Terminal and Information positions)
 - Ferry Agents, Supervisors and Project Administrators Association (FASPAA)

- **Shipyard trades bargaining units**
 - Pacific Northwest Regional Council of Carpenters (Carpenters)
 - Puget Sound Metal Trades Council (Metal Trades)
 - Inland Boatmen’s Union of the Pacific (IBU) (Shoregang positions)

- **Administrative bargaining units**
 - Office and Professional Employees International Union (OPEIU) Local 8
 - Service Employees International Union (SEIU) Local 6
 - Masters, Mates and Pilots – Watch Center Supervisors (MM&P WS)

Section 2: Survey Breakdown

We conducted the 2020 Marine Employees' Compensation Survey in January 2020. We had 16 organizations (out of a selected 40) participate, including 14 that participated in the 2018 survey.

Here are the most significant survey changes:

- The survey participants changed due to stakeholder feedback, and less survey participation. These changes, along with an already small number of organization participants, make it difficult to establish market trends from one year to the next.
- We improved the benefits survey methodology as a new “total compensation” approach by combining three components:
 - Average of actual base pay
 - The value of health care benefits
 - The value of retirement benefits
- We adjusted the base pay data presentation tables in the vessel/terminal section of the survey to accommodate the new “total compensation” approach (we removed the base pay rates for relief employees).
- No participant indicated they provide additional rates for relief employees in positions covered in the 2020 survey.
- Between 2018 and 2020, we observed a significant increase in the cost of living among Seattle and the various cities for Canadian participants. For additional information regarding cost of living differences, please refer to “Expatistan.com” in the Terms and definition section below.
- We added three marine engineering benchmark jobs to the vessel/terminal section of the survey, and one new job to the administrative section. However, participants did not match to these jobs. You'll find the new job listed in red in the survey breakdown section of this report.
- We used the same method as last cycle to protect the confidentiality of private organizations' data: We do not display average data for jobs where only one participant reports data, or when one of two participants is a privately-held company. We display average data when three or more participants report data.

How we sought out the participants

To keep consistent from year to year, we sought out the 2018 participants for the 2020 survey. Two organizations are new participants.

It is especially important to consider organization participants when there are so few.

We offered three different survey tools to participants, depending on the nature of the operation: vessel/terminal, shipyard trades and administrative. Seven organizations reported base pay and fringe benefit data for Vessel/terminal positions, five for shipyard positions, and six for administrative positions.

Our 16 organizations represented the following market:

- Vessel/terminal: Public and private ferry systems on the West Coast of the United States, including Alaska and British Columbia.
- Shipyard trades: Public and private shipyards or ports engaged in ship and/or dock building, maintenance and/or repair in the Pacific Northwest, including British Columbia. Additionally, we sought out Washington organizations that WSF and labor stakeholders as organizations that employ carpenters and diesel engine mechanics.
- Administrative: Public and private companies engaged in marine business and large municipal/transit employers in the Puget Sound region.

The 14 participants that were also surveyed in the 2018 MECS did not necessarily receive all three survey tools. Rather, they received survey documents that were relevant to the nature of their operations. To make participation more convenient, we sent each 2018 participant its 2020 survey questionnaire(s) pre-populated with their previous responses.

Participating organizations for 2020

Organizations we invited to participate	Which survey section they received			New 2020 Participant
	V/T	SYD	ADM	
Alaska Marine Highway System (State Ferry)	✓			
Black Ball Transport	✓			
British Columbia Ferry Corporation	✓			
City of Seattle			✓	
Crowley Maritime Marine Services			✓	✓
Dakota Creek Industries		✓		✓
HMS Ferries, Inc. (Pierce County)	✓			
King County	✓		✓	
Kitsap Transit	✓			
Pacific Fisherman		✓		
Pierce County			✓	
Port of Seattle		✓	✓	✓ (shipyard trades section)
Port of Tacoma			✓	
Vancouver Shipyards Co. Ltd.		✓		
Victoria Shipyards		✓		
Whatcom County	✓			

We sought the following organizations to participate but either they declined to do so or they could not be reached:

Organizations we invited to participate	Which survey section they received		
	V/T	SYD	ADM
Alaska Airlines			✓
Caterpillar/Progress Rail		✓	
City of Seattle (carpenters)		✓	
Crowley Maritime Marine Services			✓
Cummins		✓	
Foss Maritime Co.		✓	✓
General Electric (GE)		✓	
Golden Gate Bridge Highway & Transportation District	✓		
Hatton Engine and Generator Systems		✓	
Holland America Line	✓		
Hornblower Cruises	✓		
King County lock shop, carpenter shop and insulators		✓	
Lake Union Dry Dock		✓	
Machine Specialties, Inc. (MSI)			
Nichols Brothers Boat Builders		✓	
Norwegian Cruise Line	✓		
Pacific Detroit Diesel		✓	
Pacific Power Group		✓	
Performance Contracting Group		✓	
PCI Marine Division (Seattle)		✓	
Puget Sound Naval Shipyard		✓	
Puglia Engineering Inc. (Bellingham)		✓	
Skagit County	✓		
Sound Transit			✓
Thyssen Krupp Safway Scaffold		✓	
TOTE Maritime Alaska			✓
Vigor Shipyards		✓	

Benchmark jobs

Benchmark jobs remained consistent for the Shipyard trades survey. We added three jobs to the Vessel/terminal Survey and one to the Administrative Survey. The table below lists the benchmark jobs that we surveyed in 2020 and highlights the new benchmarks:

Vessel/terminal

Master/Captain
First Mate/Pilot
Second Mate
Staff Chief Engineer
Chief Engineer
Assistant Engineer
Oiler
Wiper
Able Seaman/Bos'n
Able Seaman (AB)
Ordinary Seaman (OS)
Ticket Seller (Auto)
Ticket Taker
Terminal Attendant/Watchman
Information Agent
Web Information Agent
Shore Gang Worker
Terminal Supervisor
Port Captain
Port Engineer
Senior Marine Engineer *(New)*
Marine Engineer *(New)*
Associate Marine Engineer *(New)*

Shipyard trades

Shipwright/Carpenter
Shipyard Insulation
Shipyard Boilermaker/Welder
Shipyard Electrician
Shipyard Machinist
Shipyard Pipefitter
Shipyard Sheet Metal Worker
Shipyard Truck Driver
Shipyard Warehouse Worker

Administrative

Accountant
Accounting Assistant 2
Accounting Assistant 3
Bid Administrator
Buyer 2
Buyer 3
Consultant Coordinator
Contracts Coordinator 1
Contracts Coordinator 2
Crew Dispatch Coordinator
Crew Dispatcher
Inventory Agent
Mail Clerk
Personnel Assistant 2
Receptionist
Secretary
Staff Aide
Custodian (Janitor)
Marine Operations Watch Supervisor
Fleet Facility Safety Officer
Relief Dispatcher
Safety Systems Specialist
Purchasing Agent *(New)*

How we factored in total compensation

The survey includes pay rates for public & private organizations in Washington, and compares them to total compensation amounts.

For the 2020 survey, **we calculated total compensation through three components: base pay value + health care value + retirement value.**

Health care is subject to collective bargaining for most represented employee groups as part of a coalition of unions instead of with each exclusive representative. While retirement benefits in Washington are not subject to collective bargaining for most employees, these benefits are valuable components of total compensation. And, these benefits provide important context when we compare Washington's compensation practices with public or private employers.

The definitions we used for our calculations:

- **Base pay value:** This number reflects an average of actual base pay rates.
- **Health care value:** This reflects the employer's share of total costs for their medical coverage. Refer to the "Health care value" section below for more information.
- **Retirement value:** We calculated the retirement value after a model we developed in partnership with the Office of the State Actuary. This framework calculates the lump-sum present value for the retirement benefit earned, regardless of various participants' plan designs, e.g., defined-contribution, or DC; defined-benefit, or DB; or hybrid plans (see definitions below).

We used the average retirement value by benchmark job for our total compensation calculations.

We asked survey participants to report on their most populated retirement plan that they offered to new hires, including DB, DC and hybrid plans. The framework's calculations use the following considerations/assumptions:

Calculation method 1, DC plan

The lump-sum present value of a DC benefit provided by the employer is the amount contributed into the retirement account by the employer in a given year. DC calculation methods were applied to the in-state private sector actual base pay values, as described in the benchmark result calculations section above.

Calculation method 2, DB plan

1. A single-life annuity¹ accrued for a single and current year of service was calculated. A typical DB plan is based on base pay and a multiplier. For example, a base rate of \$50,000 accrues a \$1,000 single-life annuity under the Washington's Plan 2 formula for a single year of service credit. For example, $\$50,000 \times 2\% \times 1 \text{ year} = \$1,000$.
2. Determine the portion of that single-life annuity paid by the employer based on the plan's cost-sharing policy. Multiply the dollar value of the accrued single-life annuity by the employer cost-sharing percentage. This product represents the amount of the annuity paid for by the employer. Washington's Plan 2 formula's provides that the employer pay for half of the annuity. For example, $\$1,000 \times 50\% = \500 .
3. Multiply the employer-funded dollar amount of the single life annuity calculated in step 2 by the relevant annuity factor.² Annuity factors are simply values used in this method to determine the present value amount and are developed and certified by the Office of the State Actuary according to actuarial standards. For example, $\$500 \times \text{Annuity factor of } 13.435282 = \$6,718$.
 - a. The Annuity factor is determined from various inputs:
 - i. Survey participants' typical cost of living adjustment percentage, i.e., the typical percentage increase in a retiree's post-retirement pension benefit per year
 - ii. Survey participants' normal retirement age
 - iii. A current age assumption of 47 years
 - iv. An assumed investment rate of return with a 3% risk-free assumption³

Calculation method 3, hybrid plan: In the case of a hybrid plan, the DC amount from calculation method 1 is added to the DB amount from calculation method 2.

¹ A single-life annuity is a periodic benefit payment paid over the life of a plan member.

² An annuity factor can estimate the value of a lifetime benefit in today's dollars. It requires assumptions such as how long the benefit will be paid and how investment income will be earned each year in order to make all future payments. In short, annuity factors represent how much money is needed today to pay \$1.00 per year for the rest of a member's life, starting at the normal retirement age, if all the assumptions are realized.

³ Derived from the returns of a 30-year U.S. treasury bond. While this rate fluctuates, the Office of State Actuary believes 3% to be a reasonable current proxy for a risk-free rate of return when the returns for the past 10 years are considered.

Health care value

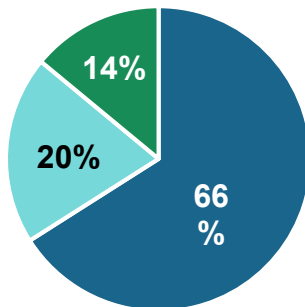
The state offers health and dental plans that are competitive with other public and private sector offerings. The state's health plan has lower employee out-of-pocket expenses than other public and private employer offerings. The health care value component of our total compensation calculation reflects the employer's share of their total costs for medical coverage.

We used health care cost data from the 2019 Willis Towers Watson High Performance Insights in Health Care survey as a benchmark to calculate our total compensation amounts. The Legislature requested the Office of the State Actuary hire a vendor to conduct the survey. We provided some of the survey results below (taken from the 2019 WTW Survey, page 11).

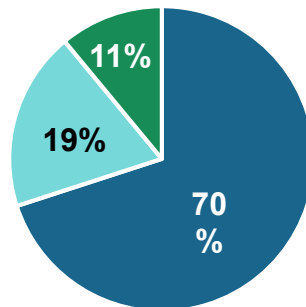
Here are the most important takeaways from this graphic:

- Compared to the overall database, our employees' share of total costs is lower.
- Compared to others in our industry, our employees' share of total costs is lower.
- Compared to employers in Washington, our employees' share of total costs is lower.

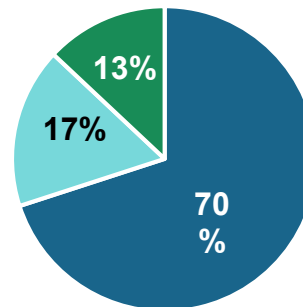
Total of survey responses



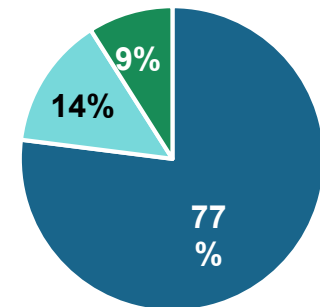
In-state public employers and government



In-state private sector



State employee health care plan



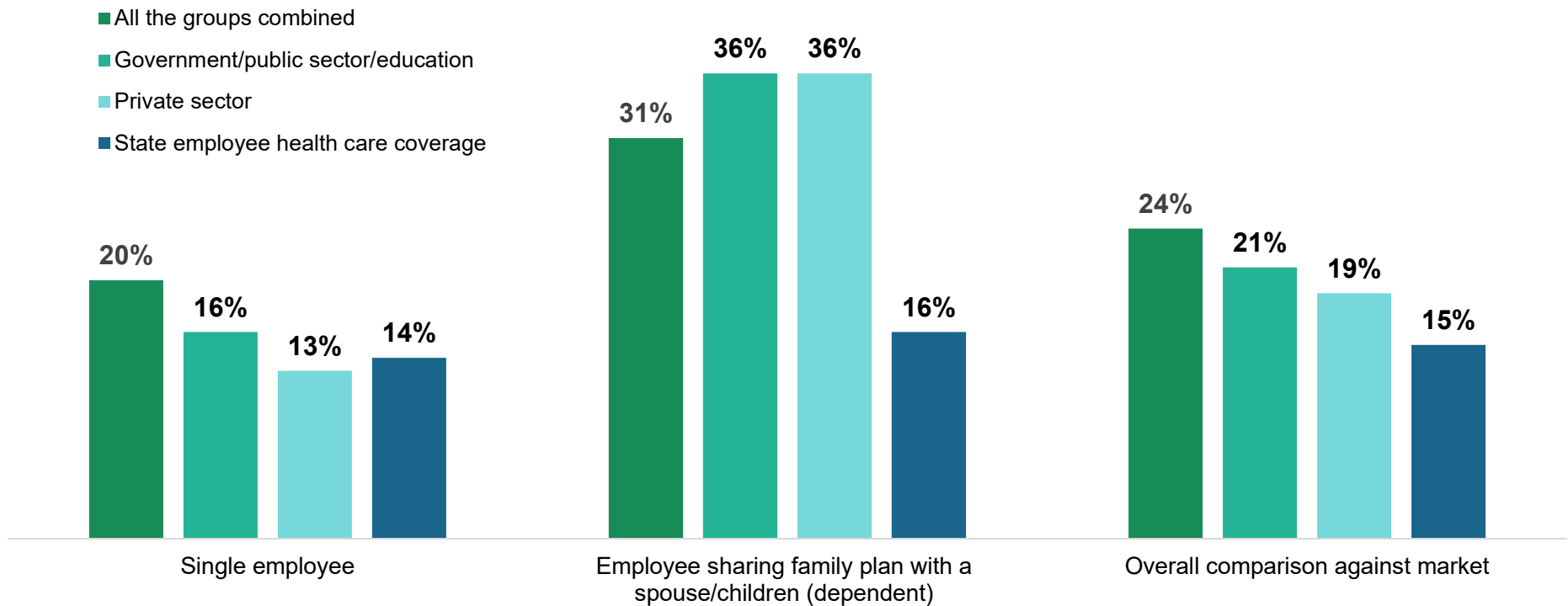
■ Employer cost ■ Employee contributions ■ Employee out-of-pocket costs

Survey data from Willis Towers Watson. All rights reserved. Proprietary and Confidential. For Willis Towers Watson and Willis Towers Watson client use only.

How well our health care plans perform against the market

Here are the most important takeaways from this graphic:

- Our health care coverage provides better coverage at a lower price than the market.
- A state employee will pay less for their health care plan than the market can offer.
- A state employee will pay for even less for their health care when the plan includes family or dependents (spouse, children, family)



Survey data from Willis Towers Watson. All rights reserved. Proprietary and Confidential. For Willis Towers Watson and Willis Towers Watson client use only

Retirement value

The state is competitive in its retirement plan offerings. To support this conclusion, we took the employee's future benefit amount and turned it into a percentage that we based on average base pay. That's why the state's retirement value varies by benchmark job.

PERS Plan 2 is the state's most popular retirement plan. This defined benefit plan (an employee's guaranteed retirement benefit regardless of the stock market) includes the majority of in-state public sector participants.

Published data indicates that private sector employers offer defined contribution plans more often than other kinds of retirement plans. For more information, you can look at **Section 3: Survey results and presentation of analysis**.

Terms and definitions

Administrative – Office, terminal and other administrative personnel. Other jobs include Custodian as well as the Marine Operation Watch Supervisor and the Fleet Facility Safety Officer

Actual base pay & benefits – Average actual base pay rates reported, plus hourly or monthly benefit values. Reported for regular employees and does not include any relief differentials or premiums.

Average (actual) base pay rate – The average actual base rate of pay per hour or per month for all incumbents/employees in a job classification excluding any overtime or pay premiums.

Defined-benefit plan – An employer-sponsored retirement plan where employee benefits are computed using a formula that considers several factors, such as length of employment and base pay history. The employer administers portfolio management and investment risk for the plan. There are also restrictions on when and by what method an employee can withdraw funds without penalties. Benefits paid are typically guaranteed for life and rise slightly to account for increased cost of living.

Defined-contribution plan – A type of retirement plan in which the employer, employee or both contribute on a regular basis. Individual accounts are set up for participants and benefits are based on the amounts credited to these accounts through employee contributions and, if applicable, employer contributions, plus any investment earnings on the money in the account.

CAD – Canadian dollar

Cost-of-living differential – COLD payments are a geographic differential to reflect the cost-of-living differences between Seattle and Anchorage/Juneau, Alaska. The cost-of-living differential allowance is applied to the base hourly rate or as an additional payment each pay period for specific positions for Alaskan residents in the Alaska Marine Highway system. An additional exhibit detailing this benefit for Alaskan residents can be found following the Vessel/terminal Premium pay and benefits summary tables. COLD payments are not included in the Vessel/terminal base pay tables or other base pay tables. Apart from this Alaskan pay practice, the state of Washington factors in Regional Price Parities Index statistics for states other than Washington (see Regional Price Parities Index, below).

EE – Abbreviation used in premium pay and benefit tables to represent “employee.”

Expatistan.com – A cost-of-living calculator that allows comparisons of the cost of living between cities around the world. The database is constantly updated and improved in a collaborative way by expats across the globe. Expatistan’s methodology not only includes currency exchange rates between countries, but also calculates comparisons based on factors such as food, housing, clothes, transportation, health and entertainment.

Consistent with the OFM’s endorsed practices of assessing international labor trends, we adjusted base compensation wage and differential data from British Columbia, Canada to Seattle, Washington. In 2018, Expatistan.com provided an overall value for British Columbia, Canada. That same year, we adjusted wage rates between British Columbia to Seattle, Washington by +9 percent.

For 2020, the overall value for British Columbia is not available, so we made comparisons between Victoria and Vancouver to Seattle. In 2020, we adjusted wage data from *Victoria* to Seattle, Washington by +36 percent. We adjusted wage data from *Vancouver* to Seattle, Washington by +26 percent. We used Expatistan.com statistics from April 10.

You can find more Expatistan.com information here:

<https://www.expatisitan.com/what-is-it>.

Longevity – Additional step(s) placed on top of a normal base pay structure to recognize years of service. Is often characterized by a change/increase in the number of years to accumulate base pay increases.

Premium pay data – Extra pay earned by a worker in a specific classification. Includes extra pay for overtime, work on paid holidays, handling of dirty or hazardous materials, shift differentials, etc.

PTO – The abbreviation for “paid time off,” which is a design option for paid leave that combines sick, vacation and sometimes holiday and personal leave time into one category of available time off that employees manage within certain employer guidelines.

Represented – Represented employees are those employees in a job for whom terms and conditions of employment are bargained by a union.

Regular employees – The Vessel/terminal tables refer to non-relief employees as employees who do not receive relief differentials or premiums.

Relief employees — The Vessel/terminal survey refers to employees working on a year-round basis, offered at least full-time hours per work period, to relieve year-round employees who are not scheduled for work.

Regional Price Parities Index – The U.S. Department of Commerce’s Bureau of Economic Analysis produces economic accounts statistics that enable government and business decision makers, researchers and the American public to follow and understand the performance of the nation’s economy. The BEA produces some of the nation’s most important economic statistics, including the gross domestic product and RPPI statistics. The RPPI measures the differences in price levels across states and metropolitan areas for a given year and are expressed as a percentage of the overall national price level. RPPIs cover all consumption goods and services, including rents.

Consistent with the state of Washington’s classification and compensation management survey practices, compensation survey data collected from states outside Washington are adjusted using the most current RPPI statistics. For 2020, the most recent RPPI values (from 2017) are used. Here’s an example of the RPPI adjustment:

RPPI Adjustment Example			
		2017	Calculation
Row	Region	RPPI Statistic	Example @ \$10.00/hr.
A	U.S. Baseline	100.0%	\$10.00
B	Alaska	104.4%	\$10.44
C	Washington	106.4%	\$10.64
D	AK Adjustment to WA	2.0%	

You can find more RPPI information RPPI here:

https://www.bea.gov/newsreleases/regional/rpp/rpp_newsrelease.htm

Salary range – Lowest to highest base pay or salary structure minimum to maximum reported by an employer for a specific job classification. Analysis includes a single rate of pay where there is no salary range. The salary range represents the single rate reported for both minimum and maximum.

Salary structure – A predefined base pay or salary matrix or structure designed to dictate increases for jobs based upon specified factors such as years in position.

Shift differential – Additional pay per hour worked on either swing (typically 4 p.m.–12 a.m.) or graveyard (typically 12 a.m.–8 a.m.) shifts. Actual scheduled hours worked on either shift may vary due to employer’s specific work schedule policy.

Shipyard trades – Shipyard trades included in the survey are shipwright carpenters, insulation workers, machinists, electricians, welders, pipefitters, sheet metal workers, truck drivers and warehouse workers.

Simple average – Gives equal weight to the participant’s data submission regardless of the number of employees. Simply written as “average” in the tables.

Total compensation – Base compensation plus the employer-provided dollar value of health care and retirement benefits. See total compensation calculations above for additional information.

USD – United States dollar

Vessel/terminal – Employees on-board vessels, including deck and engine room personnel, both licensed and unlicensed. Terminal personnel include terminal supervisors, ticket sellers, ticket takers, terminal attendants/watchmen, information clerks and shore gang workers.

Section 3: Survey results and presentation of analysis

The tables below provide detail on the organizations that participated in 2020 and 2018. We collected base pay information, premium pay and benefits data from each participant.

Vessel/terminal survey participants	
2020	2018
Alaska Marine Highway System (State Ferry)	Alaska Marine Highway System (State Ferry)
Black Ball Transport	Black Ball Transport
British Columbia Ferry Corporation	British Columbia Ferry Corporation
HMS Ferries, Inc. (Pierce County)	HMS Ferries, Inc. (Pierce County)
King County	King County
Kitsap Transit	Kitsap Transit
Whatcom County	Whatcom County

Shipyard trades survey participants	
2020	2018
Dakota Creek Industries	
	Nichols Brothers Boat Builders
Pacific Fishermen Shipyard and Electric, LLC	Pacific Fishermen Shipyard and Electric, LLC
	Pacific Power Group
	Performance Contracting Group
Port of Seattle	
	Puglia Engineering, Inc.
Vancouver Shipyards Co. Ltd.	Vancouver Shipyards Co. Ltd.
Victoria Shipyards Co. Ltd.	Victoria Shipyards Co. Ltd.

Administrative survey participants	
2020	2018
City of Seattle	City of Seattle
Crowley Maritime Marine Services	
King County	King County
Pierce County	Pierce County
Port of Seattle	Port of Seattle
Port of Tacoma	Port of Tacoma
	Sound Transit

2020 Vessel/terminal – Base pay data presentation

We do not display average data for jobs with only one participant reports data, or when one of two participants is a privately-held company. We display average data when three or more participants report data.

MM&P - Masters

Exhibit 1

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate Reg. EEs	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
301	Master/Captain	All Participants	5	24	79.2%	\$47.41	\$49.98	\$55.89	\$4.82	\$5.15	\$65.86
301	Master/Captain	WSFS	1	34	0.0%	\$53.66	\$53.66	\$53.66	\$5.25	\$7.21	\$66.12
301	Master/Captain	% Difference				11.6%	6.9%	-4.2%	8.2%	28.5%	0.4%
MM&P Masters - Average % Above or Below Market:						11.6%	6.9%	-4.2%	8.2%	28.5%	0.4%

MMP – Mates

Exhibit 2

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate Reg. EEs	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
302	First Mate/Pilot	All Participants	3	13	100.0%	\$55.76	n/a	\$55.76	\$4.82	\$4.80	\$65.38
302	First Mate/Pilot	WSFS	1	54	0.0%	\$43.32	\$43.32	\$43.32	\$5.25	\$5.82	\$54.39
302	First Mate/Pilot	% Difference				-28.7%	n/a	-28.7%	8.2%	17.5%	-20.2%
303	Second Mate	All Participants	3	13	100.0%	\$49.98	n/a	\$49.98	\$4.82	\$4.31	\$59.10
303	Second Mate	WSFS	1	25	0.0%	\$39.64	\$39.64	\$39.64	\$5.25	\$5.33	\$50.21
303	Second Mate	% Difference				-26.1%	n/a	-26.1%	8.2%	19.1%	-17.7%
MM&P Mates - Average % Above or Below Market:						-27.4%	n/a	-27.4%	8.2%	18.3%	-19.0%

MEBA - Licensed

Exhibit 3

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate Reg. EEs	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
304	Staff Chief Engineer	All Participants ²	0	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
304	Staff Chief Engineer	WSFS	1	19	0.0%	\$64.51	\$64.51	\$64.51	\$5.25	\$8.67	\$78.42
304	Staff Chief Engineer	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
305	Chief Engineer	All Participants ³	3	21	100.0%	\$52.25	\$56.12	\$53.52	\$4.82	\$4.61	\$62.95
305	Chief Engineer	WSFS	1	56	0.0%	\$49.01	\$49.01	\$49.01	\$5.25	\$6.58	\$60.84
305	Chief Engineer	% Difference				-6.6%	-14.5%	-9.2%	8.2%	30.0%	-3.5%
306	Assistant Engineer	All Participants	4	45	37.8%	\$52.94	\$55.97	\$54.29	\$4.82	\$4.68	\$63.78
306	Assistant Engineer	WSFS	1	68	0.0%	\$41.29	\$41.29	\$41.29	\$5.25	\$5.55	\$52.08
306	Assistant Engineer	% Difference				-28.2%	-35.6%	-31.5%	8.2%	15.7%	-22.5%

MEBA - Licensed - Average % Above or Below Market: -17.4% -25.0% -20.3% 8.2% 22.8% -13.0%

All Vessel and Terminal Benchmark jobs- Average % Above or Below Market (MM&P & MEBA Licensed)						-15.6%	-14.4%	-19.9%	8.2%	22.2%	-12.7%
--	--	--	--	--	--	--------	--------	--------	------	-------	--------

MEBA - Unlicensed

Exhibit 4

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate Reg. EEs	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
307	Oiler	All Participants	6	55	25.5%	\$35.18	\$40.92	\$38.05	\$4.82	\$3.28	\$46.14
307	Oiler	WSFS	1	193	0.0%	\$27.53	\$27.53	\$27.53	\$5.25	\$3.70	\$36.47
307	Oiler	% Difference				-27.8%	-48.6%	-38.2%	8.2%	11.4%	-26.5%
308	Wiper	All Participants	3	69	10.1%	\$36.04	n/a	\$36.04	\$4.82	\$3.11	\$43.96
308	Wiper	WSFS	1	0	n/a	n/a	n/a	\$24.25	n/a	n/a	n/a
308	Wiper	% Difference				n/a	n/a	-48.6%	n/a	n/a	n/a

MEBA - Unlicensed - Average % Above or Below Market: n/a n/a -43.4% n/a n/a n/a

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate Reg. EEs	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
309	Able Seaman/Bos'n	All Participants	4	401	3.2%	\$37.48	\$46.06	\$39.10	\$4.82	\$3.37	\$47.28
309	Able Seaman/Bos'n	WSFS	1	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a
309	Able Seaman/Bos'n	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
310	Able Seaman (AB)	All Participants	7	466	15.7%	\$30.83	\$35.32	\$34.38	\$4.82	\$2.96	\$42.16
310	Able Seaman (AB)	WSFS	1	227	0.0%	\$30.92	\$30.92	\$30.92	\$5.25	\$4.15	\$40.32
310	Able Seaman (AB)	% Difference				0.3%	-14.2%	-11.2%	8.2%	28.7%	-4.6%
311	Ordinary Seaman (OS)	All Participants	4	30	70.0%	\$28.20	\$15.00	\$35.55	\$4.82	\$3.06	\$43.43
311	Ordinary Seaman (OS)	WSFS	1	229	0.0%	\$21.90	\$25.77	\$24.84	\$5.25	\$3.34	\$33.42
311	Ordinary Seaman (OS)	% Difference				-28.8%	41.8%	-43.1%	8.2%	8.2%	-29.9%
312	Ticket Seller (Auto)	All Participants	4	114	32.5%	\$24.97	\$37.70	\$29.10	\$4.82	\$2.51	\$36.43
312	Ticket Seller (Auto)	WSFS	1	118	0.0%	\$24.23	\$28.46	\$28.35	\$5.25	\$3.81	\$37.41
312	Ticket Seller (Auto)	% Difference				-3.0%	-32.5%	-2.6%	8.2%	34.2%	2.6%
313	Ticket Taker	All Participants	6	191	20.9%	\$27.42	\$33.56	\$31.45	\$4.82	\$2.71	\$38.97
313	Ticket Taker	WSFS	1	1	0.0%	\$21.70	\$25.52	\$25.52	\$5.25	\$3.43	\$34.19
313	Ticket Taker	% Difference				-26.4%	-31.5%	-23.2%	8.2%	21.0%	-14.0%
314	Terminal Attn/Watchman	All Participants	3	83	44.6%	\$25.29	\$36.70	\$31.66	\$4.82	\$2.73	\$39.20
314	Terminal Attn/Watchman	WSFS	1	201	0.0%	\$20.83	\$24.42	\$22.70	\$5.25	\$3.05	\$30.99
314	Terminal Attn/Watchman	% Difference				-21.4%	-50.3%	-39.5%	8.2%	10.6%	-26.5%
315	Information Agent	All Participants	3	17	41.2%	\$24.25	\$35.16	\$28.03	\$4.82	\$2.42	\$35.26
315	Information Agent	WSFS	1	20	0.0%	\$22.94	\$26.57	\$24.76	\$5.25	\$3.33	\$33.33
315	Information Agent	% Difference				-5.7%	-32.3%	-13.2%	8.2%	27.4%	-5.8%

316	Web Information Agent	All Participants	2	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a
316	Web Information Agent	WSFS	1	4	0.0%	\$24.88	\$28.81	\$27.83	\$5.25	\$3.74	\$36.81
316	Web Information Agent	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
317	Shore Gang Worker	All Participants	0	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
317	Shore Gang Worker	WSFS	1	14	0.0%	\$34.02	\$34.02	\$34.02	\$5.25	\$4.57	\$43.84
317	Shore Gang Worker	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
IBU - Average % Above or Below Market:						-14.2%	-19.8%	-22.1%	8.2%	21.7%	-13.0%

FASPAA Terminal Sup

Exhibit 6

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate Reg. EEs	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
318	Terminal Supervisor	All Participants	2	31	45.2%	\$35.04	\$61.36	\$38.14	\$4.82	\$3.29	\$46.24
318	Terminal Supervisor	WSFS	1	31	0.0%	\$42.43	\$42.43	\$42.43	\$5.25	\$5.70	\$53.38
318	Terminal Supervisor	% Difference				17.4%	-44.6%	10.1%	8.2%	42.4%	13.4%
FASPAA Terminal Sup - Average % Above or Below Market:						17.4%	-44.6%	10.1%	8.2%	42.4%	13.4%

All Vessel and Terminal Benchmark jobs- Average % Above or Below Market (Unlicensed)						-11.9%	-26.5%	-23.3%	8.2%	23.0%	-11.4%
---	--	--	--	--	--	---------------	---------------	---------------	-------------	--------------	---------------

Port Captain

Exhibit 7

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate Reg. EEs	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
319	Port Captain	All Participants	2	4	100.0%	\$45.23	\$75.95	\$49.24	\$4.82	\$4.24	\$58.30
319	Port Captain	WSFS	1	1	100.0%	\$40.29	\$69.42	\$59.11	\$5.25	\$7.94	\$72.30
319	Port Captain	% Difference				-12.3%	-9.4%	16.7%	8.2%	46.6%	19.4%
Average % Above or Below Market:						-12.3%	-9.4%	16.7%	8.2%	46.6%	19.4%

Port Engineer

Exhibit 8

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate Reg. EEs	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
320	Port Engineer	All Participants	0	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
320	Port Engineer	WSFS	1	4	100.0%	\$59.37	\$59.37	\$59.37	\$5.25	\$7.98	\$72.59
320	Port Engineer	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
<i>Average % Above or Below Market:</i>						<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>

All Vessel and Terminal Benchmark jobs- Average % Above or Below Market (Port Engineer and Port Captain)	n/a	n/a	n/a	n/a	n/a	n/a
--	-----	-----	-----	-----	-----	-----

Senior Marine Engineer

Exhibit 8a

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate Reg. EEs	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
321	Senior Marine Engineer	All Participants	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
321	Senior Marine Engineer	WSFS	1	1	0.0%	\$35.53	\$47.80	\$46.64	\$5.25	\$6.27	\$58.16
321	Senior Marine Engineer	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
<i>Average % Above or Below Market:</i>						<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>

Marine Engineer

Exhibit 8b

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate Reg. EEs	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
322	Marine Engineer	All Participants	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
322	Marine Engineer	WSFS	1	2	0.0%	\$30.66	\$41.22	\$39.24	\$5.25	\$5.27	\$49.76
322	Marine Engineer	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
<i>Average % Above or Below Market:</i>						<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>

Associate Marine Engineer

Exhibit 8c

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate Reg. EEs	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
323	Associate Marine Engineer	All Participants	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
323	Associate Marine Engineer	WSFS	1	0	n/a	n/a	n/a	\$29.91	n/a	n/a	n/a
323	Associate Marine Engineer	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
<i>Average % Above or Below Market:</i>						<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>

Vessel/terminal endnotes

1. Health care: We calculated an equivalent hourly rate of pay for the employer's contribution towards health care. Refer to the Survey breakdown section for more information.
2. Retirement: We calculated an equivalent hourly rate of pay for the employer's contribution towards retirement. Refer to the Survey breakdown section for more information.
3. Similar to the previous analysis, we excluded Canadian benefits here but included them in the premium pay and benefit summary tables.
4. When participants provide a single or flat pay rate for a given position, we use this flat rate to calculate the salary range minimum and maximum columns.
5. Data in these tables exclude COLD payments as provided by Alaska Marine Highway System. You can find COLD detail for Alaskan residents after the Vessel/terminal premium pay and Benefits summary tables.
6. Paid in a Salary Schedule: The percentage of participants paid in a salary schedule represents those positions paid within a pre-defined salary schedule or salary matrix. Schedules include organizations with an entry or temporary rate.
7. Relief Employees: No participant indicated they provide additional rates for relief employees for positions covered in the survey.
8. When a participant reported PTO or vacation in days, we converted the data to eight hour days to consistently compare numbers.
9. We reported all benefit and premium pay information as it applies to full-time employees.
10. We used simple averages in all average calculations.
11. We converted Canadian dollars to United States dollars for base pay rates. We used "Expatistan.com" for data adjustments between Vancouver, B.C., and Seattle, Wash. (refer to the Survey breakdown section for more information).

2020 Vessel/terminal – Premium pay and benefits summary

Vessel/terminal introduction

Most of the survey participants have separate contracts and benefit/premium pay policies that apply to each group of benchmark jobs that correspond to WSFS' different unions.

We collected benefits and premium pay information for each separate bargaining unit among survey participants and the WSFS. Participants who provided matches, premium pay, and benefit data that correspond to each group of WSFS jobs are listed below. In the following pages, we provided summaries of the premium pay and benefits for each separate group.

To ensure accurate comparisons, we compared each participant's premium pay and benefit information with each employee group where there was at least one benchmark match. Refer to the participant list at the bottom of each section:

MM&P - Master and Mates			Exhibit 9
Benefit	MM&P Comparator Group - Benchmarks 301-303 (Masters & Mates)	Washington State Ferry System (MM&P - Master)	Washington State Ferry System (MM&P - Mates)
Premium pay: Overtime	3 ER, 150% of base pay. 2 ER, 200% of base	150% of base pay	150% of base pay
Minimum call out pay:	<p>1 ER: 2 hours @ 150% of base pay 1 ER: 3 hours @ 150% of base pay 1 ER: .5 hours @ 200% of base pay 1 ER: 3 hours @ 200% of base pay</p> <p>1 ER: Call-back overtime shall entail a minimum payment of two (2) hours, and if released with less than one (1) hour remaining before going back on watch straight-time, time shall run continuously.</p> <p>1 ER: When straight time is extended into overtime, or when called back to work in advance of regular straight time, and overtime is extended into straight time, the minimum overtime payment shall be one-half (1/2) hour.</p>	8 hours @ 150% of base pay (Required to work on a scheduled day off 9.2). Called in to work on a scheduled day off: (Employees with 80 non-overtime hours in the work period) Overtime for actual hours worked. In addition, they will receive 4 hours of pay at their straight time rate of pay regardless of the length of the overtime shift or the hours actually worked (9.2). (Relief may differ)	8 hours @ 150% of base pay (Required to work on a scheduled day off 9.2) Called in to work on a scheduled day off: (Employees with 80 non-overtime hours in the work period) Overtime for actual hours worked. In addition, they will receive 4 hours of pay at their straight time rate of pay regardless of the length of the overtime shift or the hours actually worked (9.2). (Relief may differ)
Early call out pay:	<p>1 ER: 1 hour @ 150% of base pay 1 ER: 2 hours @ 150% of base pay 1 ER: .5 hours @ 200% of base pay 1 ER: 3 hours @ 200% of base pay</p>	150% of base pay in increments of one hour	150% of base pay in increments of one hour

MM&P - Master and Mates			Exhibit 9
Benefit	MM&P Comparator Group - Benchmarks 301-303 (Masters & Mates)	Washington State Ferry System (MM&P - Master)	Washington State Ferry System (MM&P - Mates)
Other premium or penalty pay (additional pay offered for undesirable shifts):	<p>1 ER: 200% of base pay for penalty pay</p> <p>1 ER: Other premium: straight time rate of pay) paid in addition to whatever the rate of pay (straight time or overtime) is being paid when penalty work is performed. One-half (1/2) hour minimum penalty pay (at the straight time rate of pay) paid in addition to whatever the rate of pay (straight time or overtime) is being paid when penalty work is performed.</p>	<p>200% of base pay (holiday pay)</p> <p>Biohazard pay - paid at straight time rate in addition to regular pay.</p>	<p>200% of base pay (holiday pay)</p> <p>Biohazard pay - paid at straight time rate in addition to regular pay.</p>
Paid holidays per year - including personal holidays	<p>1 ER: 10 days/year 2 ER: 11 days/year 3 ERs: 12 days/year</p>	12 days/year	12 days/year
Paid time off (PTO):	<p>2 ERs: Offer a PTO plan. Average Hours:</p> <p>Year 1: 132 hours Year 5: 176 hours Year 10: 188 hours</p> <p>Max Annual Accrual = 264 hours</p>	Does not offer a PTO plan	Does not offer a PTO plan

MM&P - Master and Mates				Exhibit 9	
Benefit	MM&P Comparator Group - Benchmarks 301-303 (Masters & Mates)			Washington State Ferry System (MM&P - Master)	Washington State Ferry System System (MM&P - Mates)
Vacation:	3 ERs: Offers paid vacation			Vacation Accrual for all EEs Effective July 1, 2017	Vacation Accrual for all EEs Effective July 1, 2016
	Years	Range (hours)	Average # Hours		
	1	40 - 120	81	96 hours after 1 yr.	96 hours after 1 yr.
	5	144 - 420	244	160 hours after 5 yrs.	160 hours after 5 yrs.
	10	180 - 504	292	176 hours after 10 yrs.	176 hours after 10 yrs.
	15	180 - 504	303	200 hours after 15 yrs.	200 hours after 15 yrs.
	20	180 - 504	311	232 hours after 20 yrs.	232 hours after 20 yrs.
	25	192 - 504	328	248 hours after 25 yrs.	248 hours after 25 yrs.
	30	192 - 504	328	272 hours after 30 yrs.	272 hours after 30 yrs.
	31	192 - 504	339		
	Average Max Annual Accrual (3 ERs) = 504 hours			Max Annual Accrual: 272 hrs.	Max Annual Accrual: 272 hrs.

MM&P - Master and Mates					Exhibit 9	
Benefit	MM&P Comparator Group - Benchmarks 301-303 (Masters & Mates)		Washington State Ferry System (MM&P - Master)		Washington State Ferry System (MM&P - Mates)	
Vacation, cont'd	(Years to accrue vacation for comparators maxes out at 31 years- 1 ER)					
	Carry Over Unused Hours	Yes (4 ERs)	Carry Over Unused Hours	Yes	Carry Over Unused Hours	Yes
	Max hours bank/year	1 ER: 840 hours, 1 ER: 384 hours 1 ER: less than 1 year service is 88 hours; 1-5 years is 128 hours; 5+ years is 168 hours 1 ER: Employees may carry over general leave to the next year that is equal to the number of hours actually accrued over the past 52 pay periods.	Max hours bank/year	320	Max hours bank/year	320
	Cash out periods, e.g. year-end, termination, retirement	2 ERs: year-end 3 ERs: termination 3 ERs: retirement	Cash out periods, e.g. year-end, termination, retirement	termination, retirement	Cash out periods, e.g. year-end, termination, retirement	termination, retirement
	Cash out Rate of accrued hours	3 ERs: 100%	Cash out Rate of accrued hours	100%	Cash out Rate of accrued hours	100%

MM&P - Master and Mates					Exhibit 9	
Benefit	MM&P Comparator Group - Benchmarks 301-303 (Masters & Mates)		Washington State Ferry System (MM&P - Master)		Washington State Ferry System (MM&P - Mates)	
Sick leave:	Accrual Rate (Annual)	<p>1 ER: min of six (6) months' service shall accrue sick leave credit at the rate of fifteen (15) hours/mo.</p> <p>1 ER: 6 days per year at 100%; then 75% of pay for a period not to exceed six months from the date of absence.</p> <p>1 ER: leave accrued at 0.04616 hours for each hour worked in regular pay status excluding overtime up to a maximum of eight (8) hours per month.</p>	Accrual Rate (Annual)	96 hours/year	Accrual Rate (Annual)	96 hours/year
	Carry Over Unused Hours	Yes (2 ERs)	Carry Over Unused Hours	100%	Carry Over Unused Hours	100%
	Max hours bank/year	unlimited (2 ERs)	Max hours bank/year	unlimited	Max hours bank/year	unlimited
	Cash out periods, e.g. year-end, termination, retirement	No (3 ERs)	Cash out periods, e.g. year-end, termination, retirement	1. At Retirement. 2. Optional cash out for accruals exceeding 480 hours	Cash out periods, e.g. year-end, termination, retirement	1. At Retirement. 2. Optional cash out for accruals exceeding 480 hours
	Cash out Rate of accrued hours	1 ER: 35% of the current salary rate in the event of death or retirement	Cash out Rate of accrued hours	25%	Cash out Rate of accrued hours	25%

MM&P - Master and Mates			Exhibit 9
Benefit	MM&P Comparator Group - Benchmarks 301-303 (Masters & Mates)	Washington State Ferry System (MM&P - Master)	Washington State Ferry System (MM&P - Mates)
Retirement:	2 ERs: Most populated plan: State of Washington defined benefit (PERS 2) 1 ER: Defined contribution (5% employer match)	Most populated plan: State of Washington defined benefit (PERS 2)	
Apprenticeship/training program contribution:	1 ER: Contributes to apprenticeship program \$10.44 per working day to the Masters, Mates and Pilots Maritime Advancement, Training, Education and Safety (MATES) Program	No information	No information
Pre-approved training / education:	6 ERs: Yes 3 ERs: Reimburse at 100% 1 ER: Reimburse at 50% 1 ER: Requires minimum term of employment before making the program available	Trade related training and education are reimbursed at a rate of 100%	Trade related training and education are reimbursed at a rate of 100%
Pre-approved training / education: Does the employer pay wages for the time to attend programs?	3 ERs: Yes 1 ER: Pay EEs their normal rate of pay for training	The ER pays wages for the time the EE attends such programs for up to 10 days. (Up to 3 days for the renewal of a radar license)	The ER pays wages for the time the EE attends such programs for up to 10 days. (Up to three (3) days for the renewal of a radar license).

MM&P - Master and Mates			Exhibit 9
Benefit	MM&P Comparator Group - Benchmarks 301-303 (Masters & Mates)	Washington State Ferry System (MM&P - Master)	Washington State Ferry System (MM&P - Mates)
Licensure/renewals: Does the employer pay for required license and/or license renewals?	<p>1 ER: Any required by regulatory agency 2 ERs: TWIC card 1 ER: MMC</p> <p>Additional: 1 ER: Assistance w/ upgrades of license(s) & certifications is provided to FT vessel crew that have completed 12 mos. service. 13-48 mos. service receive 25% of cost of approved program to max of \$1000/calendar yr. 49-72 mos. service receive 50% of cost of approved program to max of \$2500/calendar yr. 73+ mos. of service receive 75% of cost of approved program to max of \$5000/calendar yr.</p>	<p>Required licensure and license renewals are paid by ER</p> <p>Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC) paid at a max of: \$225 At Five (5) year intervals</p>	<p>Required licensure and license renewals are paid by ER</p> <p>Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC) paid at a max of: \$225 At 5 year intervals for license renewals</p>
Medical Exams/licensure: Does the employer reimburse the cost of medical examinations necessary for licensure?	<p>1 ER: 100% reimbursement of expense 1 ER: \$125 reimbursement 1 ER: \$150 reimbursement</p>	ER pays cost of physical examinations required by the Coast Guard for license renewal.	ER pays cost of physical examination by the Coast Guard for license renewal.

MM&P - Master and Mates			Exhibit 9
Benefit	MM&P Comparator Group - Benchmarks 301-303 (Masters & Mates)	Washington State Ferry System (MM&P - Master)	Washington State Ferry System (MM&P - Mates)
Travel: Are employer-directed travel time and expenses compensated?	6 ERs: Compensate EEs for ER directed travel time and/or expenses as follows:	ER-directed travel time and expenses compensated as follows:	ER-directed travel time and expenses compensated as follows (relief employees may have different provisions):
Travel time	2 ERs: Paid straight time	Travel Time = Straight time	Travel Time = Straight time
Mileage	3 ERs: = AVG.: 59 cents/mile	Mileage = 58 cents/mile	Mileage = 58 cents/mile
Meals and lodging (standard)	3 ERs: AVG \$95/day	Meals and lodging (standard) = \$151 per day	Meals and lodging (standard) = \$151 per day
Meals and lodging (Seattle)	1 ER: \$260/day	Meals and lodging (Seattle) = \$260 per day	Meals and lodging (Seattle) = \$260 per day
Travel: Other	1 ER: When subsistence is not furnished, Deck Officers shall receive thirty-five dollars (\$35.00) per day for meals in lieu thereof. When Deck Officers are required to sleep ashore on account of repairing or fumigating the sleeping quarters, they shall receive seventy-five dollars (\$75.00) per night allowance.	EEs are reimbursed as follows for travel time and expenses if assigned to other than their regular home/relieving terminal: Travel Time = Straight time Mileage = 58 cents/mile Meals and lodging (standard) = \$151 per day	EEs are reimbursed as follows for travel time and expenses if assigned to other than their regular home/relieving terminal: Travel Time = Straight time Mileage = 58 cents/mile Meals and lodging (standard) = \$151 per day

MM&P - Master and Mates			Exhibit 9
Benefit	MM&P Comparator Group - Benchmarks 301-303 (Masters & Mates)	Washington State Ferry System (MM&P - Master)	Washington State Ferry System (MM&P - Mates)
Travel: Other, cont'd	This provision shall not apply at the home terminal on Saturdays, Sundays or holidays when Deck Officers are not working or required to be aboard.	Meals and lodging (Seattle) = \$260 per day	Meals and lodging (Seattle) = \$260 per day Meals and lodging (standard) = \$151 per day Meals and lodging (Seattle) = \$260 per day
Relief employee pay:	1 ER: Relief employees are separated within the salary schedule but they are paid a lower rate of pay 1 ER: The Extra Relief Deck Officer shall receive all benefits of a Regularly Assigned Deck Officer, except Rule 25 Minimum Guarantee shall not apply. When a Regularly Assigned Deck Officer, Vacation Relief Deck Officer or Extra Relief Deck is temporarily assigned duties which involve a crew change or work assignment at other than his or her designated change port, he or she is entitled to travel pay. Deck Officers will receive a minimum of four (4) hours travel pay per each one way trip. Temporary Relief Deck Officers are not eligible for travel pay.	The differential for relief employees is 20% (Reliefs will receive an additional 3.5 hours at the base pay rate as a stipend when that vessel commences out of Friday Harbor. Travel time for Anacortes to Friday Harbor shall be 2.5 hours.)	Employees required to travel outside their regular shift hours and on Saturday, Sunday, or holidays shall receive the established overtime rate.
Participants:	Alaska Marine Highway System (MM&P) Black Ball Transport, Inc. (MM&P) British Columbia Ferry Services Inc. (BC) HMS Ferries (Pierce County) King County Kitsap Transit		

MEBA Licensed		Exhibit 10
Benefit	MEBA Licensed Comparator Group - Benchmarks 304-306	Washington State Ferry System (MEBA Licensed)
Premium pay: Overtime	2 ERs: 150% of base pay 1 ER: 200% of base pay 1 ER, 200% of base	150% of base pay
Minimum call out pay:	1 ER: 2 hours @ 150% of base pay 1 ER: 3 hours @ 150% of base pay 1 ER: 3 hours @ 200% of base pay	8 hours @ 150% of base pay or applicable rate (Calls to return to work on a scheduled day off) Employees who are called in to work on a scheduled day off AND have a minimum of 80 non-overtime compensated hours in the work period, will be compensated at the overtime rate. In addition, they will receive 4 hours of pay at their straight time rate of pay regardless of the length of the overtime shift or hours actually worked. (6.d)
Early call out pay:	1 ER: 1 hour @ 150% of base pay 1 ER: 2 hours @ 150% of base pay 1 ER: 3 hours @ 200% of base pay	150% of base pay (one hour increments)

MEBA Licensed		Exhibit 10
Benefit	MEBA Licensed Comparator Group - Benchmarks 304-306	Washington State Ferry System (MEBA Licensed)
Other premium or penalty pay (additional pay offered for undesirable shifts):	1 ER: 200% of base pay for penalty pay 1 ER: \$13.00 additional per hour, with a minimum of one hour for various duties 1 ER: Other premium: straight time rate of pay paid in addition to whatever the rate of pay (straight time or overtime) is being paid when penalty work is performed. One-half (1/2) hour minimum penalty pay (at the straight time rate of pay) paid in addition to whatever the rate of pay (straight time or overtime) is being paid when penalty work is performed.	Required work on holiday: 200% of base pay

MEBA Licensed			Exhibit 10																	
Benefit	MEBA Licensed Comparator Group - Benchmarks 304-306		Washington State Ferry System (MEBA Licensed)																	
Vacation:	2 ERs: Offer paid vacation		Vacation Accrual for All																	
	Years	Range (hours)	Average # Hours																	
	1	84 - 120	102	96 hours after 1 yr.																
	5	144 - 159	156	160 hours after 5 yrs.																
	10	168 - 192	180	176 hours after 10 yrs.																
	15	168 - 224	196	200 hours after 15 yrs.																
	20	168 - 248	208	232 hours after 20 yrs.																
	25	168 - 288	228	248 hours after 25 yrs.																
	30	168 - 320	244	272 hours after 30 yrs.																
	31	168 - 320	244																	
	Average Max Annual Accrual = 320 hours (Years to accrue vacation for comparators maxes out at 31 years- 1 ER)		Max Annual Accrual: 272 hrs.																	
	<table><tr><td>Carry Over Unused Hours</td><td>Yes (3 ERs)</td></tr><tr><td>Max hours bank/year</td><td>408 (2 ERs)</td></tr><tr><td>Cash out periods, e.g. year-end, termination, retirement</td><td>year-end (3 ERs) retirement & term (4 ERs)</td></tr><tr><td>Cash out Rate of accrued hours</td><td>100% (4 ERs)</td></tr></table>		Carry Over Unused Hours	Yes (3 ERs)	Max hours bank/year	408 (2 ERs)	Cash out periods, e.g. year-end, termination, retirement	year-end (3 ERs) retirement & term (4 ERs)	Cash out Rate of accrued hours	100% (4 ERs)	<table><tr><td>Carry Over Unused Hours</td><td>Yes</td></tr><tr><td>Max hours bank/year</td><td>320</td></tr><tr><td>Cash out periods, e.g. year-end, termination, retirement</td><td>termination, retirement</td></tr><tr><td>Cash out Rate of accrued hours</td><td>100%</td></tr></table>		Carry Over Unused Hours	Yes	Max hours bank/year	320	Cash out periods, e.g. year-end, termination, retirement	termination, retirement	Cash out Rate of accrued hours	100%
	Carry Over Unused Hours	Yes (3 ERs)																		
Max hours bank/year	408 (2 ERs)																			
Cash out periods, e.g. year-end, termination, retirement	year-end (3 ERs) retirement & term (4 ERs)																			
Cash out Rate of accrued hours	100% (4 ERs)																			
Carry Over Unused Hours	Yes																			
Max hours bank/year	320																			
Cash out periods, e.g. year-end, termination, retirement	termination, retirement																			
Cash out Rate of accrued hours	100%																			

MEBA Licensed					Exhibit 10			
Benefit	MEBA Licensed Comparator Group - Benchmarks 304-306				Washington State Ferry System (MEBA Licensed)			
Sick leave:		Accrual Rate (Annual)	1 ER: 96 hours			Accrual Rate (Annual)	96 hours/year	
		Carry Over Unused Hours	No information			Carry Over Unused Hours	100%	
		Max hours bank/year	unlimited (1 ER)			Max hours bank/year	unlimited	
		Cash out periods, e.g. year-end, termination, retirement	retirement (1 ER)			Cash out periods, e.g. year-end, termination, retirement	1. At Retirement. 2. Optional cash out for accruals exceeding 480 hours	
		Cash out Rate of accrued hours	35%/year (1 ER)			Cash out Rate of accrued hours	25%	
Retirement:	2 ERs: Most populated plan: State of Washington defined benefit (PERS 2) 1 ER: Defined contribution (5% employer match)				Most populated plan: State of Washington defined benefit (PERS 2)			
Apprenticeship/training program contribution:	1 ER: Contributes to apprenticeship/training program - \$9.55/employee per working day. (Allows EEs to attend Calhoon MEBA Engineering School.)				Employer contributes \$3.00 per employee per day to participate in the educational program of the MEBA Training Plan.			
Pre-approved training/education:	1 ER: Covers tuition, books and other training materials for apprentices/trainees who successfully				Trade related training and education are reimbursed at a rate of 100%			

MEBA Licensed		Exhibit 10
Benefit	MEBA Licensed Comparator Group - Benchmarks 304-306	Washington State Ferry System (MEBA Licensed)
Pre-approved training/education, cont'd:	complete off-site classroom training pursuant to apprenticeship/training programs. 3 ERs: Reimburse trade related training and education	
	1 ER: Pay EEs their normal rate of pay for training 1 ER: If EE enrolled in electrical related courses the ER reimburses 50% of the leave they use to attend Mileage = AVG.: 59 cents/mile	ER pays wages in the amount of straight time for the time the EE attends such programs. ER will extend and pay his/her wages for up to 160 hours of classroom time per calendar year in each instance upon successful completion. Training must be pre-approved. Mandatory training attended on the EEs day off will be paid at the overtime rate.
Licensure/renewals: Does the employer pay for required license and/or license renewals?	3 ERs: Pay for required licensure and renewals 1 ER: Pays the full cost of TWIC 1 ER: MMC 1 ER: Any required by regulatory agency	Required licensure and license renewals are paid by ER Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC) paid at a max of: \$225
Medical Exams/licensure: Does the employer reimburse the cost of medical examinations necessary for licensure?	3 ERs: Reimburse or pay for medical examinations or drug tests related to employment.	No Information
Travel: Are employer-directed travel time and expenses compensated?	5 ERs: Compensate EEs for ER directed travel time and/or expenses as follows: Travel Time = 2 ER: base rate for actual time	ER-directed travel time and expenses compensated as follows (relief employees may have different provisions): Travel Time = Straight time

MEBA Licensed		Exhibit 10
Benefit	MEBA Licensed Comparator Group - Benchmarks 304-306	Washington State Ferry System (MEBA Licensed)
Travel, cont'd	Mileage = 58 cents/mile (2 ER); 53.5 cents/mile (1 ER) Meals & Lodging (Standard) = 1 ER: \$151 (meals & lodging)	Mileage = 58 cents/mile Meals and lodging (standard) = \$151 per day
	Meals & Lodging (Seattle) = 1 ER: \$260 meals & lodging per day 1 ER: Compensate EEs for ER directed travel time and/or expenses if assigned to other than their regular home/relieving terminal as follows: Travel Time = 1 ER: Double time Travel Time = 2 ERs: base rate for actual time Mileage = 63 cents/mile (2 ER) Meals & Lodging (Standard) = 1 ER: \$60 meals & \$85/\$95 lodging per day	Meals and lodging (Seattle) = \$260 per day EEs are reimbursed as follows for travel time and expenses if assigned to other than their regular home/relieving terminal: Travel Time = Straight time Mileage = 58 cents/mile Meals and lodging (standard) = \$151 per day Meals and lodging (Seattle) = \$260 per day
Relief employee pay:	2 ERs: Have separate provisions regarding hourly pay and/or travel pay for Relief Employees. 1 ER: Relief employees are separated within the salary schedule but they are paid a lower rate of pay 1 ER: Relief engineers (MEBA) are paid travel time.	The differential for relief employees is 17.5% Relief employees are paid for actual time worked only (not including time spent traveling to and from work -with the exception of relief employees dispatched to the Inter-Island vessel. Paid one weekly round trip)

MEBA Licensed		Exhibit 10
Benefit	MEBA Licensed Comparator Group - Benchmarks 304-306	Washington State Ferry System (MEBA Licensed)
		Relief employees shall be paid in the same manner as permanent crew members, except that the initial day of the relief assignment shall not be considered a schedule change.
Other information:		If the employee works continuously beyond 16 hours, the employee shall be compensated for that additional time at 2½ times the employee's straight time rate of pay unless a six (6) hour break has been granted.
Participants:	Alaska Marine Highway System (MEBA) Black Ball Transport, Inc. (MEBA) British Columbia Ferry Services Inc. (BC) King County, Washington (All - Single Contract) (Asst. Eng. Only) Kitsap Transit	

MEBA Unlicensed		Exhibit 11
Benefit	MEBA Unlicensed Comparator Group - Benchmarks 307- 308	Washington State Ferry System (MEBA Unlicensed)
Premium pay: Overtime	3 ERs: 150% of base pay 1 ER: 200% of base pay 1 ER, 200% of base	150% of base pay
Minimum call out pay:	1 ER: 2 hours @ 150% of base pay 1 ER: 3 hours @ 150% of base pay 1 ER: 3 hours @ 200% of base pay	8 hours @ 150% of base pay (Calls to return to work (11.05) or on a scheduled day off (11.07) Employees who are called in to work on a scheduled day off AND have a minimum of 80 non-overtime compensated hours in the work period, will be compensated at the overtime rate. In addition, they will receive 4 hours of pay at their straight time rate of pay regardless of the length of the overtime shift or hours actually worked. (11.07)
Early call out pay:	1 ER: 1 hour @ 150% of base pay 1 ER: 2 hours @ 150% of base pay 1 ER: 1 hours @ 200% of base pay 1 ER: 3 hours @ 200% of base pay	150% of base pay (one hour increments)
Other premium or penalty pay (additional pay offered for undesirable shifts):	1 ER: 200% of base pay for penalty pay 1 ER: Straight time rate of pay paid in addition to the rate of pay being paid when penalty work is performed; 1/2 hour minimum.	Required work on holiday: 200% of base pay Penalty Pay: 100% of base pay in addition to whatever rate of pay (straight time or overtime) is being paid when penalty work is performed.

MEBA Unlicensed		Exhibit 11
Benefit	MEBA Unlicensed Comparator Group - Benchmarks 307- 308	Washington State Ferry System (MEBA Unlicensed)
Other premium or penalty pay, cont'd	<p>1 ER: Penalty rate will be equal to the difference between straight time and overtime with a minimum of one (1) hour, and in thirty (30) minute periods thereafter.</p> <p>1 ER: Other premium: straight time rate of pay paid in addition to whatever the rate of pay (straight time or overtime) is being paid when penalty work is performed.</p> <p>1 ER: Penalty Pays for spray painting in confined spaces below the main deck, when working below the floor plates (bilges and tank-top cleaning in non-machinery spaces, other dirty/obnoxious work- shall be paid at the normal hourly rates) = 10.00 CAN - 1/2 hour increments. Other work requiring spray painting, a premium of \$4.00 (CAN\$) per hour.</p>	
Paid holidays per year - including personal holidays:	1 ER: 11 days/year 1 ER: 12 days/year	12 days/year
Paid time off (PTO):	<p>2 ERs: Offer a PTO plan</p> <p>Averages: 1 Year: 132 hours, Year 5: 176 hours, Year 10: 188 hours</p> <p>Max Annual Accrual = 264 hours</p>	Does not offer a PTO plan

MEBA Unlicensed		Exhibit 11																											
Benefit	MEBA Unlicensed Comparator Group - Benchmarks 307- 308	Washington State Ferry System (MEBA Unlicensed)																											
Vacation:	<p>3 ERs: Offer paid vacation</p> <table> <tr> <th>Years</th><th>Range (hours)</th><th>Average</th></tr> <tr> <td>1</td><td>40 - 120</td><td>81</td></tr> <tr> <td>5</td><td>144 - 336</td><td>216</td></tr> <tr> <td>10</td><td>180 - 336</td><td>236</td></tr> <tr> <td>15</td><td>180 - 336</td><td>247</td></tr> <tr> <td>20</td><td>192 - 336</td><td>259</td></tr> <tr> <td>25</td><td>192 - 336</td><td>272</td></tr> <tr> <td>30</td><td>192 - 336</td><td>272</td></tr> <tr> <td>31</td><td>192 - 336</td><td>283</td></tr> </table> <p>Average Max Annual Accrual = 336 hours (Years to accrue vacation for comparators maxes out at 31 years- 1 ER)</p>	Years	Range (hours)	Average	1	40 - 120	81	5	144 - 336	216	10	180 - 336	236	15	180 - 336	247	20	192 - 336	259	25	192 - 336	272	30	192 - 336	272	31	192 - 336	283	<p>Vacation Accrual for All</p> <p>96 hours after 1 yr. 160 hours after 5 yrs. 176 hours after 10 yrs. 200 hours after 15 yrs. 232 hours after 20 yrs. 248 hours after 25 yrs. 272 hours after 30 yrs.</p> <p>Max Annual Accrual: 272 hrs.</p>
Years	Range (hours)	Average																											
1	40 - 120	81																											
5	144 - 336	216																											
10	180 - 336	236																											
15	180 - 336	247																											
20	192 - 336	259																											
25	192 - 336	272																											
30	192 - 336	272																											
31	192 - 336	283																											

MEBA Unlicensed			Exhibit 11	
Benefit	MEBA Unlicensed Comparator Group - Benchmarks 307- 308		Washington State Ferry System (MEBA Unlicensed)	
Vacation, cont'd	Carry Over Unused Hours	Yes (4 ER)	Carry Over Unused Hours	Yes
	Max hours bank/year	Average: 568 Hours (3 ERs)	Max hours bank/year	320
	Cash out periods, e.g. year-end, termination, retirement	year-end (3 ERs) /retirement/term (4 ER)	Cash out periods, e.g. year-end, termination, retirement	termination, retirement
	Cash out Rate of accrued hours	Yes (2 ER)	Cash out Rate of accrued hours	100%
Sick leave:	Accrual Rate (Annual)	3 ERs: Range from 48 hours to 180 hours	Accrual Rate (Annual)	96 hours/year
	Carry Over Unused Hours	Yes (2 ER)	Carry Over Unused Hours	100%
	Max hours bank/year	2 ER: unlimited	Max hours bank/year	unlimited
	Cash out periods, e.g. year-end, termination, retirement	1 ER: Retirement	Cash out periods, e.g. year-end, termination, retirement	1. At Retirement. 2. Optional cash out for accruals exceeding 480 hours
	Cash out Rate of accrued hours	35% (1 ER)	Cash out Rate of accrued hours	25%

MEBA Unlicensed		Exhibit 11
Benefit	MEBA Unlicensed Comparator Group - Benchmarks 307- 308	Washington State Ferry System (MEBA Unlicensed)
Retirement:	2 ERs: Most populated plan: State of Washington defined benefit (PERS 2) 1 ER: Defined contribution (5% employer match)	Most populated plan: State of Washington defined benefit (PERS 2)
Apprenticeship/training program contribution:		Employer contributes \$3.00 per employee per day to participate in the educational program of the MEBA Training Plan.
Pre-approved training/education:	1 ER: Covers tuition, books and other training materials for apprentices/trainees who successfully complete off-site classroom training pursuant to apprenticeship/training programs. 1 ER: Pay EEs their normal rate of pay for training. 1 ER: Pays for ER directed expenses related to website training classes. 1 ER: When approved training costs exceed \$2,000 for a single course, the employee's expenses will be paid if he or she agrees to remain an active employee 1 ER: Educational assistance reimbursement max amount is \$500/calendar year. Training/Education reimbursements are available through MMP for the Union members.	Trade related training and education are reimbursed at a rate of 100% Minimum term of employment before reimbursement program is available is 3 years (to secure an original license as Chief Engineer or Assistant Engineer that meets the USCG manning requirements for WSF vessels).

MEBA Unlicensed		Exhibit 11
Benefit	MEBA Unlicensed Comparator Group - Benchmarks 307- 308	Washington State Ferry System (MEBA Unlicensed)
Pre-approved training / education, cont'd	1 ER: Assistance w/ upgrades of license(s) & certifications is provided to FT vessel crew that have completed 12 mos. service. 13-48 mos. service receive 25% of cost of approved program to max of \$1000/calendar yr. 49-72 mos. service receive 50% of cost of approved program to max of \$2500/calendar yr. 73+ mos. of service receive 75% of cost of approved program to max of \$5000/calendar yr.	<p>The ER pays wages in the amount of straight time for the time the EE attends such programs.</p> <p>ER will extend and pay his/her wages for up to 160 hours of classroom time per calendar year in each instance upon successful completion. Training must be pre-approved. Mandatory training attended on the EEs day off will be paid at the overtime rate.</p>
Licensure/renewals: Does the employer pay for required license and/or license renewals?	<p>3 ERs: Pay for required licensure and renewals:</p> <p>2 ER: Pays the full cost of TWIC.</p> <p>1 ER: Pays full cost for any license required by applicable regulatory agencies.</p> <p>1 ER: MMC</p>	<p>Required licensure and license renewals are paid by ER</p> <p>Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC) paid at a max of: \$225</p>

MEBA Unlicensed		Exhibit 11
Benefit	MEBA Unlicensed Comparator Group - Benchmarks 307- 308	Washington State Ferry System (MEBA Unlicensed)
Medical Exams/licensure: Does the employer reimburse the cost of medical examinations necessary for licensure?	2 ERs: Yes	No information
Travel: Are employer-directed travel time and expenses compensated?	<p>6 ERs: Yes</p> <p>Travel Time = 1 ER: straight time Mileage = Average 60 cents/mile (4 ERs) Meals & Lodging (Standard) = Average \$95 (3 ERs) Meals & Lodging (Seattle) = 1 ER: \$260</p> <p>2 ERs: Compensate EEs for ER directed travel time and/or expenses if assigned to other than their regular home/relieving terminal as follows: Travel Time = 1 ER: Double time Mileage = 61 cents/mile (3 ER) Meals & Lodging (Standard) = 1 ER: \$50 meals & lodging; 1 ER: \$85 for meals and lodging per day Meals & Lodging (Seattle) = Not reported</p>	<p>ER-directed travel time and expenses compensated as follows (relief employees may have different provisions):</p> <p>Travel Time = Straight time Mileage = 58 cents/mile Meals and lodging (standard) = \$151 per day Meals and lodging (Seattle) = \$260 per day</p> <p>EEs are reimbursed as follows for travel time and expenses if assigned to other than their regular home/relieving terminal: Travel Time = Straight time Mileage = 58 cents/mile Meals and lodging (standard) = \$151 per day Meals and lodging (Seattle) = \$260 per day</p>
Relief employee pay:	<p>1 ER: Relief employees are separated within the salary schedule but they are paid a lower rate of pay</p> <p>1 ER: Relief employees shall receive the rate of the classification in which the majority of the employee's</p>	<p>The differential for relief employees is 17.5%</p> <p>Relief EEs are paid for actual time worked only (not including time spent traveling to and from work -with the exception of relief EEs dispatched to the Inter-Island vessel. Paid one weekly round trip.)</p>

MEBA Unlicensed		Exhibit 11
Benefit	MEBA Unlicensed Comparator Group - Benchmarks 307- 308	Washington State Ferry System (MEBA Unlicensed)
	time was worked within the preceding twelve (12) months.	Relief employees shall be paid in the same manner as permanent crew members, except that the initial day of the relief assignment shall not be considered a schedule change.
Other information:		The use of the specified power tools entitles the user to \$1 per straight time hour increments.
Participants:	Alaska (IBU) Black Ball Transport, Inc. HMS Ferries (Pierce County) British Columbia Ferry Services Inc. (BC) King County Kitsap Transit	

IBU			Exhibit 12
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311	IBU/Terminal Comparator Group - Benchmarks 312 - 317	Washington State Ferry System (IBU)
Premium pay: Overtime	4 ERs: 150% of base pay 2 ER: 200% of base pay	4 ERs: 150% of base pay 2 ER: 200% of base pay	150% of base pay
Minimum call out pay:	2 ERs: 2 hours @ 150% of base pay 1 ER: 3 hours @ 150% of base pay 1 ER: 3 hours @ 200% of base pay	1 ER: 2 hours @ 150% of base pay 2 ER: 4 hours @ 150% of base pay 1 ER: 3 hours @ 200% of base pay	8 hours @ 150% of base pay (Called back to work or on scheduled day off 10.06 & 10.08) Called in to work on a scheduled day off: (Employees with 80 non-overtime hours in the work period) Overtime for actual hours worked. In addition, they will receive 4 hours of pay at their straight time rate of pay regardless of the length of the overtime shift or the hours actually worked (10.02). (Relief may differ)
Early call out pay:	1 ER: 1 hour @ 150% of base pay 1 ER: 1 hour @ 200% of base pay 1 ER: 2 hours @ 150% of base pay 1 ER: 3 hours @ 200% of base pay 1 ER: 4 hours @ 150% of base pay	1 ER: 3 hours @ 200% of base pay 1 ER: 4 hours @ 150% of base pay 5 ER: No information	1 hour @ 150% of base pay All call-outs exceeding four (4) hours shall be paid a minimum of eight (8) hours pay at the overtime rate.

IBU			Exhibit 12
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311	IBU/Terminal Comparator Group - Benchmarks 312 - 317	Washington State Ferry System (IBU)
Other premium or penalty pay (additional pay offered for undesirable shifts):	<p>1 ER: \$150 reimbursement for foul weather gear every 36 months.</p> <p>1 ER: Penalty Pays for spray painting in confined spaces below the main deck, when working below the floor plates (bilges and tank-top cleaning in non-machinery spaces, other dirty/obnoxious work- shall be paid at the normal hourly rates) = 10.00 (CAN \$) - 1/2 hour increments. Other work requiring spray painting, a premium of \$4.00 (CAN \$) per hour.</p> <p>1 ER: When an employee provides evidence to the employer of having undergone an examination for asbestosis, the employer will reimburse that employee for actual out-of-pocket costs.</p> <p>1 ER: Penalty rate will be equal to the difference between straight time and overtime with a minimum of one (1) hour, and in thirty (30) minute periods thereafter.</p> <p>1 ER: Other premium: straight time rate of pay paid in addition to whatever the rate of pay (straight time or overtime) is being paid when penalty work is performed.</p>	<p>1 ER: \$150 reimbursement for foul weather gear every 36 months.</p> <p>1 ER: Penalty Pays for spray painting in confined spaces below the main deck, when working below the floor plates (bilges and tank-top cleaning in non-machinery spaces, other dirty/obnoxious work- shall be paid at the normal hourly rates) = 10.00 (CAN \$) - 1/2 hour increments. Other work requiring spray painting, a premium of \$4.00 (CAN \$) per hour.</p> <p>1 ER: Swing shift differential - entitled to a 3.75% increase over basic salary. Graveyard differential - entitled to 7.5% over basic salary. Hazard pay - entitled to 7.5% over basic salary in 4 hour increments worked. Standby - entitled to 10% of 7.5 times the hourly base pay for each calendar day or portion. Weekend differential - entitled to \$1.00 per hour for each hour worked on the calendar days of Saturday and Sunday.</p>	<p>Required work on holiday: 200% of base pay</p> <p>Penalty Pay: 100% of base pay in addition to whatever rate of pay (straight time or overtime) is being paid when penalty work is performed.</p> <p>Paid for actual hours with dirty materials with a 1/2 to 2 hour minimum depending upon assignment.</p> <p>(Eagle Harbor only) Shift differentials: 2nd shift 8 hours plus 10%; 3rd shift 8 hours plus 15%.</p> <p>The use of the specified power tools entitles the user to \$2 per straight time hour increments.</p>

IBU			Exhibit 12
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311	IBU/Terminal Comparator Group - Benchmarks 312 - 317	Washington State Ferry System (IBU)
Paid holidays per year - including personal holidays:	1 ER: 10 days/year 2 ERs: 11 days/year 3 ERs: 12 days/year	1 ER: 10 days/year 1 ER: 11 days/year 1 ER: 12 days/year	12 days/year

IBU						Exhibit 12	
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311			IBU/Terminal Comparator Group - Benchmarks 312 - 317			Washington State Ferry System (IBU)
Paid time off (PTO):	2 ERs: Offer a PTO plan			4 ERs: Offer a PTO plan			Does not offer a PTO plan
	Years	Average Hours		Years	Average Hours		
	1	132		1	145		
	5	176		5	189		
	10	188		10	207		
	Avg. Max Annual Accrual = 264 hours			Avg. Max Annual Accrual = 270 hours			
Vacation:	4 ERs: Offer paid vacation (5 represented below)			3 ERs: Offer paid vacation			Vacation Accrual for All
	Years	Range (hours)	Average	Years	Range (hours)	Average	
	1	40 - 120	72	1	45 - 120	83	
	5	144 - 336	203	5	144 - 168	158	
	10	180 - 336	224	10	168 - 192	183	
	15	180 - 336	241	15	168 - 225	206	
	20	192 - 336	250	20	168 - 248	214	
	25	192 - 336	260	25	168 - 288	227	
	30	192 - 336	268	30	168 - 320	238	
	31	192 - 336	268	31	168 - 320	238	
	Average Max Annual Accrual = 336 hours (Years to accrue vacation for comparators maxes out at 31 years - 1 ER)			Average Max Annual Accrual = 320 hours (Years to accrue vacation for comparators maxes out at 31 years - 1 ER)			Max Annual Accrual: 272 hrs.

IBU					Exhibit 12	
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311		IBU/Terminal Comparator Group - Benchmarks 312 - 317		Washington State Ferry System (IBU)	
Vacation, cont'd	Carry Over Unused Hours	Yes (4 ERs)	Carry Over Unused Hours	Yes (2 ERs)	Carry Over Unused Hours	Yes
	Max hours bank/year	Ranges from 88 - 840	Max hours bank/year	Ranges from 88 - 1000	Max hours bank/year	320
	Cash out periods, e.g. year-end, termination, retirement	Year-end, (3 ERs) Term /retirement (5 ERs)	Cash out periods, e.g. termination, retirement	Year-end (4 ERs), Term /retirement (5 ERs)	Cash out periods, e.g. year-end, termination, retirement	termination, retirement
	Cash out Rate of accrued hours	100% (5 ERs)	Cash out Rate of accrued hours	100% (5 ERs)	Cash out Rate of accrued hours	100%

IBU			Exhibit 12
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311	IBU/Terminal Comparator Group - Benchmarks 312 - 317	Washington State Ferry System (IBU)
Additional comments regarding leave	<p>1 ER: 6 days per year at 100%; then 75% of pay for a period not to exceed six months from the date of absence.</p> <p>1 ER: leave accrued at 0.04616 hours for each hour worked in regular pay status excluding overtime up to a maximum of eight (8) hours per month. Unused sick leave accumulates with no limit and shall be paid at a rate of 35% of the current salary rate in the event of death or retirement</p> <p>1 ER: Paid vacation available only to employees who work a minimum of 1,440 hours per year. An employee shall not be entitled to accrue vacation leave in excess of two (2) years.</p>	<p>1 ER: 6 days per year at 100%; then 75% of pay for a period not to exceed six months from the date of absence.</p> <p>1 ER: Accrual limit is 360 hours if hired before 6/17/97. If hired after that, accrual limit is 270 hours.</p> <p>1 ER: Paid vacation available only to employees who work a minimum of 1,440 hours per year. Above reflects what is true for represented employees.</p>	

IBU					Exhibit 12	
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311		IBU/Terminal Comparator Group - Benchmarks 312 - 317		Washington State Ferry System (IBU)	
Sick leave:	Accrual Rate (Annual)	108 hours per year average (4 ERs)	Accrual Rate (Annual)	108 hours per year (1 ER)	Accrual Rate (Annual)	96 hours/year
	Carry Over Unused Hours	Yes (3 ERs)	Carry Over Unused Hours	Yes (2 ERs)	Carry Over Unused Hours	100%
	Max hours bank/year	Unlimited (2 ERs), 1080 hrs. (1 ER)	Max hours bank/year	Unlimited (1 ER), 1080 hrs. (1 ER)	Max hours bank/year	unlimited
	Cash out periods, e.g. year-end, termination, retirement	Termination (1 ER), Retirement (2 ERs)	Cash out periods, e.g. year-end, termination, retirement	Termination (1 ER), Retirement (1 ER)	Cash out periods, e.g. year-end, termination, retirement	1. At Retirement. 2. Optional cash out for accruals exceeding 480 hours
	Cash out Rate of accrued hours	25% (1 ER), 35% (1 ER)	Cash out Rate of accrued hours	25%, Must have 3 or more years of service to cash out. (1 ER)	Cash out Rate of accrued hours	25%
Retirement:	3 ERs: Most populated plan: State of Washington defined benefit (PERS 2) 1 ER: Defined contribution (5% employer match)		2 ERs: Most populated plan: State of Washington defined benefit (PERS 2) 1 ER: Defined contribution (5% employer match)		Most populated plan: State of Washington defined benefit (PERS 2)	

IBU			Exhibit 12
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311	IBU/Terminal Comparator Group - Benchmarks 312 - 317	Washington State Ferry System (IBU)
Apprenticeship / training program contribution:	1 ER: makes contributions to apprenticeship or similar training programs: There is an informal training program for new hires. They work a certain number of shifts and then are approved to move on by the trainer. Both are paid for their time.	1 ER: makes contributions to apprenticeship or similar training programs: There is an informal training program for new hires. They work a certain number of shifts and then are approved to move on by the trainer. Both are paid for their time.	No information

IBU			Exhibit 12
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311	IBU/Terminal Comparator Group - Benchmarks 312 - 317	Washington State Ferry System (IBU)
Pre-approved training / education:	<p>6 ERs: Reimburse trade related training and education</p> <p>Most ERs pay 100% of costs for required training.</p>	<p>6 ERs: Reimburse trade related training and education:</p> <p>Most ERs pay 100% of costs for required training.</p>	<p>Ordinary Seaman trade related training and education are reimbursed at a rate of 100% (80% until EE has worked 320 hours as an AB).</p>
	<p>1 ER: Covers tuition, books and other training materials for apprentices/trainees who successfully complete off-site classroom training pursuant to apprenticeship/training programs.</p> <p>1 ER: Pays for ER directed expenses related to website training classes.</p> <p>1 ER: Pay EEs their normal rate of pay for training</p>	<p>1 ER: Covers tuition, books and other training materials for apprentices/trainees who successfully complete off-site classroom training pursuant to apprenticeship/training programs.</p> <p>1 ER: When approved training costs exceed \$2,000 for a single course, the employee's expenses will be paid if he or she agrees to remain an active employee</p> <p>1 ER: Career improvement training or educational opportunity of less than ten (10) working days duration approved by the Employer, will normally be at no loss of leave or pay. Courses extending more than ten (10) working days are subject to cooperative Employer-employee financial and leave arrangements.</p>	<p>2 Years seniority required for MMC endorsement for Able Bodied Seaman (AB) limited with a Lifeboatman's certification. Once the employee has worked six hundred and thirty-five (635) hours as an AB, the ER shall reimburse the employee for vacation or comp time used on scheduled school days to attend the school/training not to exceed 30 days. An additional five (5) days' pay at the same rate will be allowed while employee is writing examination, for a total of thirty-five (35) days' pay. EEs required to attend training classes on their day or days off shall be paid the overtime rate of pay.</p>

IBU			Exhibit 12
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311	IBU/Terminal Comparator Group - Benchmarks 312 - 317	Washington State Ferry System (IBU)
Licensure / Renewals:	<p>4 ERs: Pay for required licensure and renewals</p> <p>1 ER: Any required by regulatory agency 2 ER: TWIC card 2 ER: MMC</p>	<p>4 ERs: Pay for required licensure and renewals</p> <p>1 ER: TWIC card 1 ER: MMC</p>	<p>Required licensure and license renewals are paid by ER</p> <p>Merchant Mariner Credential (MMC) and Transportation Worker Identification Credential (TWIC) paid at a max of: \$228 (documents)</p>
Medical Exams / Licensure:	2 ERs: Reimburse or pay for medical examinations, drug tests and/or immunizations related to employment	2 ERs: Reimburse or pay for medical examinations and/or drug tests related to employment.	No information
Travel: Are employer-directed travel time and expenses compensated?	<p>3 ERs: Compensate EEs for ER directed travel time and/or expenses as follows:</p> <p>Travel Time = 2 ERs: base rate for actual time</p> <p>Mileage = Average 60 cents/mile (4 ERs)</p>	<p>4 ERs: Compensate EEs for ER directed travel time and/or expenses as follows:</p> <p>Travel Time = 4 ERs: base rate for actual time</p> <p>Mileage = 57 cents/mile (4 ERs)</p>	<p>ER-directed travel time and expenses compensated as follows:</p> <p>Travel Time = Straight time</p> <p>Mileage = 58 cents/mile</p>
	Meals & Lodging (Standard) = 1 ER: \$50/day, 1 ER: \$151	Meals & Lodging (Standard) = 1 ER: \$50/day, 1 ER: \$151	Meals and lodging (standard) = \$151 per day

IBU			Exhibit 12
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311	IBU/Terminal Comparator Group - Benchmarks 312 - 317	Washington State Ferry System (IBU)
Travel, cont'd	<p>Meals & Lodging (Seattle) = \$260 (1 ER)</p> <p>3 ERs: Compensate EEs for ER directed travel time and/or expenses if assigned to other than their regular home/relieving terminal as follows:</p> <p>Travel Time = 1 ER: base rate for actual time; 1 ER: double time</p> <p>Mileage = Average 60 cents/mile (4 ERs)</p> <p>Meals & Lodging (Standard) = 1 ER: \$50/day</p>	<p>Meals & Lodging (Seattle) = \$260 (1 ER)</p> <p>2 ERs: Compensate EEs for ER directed travel time and/or expenses if assigned to other than their regular home/relieving terminal as follows:</p> <p>Travel Time = 3 ERs: base rate for actual time; 1 ER: double time</p> <p>Mileage = Average 60 cents/mile (5 ERs)</p> <p>Meals & Lodging (Standard) = 1 ER: \$50/day</p>	<p>Meals and lodging (Seattle) = \$260 per day</p> <p>EEs are reimbursed as follows for travel time and expenses if assigned to other than their regular home/relieving terminal:</p> <p>Travel Time = Straight time</p> <p>Mileage = 58 cents/mile</p> <p>Meals and lodging (standard) = \$151 per day</p>
	Meals & Lodging (Seattle) = No information	Meals & Lodging (Seattle) = No information	Meals and lodging (Seattle) = \$260 per day
Relief employee pay:	<p>1 ER: Relief employees are separated within the salary schedule but they are paid a lower rate of pay</p> <p>1 ER: Relief employees shall receive the rate of the classification in which the majority of the</p>	<p>1 ER: Relief employees are separated within the salary schedule but they are paid a lower rate of pay</p> <p>1 ER: Relief differential/additional pay: After 12 months of experience \$26.38 per hour. First 1,080 hours \$19.72 second 1,080 hours \$22.11</p>	<p>Relief EEs are paid for actual time worked only (not including time traveling to and from home). When necessary for a Relief EE to travel from their original terminal to another terminal in order to begin or complete their shift, they shall be paid for travel</p>

IBU			Exhibit 12
Benefit	IBU/Deckhand Comparator Group - Benchmarks 309-311	IBU/Terminal Comparator Group - Benchmarks 312 - 317	Washington State Ferry System (IBU)
	<p>employee's time was worked within the preceding twelve (12) months.</p> <p>1 ER: Relief differential/additional pay: After 12 months of experience \$26.38 per hour. First 1,080 hours \$19.72 second 1,080 hours \$22.11</p>		time and mileage in accordance with specified schedule.
Participants:	Alaska Marine Highway System Black Ball Transport British Columbia Ferry Services Inc. HMS Ferries (Pierce County) King County Kitsap Transit Whatcom County	Alaska Marine Highway System Black Ball Transport British Columbia Ferry Services Inc. HMS Ferries (Pierce County) Kitsap Transit Whatcom County	

FASPAA - Terminal Supervisor		Exhibit 13
Benefit	Terminal Supervisor Comparator Group - Benchmark 318	Washington State Ferry System (FASPAA - Terminal Supervisor)
Premium pay: Overtime	1 ER: 150% of base pay 1 ER: 200% of base pay	150% of base pay
Minimum call out pay:	1 ER: 4 hours @ 150% of base pay 1 ER: 3 hours @ 200% of base pay	8 hours @ 150% of base pay plus 4 hours of pay at their straight time rate (Called back on scheduled assigned days off 17.08)
Early call out pay:	1 ER: 3 hours @ 200% of base pay	(Paid in increments of 6 minutes then hours after 1 hour) @150% of base pay
Other premium or penalty pay (additional pay offered for undesirable shifts):	<p>2 ERs: Offer other premiums or penalty pays :</p> <p>1 ER: Penalty Pays for spray painting in confined spaces below the main deck, when working below the floor plates (bilges and tank-top cleaning in non-machinery spaces, other dirty/obnoxious work- shall be paid at the normal hourly rates) = 10.00 CAN - 1/2 hour increments. Other work requiring spray painting, a premium of \$4.00 (CAN\$) per hour.</p> <p>1 ER: Swing shift differential - entitled to a 3.75% increase over basic salary. Graveyard differential - entitled to 7.5% over basic salary. Hazard pay - entitled to 7.5% over basic salary in 4 hour increments worked. Standby - entitled to 10% of 7.5 times the hourly base pay for each calendar day or portion. Weekend differential - entitled to \$1.00 per hour for each hour worked on the calendar days of Saturday and Sunday.</p>	<p>Required work on holiday: 200% of base pay</p> <p>Penalty Pay: Paid at the straight time rate of pay in addition to whatever rate of pay (straight or overtime) is being paid when penalty work is performed.</p>

FASPAA - Terminal Supervisor		Exhibit 13																		
Benefit	Terminal Supervisor Comparator Group - Benchmark 318	Washington State Ferry System (FASPAA - Terminal Supervisor)																		
Paid holidays per year - including personal holidays:	2 ERs: 12 days/year	12 days/year																		
Paid time off (PTO):	1 ER: Offers a PTO plan <table><tr><td>Years</td><td>Average Hours</td></tr><tr><td>1</td><td>157</td></tr><tr><td>5</td><td>203</td></tr><tr><td>10</td><td>225</td></tr></table> Max Annual Accrual = 270 hours	Years	Average Hours	1	157	5	203	10	225	Does not offer a PTO plan										
Years	Average Hours																			
1	157																			
5	203																			
10	225																			
Vacation:	1 ER: Offers paid vacation <table><tr><td>Years</td><td>Hours</td></tr><tr><td>1</td><td>120</td></tr><tr><td>5</td><td>144</td></tr><tr><td>10</td><td>192</td></tr><tr><td>15</td><td>224</td></tr><tr><td>20</td><td>248</td></tr><tr><td>25</td><td>288</td></tr><tr><td>30</td><td>288</td></tr><tr><td>31</td><td>320</td></tr></table> Max Annual Accrual = 320 hours	Years	Hours	1	120	5	144	10	192	15	224	20	248	25	288	30	288	31	320	Vacation Accrual for All 96 hours after 1 yr. 160 hours after 5 yrs. 176 hours after 10 yrs. 200 hours after 15 yrs. 232 hours after 20 yrs. 248 hours after 25 yrs. 272 hours after 30 yrs. Max Annual Accrual: 272 hrs.
Years	Hours																			
1	120																			
5	144																			
10	192																			
15	224																			
20	248																			
25	288																			
30	288																			
31	320																			

FASPAA - Terminal Supervisor			Exhibit 13	
Benefit	Terminal Supervisor Comparator Group - Benchmark 318		Washington State Ferry System (FASPAA - Terminal Supervisor)	
Vacation, cont'd:	Carry Over Unused Hours	1 ER: Yes	Carry Over Unused Hours	Yes
	Max hours bank/year	1 ER: 1000 hours	Max hours bank/year	320
	Cash out periods, e.g. year-end, termination, retirement	1 ER: year-end, termination, retirement	Cash out periods, e.g. year-end, termination, retirement	termination, retirement
	Cash out Rate of accrued hours	1 ER: 100%	Cash out Rate of accrued hours	100%

FASPAA - Terminal Supervisor		Exhibit 13	
Benefit	Terminal Supervisor Comparator Group - Benchmark 318	Washington State Ferry System (FASPAA - Terminal Supervisor)	
Sick leave:	1 ER: 6 days per year at 100%; then 75% of pay for a period not to exceed six months from the date of absence.	Max Sick Leave = 96 hours per year	
		Accrual Rate (Annual)	96 hours/year
		Carry Over Unused Hours	100%
		Max hours bank/year	unlimited
		Cash out periods, e.g. year-end, termination, retirement	1. At Retirement. 2. Optional cash out for accruals exceeding 480 hours
		Cash out Rate of accrued hours	25%
Retirement:	1 ER: Defined contribution (5% employer match)	Most populated plan: State of Washington defined benefit (PERS 2)	
Apprenticeship/training program contribution:	No information	No information	
Pre-approved training/education:	1 ER: Covers tuition, books and other training materials for apprentices/trainees who successfully complete off-site classroom training pursuant to apprenticeship/training programs. 2 ERs: Reimburse any required trade related training and education	Trade related training and education are reimbursed at a rate of 100% ER pays a minimum of the scheduled shift hours for the time the EE attends such programs.	

FASPAA - Terminal Supervisor		Exhibit 13
Benefit	Terminal Supervisor Comparator Group - Benchmark 318	Washington State Ferry System (FASPAA - Terminal Supervisor)
	1 ER: Pays for ER directed expenses related to website training classes.	
	1 ER: Pays EEs their normal rate of pay for any required training 1 ER: Double time 1 ER: Career improvement training or educational opportunity of less than ten (10) working days duration approved by the Employer, will normally be at no loss of leave or pay. Courses extending more than ten (10) working days are subject to cooperative Employer-employee financial and leave arrangements.	The overtime provision shall apply to training classes exceeding the scheduled shift hours. EEs required to attend training classes on their day(s) off shall be paid the OT rate of pay.
Licensure/renewals: Does the employer pay for required license and/or license renewals?	2 ERs: Pay full cost for required licensure and renewals	The Employer shall reimburse employees for the costs associated with the successful renewal of a Transportation Worker Identification Credential (TWIC) as required by regulatory agencies.
Medical Exams/licensure: Does the employer reimburse the cost of medical examinations necessary for licensure?	1 ER: 100% reimbursement of expense	Not applicable
Travel: Are employer-directed travel time and expenses compensated?	1 ERs: Compensate EEs for ER directed travel time and/or expenses as follows: 1 ER: Travel time = Paid straight time 1 ER: Mileage = 57 cents/mile Meals & Lodging (Standard) = No information	ER-directed travel time and expenses compensated as follows (relief employees may have different provisions): Travel Time = Straight time Mileage = 58 cents/mile Meals and lodging (standard) = \$151 per day

FASPAA - Terminal Supervisor		Exhibit 13
Benefit	Terminal Supervisor Comparator Group - Benchmark 318	Washington State Ferry System (FASPAA - Terminal Supervisor)
	Meals & Lodging (Seattle) = No information	Meals and lodging (Seattle) = \$260 per day
	<p><u>2 ERs:</u> Compensate EEs for ER directed travel time and/or expenses if assigned to other than their regular home/relieving terminal as follows:</p> <p>1 ER: Travel time = Paid straight time 1 ER: Travel time = Double time</p> <p>Mileage = 57 cents/mile (1 ER)</p>	EEs are reimbursed as follows for travel time and expenses if assigned to other than their regular home/relieving terminal:
		Travel Time = Straight time
		Mileage = 58 cents/mile
	Meals & Lodging (Standard) = No information	Meals and lodging (standard) = \$151 per day
	Meals & Lodging (Seattle) = No information	Meals and lodging (Seattle) = \$260 per day
Relief employee pay:	1 ER: Relief employees are separated within the salary schedule but they are paid a lower rate of pay	The differential for relief employees is 17.5%
Other information:		Annual payment of \$1,500 for drug/alcohol testing certification.
Participants:	Alaska Marine Highway System British Columbia Ferry Services Inc. (BC)	

Vessel/terminal – Alaska Marine Highway System – COLD data

In addition to the benefits we included in the previous tables, Alaska Marine Highway System offers a cost of living benefit to Alaskan residents only. The Cost of Living Differential reflects the cost of living difference between Seattle and Anchorage/Juneau, Alaska. The difference is applied to the base hourly rate for Alaska Marine Highway System or as an additional payment each pay period for specific positions with the Alaska Marine Highway System. We summarized the COLD payment data in the table below:

#	Benchmark Title (AK Title)	COLD Per Pay Period	COLD Per Hour*
1	Master/Pilot (Master)	\$664.40	\$7.91
2	First Mate/Pilot (Chief Mate)	\$552.64	\$6.58
3	Second Mate (Second Mate)	\$483.78	\$5.76
4	Chief Engineer (Chief Engineer)	\$601.05	\$7.16
5	Assistant Engineer (1st Asst. Engineer)	\$518.10	\$6.17

* Converted for MECS based on 84 hours per pay period (pay period every two weeks).

COLD applies to the following benchmarks in the form of a resident vs. non-resident hourly rate:

#	Benchmark Title (AK Title)	Resident Rate	Non Resident	% Dif.
7	Oiler (Jr Engineer)	\$31.60	\$26.13	20.9%
9	Wiper (same)	\$24.39	\$19.91	22.5%
10	Able Seaman/Bos'n (same)	\$31.60	\$26.13	20.9%
11	Able Seaman (AB) (same)	\$28.21	\$23.05	22.4%
12	Ordinary Seaman (OS) (same)	\$25.84	\$21.07	22.6%

2020 Shipyard trades – Base pay data presentation

For confidentiality purposes, we do not display average data for jobs with only one participant reports data, or when one of two participants is a privately-held company. We display average data when three or more participants report data.

Carpenters

Exhibit 14

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of Journey EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
401	Shipwright/Carpenter	All Participants	5	37	0.0%	\$28.98	\$40.16	\$43.61	\$4.82	\$5.86	\$54.28
401	Shipwright/Carpenter	WSFS	1	11	0.0%	\$31.82	\$31.82	\$31.82	\$5.25	\$4.28	\$41.34
401	Shipwright/Carpenter	% Difference				8.9%	-26.2%	-37.0%	8.2%	-37.0%	-31.3%
402	Shipyards Insulation	All Participants	1	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a
402	Shipyards Insulation	WSFS	1	3	0.0%	\$31.82	\$31.82	\$31.82	\$5.25	\$4.28	\$41.34
402	Shipyards Insulation	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
Carpenters Total % Above or Below Market:						8.9%	-26.2%	-37.0%	8.2%	-37.0%	-31.3%

Metal Trades

Exhibit 15

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of Journey EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
403	Shipyard Boilermaker/Welder	All Participants	4	66	0.0%	\$28.42	\$37.43	\$44.13	\$4.82	\$5.93	\$54.88
403	Shipyard Boilermaker/Welder	WSFS	1	9	0.0%	\$31.83	\$31.83	\$31.83	\$5.25	\$4.28	\$41.35
403	Shipyard Boilermaker/Welder	% Difference				10.7%	-17.6%	-38.6%	8.2%	-38.6%	-32.7%
404	Shipyard Electrician	All Participants	5	225	0.0%	\$28.45	\$36.71	\$45.45	\$4.82	\$6.11	\$56.37
404	Shipyard Electrician	WSFS	1	14	0.0%	\$31.83	\$31.83	\$31.83	\$5.25	\$4.28	\$41.35
404	Shipyard Electrician	% Difference				10.6%	-15.3%	-42.8%	8.2%	-42.8%	-36.3%
405	Shipyard Machinist	All Participants	4	61	0.0%	\$28.72	\$39.23	\$44.28	\$4.82	\$5.95	\$55.05
405	Shipyard Machinist	WSFS	1	14	0.0%	\$31.83	\$31.83	\$31.83	\$5.25	\$4.28	\$41.35
405	Shipyard Machinist	% Difference				9.8%	-23.2%	-39.1%	8.2%	-39.1%	-33.1%
406	Shipyard Pipefitter	All Participants	4	110	0.0%	\$19.44	\$35.46	\$48.47	\$4.82	\$6.51	\$59.80
406	Shipyard Pipefitter	WSFS	1	14	0.0%	\$31.83	\$31.83	\$31.83	\$5.25	\$4.28	\$41.35
406	Shipyard Pipefitter	% Difference				38.9%	-11.4%	-52.3%	8.2%	-52.3%	-44.6%
407	Shipyard Sheet Metal Worker	All Participants	4	17	0.0%	\$19.44	\$35.46	\$47.12	\$4.82	\$6.33	\$58.27
407	Shipyard Sheet Metal Worker	WSFS	1	8	0.0%	\$31.83	\$31.83	\$31.83	\$5.25	\$4.28	\$41.35
407	Shipyard Sheet Metal Worker	% Difference				38.9%	-11.4%	-48.0%	8.2%	-48.0%	-40.9%
408	Shipyard Truck Driver	All Participants	3	7	0.0%	\$19.44	\$35.46	\$38.41	\$4.82	\$5.16	\$48.39
408	Shipyard Truck Driver	WSFS	1	n/a	n/a	n/a	n/a	\$31.83	n/a	n/a	n/a
408	Shipyard Truck Driver	% Difference				n/a	n/a	-20.7%	n/a	n/a	n/a
409	Shipyard Warehouse Worker	All Participants	3	47	0.0%	\$33.43	\$43.59	\$43.67	\$4.82	\$5.87	\$54.35
409	Shipyard Warehouse Worker	WSFS	1	4	0.0%	\$31.83	\$31.83	\$31.83	\$5.25	\$4.28	\$41.35
409	Shipyard Warehouse Worker	% Difference				-5.0%	-37.0%	-37.2%	8.2%	-37.2%	-31.4%
Metal Trades Total % Above or Below Market:						17.3%	-19.3%	-39.8%	8.2%	-43.0%	-36.5%
All Shipyards Average % Above or Below Market:						16.1%	-20.3%	-39.5%	8.2%	-42.2%	-35.8%

Foreperson, Lead Person and Helper Pay

Carpenters

Exhibit 16

Benchmark Number	Benchmark Title	Participants or State of WA	Foreperson Base Pay % of Journey Actual ³	Leadperson Base Pay % of Journey Actual ³	Helper Base Pay % of Journey Actual ³
401	Shipwright/Carpenter	All Participants	118.3%	116.1%	n/a
401	Shipwright/Carpenter	WSFS	110.0%	105.0%	65.0%
401	Shipwright/Carpenter	% Difference	-8.3%	-11.1%	n/a
402	Shipyard Insulation	All Participants	n/a	137.3%	n/a
402	Shipyard Insulation	WSFS	110.0%	105.0%	65.0%
402	Shipyard Insulation	% Difference	n/a	-32.3%	n/a

Metal Trades

Exhibit 17

Benchmark Number	Benchmark Title	Participants or State of WA	Foreperson Base Pay % of Journey Actual ³	Leadperson Base Pay % of Journey Actual ³	Helper Base Pay % of Journey Actual ³
403	Shipyard Boilermaker/Welder	All Participants	125.1%	114.8%	80.4%
403	Shipyard Boilermaker/Welder	WSFS	110.0%	105.0%	65.0%
403	Shipyard Boilermaker/Welder	% Difference	-15.1%	-9.8%	-15.4%
404	Shipyard Electrician	All Participants	122.0%	116.1%	78.4%
404	Shipyard Electrician	WSFS	110.0%	105.0%	65.0%
404	Shipyard Electrician	% Difference	-12.0%	-11.1%	-13.4%
405	Shipyard Machinist	All Participants	124.8%	114.9%	72.6%
405	Shipyard Machinist	WSFS	110.0%	105.0%	65.0%
405	Shipyard Machinist	% Difference	-14.8%	-9.9%	-7.6%
406	Shipyard Pipefitter	All Participants	111.0%	116.1%	77.9%
406	Shipyard Pipefitter	WSFS	110.0%	105.0%	65.0%
406	Shipyard Pipefitter	% Difference	-1.0%	-11.1%	-12.9%
407	Shipyard Sheet Metal Worker	All Participants	123.3%	116.1%	n/a
407	Shipyard Sheet Metal Worker	WSFS	110.0%	105.0%	65.0%
407	Shipyard Sheet Metal Worker	% Difference	-13.3%	-11.1%	n/a
408	Shipyard Truck Driver	All Participants	108.8%	102.0%	n/a
408	Shipyard Truck Driver	WSFS	110.0%	105.0%	65.0%
408	Shipyard Truck Driver	% Difference	1.2%	3.0%	n/a
409	Shipyard Warehouse Worker	All Participants	130.0%	120.2%	n/a
409	Shipyard Warehouse Worker	WSFS	110.0%	105.0%	65.0%
409	Shipyard Warehouse Worker	% Difference	-20.0%	-15.2%	n/a
All Shipyards Average (position) % of Journey Actual:			-10.4%	-12.1%	-12.3%

Shipyards trades endnotes

1. Health care: We calculated an equivalent hourly rate of pay for the employer's contribution towards health care. Refer to the Survey breakdown section for more information.
2. Retirement: We calculated an equivalent hourly rate of pay for the employer's contribution towards retirement. Refer to the Survey breakdown section for more information.
3. The Shipyard Truck Driver job was vacant when we collected data on January 1, 2020. We reported an actual or estimated salary range midpoint, if applicable.
4. (Foreperson/Leadsperson/Helper) Base Pay % of Journey Actual: We calculated these percentages by dividing reported Foreperson/Leadsperson or Helper base pay by the Actual Base Pay rate for each participant who provided a job match.
5. We also collected data for apprentice pay (not included in table). Participants reported a wide range of data for these jobs from 72-95 percent of the journeyperson rate. WSFS offers similar pay ranges.
6. When participants provide a single rate for the pay for a given position, we use this rate to calculate the salary range minimum and maximum columns.
7. When a participant reported PTO or vacation in days, we converted the data to eight hour days to consistently compare numbers.
8. We reported all benefit and premium pay information as it applies to full-time employees.
9. We used simple averages in all average calculations.
10. We converted Canadian dollars to United States dollars for base pay rates. We used "Expatriation.com" for data adjustments between Victoria, B.C. and Vancouver, B.C., versus Seattle, Washington. (Refer to the Survey breakdown section for more information).

2020 Shipyard trades – Premium pay and benefits summary

SHIPYARDS			Exhibit 18
Benefit	Canada	Puget Sound	Washington State Ferry System Metal Trades and Carpenters
Premium pay: Overtime	2 ER, 200% of base	2 ERs, 150% of base pay additionally, 1 ER: 1.5x OT over 8 hours and Saturdays; 2x Sundays and Holidays	150% of base pay
Minimum call out pay:	2 ER: 4 hours @ 200% of base pay (after regular shift) (2 hours for inclement weather or other factor out of the company's control) 1 ER: For employees called in to dock or undock a vessel, the minimum payment shall be two (2) hours, instead of the four (4) hours.	No information	4 hours @ 150% of base pay (Between regularly scheduled work shifts; emergency or unforeseen operational needs. If required to work past 4 hours the Lead/Journey person will be compensated for actual hours worked including travel and also receive 3 hours at basic pay, per occurrence, in addition to all other compensation due for hours worked.)
Early call out pay:	2 ER: 4 hours @ 200% of base pay (employees called in prior to start their shift and then leaving only to return to work later to commence their shift	No information	Four (4) hour minimum overtime, and three (3) hour straight time call back (2 – 4 hour early start)

SHIPYARDS			Exhibit 18
Benefit	Canada	Puget Sound	Washington State Ferry System Metal Trades and Carpenters
Other premium, shift differential (additional pay offered for undesirable shifts) or penalty pay:	<u>Undesirable shifts</u> 1 ER: 125% of base pay for "Restricted Space" work if 1 hour or more. 125% base pay paid to employees while working in compartments where sufficient ventilation is not provided. 112% of base pay per hour for "High Work" (working at heights without proper guardrails, etc.). 1 ER: Employees receive a premium of eight (8) percent per hour worked for dirty work not applicable to their normal duties. Employees receive 50% premium working in ship's sanitation tank <u>Shift Pay:</u> 2 ER: \$2.50-\$2.75/hour afternoon shift and \$.50-\$4.15/hour graveyard premiums	<u>Shift Pay:</u> 1 ER: Swing Shift premium = +\$1/hour 1 ER: Swing Shift premium = 10% 1 ER: \$0.45/hr. second shift and \$0.60/hr. third shift 1 ER: Graveyard shift premium = 15%	Swing (Second) Shift 110%; Graveyard (Third) Shift 115% of base pay. 200% of base pay for dirty work; 120% of base pay for asbestos work Shipyard Competent employees receive a premium pay of 10% per hour while performing such duties.
Paid holidays per year - including personal holidays:	2 ERs: 13 paid holidays	1 ERs: 12 days/year 1 ERs: 8 days/year	ALL: 12 days/year
Paid time off (PTO):	n/a	1 ER: Offers a PTO plan 1 Year: 156 hours, Year 5: 197 hours, Year 10: 217 hours Max Annual Accrual = 237 hours	Does not offer a PTO plan

SHIPYARDS					Exhibit 18	
Benefit	Canada		Puget Sound		Washington State Ferry System Metal Trades and Carpenters	
Vacation:	Years Avg. Hours		1 ERs: Offer Vacation Leave (Both Carpenters and Metal Trades)		Vacation Accrual for all EEs Effective July 1, 2017	
	1	n/a	Years	Average		
	5	118	1	40	96 hours after 1 yr.	
	10	158	5	120	160 hours after 5 yrs.	
	15	197	10	120	176 hours after 10 yrs.	
	20	236	15	160	176 hours after 15 yrs.	
	25	259	20	160	192 hours after 20 yrs.	
	Max Annual Accrual = 271 hours		25	160	200 hours after 25 yrs.	
			Average Max Annual Accrual = 160 hours			
	Carry Over Unused Hours	2 ER: No	Carry Over Unused Hours	1 ER: Yes	Carry Over Unused Hours	Yes
	Max hours bank/year	N/A	Max hours bank/year	1 ER: unlimited	Max hours bank/year	320
	Cash out periods, e.g. year-end, termination, retirement	2 ER: layoff/termination /retirement	Cash out periods, e.g. year-end, termination, retirement	At year end (1 ER), termination (1 ER), retirement (1 ER)	Cash out periods, e.g. year-end, termination, retirement	Termination / retirement
	Cash out Rate of accrued hours	2 ER: 100%	Cash out Rate of accrued hours	1 ER: 100%	Cash out Rate of accrued hours	100%
Vacation, cont'd	2 ER: Employees with over 25 years of service receive an additional 0.04% of gross earnings for each year of service with the Company over 25 years with a maximum entitlement of 5 extra days. Less than 2 years of service is provided.		None of the employers report additional vacation accruals beyond 20 years.			

SHIPYARDS				Exhibit 18	
Benefit	Canada	Puget Sound		Washington State Ferry System Metal Trades and Carpenters	
Sick leave:	No sick leave - Unions have wage indemnity provisions in their benefit plans which become active after 3 working days have been lost.	Accrual Rate (Annual)	1 ER: 52 hours	Accrual Rate (Annual)	96 hours/year
		Carry Over Unused Hours	1ER: Yes	Carry Over Unused Hours	100%
		Max hours bank/year	1 ER: 40 hours	Max hours bank/year	unlimited
		Cash out periods, e.g. year-end, termination, retirement	1 ER: No	Cash out periods, e.g. year-end, termination, retirement	1. At Retirement. 2. Optional cash out for accruals exceeding 480 hours
		Cash out Rate of accrued hours	1 ER: No	Cash out Rate of accrued hours	25%
Retirement:		1 ER: Most populated plan: State of Washington defined benefit (PERS 2)		Most populated plan: State of Washington defined benefit (PERS 2)	
Apprenticeship / Training Program Contribution:	1 ER makes contributions to apprenticeship or similar training programs (amount varies)	1 ER: No 1 ER: Employer will work with union on developing policies promoting the employment of apprentices.		Employer contributes 15 cents for each compensable straight-time hour worked by a Journeyperson at Eagle Harbor up to 2080 hours per year.	

SHIPYARDS			Exhibit 18
Benefit	Canada	Puget Sound	Washington State Ferry System Metal Trades and Carpenters
Pre-approved training / education:	<p>Trade related training and education are reimbursed according to the following:</p> <p>1 ER: The Company tops up wages paid by the government's Supplemental Unemployment Benefit program, the program provides up to 65% of the apprentices wages while in school. The Company tops up the pay to 95% of the wage. In addition the company pays for the school registration, books and fees required for the learning term.</p> <p>1 ER: The Company will provide financial assistance for fitter and welders testing and re-certification including up to 2 day daily welding booth rental fee or onsite training, and administration fees for classification society certification</p>	<p>Trade related training and education are reimbursed according to the following:</p> <p>1 ER: No</p>	<p>Trade related training and education are reimbursed at a rate of 100%.</p> <p>The employer pays wages in the amount of straight time for the time the employee attends such programs. Additionally, employees required to take a welding test shall be paid for the time consumed in the test if they pass it successfully.</p>
Licensure:	The employer will cover costs associated with the general completion of government security forms - in obtaining government security clearances, including Controlled Goods clearances (similar to ITAR).	1 ER: 100% of professional licensing paid	No information

SHIPYARDS			Exhibit 18
Benefit	Canada	Puget Sound	Washington State Ferry System Metal Trades and Carpenters
Travel: Compensation for employer directed travel:	<p>ER-directed travel time and expenses compensated as follows (1 ER):</p> <p>Travel Time = straight time up to 8 hours a day Mileage = 61 cents/mile Meals and lodging (standard) = \$75 CAD - Lodging paid by company per day.</p> <p>ER directed travel time and/or expenses if assigned to other than their regular home/relieving terminal are reimbursed/compensated as follows:</p> <p>Travel Time = straight time up to 8 hrs/day, if travel is before or after work, time is a 150% for a max of 8 hours.</p> <p>Mileage = 61 cents/mile Meals and lodging (standard) = . Approx. \$75 CAD for meals</p>	<p>ER-directed travel time and expenses compensated as follows (1 ER)::</p> <p>Travel Time = Base wage + \$1/hr (1 ER) Mileage = 58 cents/mile Meals & Lodging = actual cost</p> <p>ER directed travel time and/or expenses if assigned to other than their regular home/relieving terminal are reimbursed/compensated as follows:</p> <p>Travel Time = Base wage + \$1/hr</p> <p>Mileage = 54.5 cents/mile Meals & Lodging (Standard) = actual cost</p>	<p>ER-directed travel time and expenses compensated as follows:</p> <p>Travel Time = Straight Time Mileage = 58 cents/mile Meals and lodging (standard) = \$151 per day Meals and lodging (Seattle) = \$260 per day</p> <p>Employees required to travel outside their regular shift hours and on Saturday, Sunday, or holidays shall receive the established overtime rate.</p>
Other information:	Generally, the Employer will arrange and cover the costs for lodging and will provide a meal allowance (pro-rated) for each day they travel and are working outside of our geographic area. No extra fee are paid for	Mileage reimbursed only if personal vehicle used.	If the employer fails to furnish tools required by the employer, then the employer shall pay any employee assigned to use such tools 25 cents per hour worked until tools are furnished.

SHIPYARDS			Exhibit 18
Benefit	Canada	Puget Sound	Washington State Ferry System Metal Trades and Carpenters
	assigned work which is other than their regular duties.		
Participants:	Vancouver Shipyards Co. Ltd. Victoria Shipyards	Dakota Creek Pacific Fisherman Port of Seattle	

2020 Administrative – Base pay data presentation

For confidentiality purposes, we do not display average data for jobs with only one participant reports data, or when one of two participants is a privately-held company. We display average data when three or more participants report data.

OPEIU

Exhibit 19

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of Journey EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
501	Staff Accountant	All Survey	6	55	94.5%	\$5,591	\$7,543	\$6,570	\$838	\$883	\$8,290
501	Staff Accountant	WSFS	1	8	0%	\$4,738	\$6,504	\$6,032	\$913	\$810	\$7,755
501	Staff Accountant	% Difference				-18.0%	-16.0%	-8.9%	8.2%	-8.9%	-6.9%
502	Accounting Assistant 2	All Survey	4	120	95.8%	\$4,302	\$4,890	\$4,883	\$838	\$656	\$6,377
502	Accounting Assistant 2	WSFS	1	2	0%	\$3,736	\$5,115	\$5,115	\$913	\$687	\$6,715
502	Accounting Assistant 2	% Difference				-15.2%	4.4%	4.5%	8.2%	4.5%	5.0%
503	Accounting Assistant 3	All Survey	4	87	97.7%	\$4,664	\$5,517	\$5,542	\$838	\$745	\$7,125
503	Accounting Assistant 3	WSFS	1	5	0%	\$4,105	\$5,628	\$4,807	\$913	\$646	\$6,365
503	Accounting Assistant 3	% Difference				-13.6%	2.0%	-15.3%	8.2%	-15.3%	-11.9%
504	Bid Administrator	All Survey	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
504	Bid Administrator	WSFS	1	2	0%	\$4,971	\$6,830	\$6,542	\$913	\$879	\$8,334
504	Bid Administrator	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
505	Buyer 2	All Survey	4	12	58.3%	\$5,159	\$6,788	\$6,383	\$838	\$858	\$8,079
505	Buyer 2	WSFS	1	1	0%	\$4,105	\$5,628	\$5,153	\$913	\$692	\$6,758
505	Buyer 2	% Difference				-25.7%	-20.6%	-23.9%	8.2%	-23.9%	-19.5%
506	Buyer 3	All Survey	4	19	89.5%	\$5,777	\$7,141	\$6,296	\$838	\$846	\$7,979
506	Buyer 3	WSFS	1	5	0%	\$4,517	\$6,195	\$5,828	\$913	\$783	\$7,524
506	Buyer 3	% Difference				-27.9%	-15.3%	-8.0%	8.2%	-8.0%	-6.1%

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of Journey EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
507	Consultant Coordinator	All Survey	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
507	Consultant Coordinator	WSFS	1	0	0%	n/a	n/a	\$4,867	n/a	n/a	n/a
507	Consultant Coordinator	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
508	Contracts Coordinator 1	All Survey	4	10	40.0%	\$5,128	\$7,026	\$5,811	\$838	\$781	\$7,430
508	Contracts Coordinator 1	WSFS	1	1	0%	\$4,105	\$5,628	\$4,307	\$913	\$579	\$5,798
508	Contracts Coordinator 1	% Difference				-24.9%	-24.8%	-34.9%	8.2%	-34.9%	-28.1%
509	Contracts Coordinator 2	All Survey	3	3	33.3%	\$6,712	\$8,557	\$7,822	\$838	\$1,051	\$9,711
509	Contracts Coordinator 2	WSFS	1	4	0%	\$4,738	\$6,504	\$5,982	\$913	\$804	\$7,698
509	Contracts Coordinator 2	% Difference				-41.7%	-31.6%	-30.8%	8.2%	-30.8%	-26.2%
510	Crew Dispatch Coordinator	All Survey	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
510	Crew Dispatch Coordinator	WSFS	1	4	0%	\$4,738	\$6,504	\$5,660	\$913	\$760	\$7,333
510	Crew Dispatch Coordinator	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
511	Crew Dispatcher	All Survey	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
511	Crew Dispatcher	WSFS	1	2	0%	\$4,307	\$5,905	\$4,846	\$913	\$651	\$6,410
511	Crew Dispatcher	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
512	Inventory Agent	All Survey	3	5	80.0%	\$4,624	\$6,516	\$5,620	\$838	\$755	\$7,213
512	Inventory Agent	WSFS	1	1	0%	\$4,517	\$6,195	\$6,195	\$913	\$832	\$7,940
512	Inventory Agent	% Difference				-2.4%	-5.2%	9.3%	8.2%	9.3%	9.2%

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of Journey EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
513	Mail Clerk	All Survey	5	93	97.8%	\$3,227	\$3,751	\$4,765	\$838	\$640	\$6,243
513	Mail Clerk	WSFS	1	1	0%	\$3,394	\$4,656	\$4,262	\$913	\$573	\$5,747
513	Mail Clerk	% Difference				4.9%	19.4%	-11.8%	8.2%	-11.8%	-8.6%
514	Human Resources Consultant	All Survey	3	29	100.0%	\$5,112	\$7,162	\$5,973	\$838	\$803	\$7,614
514	Human Resources Consultant	WSFS	1	3	0%	\$4,307	\$5,905	\$5,330	\$913	\$716	\$6,958
514	Human Resources Consultant	% Difference				-18.7%	-21.3%	-12.1%	8.2%	-12.1%	-9.4%
515	Receptionist	All Survey	5	79	94.9%	\$3,608	\$4,496	\$4,127	\$838	\$554	\$5,519
515	Receptionist	WSFS ¹	1	0	0%	n/a	n/a	\$4,025	n/a	n/a	n/a
515	Receptionist	% Difference				n/a	n/a	-2.5%	n/a	n/a	n/a
516	Secretary	All Survey	5	255	91.4%	\$4,334	\$5,640	\$5,130	\$838	\$689	\$6,657
516	Secretary	WSFS	1	2	0%	\$3,736	\$5,115	\$4,301	\$913	\$578	\$5,791
516	Secretary	% Difference				-16.0%	-10.3%	-19.3%	8.2%	-19.3%	-15.0%
517	Program Assistant	All Survey	4	69	89.9%	\$5,149	\$7,001	\$6,170	\$838	\$829	\$7,837
517	Program Assistant	WSFS	1	8	0%	\$4,105	\$5,628	\$5,001	\$913	\$672	\$6,585
517	Program Assistant	% Difference				-25.4%	-24.4%	-23.4%	8.2%	-23.4%	-19.0%
521	Relief Dispatcher	All Survey	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
521	Relief Dispatcher	WSFS	1	0	0%	n/a	n/a	\$5,356	n/a	n/a	n/a
521	Relief Dispatcher	% Difference				n/a	n/a	n/a	n/a	n/a	n/a

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of Journey EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
522	Safety Systems Specialist	All Survey	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
522	Safety Systems Specialist	WSFS	1	1	0%	\$4,307	\$5,905	\$5,905	\$913	\$793	\$7,611
522	Safety Systems Specialist	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
523	Purchasing Agent (New)	All Survey	0	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
522	Purchasing Agent (New)	WSFS	1	1	0%	\$4,307	\$5,905	\$5,905	\$913	\$793	\$7,611
522	Purchasing Agent (New)	% Difference				n/a	n/a	n/a	n/a	n/a	n/a

OPEIU Total % Above or Below Market: -18.7% -12.0% -13.6% 8.2% -14.5% -11.4%

SEIU

Exhibit 20

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of Journey EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
518	Custodian (Janitor)	All Survey	2	38	100.0%	\$3,413	\$4,165	\$4,164	\$838	\$559	\$5,561
518	Custodian (Janitor)	WSFS	1	5	0%	\$2,784	\$3,325	\$3,217	\$913	\$432	\$4,562
518	Custodian (Janitor)	% Difference				-22.6%	-25.3%	-29.4%	8.2%	-29.4%	-21.9%
<i>Total % Above or Below Market:</i>						-22.6%	-25.3%	-29.4%	8.2%	-29.4%	-21.9%

MM&P Sup

Exhibit 21

Benchmark Number	Benchmark Title	Participants or State of WA	# of Orgs	# of Journey EEs	Paid in a Salary Schedule	Average Salary Range Minimum	Average Salary Range Maximum	Average (Actual) Base Pay Rate	Hourly Health Care Benefit ¹	Hourly Retirement Benefit ²	(Reg. EEs) Actual Base Pay & Benefits (Total Comp.)
519	Marine Ops. Watch Sup.	All Survey	3	10	100.0%	\$8,027	\$11,440	\$9,019	\$838	\$1,212	\$11,069
519	Marine Ops. Watch Sup.	WSFS	1	7	0%	\$6,168	\$7,710	\$7,490	\$913	\$1,006	\$9,409
519	Marine Ops. Watch Sup.	% Difference				-30.1%	-48.4%	-20.4%	8.2%	-20.4%	-17.6%
520	Fleet Fac. Safety Officer	All Survey	2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
520	Fleet Fac. Safety Officer	WSFS	1	3	0%	\$6,168	\$7,710	\$7,710	\$913	\$1,036	\$9,659
520	Fleet Fac. Safety Officer	% Difference				n/a	n/a	n/a	n/a	n/a	n/a
<i>Total % Above or Below Market:</i>						-30.1%	-48.4%	-20.4%	8.2%	-20.4%	-17.6%

<i>All Administrative Benchmarks -Total % Above or Below Market:</i>						-19.8%	-15.5%	-15.1%	8.2%	-16.0%	-12.6%
--	--	--	--	--	--	--------	--------	--------	------	--------	--------

Administrative endnotes

1. Health care: We calculated an equivalent hourly rate of pay for the employer's contribution towards health care. Refer to the Survey breakdown section for more information.
2. Retirement: We calculated an equivalent hourly rate of pay for the employer's contribution towards retirement. Refer to the Survey breakdown section for more information.
3. The Consultant Coordinator, Receptionist and Relief Dispatcher jobs were vacant when we collected data on January 1, 2020. We reported an actual or estimated salary range midpoint, if applicable.
4. All benefit and premium pay information is reported as it applies to full-time employees.
5. We used simple averages in all average calculations.
6. When a participant reported PTO or vacation in days, we converted the data to eight hour days to consistently compare numbers.

2020 Administrative – Premium pay and benefits summary

Administrative					Exhibit 22
Benefit	Public/Private Participants				2020 Washington State Ferry System - OPEIU / SEIU / Watch Supervisors (WS)
Premium pay: Overtime	Most Typical: 150% of base				ALL: 150% of base
Minimum call out pay:	1 ER: 2 hours @ 150% of base pay 1 ER: 4 hours @ 100% of base pay				OPEIU: 4 hours @ 100% of base pay & WS: 4 hours @ 150% of base pay SEIU: No CBA language
Early call out pay:	1 ER: 2 hours @ 150% or applicable overtime rate of pay				WS: 8 hours @ 150% of base pay (called into work on day off) OPEIU & SEIU: no CBA language
Paid holidays per year: Including personal holidays	Range: 10-12 days/year Most Typical: 12 days/year				ALL: 12 days/year
Paid time off (PTO):	Represented (1 ER)		Non Represented (1 ER)		Does not offer any PTO plans
	Years	Hours	Years	Hours	
	1	157.0	1	80	
	3	197.0	5	120	
	7	217.0	10+	160	
	12	237.0			
	Max Annual Accrual Range: 237				

Administrative				Exhibit 22			
Benefit	Public/Private Participants			2020 Washington State Ferry System - OPEIU / SEIU / Watch Supervisors (WS)			
Vacation:	Represented (4 ERs)						
	Years	Range (hours)	Average	Years	OPEIU (Hrs.)	SEIU (Hrs.)	WS (Hrs.)
	1	96-96	96	1	112	96	96
	5	120 - 128	122	5	160	160	160
	10	128 - 160	140	10	176	160	176
	15	144 - 184	162	15	200	168	200
	20	160 - 200	190	20	232	192	232
	25	200-240	220	25	248	200	248
	25+	200-240	227	30	272	200	272
	Max Annual Accrual Range: 60 - 480			Max	272	200	272
	Average: 285			Max Annual Accumulation (carry over): ALL: 240 hours			
	(None of the participants accrue more vacation beyond 30 years, most end accrual at or before 25 years.)						
	Carry Over Unused Hours		5 ER: Yes	Carry Over Unused Hours		Yes	
	Max hours bank/year		Ranges from 236-480 hours	Max hours bank/year		240	
	Cash out periods, e.g. year-end, termination, retirement		termination (4 ER), retirement (4 ER), annually (1 ER)	Cash out periods, e.g. year-end, termination, retirement		term./retirement	
	Cash out Rate of accrued hours		100% (5 ER)	Cash out Rate of accrued hours		100%	

Administrative			Exhibit 22	
Benefit	Public/Private Participants		2020 Washington State Ferry System - OPEIU / SEIU / Watch Supervisors (WS)	
Sick leave:	Accrual Rate (Annual)	Most Typical (4 ERs): 96 hours	Accrual Rate (Annual)	96 hours/year
	Carry Over Unused Hours	5 ER: Yes	Carry Over Unused Hours	100%
	Max hours bank/year	unlimited (4 ER)	Max hours bank/year	unlimited
	Cash out periods, e.g. year-end, termination, retirement	termination (2 ER), retirement (3 ER)	Cash out periods, e.g. year-end, termination, retirement	1. At Retirement. 2. Optional cash out for accruals exceeding 480 hours
	Cash out Rate of accrued hours	25%-50% retirement (3 ER)	Cash out Rate of accrued hours	25%
	Organization provides credit of one day of paid sick leave for every one month of completed service. Represented employees additionally receive eight hours for each 172 hours of cumulative overtime. Hours over 240 hours are cashed out annually. The cash out percentage for non-represented employees is 25%. The cash out percentage for represented employees is tiered: 25% for less than 5 years of service, 50% for 5 - 10 years of service, 75% for 10 to 15 years of service, 100% for 15 or more years of service. (1 ER)			
Retirement:	4 ERs: Most populated plan: State of Washington defined benefit (PERS 2)		Most populated plan: State of Washington defined benefit (PERS 2)	
	4 of 6 ERs participate in the State's PERS system. Their contributions to the PERS 2 plan are reflected in the total compensation values outlined in the methodology section.		The State's PERS 2 plan is reflected in the total compensation values outlined in the methodology section.	
Parking:	5 ERs: No organizations reimburse for parking expenses. 1 ER: provides a reduced rate for EEs		ALL: EEs pay 100% of parking expenses	

Administrative		Exhibit 22
Benefit	Public/Private Participants	2020 Washington State Ferry System - OPEIU / SEIU / Watch Supervisors (WS)
Pre-approved training / education:	<p>3 ERs: Reimburse trade related education and training: 100%</p> <p>1 ER: Reimburses 50% of costs</p> <p>1 ER: Reports minimum term of employment before reimbursement (2 years)</p> <p>3 ERs: Pay normal salary for time EE spends in such programs</p> <p>1 ER: Pays wages for time the employee attends such programs, provided the program is during normal work hours.</p>	<p>OPEIU: Regular full-time employees with more than six (6) months of service with the Employer may receive tuition reimbursement for successfully completed job related courses taking place during working hours or outside of working hours taught at a university, college, community college, or approved seminar</p> <p>SEIU: Paid training at least once per calendar year dealing with health safety issues related to bodily fluids and needles.</p> <p>WS: Fleet Familiarization or re-familiarization: compensated at straight-time rate</p>

Administrative		Exhibit 22
Benefit	Public/Private Participants	2020 Washington State Ferry System - OPEIU / SEIU / Watch Supervisors (WS)
Travel: Compensation for employer directed travel	<p>ER directed travel time and expenses compensated as follows:</p> <p>2 ER: Travel time = Straight Time</p> <p>Mileage = 5 ER standard IRS deduction (58 cents/mile)</p> <p>Meals and lodging (Seattle) = 1 ER: IRS rates</p> <p>Meals & Lodging (Standard) = 1 ER: IRS rates</p>	<p>ER directed travel time and expenses compensated as follows:</p> <p>Travel Time = Straight Time</p> <p>Mileage = 58 cents/mile</p> <p>Meals and lodging (standard) = \$151 per day</p> <p>Meals and lodging (Seattle) = \$260 per day</p> <p>SEIU & WS: EEs are reimbursed as follows for travel time and expenses if assigned to other than their regular home/relieving terminal:</p> <p>Travel Time = Straight Time</p> <p>Meals and lodging (standard) = \$151 per day</p> <p>Meals and lodging (Seattle) = \$260 per day</p> <p>Employees required to travel outside their regular shift hours and on Saturday, Sunday, or holidays shall receive the established overtime rate.</p>
Participants:	<p>City of Seattle</p> <p>Crowley Maritime Marine Services</p> <p>King County</p> <p>Pierce County</p> <p>Port of Seattle</p> <p>Port of Tacoma</p>	

Section 4: Planned pay increases

In 2020, we asked participants to provide their most current collective bargaining agreements for all the positions that the survey covered. You can see the increases below. Consistent with the rest of the report, we do not provide individual data for any private organization. Participants not represented in the tables did not report increases due to expired contracts or had no documented planned increases.

Vessel/terminal – planned pay increases

	WSFS	BC Ferries
MECS Benchmark Group	1-July-20	1-Apr-20
MM&P Master (Bmk. 301)	3.00%	1.9%
MM&P Mates (Bmks. 302-303)	3.00%	1.9%
MEBA Licensed (Bmks. 304-306) ¹	3.50%	1.9%
MEBA Unlicensed (Bmks. 307-308)	3.50%	1.9%
MEBA Port Engineers (Bmk. 320)	3.00%	
IBU/Deckhands (Bmks. 309-311)	3.00%	1.9%
IBU/Terminal (Bmks. 312-317)	3.00%	1.9%
FASPAA (Terminal Supervisor)	3.00%	1.9%

- *Alaska's previous CBAs (2014-2017) are currently in effect and were used for the analysis.*

Shipyard – planned pay increases

	WSFS	Port of Seattle Carpenters
MECS Benchmark Group	1-July-20	1-June-20
Carpenters	4.00%	4.40%
Metal Trades	4.00%	

Administrative – planned pay increases

	WSFS	Port of Tacoma (ILWU LOCAL 22)
MECS Benchmark Group	1-July-20	
		3% increase will be effective April 1, 2020; and 3.25% increase will be effective April 1, 2021; and 3.5% increase will be effective April 1, 2022
OPEIU	4.00%	
SEIU (Custodian)	3.00%	
Watch Supervisor	2.00%	

Appendix – 2020 MECS questionnaires



2020 Marine Employees' Compensation Survey - Vessel and Terminal

Thank you for your time and effort in completing this survey.

All data should have a common effective date of: January 1, 2020.

Your completed submission is requested by: Wednesday, January 29, 2020.

If you need assistance or have questions while completing the survey, please contact Joe Antczak at (360) 407-4142. Completed surveys should be sent to Joe Antczak at joe.antczak@ofm.wa.gov.

Main Survey Components

Participant Info

Use this sheet to enter your contact information and view the checklist of additional materials requested as part of this survey.

Benchmark Job Descriptions

Use this sheet to view summary descriptions of all of the positions included in the survey. Please read each description thoroughly to determine which of your organization's jobs are good matches. (As a rule of thumb, if your incumbent(s) spend 80% or more of their time in the role as stated in the summary description, then it is a good match.)

It is recommended that you print the Benchmark Job Descriptions for reference while completing the Compensation Sheet (I-Comp).

Tab 1 - Compensation Data Sheet

Use this sheet to complete base pay information for all of the positions included in the survey to which your organization has matches.

Tabs 2 - 6 - Benefits and Premium Pay Questionnaire (Premium Pay, PTO and Medical & Other Benefits)

These pages consist of a list of questions designed to collect specific benefit and premium pay information pertinent to the benchmark positions in this survey. Please enter your organization's information into the grey boxes on each sheet.

After typing data into cells you may hit the Tab key to proceed to the next question. Hitting the Enter key may not take you to the next required input cell. Be sure to click on all applicable Yes/No boxes and check boxes that may be placed in between input cells.

THANK YOU FOR YOUR PARTICIPATION

Additional Terms/Definitions

- 1 Premium Pay is extra pay earned by a worker in a specific classification. May include extra pay for overtime; work on Saturday, Sunday or a holiday; handling of dirty or hazardous materials, etc.

2020 Marine Employees' Compensation Survey - Vessel and Terminal

Organization Name:

Contact Name:

Telephone Number:

Email Address:

Please send the following materials with your completed survey submission to: joe.antczak@ofm.wa.gov or send via US mail to the address shown below.

- 1) Current Collective Bargaining Agreements¹ (CBAs) and/or Memorandum of Understanding (MOUs)² covering pay or
- 2) Salary Schedules for the positions covered in this survey (if not included in the above)
- 3) General wage increases scheduled for term of contract, and for any pending CBAs/MOUs at the time of the survey
- 4) We also ask if you would please send us any updated general wage increases that are settled between the date of the survey and October 31, of 2020.

Office of Financial Management
State Human Resources Office
Attn: Joe Antczak
PO Box 47500
Olympia, WA 98504-7500

Footnotes

¹ *Collective Bargaining Agreements or CBAs are the written, legally enforceable contracts for specified periods, between the management of an organization and its employees represented by an independent trade union. It sets and defines conditions of employment (wages, working hours and conditions, overtime payments, holidays, vacations, benefits, etc.) and procedures for dispute resolution.*

² *Memorandum of Understanding or MOUs are signed documents describing agreements between two parties.*

2020 Marine Employees' Compensation Survey - Vessel and Terminal (Benchmark Job Descriptions)

Job #	Title	Description
301	Master/Captain	<p><i>Exercises full command of a vessel of any gross tons, manager of and responsible for entire vessel operations. Has authority over all persons on board. Also serves as licensed pilot.</i></p> <p>Typical Duties: Navigates vessel; commands the pilotage of all landings, safely adheres to published schedules. Maintains discipline on board. Manages and supervises all vessel personnel regarding performance management, operations, training, and environmental protection. Inspects the entire vessel at least once during each shift. Trains crew in normal and emergency operations. Prepares and submits timely reports of vessel damage to USCG and management. Maintains vessel's records, logs, and inventories. Vessel security officer.</p> <p>Minimum Qualifications: USCG license as Master of Motor Vessels of any gross tons, with endorsement as first class pilot for all routes operated, plus radar observer endorsement and FCC marine radio operator permit. Must hold valid STCW certification. Required to be Electronic Chart Display & Information System (ECDIS) certified.</p>
302	First Mate/Pilot	<p><i>Serves as Chief Officer, second in command of vessel of any gross-tons.</i></p> <p>Typical Duties: Directs other officers and all members of the deck crew on all matters pertaining to the safe operation and deck maintenance of the vessel. Implements orders of the Master; oversees all work and maintenance in deck department; assumes charge of car deck during loading and unloading operations. Stands as watch officer in charge on bridge during normal operations. Creates and posts watch assignments. Conducts fire and boat drills; takes charge at scene in emergencies. Maintains records of stores and equipment in the deck department; approves requisitions. Medical first responder. Required to fill in for Master and pilotage of the vessel. Responsible for security duties.</p> <p>Minimum Qualifications: USCG license as Mate of Motor Vessels of any gross tons, with endorsement as First Class Pilot on all routes, on vessels of any gross tons, plus radar observer endorsement and FCC marine operator permit. Must hold valid STCW certification. Required to be Electronic Chart Display and Information System (ECDIS) certified.</p>
303	Second Mate	<p><i>Deck officer next in rank below First Mate of a vessel of any gross tons.</i></p> <p>Typical Duties: Directs other officers and all members of the deck crew on all matters pertaining to the safe operation and deck maintenance of the vessel. Under orders of Master or Chief Officer, oversees all work and maintenance in deck department; assumes charge of car deck during loading and unloading operations. Stands as watch officer in charge on bridge during normal operations. Creates and posts watch assignments. Conducts fire and boat drills; takes charge at scene in emergencies. Maintains records of stores and equipment in the deck department; approves requisitions. Responsible for security duties.</p> <p>Minimum Qualifications: USCG license as Mate of Motor Vessels of any gross tons, with endorsement as First Class Pilot on all routes, on vessels of any gross tons, plus radar observer endorsement and FCC marine radio operator permit. Must hold valid STCW certification. Required to be Electronic Chart Display and Information System (ECDIS) certified.</p>
304	Staff Chief Engineer	<p><i>Supervises and ensures the efficient operation and maintenance of all propulsion and electrical systems of the vessel. Supervises and coordinates the activities of all engine room employees assigned to the vessel. Establishes vessel procedures for all engine room operations and maintenance.</i></p> <p>Typical Duties: Ensures that the vessel's mechanical and electrical machinery is properly maintained and serviced. Attend to cleanliness and good condition of watertight doors, valves, piping, wiring within engine room, as well as shaft alleys, steering compartments, storerooms, workshops, compartments, and areas below the floor plates, voids and uptakes. Makes frequent inspections of mechanical and electrical systems; orders necessary repairs and adjustments. Records fuel consumption. Develops and responds for vessel maintenance plan for all vessel equipment and hull. Troubleshoot and repair engine room related issues. Assigns licensed and unlicensed engine room employees to duty stations. Maintains strict discipline of engine room crew. Approves pay orders. Evaluates performance of engine room personnel on watch. Orders stores, equipment and supplies for engineering operations. Serves as Chief Engineer during one watch. Knows and enforces applicable USCG rules and regulations. Maintains active safety program. Staff Chief Engineers are appointed by, and directly responsible to, the Port Engineer. Nighttime shipyard security officer. Responsible for safety and lock out tag out repairs. Eagle Harbor layup planning for vessel. Obsolescence planning. Responding to afterhours concerns to include 24/7 response to shipyard. Vessel inventory control and management. Create preventative maintenance schedule, standing orders, safety and inventory program. Responsible for creating Capitol lifecycle cost model determination and updates. System quality assurance and quality control of all vessel inspections.</p> <p>Minimum Qualifications: Valid USCG license as Chief Engineer Limited Near Coastal of Motor Vessels. Must hold valid STCW certification.</p>

2020 Marine Employees' Compensation Survey - Vessel and Terminal (Benchmark Job Descriptions)

Job #	Title	Description
305	Chief Engineer	<p><i>Under general direction of vessel's Staff Chief Engineer, is in full charge of Engine Department.</i></p> <p>Typical Duties: Ensures that the vessel's mechanical and electrical machinery is properly maintained and serviced. Attend to cleanliness and good condition of watertight doors, valves, piping, wiring within engine room, as well as shaft alleys, steering compartments, storerooms, workshops, compartments and areas below the floor plates, voids and uptakes. Makes frequent inspections of mechanical and electrical systems; orders necessary repairs and adjustments. Records fuel consumption. Assigns licensed and unlicensed engine room employees to duty stations. Maintains strict discipline of engine room crew. Approves pay orders. Evaluates performance of engine room personnel on watch. Knows and enforces applicable USCG rules and regulations. Maintains active safety program. Nighttime security for vessel during tie-up. Troubleshoot and repair engine room related issues. Administers Staff Chief Engineer direction in preventative maintenance schedule, standing orders, safety program, inventory programs.</p> <p>Minimum Qualifications: USCG license as Chief Engineer Limited Near Coastal of Motor Vessels of the necessary horsepower rating to cover the assigned vessel horsepower. Must hold valid STCW certification.</p>
306	Assistant Engineer	<p><i>Officer in engine room ranking directly below Chief Engineer.</i></p> <p>Typical Duties: Responsible for running, operation and maintenance of propulsion and electrical systems aboard the vessel. General maintenance duties may extend throughout entire vessel. Routinely inspects and maintains all equipment; reports malfunctions and makes adjustments or repairs as directed by Chief Engineer's instructions. May direct and review work of unlicensed employees on duty. Performs duties assigned by Staff Chief Engineer or Chief Engineer, depending on level of competence. Troubleshoot and repair engine room related issues.</p> <p>Minimum Qualifications: A valid USCG license as First, Second or Third Assistant Engineer of Motor Vessels or Assistant Engineer - Limited of Motor vessels (Inspected), of the necessary horsepower rating to cover the vessel's assigned horsepower.</p>
307	Oiler	<p><i>Serves as the highest rated of the unlicensed members of the engine department.</i></p> <p>Typical Duties: Under supervision of the licensed engineering officer(s) on watch, performs inspection, maintenance and repair duties throughout the vessel. Regularly checks all lubrication points, water levels and bilges; inspects water pressure and flow to all systems. Monitors temperature readings and inspects drive motors and generators for sparking; checks fuel and lubrication oil purifiers; inspects steering system and safety barricades for such things as loose fittings, worn hoses, oil and grease levels, services as required and reports needed adjustments and special conditions to the licensed engineer in charge; keeps log of inspection and readings. Assists licensed engineering officer(s) in emergencies such as fire or abandon ship. Ensures proper lighting in all the engineering spaces, shaft alleys, repair, control and steering compartments; assists in fueling operations. Cleans and paints machinery and spaces; assists in fuel transfers, pumping bilges, etc. May serve as a mechanical or electrical aide for other repairs and maintenance. Responsible for shipyard boiler watch.</p> <p>Minimum Qualifications: A valid USCG certificate as qualified member of the engine department in the rating of oiler.</p>

2020 Marine Employees' Compensation Survey - Vessel and Terminal (Benchmark Job Descriptions)

Job #	Title	Description
308	Wiper	<i>Serves as the entry level of the unlicensed engine department crew.</i> Typical Duties: Under supervision of the licensed engineering officer(s) assists in and learns inspection, maintenance and repair duties throughout the engine department of the vessel. Cleans and paints machinery and spaces as assigned; assists in fuel transfers, pumping bilges, etc. Takes routine readings of quality, level, pressure and temperature indicators as assigned. Learns emergency practices and the care and handling of tools and special-equipment. May perform those duties normally assigned to an Oiler under supervision and for training purposes. Responsible for shipyard boiler watch when Oiler is unavailable. Minimum Qualifications: A valid USCG certificate as Wiper.
309	Able Seaman/Bos'n	<i>Highest rated unlicensed deck employee. May act as Bos'n or Quartermaster.</i> Typical Duties: Performs tasks necessary to keep vessel clean, safe and in good order, such as washing outside windows, scrubbing assigned areas, repairing ropes and running gear. Maintains rescue boats. Climbs mast as needed. If designated as Bos'n by the Master, leads, directs and works with deck crew on these tasks. Stands wheelhouse watch as helmsmen. Directs loading and unloading of vehicles. Responds as emergency team member during vessel emergencies. Serves as part of firefighting team; knows all aspects of firefighting. Resolves or refers passenger problems to the mate. Performs deck maintenance. Responsible for security duties. Minimum Qualifications: USCG certificate as Able Bodied Seaman - Limited. Bos'n must hold a valid STCW.
310	Able Seaman (AB)	<i>Highest rated unlicensed deck employee.</i> Typical Duties: Performs tasks necessary to keep vessel clean, safe, and in good order, such as washing outside window, scrubbing assigned areas, repairing rope and running gear. Maintains rescue boats. Climbs mast as needed. Stands wheelhouse watch as helmsman. Directs loading and unloading of vehicles. Responds as emergency team member during vessel emergencies. Resolves or refers passenger problems to the mate. Operates rescue boat and leads rescue operations on vessel. Minimum Qualifications: USCG certificate as Able Bodied Seaman - Limited. Must hold valid STCW certification.
311	Ordinary Seaman (OS)	<i>During a shift maintains passenger cabin area, assists passengers with vessel egress, assists with vehicle loading, stands a gangplank watch, assists in line handling, stands as lookout, acts as watchman, fills a position on vessel muster list.</i> Typical Duties: Cleans and supplies restrooms; cleans staterooms, day rooms, storage areas, gear lockers, and passenger cabin. Empties trash, washes windows, strips and waxes decks, shampoos carpets. Stocks schedule and rate pamphlets, resolves or refers passenger problems to mate. Responsible for USCG regulated passenger counting. Assists in directing auto traffic. Stands wheelhouse watches for training. Operates the tow tractor. Responsible or security duties. Minimum Qualifications: USCG certificate as Ordinary Seaman life Boatman's endorsement. Must hold valid STCW certification.
312	Ticket Seller (Auto)	<i>Sells vehicle and/or pedestrian tickets or collects fares in accordance with published rate schedule comprised of a variety of fares; assists users and answers questions regarding ferry system operations.</i> Typical Duties: Collects money in accordance with published rate schedule, operates Electronic Fare System, makes change and issues ticket for ferry users, including pedestrian and/or a variety of vehicles. Prepares daily report; includes providing statistical information on point of sales, traffic, volumes, overloads and vessel departure times. Complies with security procedures regarding funds, revenues and ticket stock. Runs all facets of shore side activities related to traffic control, staging of vehicles, and transfer of passengers and vehicles to the vessels. Minimum Qualifications: One years' experience as Ticket Taker.
313	Ticket Taker	<i>Collects tickets and visually verifies that proper ticket has been sold; assists with traffic control and terminal equipment operation and janitorial and/or light maintenance duties.</i> Typical Duties: Collects, cancels, and verifies that proper vehicle and/or pedestrian ticket has been issued. Assists in directing vehicles to proper loading lanes and to ferry boarding aprons. Operates terminal lights, barriers and ramps. Performs cleaning and simple maintenance tasks at terminal. Checks lines, transfer span height and general security of tied-up vessel. Minimum Qualifications: High School diploma or equivalent.
314	Terminal Attendant/Watchman	<i>Assists in janitorial and light maintenance duties, traffic control, terminal equipment operation and/or serves as watchman during vessel tie-up.</i> Typical Duties: Assists in directing vehicles to proper loading lanes and to ferry boarding aprons. Operates terminal lights, barriers and ramps. Performs cleaning and simple maintenance tasks at terminal. Checks lines, transfer span height and general security of tied-up vessel. Minimum Qualifications: High School diploma or equivalent.

2020 Marine Employees' Compensation Survey - Vessel and Terminal (Benchmark Job Descriptions)

Job #	Title	Description
315	Information Agent	<p><i>Maintains direct communication with users in person and on the telephone.</i></p> <p>Typical Duties: Staff works in a busy, high pressure WSDOT call center. Answers customer requests for information in person, on the phone and by mail. Assists customers with reservations for three key routes on a year-round basis. Updates customer accounts for reservations as well as handles ORCA Regional Transit accounts and calls. Troubleshoots customer service issues, concerning ferry operations, website sales or information. Works with doctor's offices concerning medical preferential loading and other important customer programs. Agents frequently document customer complaints and other issues for management. This position is responsible for disseminating service information to customers, helping customer to receive refunds for payment. Users take credit card information so must work in a secure environment. Position performs customer outreach at all ferry terminals for ferry management, providing information on schedule changes, changes to service or other key outreach information. Responsible for lost and found for system.</p> <p>Minimum Qualifications: High School diploma or equivalent as well as call center and computer experience.</p>
316	Web Information Agent	<p><i>Maintains Washington State Ferries web site information and provides customer service related to service issues, customer issues and customer operational concerns.</i></p> <p>Typical Duties: Position regularly updates web site information, inputs changes to ferry schedules, and other pertinent information as conditions change (includes highway advisory radios, variable message signs and email alerts to a customer data base.). Responds to customer emails, resends tickets and performs other duties for ticket sales. Works with WSF's extensive commercial accounts for oversized vehicle travel on the ferries as well as mobile homes. Works with terminal engineering to determine if an oversized vehicle axle weights meet set restrictions. Researches ticket-related issues, completes refund requests and reprints lost or stolen cards/tickets. Is part of the Ferry system emergency response team as part of the system's operations system. Tracks late vessels, ferry wait times and other important customer information and dispenses to key customer groups. Troubleshoots ORCA card issues that cannot be handled by information agents. Has more responsibility and has access to key management programs to assist customers with reservations, ticket sales, etc. Works with IT to test new programs before release to public.</p> <p>Minimum Qualifications: Three years of customer service experience and basic HTML code knowledge as well as a proven ability to write and knowledge of the WSF system. Must demonstrate excellent communication skills, written and oral as well as attention to detail.</p>
317	Shore Gang Worker	<p><i>Performs skilled refit and preventative maintenance work on vessels and docks.</i></p> <p>Typical Duties: Prepares dock and vessel surfaces for painting; paints by hand and with spray gun. Maintains and repairs deck department equipment. Repairs paving on docks. Performs simple tasks of skilled shipyard trades. Manages, repairs and tracks all lifesaving equipment to include; rafts, rescue boats and evacuation slides. Security duties for Eagle Harbor. Must be ready and available to be dispatched to any vessel as needed for OS/AB position.</p> <p>Minimum Qualifications: Ordinary Seaman (OS) documents including a Merchant Mariner Credential (MMC) and a Transportation Worker Identification Credential (TWIC).</p>
318	Terminal Supervisor	<p><i>Serves as the field supervisor for terminal operations.</i></p> <p>Typical Duties: Supervise the day-to-day operations of any terminal, and ensure the smooth and efficient transfer of vehicle and passenger traffic through the facility toward their destination. Serve as on-site operations coordinator when construction projects are in progress at the terminal. Supervise terminal staff, directing, training, evaluating, and reporting employees' work and adherence to the WSF Code of Conduct, and collective bargaining agreement(s). Develop seasonal work schedules and assign relief coverage. Responsible for maintaining security of all funds, ticket stocks, and revenue. Responsible for terminal/vessel hazardous material accumulation and updating safety documentation and disseminating information. Responsible for terminal security issues, including developing and implementing security duties. Maintains a working knowledge of applicable laws, ordinances, and regulations.</p> <p>Minimum Qualifications: Must obtain Transportation workers identification credential (TWIC) prior to hire.</p>
319	Port Captain	<p>Acts as a management representative and is responsible for enforcement of US Coast Guard regulations, and organizational policies and procedures for all deck employees. Responsible for the efficient and cost effective utilization of labor and vessels, while providing reliable and safe service to the public.</p> <p>Typical Duties: Maximizes workforce in a fiscally responsible manner. Develops, implements, and maintains programs and policies that assure budgetary control. Works to resolve security related issues including developing and implementing security procedures and systems. Conducts investigations of vessel incidents.</p> <p>Preferred Qualifications: College degree with minimum of five to ten years of experience in passenger vessel operations at the management level (vessel master or shore side manager).</p>
320	Port Engineer	<p><i>Responsible for management of vessel maintenance and day to day engine department operations for assigned vessels, including facilities and personnel.</i></p> <p>Typical Duties: Performs management and administration of vessel personnel, scheduling and overseeing vessel maintenance, repairs, lay-ups, and refits to assure vessel systems reliability and efficiency. Creates and manages preventative and unplanned maintenance procedures on assigned vessels. Enforces USCG and other agency safety regulations related to vessel engine room operations.</p> <p>Minimum Qualifications: Requires five years of sailing experience with three years in charge of an engine room. US Coast Guard Chief Engineer's license required.</p>
321	Senior Marine Engineer (New)	<p><i>Performs senior-level professional marine engineering work and project management functions for the design of ferry terminal and marine facilities projects.</i></p> <p>Typical Duties: Consults with Operations and Maintenance staff on the development of design criteria. Coordinates and understands operations sufficiently to develop construction schedules and phasing for the most complex marine projects. Represent organization at public meetings, open houses, to local agencies, contractors, consultants, and other stakeholders. Organize and coordinate public meetings. Coordinate constructability and peer reviews of designs, reports and studies. Provide reviews of the work of other state employees or consultants. Develops environmental documentation and permitting for maintenance projects. Provides engineering solutions to maintenance problems and advises maintenance staff on terminal and facility maintenance issues.</p> <p>Minimum Qualifications: Professional registration as a Civil Engineer in Washington State, or another state based on registration requirements equivalent to those in Washington State and three years of professional engineering experience and/or a bachelors degree in civil or structural engineering. Additional education may substitute for experience.</p>

2020 Marine Employees' Compensation Survey - Vessel and Terminal (Benchmark Job Descriptions)

Job #	Title	Description
322	Marine Engineer (New)	<p><i>Performs professional marine engineering and project management functions.</i></p> <p>Typical Duties: Prepares ferry terminal and facility projects including the preparation of environmental documentation, design documents and Plants, Specs, and Estimates. Conducts ferry site reviews and data collection. Coordinates and conducts meetings and field review of existing conditions and proposed construction Operations and Maintenance staff. Prepares materials and participates in public meetings. Develops projects including renovation, replacement or expansion of: piers and floating docks, movable bridges, toll facilities, terminal buildings, employee office buildings and maintenance facilities. Performs responsible project development work such as: field reviews; prepares and/or reviews: prospectuses, design documents, hydraulics reports, environmental documents, permit applications, traffic analysis grading, paving, drainage, landscape, channelization, and signing design and safety improvements design, cost and quantity estimates, right of way plans, and contract plans and specifications. Instructs and directs support staff. May serve as team lead.</p> <p>Minimum Qualifications: Certification as an Engineer-in-Training. Three years of professional engineering experience and/or a bachelors degree in civil or structural engineering. Additional education may substitute for experience.</p>
323	Associate Marine Engineer (New)	<p><i>Performs a variety of entry professional level ferry terminal and/or facility engineering work under the direct supervision of a licensed engineer.</i></p> <p>Typical Duties: Prepares or assists in the preparation of design documents, plans, estimates, environmental documents and special studies. Calculates quantities, prepares estimates and writes contract specifications and special provisions and verifies calculations done by others. Reviews records, gathers data in the field and in the office. Participates in alignment control and location surveying, including overwater surveying and bathymetry and other survey duties. Prepares project related information for internal and external communications;</p> <p>Minimum Qualifications: A Bachelor's degree in civil or structural engineering and Engineer-in-Training certification or one year of professional engineering experience.</p>

2020 Marine Employees' Compensation Survey - Vessel and Terminal (Compensation Data as of January 1, 2020)

[Detailed Instructions](#)

Please provide all pay information effective as of January 1, 2020. If changes have/will be made subsequent to this date, please note.

Benchmark Job Number / Title	Your Match Information			Paid on a Salary Schedule? (Y/N)	Hourly Salary Range				Regular Hourly Base Rate (if paid flat rate)	Average (Actual) Hourly Base Pay Rate	Regularly Scheduled Hours per Week	Average Length of Time in Position (years)	Union Represented? (Union Name/No)	Effective Date of Current Pay Rates	Report for Largest Vessel in Tons/Horsepower	Notes:
	Your Organization's Job Title	Match Level (E, L, H)	# Employees		Minimum	Maximum	Max Includes Longevity (Y/N)	# Years to Reach Max								
1x Example -	Example Match	E	12	Y	\$12.45	\$17.25	Y	10	\$16.00	\$15.50	84	5	MWP	7/1/2015	Vessel is 3,825 Tons	Employees work every other week
2x Example -	Example Match 2	E	4	N	N/A	N/A	N/A	N/A	\$23.24	\$24.00	38	8	No	1/1/2016		2.5% increase approved effective 12/18
301	Master/Captain														Vessel is Tons	
302	First Mate/Pilot														Vessel is Tons	
303	Second Mate														Vessel is Tons	
304	Staff Chief Engineer														Vessel is Tons	
305	Chief Engineer														Vessel is Horsepower	
306	Assistant Engineer														Vessel is Horsepower	
307	Oiler															
308	Wiper															
309	Able Seaman/Bos'n															
310	Able Seaman (AB)															
311	Ordinary Seaman (OS)															
312	Ticket Seller (Auto)															
313	Ticket Taker															
314	Terminal Attendant/Watchman															
315	Information Agent															
316	Web Information Agent															
317	Shore Gang Worker															
318	Terminal Supervisor															
319	Port Captain															
320	Port Engineer															
321	Senior Marine Engineer (New)															
322	Marine Engineer (New)															
323	Associate Marine Engineer (New)															

Please enter any other information we need to know about your data here:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Instructions:

Column	Description
A, B	Benchmark Job Number / Title -- You do not need to type anything here. Please read the descriptions of job duties and qualifications in the Benchmark Job Description sheet to accurately match the benchmark job.
C	Your Organization's Job Title -- Report the title of the position at your organization that matches to the benchmark job.
D	Match Level -- Record the level of match between your organization's position and the survey benchmark job. Record as E (Even/Solid Match), L (Low/Light Match), or H (High/Heavy Match). Example: If your position has more responsibility than the benchmark position (yet still meets the 80% match criteria) you would answer "H" for a High match.
E	# of Employees -- Report the number of regular (full-time, year-round) employees currently employed in this position in your organization.
F	Paid on a Salary Schedule? (Y/N) -- Report Y (Yes) or N (No) to indicate whether or not the position is paid within a pre-defined salary schedule or salary matrix. (If Yes, please attach and send a copy of said salary schedule(s) with your survey submission.)
G, H, I	Hourly Salary Range - Minimum, Maximum and Longevity -- If your organization uses a pay range for this position, report the hourly salary range minimum (or first step) and maximum (or top step) for each survey match. If the position is eligible for longevity or other tenure based pay beyond the regular report the total number of years required to reach the maximum of the stated pay range.
J	Hourly Salary Range - Years to reach Max -- If your organization uses a pay range for this position, report the total number of years required to reach the maximum of the stated pay range.
P	Regular Hourly Base Pay Rate -- If your organization has a common base rate (flat rate) for employees in this position (per policy or agreement), enter the hourly amount in this column. This is regular, full-time employees in this position. Do not include any other payments or allowances such as overtime or premium pay.
S	Average (Actual) Hourly Base Pay Rate -- Report the average (actual) hourly base pay rate for all regular, full-time employees in this position. Do not include any other payments or allowances such as overtime or premium pay.
T	Regularly Scheduled Hours per Week -- For the regular (year round, full-time) employees in this position, what is the average number of working hours per week? If this position has an irregular work month (i.e. one week off, one week on, etc.) please include this detail in the notes section.
U	Average Length of Time in Position -- Enter the average number of years employees in the current position have spent in the job.
V	Union Represented? (Union Name/No) -- Report the name of the Union if the position is represented by a union or "No" if the matched position is not currently represented by a union (i.e. terms and conditions).
W	Effective Date of Current Pay Rates -- Please report the date that the preceding pay rates became effective.
X, Y, Z	Report the Largest Vessel (the position matched works on) in tons or horsepower as appropriate.
AA	Notes -- Enter additional information pertinent to each benchmark match, as necessary.

2020 Marine Employees' Compensation Survey - Vessel and Terminal (Premium Pay)

All questions in section II apply to the benchmarks included in this survey. Please place a check next to each benchmark job that applies to the data you complete in these sheets.

- | | | |
|--|--|---|
| <input type="checkbox"/> 301 Master/Captain | <input type="checkbox"/> 302 First Mate/Pilot | <input type="checkbox"/> 303 Second Mate |
| <input type="checkbox"/> 304 Staff Chief Engineer | <input type="checkbox"/> 305 Chief Engineer | <input type="checkbox"/> 306 Assistant Engineer |
| <input type="checkbox"/> 307 Oiler | <input type="checkbox"/> 308 Wiper | <input type="checkbox"/> 309 Able Seaman/Bos'n |
| <input type="checkbox"/> 310 Able Seaman (AB) | <input type="checkbox"/> 311 Ordinary Seaman (OS) | <input type="checkbox"/> 312 Ticket Seller (Auto) |
| <input type="checkbox"/> 313 Ticket Taker | <input type="checkbox"/> 314 Terminal Attendant/Watchm | <input type="checkbox"/> 315 Information Agent |
| <input type="checkbox"/> 316 Web Information Agent | <input type="checkbox"/> 317 Shore Gang Worker | <input type="checkbox"/> 318 Terminal Supervisor |
| <input type="checkbox"/> 319 Port Captain | <input type="checkbox"/> 320 Port Engineer | <input type="checkbox"/> 321 Senior Marine Engineer (New) |
| <input type="checkbox"/> 322 Marine Engineer (New) | <input type="checkbox"/> 323 Associate Marine Engineer (New) | |

Premium Pay:

What premium (extra) pay is earned by workers in the benchmark jobs for the following work?

- a. Overtime work performed immediately preceding or following a regular shift: % of base pay

Please describe below if the question requires more detail:

- b. Minimum call out pay (xx hrs. at xx % of base pay): hours @ % of base pay

Please describe below if the question requires more detail:

- c. Early call out pay (xx hrs. at xx % of base pay): hours @ % of base pay

Please describe below if the question requires more detail:

- d. Other premium, shift differential (additional pay offered for undesirable shifts), or penalty pay (such as dirty, obnoxious or hazardous material pay): % of base pay

- e. Paid for entire shift?

- f. Paid for actual hours of qualifying work?

- g. Please provide additional detail below:

2020 Marine Employees' Compensation Survey - Vessel and Terminal (Paid Time Off)

What type of paid leave do you offer? Paid time off or vacation leave?
Paid time off is a combination of vacation and sick leave

Indicate the annual number of hours accrued by years of service

1		10		19	
2		11		20	
3		12		21	
4		13		22	
5		14		23	
6		15		24	
7		16		25	
8		17		25+	
9		18			

How many hours of SICK LEAVE hours are accrued in a year?

	Paid Time Off/Vacation Leave	Sick Leave
Can employees <u>carry-over</u> unused hours?	<input type="text"/>	
What is the maximum number of hours per year that an employee can "bank". If there is no limit, write "unlimited".	<input type="text"/>	
Can employees cash out unused hours?	<input type="text"/>	
At Year End	<input type="text"/>	
At Termination	<input type="text"/>	
At Retirement	<input type="text"/>	
At what rate are the hours cashed out (e.g. 25%)	<input type="text"/>	
Additional comments regarding leave	<input type="text"/>	

Other Type of Leave

	Paid Holidays	Paid Personal Days (in addition to leave detailed above)
How many days do employees receive year ?	<input type="text"/>	<input type="text"/>
Additional comments regarding paid days	<input type="text"/>	<input type="text"/>

Describe other paid leaves offered by your agency not identified above. This can include, but not limited to, retirement planning days, volunteer leave, bereavement leave, etc.

Retirement Benefits

A1 Do your employees contribute to Social Security? (Yes or No)

Please complete questions 1-9 only for your most populated retirement plan offered to new employees.

Most populated retirement plan offered to New Employees (report on only 1 of the plan types below)

	Defined Benefit (DB) Plan Type	Defined Contribution (DC) Plan Type	Combined DB/DC Plan Type												
1 What is the plan name?	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>												
2 Normal or typical retirement age	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>												
3 Defined Benefit Multiplier (for example, 2%) ¹	<input style="width: 100%;" type="text"/>	---- N/A ----	<input style="width: 100%;" type="text"/>												
4 Typical annual Cost of Living Adjustment (COLA) increase	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>												
5 Plan design funding ratio between employer and employee <u>without any unfunded liability included</u> (Employer (ER) / Employee (EE), e.g. 50%/50%) ²	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">ER %</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> <td style="width: 25%;">EE %</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> </tr> </table>	ER %	<input style="width: 100%;" type="text"/>	EE %	<input style="width: 100%;" type="text"/>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">ER %</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> <td style="width: 25%;">EE %</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> </tr> </table>	ER %	<input style="width: 100%;" type="text"/>	EE %	<input style="width: 100%;" type="text"/>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">ER %</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> <td style="width: 25%;">EE %</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> </tr> </table>	ER %	<input style="width: 100%;" type="text"/>	EE %	<input style="width: 100%;" type="text"/>
ER %	<input style="width: 100%;" type="text"/>	EE %	<input style="width: 100%;" type="text"/>												
ER %	<input style="width: 100%;" type="text"/>	EE %	<input style="width: 100%;" type="text"/>												
ER %	<input style="width: 100%;" type="text"/>	EE %	<input style="width: 100%;" type="text"/>												
6 Employer defined contribution (DC) percent or amount (if applicable)	---- N/A ----	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">\$</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> <td style="width: 25%;">%</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> </tr> </table>	\$	<input style="width: 100%;" type="text"/>	%	<input style="width: 100%;" type="text"/>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">\$</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> <td style="width: 25%;">%</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> </tr> </table>	\$	<input style="width: 100%;" type="text"/>	%	<input style="width: 100%;" type="text"/>				
\$	<input style="width: 100%;" type="text"/>	%	<input style="width: 100%;" type="text"/>												
\$	<input style="width: 100%;" type="text"/>	%	<input style="width: 100%;" type="text"/>												
7 Maximum Salary Basis (identify maximum percent or amount salary that the employer matches or limits contribution)	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">\$</td> <td style="width: 75%;"><input style="width: 100%;" type="text"/></td> </tr> </table>	\$	<input style="width: 100%;" type="text"/>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">\$</td> <td style="width: 75%;"><input style="width: 100%;" type="text"/></td> </tr> </table>	\$	<input style="width: 100%;" type="text"/>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">\$</td> <td style="width: 75%;"><input style="width: 100%;" type="text"/></td> </tr> </table>	\$	<input style="width: 100%;" type="text"/>						
\$	<input style="width: 100%;" type="text"/>														
\$	<input style="width: 100%;" type="text"/>														
\$	<input style="width: 100%;" type="text"/>														
8 Additional Employer defined contribution (DC) percent or amount (if applicable)	---- N/A ----	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">\$</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> <td style="width: 25%;">%</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> </tr> </table>	\$	<input style="width: 100%;" type="text"/>	%	<input style="width: 100%;" type="text"/>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25%;">\$</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> <td style="width: 25%;">%</td> <td style="width: 25%;"><input style="width: 100%;" type="text"/></td> </tr> </table>	\$	<input style="width: 100%;" type="text"/>	%	<input style="width: 100%;" type="text"/>				
\$	<input style="width: 100%;" type="text"/>	%	<input style="width: 100%;" type="text"/>												
\$	<input style="width: 100%;" type="text"/>	%	<input style="width: 100%;" type="text"/>												
9 Provide any additional information regarding retirement benefits (for example, differences in contributions among job titles, or additional benefits not listed above).	<input style="width: 100%; height: 40px;" type="text"/>														

¹ Defined Benefit Multiplier: This multiplier is typically used in a formula to determine a monthly benefit, e.g. Multiplier * Service Credit Years * Average Final Compensation = Monthly Benefit.

² Values should total 100%. Do not enter percent of salary contributed by ER and EE.

2020 Marine Employees' Compensation Survey - Vessel and Terminal (Other Benefits)

Apprenticeship/Training:

Does the employer make contributions to apprenticeship or similar training programs?

If yes, the amount is

If yes, please provide detail and describe which positions are attached to said apprenticeships or training programs:

Training/Education:

Does the employer reimburse employees who take part in pre-approved job or trade-related training, educational or apprenticeship programs?

If yes, the rate of reimbursement is

 %

Does the employer require a minimum term of employment before making such programs available?

If yes, the minimum term required is

Does the employer pay wages for time the employee attends such programs?

The employee is paid at the rate of

 %

Please describe below if this question requires more detail:

License/License Renewals:

Does the employer pay for required license and/or license renewals such as Transportation Worker Identification Card and/or Marine Merchant Credentials?

If Yes, list licensures and renewals paid:

License/Renewal type:

\$ Max

License/Renewal type:

\$ Max

License/Renewal type:

\$ Max

Please describe below if this question requires more detail:

Travel:

Are employer-directed travel time and expenses compensated?

If so, at what rate?

Travel Time

Mileage cents/mile

Meals & Lodging (Standard) dollars per day

Meals & Lodging (Seattle) dollars per day (If different)

Are employees reimbursed for travel time and expenses if assigned to other than their regular duty station?

If so, at what rate?

Travel Time

Mileage cents/mile

Meals & Lodging (Standard) dollars per day

Meals & Lodging (Seattle) dollars per day (If different)

Please describe below if this question requires more detail:

Medical Exams/Licensure:

Does the employer reimburse the cost of medical examinations necessary for licensure?

Reimbursement is at the rate of

Please describe below if this question requires more detail:

Relief Employee Pay:

Does your organization provide additional pay to relief employees* such as differential or assignment pay?

If yes, what is the differential/additional pay?

Are relief employees paid for hours actually worked (only) or are they paid for travel time/mileage (to assignment) as well?

Actual hours worked only

Paid for travel time/mileage in addition to hours worked

**Relief Employees are defined, for the purposes of this survey, as an employee working on a year around basis, offered at least full time hours per work period, to relieve year around employees who are*

Please describe below if this question requires more detail:

Additional Notes/Information



2020 Marine Employees' Compensation Survey - Shipyard Trades

Thank you for your time and effort in completing this survey.

All data should have a common effective date of: January 1, 2020.

Your completed submission is requested by: Wednesday, January 29, 2020.

If you need assistance or have questions while completing the survey, please contact Joe Antczak at (360) 407-4142. Completed surveys should be sent to Joe Antczak at joe.antczak@ofm.wa.gov.

Main Survey Components

Participant Info

Use this sheet to enter your contact information and view the checklist of additional materials requested as part of this survey.

Benchmark Job Descriptions

Use this sheet to view summary descriptions of all of the positions included in the survey. Please read each description thoroughly to determine which of your organization's jobs are good matches. (As a rule of thumb, if your incumbent(s) spend 80% or more of their time in the role as stated in the summary description, then it is a good match.)

It is recommended that you print the Benchmark Job Descriptions for reference while completing the Compensation Sheet (I- Comp).

Tab 1 - Compensation Data Sheet

Use this sheet to complete base pay information for all of the positions included in the survey to which your organization has matches.

Tabs 2 - 6 - Benefits and Premium Pay Questionnaire (Premium Pay, PTO and Medical & Other Benefits)

These pages consist of a list of questions designed to collect specific benefit and premium pay information pertinent to the benchmark positions in this survey. Please enter your organization's information into the grey boxes on each sheet.

After typing data into cells you may hit the Tab key to proceed to the next question. Hitting the Enter key may not take you to the next required input cell. Be sure to click on all applicable Yes/No boxes and check boxes that may be placed in between input cells.

THANK YOU FOR YOUR PARTICIPATION

Additional Terms/Definitions

- Premium Pay is extra pay earned by a worker in a specific classification. May include extra pay for overtime; work on Saturday, Sunday or a holiday; handling of dirty or hazardous materials, etc.*

2020 Marine Employees' Compensation Survey - Shipyard Trades

Organization Name:	
Contact Name:	
Telephone Number:	
Email Address:	

Please send the following materials with your completed survey submission to: joe.antczak@ofm.wa.gov or send via US mail to the address shown below.

- 1) Current Collective Bargaining Agreements¹ (CBAs) and/or Memorandum of Understanding (MOUs)² covering pay
- 2) Salary Schedules for the positions covered in this survey (if not included in the above)
- 3) General wage increases scheduled for term of contract, and for any pending CBAs/MOUs at the time of the survey
- 4) We also ask if you would please send us any updated general wage increases that are settled between the date of the survey and October 31, of 2020.

Office of Financial Management
State Human Resources Office
Attn: Joe Antczak
PO Box 47500
Olympia, WA 98504-7500

Footnotes

¹ Collective Bargaining Agreements or CBAs are the written, legally enforceable contracts for specified periods, between the management of an organization and its employees represented by an independent trade union. It sets and defines conditions of employment (wages, working hours and conditions, overtime payments, holidays, vacations, benefits, etc.) and procedures for dispute resolution.

² Memorandum of Understanding or MOUs are signed documents describing agreements between two parties.

2020 Marine Employees' Compensation Survey - Shipyard Trades (Benchmark Job Descriptions)

Job #	Title	Description
401	Shipwright/Carpenter	<p><i>In the Washington State Ferry System, performs skilled shipwright/commercial carpenter/glazier/rigger work.</i></p> <p>Distinguishing Characteristics: This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p>Typical Work: Performs work in vessels and terminals. Vessels: Constructs staging, shoring, temporary supports, stairways, ladders and other wooden structures; installs, repairs, patches, sizes and replaces carpeting, floor and ceiling tiles, marine glass and millwork, furring compounds, vinyl/rubber coverings, plastic laminate, fiberglass, wall coverings and general caulking. Materials and processes meet US Coast Guard standards. Terminals: Constructs, alters, remodels and repairs building additions, offices, rooms, storage buildings, fence posts, rails, barriers, traffic arms and other structures from blueprints plans and sketches; repairs, patches, sizes and repairs carpeting, floor and ceiling tiles, glass and millwork; rigs, repairs, and replaces transfer span cables; installs and repairs roofing, plastic gutters and downspouts, constructs staging, shoring and temporary supports. General: Operates a full function joiner and cabinet shop. Cleans, sharpens, maintains and repairs power and hand tools. Responds to safety and service issues around the clock.</p> <p>Minimum Qualifications: Journey level status as a Shipwright/Carpenter or completion of a recognized apprenticeship as a Shipwright or Carpenter. Valid Washington State Driver license. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
402	Shipyard Insulation	<p><i>In the Washington State Ferry System, performs skilled insulation/asbestos work in the Washington State Ferries system.</i></p> <p>Distinguishing Characteristics: This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p>Typical Work: Removes, repairs, and replaces thermal, acoustic and fire barrier insulating materials for mechanical, pipe and HVAC systems, in terminal buildings, docks and on vessels using materials such as fiberglass, PVC, foam sheet, hull board, ceramic glass, cellular rubber, urethane, calcium silicate, lead sheet and mineral wool. Measures, fabricates and installs multi-component insulation blankets. Sets up and removes containment systems for maintenance and removal of asbestos. Maintains and removes materials containing asbestos from vessels and terminals. Maintains asbestos management database. Maintains respiratory protection equipment for all trades at industrial facility.</p> <p>Minimum Qualifications: Journey level status as an insulator/asbestos worker. Sources include carpenter/shipwright, asbestos worker, and heat and frost worker trades. Valid Washington State Driver License. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
403	Shipyard Boilermaker/Welder	<p><i>In the Washington State Ferry System, performs skilled welding, burning, rigging and shipfitting work in accordance with state and US Coast Guard regulations.</i></p> <p>Distinguishing Characteristics: This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p>Typical Work: Repair and fabricate new steel, stainless steel, aluminum and copper-nickel parts and equipment as required to maintain ferries, terminals and bridges in good working condition. Maintain welding certifications to Coast Guard and Washington Association of Building Officials standards. Lay out, fit up, and weld fabricated, cast, and forged components of ship and terminal structure and assemblies. Assemblies include pressure vessels, pipe assemblies, deck plate supports, equipment foundations, ladders, railings, gates, pad eyes and traffic control devices. Performs all work in accordance with blueprints, plans and knowledge of various codes, welding processes and metallurgy. Performs non-destructive testing, operational tests and documents results in accordance with Coast Guard, American Bureau of Shipping and American Welding Society codes, as applicable. Responds to equipment failures around the clock to sustain service reliability.</p> <p>Minimum Qualifications: Journey level status as a Boilermaker/Welder or completion of a recognized apprenticeship as a Boilermaker or Welder. Valid Washington State Driver License. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
404	Shipyard Electrician	<p><i>In the Washington State Ferry System, performs skilled industrial electrical work in accordance with state and US Coast Guard regulations</i></p> <p>Distinguishing Characteristics: This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p>Typical Work: Installs, adjusts, maintains and repairs complex analog and digital power and control systems on vessels and at terminals with alternating current systems up to 4,160 volts and direct current systems up to 300 volts. Systems include shipboard propulsion, electrical power and distribution, motor controls, alarm and monitoring systems, main engine controls, steering systems, lighting systems, cathodic protection systems, battery charging systems, internal communications, surveillance and security system. Specialized skills include rebrushing, cleaning, polishing commutators, rebuilding brush boxes and testing of large DC motors and generators, installation and maintenance of fiber optic systems, use of electronic diagnostic systems. Responds to equipment failures around the clock to sustain service reliability.</p> <p>Minimum Qualifications: Journey level status as an Electrician, or completion of a recognized apprenticeship as an Electrician. Valid Washington State Driver License. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>

2020 Marine Employees' Compensation Survey - Shipyard Trades (Benchmark Job Descriptions)

Job #	Title	Description
405	Shipyard Machinist	<p>In the Washington State Ferry System, performs skilled machinist and marine diesel mechanic work.</p> <p>Distinguishing Characteristics: This is the journey level of the series. incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p>Typical Work: Performs work on vessels, terminals and in the Machine Shop. Machine shop work includes operation of lathes, milling machines, drill press and other shop equipment commonly found in machine shops. Troubleshoot, repair and overhaul of marine propulsion engines, reduction gears, steering systems, generators, pumps, outboard motors, boat davits and miscellaneous auxiliary machinery. Repair and overhaul of pumps to include sewage, potable water, raw water, fuel and oil transfer and saltwater. Specialized skills include precision alignment of pumps with dial indicator and laser alignment tooling. Diagnose and repair hydraulic systems. Stocks and operates tool room for Eagle Harbor Maintenance Facility. Responds to equipment failures around the clock to sustain service reliability. Work in harsh weather conditions and at heights required.</p> <p>Minimum Qualifications: Journey level status as a Machinist or completion of a recognized apprenticeship as a Machinist. Valid Washington State Driver License. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
406	Shipyard Pipefitter	<p><i>In the Washington State Ferry System (WSF), performs skilled pipefitting and plumbing maintenance work on both vessels and shore facilities, comparable to both marine and construction trades, in accordance with state and US Coast Guard requirements.</i></p> <p>Distinguishing Characteristics: This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p>Typical Work: Performs skilled pipefitting and plumbing work using non-ferrous pipe, tube and hoses. Work includes inspection, diagnosis, measurement, fabrication (welding, brazing, bending), installation, repair, maintenance, testing and documentation. Systems include hydraulic, steam systems, exhaust systems, fire main systems, bilge systems, potable water, sewage systems, CO2 fixed systems, mist systems, engine systems, fuel and lube oil systems, pneumatic systems. Specifically regulated or hazardous processes include boiler inspection, hydro, repair, re-gasket and replace; fire suppression system (fixed and portable) testing and maintenance; asbestos identification, containment and removal; high pressure hose fabrication and testing; hydraulic system troubleshooting; high temperature, exhaust piping maintenance; field run/engineering of piping systems and potable water backflow prevention certification. Responds to equipment failures around the clock to sustain service reliability.</p> <p>Minimum Qualifications: Journey level status as a pipefitter or plumber or completion of a recognized apprenticeship as a pipefitter or plumber. Valid Washington State Driver License. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
407	Shipyard Sheet Metal Worker	<p><i>In the Washington State Ferry System, performs skilled sheet metal work, welding, rigging and ventilation system maintenance in accordance with state and US Coast Guard requirements.</i></p> <p>Distinguishing Characteristics: This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p>Typical Work: Fabricate, install and repair all light gauge sheet metal on vessels, docks and terminal buildings as needed. Perform general repair, fabrication and welding in shop. Selects gauge and type of sheet metal. Read and interpret blueprints, sketches or product specifications to determine sequence and methods of fabrication, assembly and installation of sheet metal products. Systems and equipment include metal doors, overhead ceilings, ventilation systems, fire protection systems, shipboard furniture, galley and head equipment, prefabricated metal stair treads, joine and non-structural bulkheads, equipment guards and covers, flashing, roofing and gutters on terminal buildings. Inspect, clean and maintain vessel and terminal ventilation system ductwork. Removal and reinstallation of interferences in support of shipboard equipment repair. Respond to equipment failures around the clock to sustain service reliability.</p> <p>Minimum Qualifications: Journey level status as a Sheet Metal Worker, or completion of a recognized apprenticeship as a Sheet Metal Worker. Valid Washington State Driver license. Transportation Worker Identification Credential (TWIC) within 90 days of hire. Forklift certificate.</p>
408	Shipyard Truck Driver	<p><i>In the Washington State Ferry System, operates light to medium duty trucks under 28,000 GVW to transport a variety of material, supplies and equipment.</i></p> <p>Distinguishing Characteristics: This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p>Typical Work: Provides deliveries, both loading and unloading to and from the main warehouse for the Ferry system. Uses forklift, pallet jack or other material conveyance devices as need to load and unload deliveries. Drives a route, which includes all terminals, office facilities and maintenance facilities in local area. Makes deliveries and pick-ups at vendors as requested.</p> <p>Minimum Qualifications: Journey level status as a Truck Driver and a valid Washington State driver's license with a record free from serious or frequent traffic violations.</p>
409	Shipyard Warehouse Worker	<p><i>In the Washington State Ferry System, performs skilled warehousing and storekeeping work.</i></p> <p>Distinguishing Characteristics: This is the journey level of the series. Incumbents are fully qualified to act independently in all aspects of the work but do not perform lead or foreman duties.</p> <p>Typical Work: Performs a variety of tasks in connection with the requisition, receipt, storage and issuance of spare parts, supplies and equipment such as: requisitions and receives supplies; checks nomenclature, stock number, quantity and condition; loads or unloads supplies on or from trucks or other conveyances; moves supplies to and from receiving, storage and shipping areas; operates forklifts, hand trucks, hand and electric pallet trucks and other related equipment.</p> <p>Minimum Qualifications: Journey level status as a Warehouse Worker or two years of experience in warehousing, stock keeping, receiving or shipping parts, supplies or equipment in a warehouse operation, marine parts store, retail store of commissary, or closely related work and a valid Washington State driver's license.</p>

2020 Marine Employees' Compensation Survey - Shipyard Trades (Benchmark Job Descriptions)

Job #	Title	Description
Survey Job Level Summaries		
	Journey	All benchmark positions included in this survey are Journey-level. Please see each individual description for additional detail.
	Foreperson	<p><i>In the Washington State Ferry System (WSF), performs skilled trades work and supervises lead worker(s) and crews of journey-level trades workers.</i></p> <p>Distinguishing Characteristics: This class is intended to accommodate the foreman level in all of the trades employed in the WSF Shipyard. Incumbents serve as a working second-level supervisor of all lead and journey-level workers in the particular trade for which qualified.</p> <p>Typical Work: Serve as direct supervisor to trade lead person(s), journey persons, and apprentices in the scheduling, assignment and prioritization of work, analyzing/resolving work problems and personnel performance challenges. Perform administrative duties and complete documentation as needed. Manage time keeping for payroll; ensure daily records are maintained and time sheets are audited for accuracy prior to submittal. Approve and maintain shop personnel leave. Ensure personnel are available to support maintenance activities in coordination with leave and training schedules. Schedule and coordinate work demands and maintenance activities with General Forepersons and other shop supervisors. Plan ahead to anticipate needs, estimate materials and predict labor hour requirements needed to accomplish work objectives. Submit overtime authorization slips as needed for work after normal business hours. Study work/training plans and schedules. Consult with the EH Planning Office, EH Safety Office, Vessel/Terminal employees, IT/Security personnel, contractors, vendors/service representatives, warehouse employees and others during job planning or assigned projects. Attend meetings, training, ship checks and terminal tours as required by General Forepersons or management. Utilize Computerized Maintenance Management Systems software to coordinate and complete work assignments within the priority timeline, supervise the procurement of materials/pars/equipment and manage trade-specific work requisitions. Monitor, promote, initiate and enforce safe work practices. Ensure compliance with QNQC inspections, documentation and standard operating procedures. Administer all provisions of applicable Collective Bargaining Agreements and WSF policies and procedures.</p> <p>Minimum Qualifications: Journey-level status in the particular trade for which qualified and three years of journey-level experience in a ship building or repair facility.</p>
	Leadperson	<p><i>In the Washington State Ferry System (WSF), performs skilled trades work and supervises a crew of journey-level trades workers.</i></p> <p>Distinguishing Characteristics: This class is intended to accommodate the lead worker level in all of the trades employed by the WSF Shipyard. Incumbents serve as a working first-line supervisor in the shop, on-site or in the field, of a crew of journey-level workers in the particular trade for which qualified.</p> <p>Minimum Qualifications: Journey-level status in the particular trade for which qualified, and two years of journey-level experience in a ship building or repair facility.</p>
	Apprentice	<i>In the Washington State Ferry System, performs journey skills only in the accompaniment of the journeyman and must be in an approved apprenticeship program.</i>
	Helper	<i>In the Washington State Ferry System, performs unskilled and semi-skilled work assisting journeymen.</i>

2020 Marine Employees' Compensation Survey - Shipyard Trades (Compensation Data as of January 1, 2020)

Detailed Instructions
 Please provide all pay information effective as of January 1, 2020. If changes have/will be made subsequent to this date, please note.

Benchmark Job Number / Title	Your Match Information			Union Rep-resented? (Union Num/No)	Paid on a Salary Schedule? (Y/N)	Hourly Salary Range				Average Actual Hourly Base Pay Rate	Regularly Scheduled Hours per Week	Average Length of Time in Position (Years)	Employees		Leadmen		Apprentices		Trainees		Effective Date of Current Pay Rates	Notes:
	Your Organization's Job Title	Match Level (E, L, H)	(Journey- men) Employees			Minimum	Maximum	How inclusive Longevity (Y/N)	# Years to Reach Max				# of Employees	Average Hourly Base Pay Rate	# of Employees	Average Hourly Base Pay Rate	# of Employees	Average Hourly Base Pay Rate	# of Employees	Average Hourly Base Pay Rate		
1a Example -	Example Match	E	12	No	Yes	\$12.45	\$17.25	Yes	10													
2a Example	Example Match 2	E	4	Local 777	No	\$14.25	\$14.50			\$14.25	\$14.50	38	8	3	\$16.80	6	\$15.95	4	\$16.00	2	\$12.50	Employees work every other week. 3.0% increase approved effective Feb 2016
401 Shipyard Carpenter																						
402 Shipyard Insulation																						
403 Shipyard Boilermaker/Welder																						
404 Shipyard Electrician																						
405 Shipyard Machinist																						
406 Shipyard Pipefitter																						
407 Shipyard Sheet Metal Worker																						
408 Shipyard Truck Driver																						
409 Shipyard Warehouse Worker																						

Please enter any other information we need to know about your data here:

Instructions

Column	Description
A, B	Benchmark Job Number / Title - You do not need to type anything here. Please read the descriptions of job duties and qualifications in the Benchmark Job Description sheet to accurately match your job to the survey's job.
C	Your Organization's Job Title - Report the title of the position at your organization that matches to the benchmark job.
D	Match Level - Record the level of match between your organization's position and the survey benchmark job. Record as E (Excellent/Exact Match), L (Low/Light Match), or H (High/Heavy Match). Example: If your position has more responsibility than the benchmark position (yet still meets the 80% match criteria) you would answer "H" for a High match.
E	# Journey-level Employees - Report the number of regular (full-time, year-round) journey-level employees currently employed in this position in your organization. (There will be a separate place to enter the number of Foremen, Leadmen, etc.)
F	Union Rep-represented? (Union Name/No) - Report the name of the Union if the position is represented by a union or "No" if the matched position is not currently represented by a union (i.e. terms and conditions of employment bargained by a union).
G	Paid on a Salary Schedule? (Y/N) - Report Y (Yes) or N (No) to indicate whether or not the position is paid within a pre-defined salary schedule or salary matrix. (If Yes, please attach and send a copy of said salary schedule(s) with your survey submission.)
H, I, J	Hourly Salary Range - Minimum, Maximum and Longevity - If your organization uses a pay range for this position, report the hourly salary range minimum (or first step) and maximum (or top step) for each survey match. If the position is eligible for longevity or other formula based pay beyond the regular pay schedule, please note this with a Y (Yes) in column J and record the maximum hourly salary for this position according to your organization's longevity schedule. Please exclude any overtime and premium pay additions. If your organization has a common base rate for all employees in this position, leave columns H through J blank and complete column L.
K	Hourly Salary Range - Years to reach Max - If your organization uses a pay range for this position, report the total number of years required to reach the maximum of the stated pay range.
L	Hourly Base Pay Rate - If your organization has a common base rate for all employees in this position (per policy or agreement), enter the hourly amount. Do not include any other payments or allowances such as overtime, premium pay or cost of living differentials.
M	Average (Actual) Hourly Base Pay Rate - Report the average actual hourly base pay rate for all regular, full-time employees in this position. Do not include any other payments or allowances such as overtime, premium pay or cost of living differentials. If column K is completed it may reflect the same value as column L. Column L is intended to especially capture data where there is a set salary range but also to capture instances where the hourly base pay rate is different than what is actually being paid to employees. Please complete this column whether or not the value is the same as column K.
N	Regularly Scheduled Hours per Week - For the regular (year round, full-time) employees in this position, what is the average number of working hours per week? If this position has an irregular work month (i.e. one week off, one week on, etc.) please include this detail in the notes section.
O	Average Length of Time in Position - Enter the average number of years employees in the current position have spent in the job.
P - W	Foremen, Leadman, Apprentice, Helper (# of Employees and Average Hourly Base Pay Rate) - For each job, report the number of regular (full-time, year-round) employees currently employed in each of these positions in your organization then report the average hourly base pay rate for each job level used within your organization. Please match to the job level summary descriptions found in grey at the bottom of the Benchmark Job Description sheet.
X	Effective Date of Current Pay Rates - Please report the date that the preceding pay rates became effective.
Y	Notes - Enter any additional information specific to each benchmark that we need to know about your data.

2020 Marine Employees' Compensation Survey - Shipyard Trades (Premium Pay)

All questions in section II apply to the benchmarks included in this survey. Please place a check next to each benchmark job that applies to the data you complete in these sheets.

- | | | |
|--|--|--|
| <input type="checkbox"/> 401 Shipwright/Carpenter | <input type="checkbox"/> 402 Shipyard Insulation | <input type="checkbox"/> 403 Shipyard Boilermaker/Welder |
| <input type="checkbox"/> 404 Shipyard Electrician | <input type="checkbox"/> 405 Shipyard Machinist | <input type="checkbox"/> 406 Shipyard Pipefitter |
| <input type="checkbox"/> 407 Shipyard Sheet Metal Worker | <input type="checkbox"/> 408 Shipyard Truck Driver | <input type="checkbox"/> 409 Shipyard Warehouse Worker |

Premium Pay:

What premium (extra) pay is earned by workers in the benchmark jobs for the following work?

- a. Overtime work performed immediately preceding or following a regular shift: % of base pay

Please describe below if the question requires more detail:

- b. Minimum call out pay (xx hrs. at xx % of base pay): hours @ % of base pay

Please describe below if the question requires more detail:

- c. Early call out pay (xx hrs. at xx % of base pay): hours @ % of base pay

Please describe below if the question requires more detail:

- d. Other premium, shift differential (additional pay offered for undesirable shifts), or penalty pay (such as dirty, obnoxious or hazardous material pay): % of base pay

- e. Paid for entire shift?

- f. Paid for actual hours of qualifying work?

- g. Please provide additional detail below:

2020 Marine Employees' Compensation Survey - Shipyard Trades (Paid Time Off)

What type of paid leave do you offer? Paid time off or vacation leave?
Paid time off is a combination of vacation and sick leave

Indicate the annual number of hours accrued by years of service

1		10		19	
2		11		20	
3		12		21	
4		13		22	
5		14		23	
6		15		24	
7		16		25	
8		17		25+	
9		18			

How many hours of SICK LEAVE hours are accrued in a year?

Paid Time Off/Vacation Leave

Sick Leave

Can employees carry-over unused hours?

What is the maximum number of hours per year that an employee can "bank". If there is no limit, write "unlimited".

Can employees cash out unused hours?

At Year End

At Termination

At Retirement

At what rate are the hours cashed out (e.g. 25%)

Additional comments regarding leave

Other Type of Leave

Paid Holidays

Paid Personal Days
(in addition to leave detailed above)

How many days do employees receive year ?

Additional comments regarding paid days

Describe other paid leaves offered by your agency not identified above. This can include, but not limited to, retirement planning days, volunteer leave, bereavement leave, etc.

Retirement Benefits

A1 Do your employees contribute to Social Security? (Yes or No)

Please complete questions 1-9 only for your most populated retirement plan offered to new employees.

Most populated retirement plan offered to New Employees (report on only 1 of the plan types below)

	Defined Benefit (DB) Plan Type	Defined Contribution (DC) Plan Type	Combined DB/DC Plan Type												
1 What is the plan name?	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>												
2 Normal or typical retirement age	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>												
3 Defined Benefit Multiplier (for example, 2%) ¹	<input style="width: 90%;" type="text"/>	---- N/A ----	<input style="width: 90%;" type="text"/>												
4 Typical annual Cost of Living Adjustment (COLA) increase	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>												
5 Plan design funding ratio between employer and employee <u>without any unfunded liability included</u> (Employer (ER) / Employee (EE), e.g. 50%/50%) ²	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">ER %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">EE %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">ER %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">EE %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">ER %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">EE %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>
ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>												
ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>												
ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>												
6 Employer defined contribution (DC) percent or amount (if applicable)	---- N/A ----	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">%</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">%</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>				
\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>												
\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>												
7 Maximum Salary Basis (identify maximum percent or amount salary that the employer matches or limits contribution)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 75%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 75%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 75%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>						
\$	<input style="width: 90%;" type="text"/>														
\$	<input style="width: 90%;" type="text"/>														
\$	<input style="width: 90%;" type="text"/>														
8 Additional Employer defined contribution (DC) percent or amount (if applicable)	---- N/A ----	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">%</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">%</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>				
\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>												
\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>												
9 Provide any additional information regarding retirement benefits (for example, differences in contributions among job titles, or additional benefits not listed above).	<div style="height: 30px; border: 1px solid black;"></div>														

¹ Defined Benefit Multiplier: This multiplier is typically used in a formula to determine a monthly benefit, e.g. Multiplier * Service Credit Years * Average Final Compensation = Monthly Benefit.

² Values should total 100%. Do not enter percent of salary contributed by ER and EE.

2020 Marine Employees' Compensation Survey - Shipyard Trades (Other Benefits)

Apprenticeship/Training:

Does the employer make contributions to apprenticeship or similar training programs?

If yes, the amount is

If yes, please provide detail and describe which positions are attached to said apprenticeships or training programs:

Training/Education:

Does the employer reimburse employees who take part in pre-approved job or trade-related training, educational or apprenticeship programs?

If yes, the rate of reimbursement is

%

Does the employer require a minimum term of employment before making such programs available?

If yes, the minimum term required is

Does the employer pay wages for time the employee attends such programs?

The employee is paid at the rate of

Please describe below if this question requires more detail:

License/License Renewals:

Does the employer pay for required license and/or license renewals such as Transportation Worker Identification Card and/or Marine Merchant Credentials?

If Yes, list licensures and renewals paid:

License/Renewal type:

\$ Max

License/Renewal type:

\$ Max

License/Renewal type:

\$ Max

Please describe below if this question requires more detail:

Travel:

Are employer-directed travel time and expenses compensated?

If so, at what rate?

Travel Time

Mileage cents/mile

Meals & Lodging (Standard) dollars per day

Meals & Lodging (Seattle) dollars per day (If different)

Are employees reimbursed for travel time and expenses if assigned to other than their regular duty station?

If so, at what rate?

Travel Time

Mileage cents/mile

Meals & Lodging (Standard) dollars per day

Meals & Lodging (Seattle) dollars per day (If different)

Please describe below if this question requires more detail:

Additional Notes/Information



2020 Marine Employees' Compensation Survey - Administrative

Thank you for your time and effort in completing this survey.

All data should have a common effective date of: January 1, 2020.

Your completed submission is requested by: Wednesday, **January 29, 2020**.

If you need assistance or have questions while completing the survey, please contact Joe Antczak at (360) 407-4142. Completed surveys should be sent to Joe Antczak at joe.antczak@ofm.wa.gov.

Main Survey Components

Participant Info

Use this sheet to enter your contact information and view the checklist of additional materials requested as part of this survey.

Benchmark Job Descriptions

Use this sheet to view summary descriptions of all of the positions included in the survey. Please read each description thoroughly to determine which of your organization's jobs are good matches. (As a rule of thumb, if your incumbent(s) spend 80% or more of their time in the role as stated in the summary description, then it is a good match.)

It is recommended that you print the [Benchmark Job Descriptions for reference](#) while completing the Compensation Sheet (I-Comp).

Tab 1 - Compensation Data Sheet

Use this sheet to complete base pay information for all of the positions included in the survey to which your organization has matches.

Tabs 2 - 6 - Benefits and Premium Pay Questionnaire (Premium Pay, PTO and Medical & Other Benefits)

These pages consist of a list of questions designed to collect specific benefit and premium pay information pertinent to the benchmark positions in this survey. Please enter your organization's information into the grey boxes on each sheet.

After typing data into cells you may hit the Tab key to proceed to the next question. Hitting the Enter key may not take you to the next required input cell. Be sure to click on all applicable Yes/No boxes and check boxes that may be placed in between input cells.

THANK YOU FOR YOUR PARTICIPATION

Additional Terms/Definitions

- 1 *Premium Pay is extra pay earned by a worker in a specific classification. May include extra pay for overtime; work on Saturday, Sunday or a holiday; handling of dirty or hazardous materials, etc.*

2020 Marine Employees' Compensation Survey - Administrative

Organization Name:	<input type="text"/>
Contact Name:	<input type="text"/>
Telephone Number:	<input type="text"/>
Email Address:	<input type="text"/>

Please send the following materials with your completed survey submission to: joe.antczak@ofm.wa.gov or send via US mail to the address shown below.

- 1) Current Collective Bargaining Agreements¹ (CBAs) and/or Memorandum of Understanding (MOUs)² covering pay or benefit
- 2) Salary Schedules for the positions covered in this survey (if not included in the above)
- 3) General wage increases scheduled for term of contract, and for any pending CBAs/MOUs at the time of the survey
- 4) We also ask if you would please send us any updated general wage increases that are settled between the date of the survey and October 31, of 2020.

Office of Financial Management
State Human Resources Office
Attn: Joe Antczak
PO Box 47500
Olympia, WA 98504-7500

Footnotes

¹ Collective Bargaining Agreements or CBAs are the written, legally enforceable contracts for specified periods, between the management of an organization and its employees represented by an independent trade union. It sets and defines conditions of employment (wages, working hours and conditions, overtime payments, holidays, vacations, benefits, etc.) and procedures for dispute resolution.

² Memorandum of Understanding or MOUs are signed documents describing agreements between two parties.

2020 Marine Employees' Compensation Survey - Administrative (Benchmark Job Descriptions)

Job #	Title	Description
501	Staff Accountant	Performs professional accounting, budget and/or financial review functions. Establishes and maintains accounting records. Assists in interpreting accounts and records for management and auditors. May direct lower level employees involved in fiscal matters. The position typically calls for an intermediate level professional accountant with a bachelor's degree with major study in accounting. Two years of experience in general professional accounting.
502	Accounting Assistant 2	(First level in the Accounting Assistant series) Responsible for specific accounting records, processes and/or financial validation. Typical work includes reviewing and approving invoices for compatibility to purchase orders, preparing daily revenue summaries from sales reports by terminals, reviewing information for errors, and posting information to ledgers. Typically requires two years' experience in a fiscal office performing bookkeeping or fiscal record keeping tasks.
503	Accounting Assistant 3	(Senior level in the para-professional Accounting Assistant series) Performs and guides other Accounting Assistants in the processing, review, tabulation, verification, document preparation, reports, ledger, vouchers and payment certification. Performs as a functional specialist for an assigned financial activity, e.g. accounts payable, accounts receivable. Typically requires four years of experience in a fiscal office with progressively responsible assignments in accounts payable, accounts receivable, reconciliation, banking services, or comparable functions.
504	Bid Administrator	Plans, organizes and performs complex work related to the administration of departmental bids for shift assignments, vacation assignments and fleet employee documentation. Requires high-level understanding of the applicable contract language, vessel requirements and qualification requirements of each employee group. Determines bid schedules and timelines. Processes bids and communicates award information to affected employees and managers. Researches and verifies required documentation on all employees assigned to vessels. Inputs data into dispatch program and runs a variety of reports for distribution and auditing purposes. Acts as dispatch team leader in the absence of Crew Resource Manager. Performs additional duties as required and directed by HR, Training or management. Typically requires five years of experience as a WSF Crew Dispatcher.
505	Buyer 2	Performs procurement duties under guidance. Assigned a specific group of commodities and services moderately complex in nature and related to service contracts in the assigned commodity area. Maintains a delegated purchase authority up to a specified dollar amount. Typically requires two years of college level study and one year of related work experience.
506	Buyer 3	As senior buyer, performs specialized and more complex purchasing assignments requiring independent judgment. Has delegated authority to take independent action to purchase goods and services to a specified dollar amount. Monitors contract compliance and performance. May assist lower level Buyers and Purchasing Assistants. Maintains supplier relations through frequent business contacts. Reviews emergency requirements and adjusts work priorities accordingly. Recommends changes in purchasing policies and procedures. Typically requires a bachelor's degree involving major study in business administration or related business education or two years work experience as a Buyer 2 and demonstrated proficiency in complex purchasing assignments.
507	Consultant Coordinator	Performs the first level of professional consultation administration work in the preparation, negotiation, and administration of all consultant agreements, supplements, and task orders. Reviews, coordinates, organizes, updates and files all relevant agreement documentation; independently reviews task order packets; coordinates with program management office and accounting regarding work order issues. Sends and receives invoices from managers and prepares invoices for final approval by the Consultant Liaison Engineer. Coordinates with accounting staff to ensure prompt payments. Prepares routine correspondence for approvals, performance evaluations, etc. Maintains and updates spreadsheets and graphics. This is the first level of professional administration work for Consultant Agreements. Typically requires a high school diploma or GED equivalency and two-years experience in coordinating or administering a variety of agreements or projects. Knowledge of state and federal laws and regulations.
508	Contracts Coordinator 1	Performs the first level of para-professional contracts administration work for Contracts and Legal Services. Assists assigned department in the preparation and administration of contracts. Provides direct support to the Contracts Coordinator 2 for processing invitation for bids and request for proposal processing, from project advertisement to award and execution. Maintains all document control and department filing systems for contracts developed and administered by the department. Updates and monitors the department's contract inventory system. Monitor payments for bid packages, issue invoices and coordinate accounts payable with the accounting department. Typically requires two years experience in a high-volume office setting, and one year experience coordinating and administering a variety of contracts or projects.
509	Contracts Coordinator 2	Develops and administers all necessary pre-contract processes and documents for vessel and terminal public works contracts. Review and monitor all insurance, bonds, sensitive security information and contractor payments for such contracts. Assist with the development and administration of other contracts, including concession, interagency, property leases, etc. Typically requires a bachelor's degree in business administration, public administration or closely allied field, as well as two years' experience in coordinating or administering contracts, contract property management, contract cost or price analysis, or contract compliance administration.

2020 Marine Employees' Compensation Survey - Administrative (Benchmark Job Descriptions)

Job #	Title	Description
510	Crew Dispatch Coordinator	Has the primary responsibility for arranging for the long-term staffing of all vessels by dispatching appropriate licensed and unlicensed Deck and Engine employees to each vessel in compliance with International Safety Management, Washington State Ferries and U.S. Coast Guard requirements, and in conformance with five labor agreements. Requires understanding of the applicable contract language, vessel requirements, and qualification requirements of each employee group. Approves the use of sick leave, annual leave, transfers, promotions, and emergencies. Maintains radio communication with the fleet units to coordinate changes in crew as required. Instructs Crew Dispatchers and coordinates with other Dispatch Coordinators. Answers inquiries regarding vessel scheduling and vessel moves. Coordinates orders and tracks all requests/deliveries of vessel fuel and lube oil, including removal of oily bilge from vessels and Eagle Harbor facility. Works directly with Operations Watch Supervisors. Performs additional duties as required and directed by HR, Training or management. The position typically requires high school graduation or equivalency and two years of experience as a Crew Dispatcher. Clear communication abilities via radio or telephone are most important.
511	Crew Dispatcher	(Support level dispatcher) Assigned to assist Crew Dispatch Coordinators in daily deck and engine room staffing and performing other fleet support tasks. Dispatch licensed and unlicensed deck and engine room personnel as well as terminal personnel in compliance with International Safety Management, Washington State Ferries and U.S. Coast Guard requirements, and in conformance with five labor agreements. Requires understanding of the applicable contract language, vessel requirements and qualification requirements of each employee groups. Approves the use of sick leave, annual leave, transfers, promotions and emergencies. Maintain radio communication between WSF operations and fleet personnel. Carry out duties to maintain related records. Works directly with Operations Watch Supervisors. Performs additional duties as required and directed by HR, Training or management. Typically requires one year office experience working in the transportation field or marine industry.
512	Inventory Agent	Oversees the maintenance and operation of parts and consumable inventory system. Monitors the accuracy of the stock/inventory database and timely acquisition of parts and equipment for inventory and vessel maintenance activity. Assists in development of policy, budgets and procedure. This is an advanced level position typically requiring two years of college level work in business administration and six years of experience in inventory system operations. Vessel construction, maintenance or engineering experience may substitute for required experience.
513	Mail Clerk	Provides internal and external office mail service including performing daily deliveries as well as U.S. and express service. Performs entry-level clerical duties. This position typically requires one year of clerical experience.
514	Human Resources Consultant	Senior level (para-professional) position provides Human Resource services to managers, supervisors and employees. Evaluates, investigates, and solves problems involving human resources. Researches and explains pertinent policies, procedures and guidelines. Enters, maintains and updates employee personnel and benefits records. Typically requires eighteen months of experience as entry-level personnel assistant.
515	Receptionist	Responsible for answering and routing calls; greeting and providing information and assistance to visitors; tracking and validating parking. Performs routine clerical tasks including maintaining logs and receiving cash, checks and packages. Responsible for issuing Letters of Time for fleet personnel. Responsible for screening visitors and verifying appointments for secure floor access. Typically requires one year of experience in a clerical or receptionist position with heavy public contact.
516	Secretary	Relieves professional or administrative supervisors of clerical-level communication activities and initiates clerical support functions to facilitate current work of the department(s) involved. Performs routine secretarial duties such as taking notes, transcribing minutes, keeping supervisors and/or staff member's calendars, preparing basic correspondence. Reads and routes incoming mail. Maintains correspondence files and records. May instruct the activities of subordinate personnel. Receives and screens callers. This is a fully competent working level secretary to the head of an organizational unit in management. Typically requires three years of experience as a secretary is considered appropriate background. College and/or business school may be substituted for experience.
517	Program Assistant (Previously "Staff Aid")	Provides administrative assistance and office management support in addition to secretarial functions for senior management. (Not a formal manager) Assigns and directs work of department clerical employees. Researches operational procedures and develops recommendations. Assembles and summarizes information and data for use by senior management. Advanced level position with independent judgment. Handles division timekeeping and vacation scheduling. Maintains log of external communications with WSDOT Headquarters, Office of Financial Management, and legislative staff. Typically requires business or secretarial training and five years of increasingly responsible office experience.
518	Custodian (Janitor)	Performs a variety of custodial work: waxing, wet mopping, washing floors; washing venetian blinds and light fixtures; spot washing walls, ceilings, and other work which requires the use of ladders and equipment. Requires knowledge of cleaning methods, safety practices, equipment, and supplies used in general housekeeping work. May be required to pass medical examination to determine ability to lift heavy objects.

2020 Marine Employees' Compensation Survey - Administrative (Benchmark Job Descriptions)

Job #	Title	Description
519	Marine Operations Watch Supervisor	<p><i>Acts as the central point-of-contact for directing all vessel and terminal incidents including emergency response, inspections and customer relations. Directs Dispatch, Information and Terminal staff in absence of responsible manager.</i></p> <p>Typical Duties: Provides around the clock interface between internal management, field operations and external agencies for emergency response. Has ICS role for federal/agency emergencies or drills. Responsible for the scheduling and documentation of USCG annual inspections of vessels as well as other required state and federal vessel compliance document renewals. Responsible for all regulatory and operational compliance for HAZMAT charters. Responsible for media and interagency contact and public notifications for service disruptions. Coordinates all vendor aspects of vessel movements (crewing, berthing, moorage, etc.) for Terminal, Deck and Engine Department as needed. Writes work requirements for vessels and terminals and coordinates and/or writes purchase orders for external vendors. Develops, maintains and disseminates operation center documents such as daily logs, vessel position reports and sailing schedules.</p> <p>Qualifications: Five years of experience in marine operations working with passenger transportation systems, or a bachelor's degree and one year of supervisory experience in a marine transportation system. Additional qualifying experience in marine operations or passenger transportation systems may be substituted, year for year, for the education.</p>
520	Fleet Facility Safety Officer	<p><i>Responsible for oversight of terminal and vessel security plan to comply with the Maritime Transportation Security Act (MTSA).</i></p> <p>Typical Duties: Fulfills all administrative and operational requirements of facility security officers and provides coordination between ferry and terminal security efforts. Schedules and conducts mandated annual security audits of all facilities and vessels. Responds to, investigates and coordinates resolution of breach of security/suspicious activity reports with Washington State Patrol and US Coast Guard. Represents terminal and vessel needs when coordinating security issues with external agencies.</p> <p>Qualifications: Bachelor's degree in such areas as political science, law enforcement, marine transportation, or related. Experience may be substituted for the degree requirement. Five years of professional experience in a managerial position providing security or marine terminal management.</p>
521	Relief Dispatcher	<p>Dispatches deck or engine room personnel to replace crew members who are on vacation or call in sick. Dispatching personnel involves the use of the specialized dispatch database computer program. This includes answering telephones, use of marine radios, using seniority lists for the three unions represented on WSF vessels, and identifying the replacement person based on qualifications and seniority. Schedules vessel fueling, and organizes whole crews for sea trials and boat moves. Typically requires a high school diploma or GED equivalency and one year office experience working in the transportation field or marine industry.</p>
522	Safety Systems Specialist	<p>Supports risk management programs by tracking and maintaining employee and customer injury files and databases. Schedules employee and customer injury interviews, and sets up case files including confidential medical files. Interacts with various departments to provide information, and gathers / checks facts for pending litigation.</p>
523	Purchasing Agent (New)	<p><i>Conducts procurement and contract related work in support of the daily activities of the Purchasing Department.</i></p> <p>Typical Duties: Receive and review requests for materials and services. Conduct bid processes, perform pricing research, and instruct on vendor selection. Prepare purchase orders and determine appropriate methods of procurement to meet timelines. Prepare agreements for contract services in accordance with WSDOT purchasing rules and regulations. Maintain WSF Purchasing Contract records. Initiate contract renewals and requests for bid. Interface with Accounting Services or vendor to resolve discrepancies on invoices. Maintain and coordinate system for tracing goods not received on a timely basis.</p> <p>Qualifications: Bachelor's degree in such areas as business administration, economics, purchasing, marketing or related and two years experience as a buyer in a large scale procurement environment. Experience may be substituted for the degree requirement.</p>

2020 Marine Employees' Compensation Survey - Administrative (Compensation Data as of January 1, 2020)

Detailed Instructions

Please provide all pay information effective as of January 1, 2020 if changes have/will been made subsequent to this date, please note.

Benchmark Job Number / Title	Your Match Information			Union Re- resented? (Union Name/No)	Paid on a Salary Schedule? (Y/N)	Monthly Salary Range				Average (Actual) Monthly Base Pay	Regularly Scheduled Hours per Week	Average Length of Time in Position (years)	Effective Date of Current Pay Rates	Notes:
	Your Organization's Job Title	Match Level (E, L, H)	# of Employees			Minimum	Maximum	Max Includes Longevity (Y/N)	# Years to Reach Max					
1x Example -	Example Match	E	12	IBU	Y	\$2,917	\$4,167	Y	12	\$3,333	45	3	8/1/2013	Employees work every other week.
2x Example -	Example Match 2	E	4	No	N	\$3,700	\$3,700	N	N/A	\$3,700	35	8	2/1/2013	2.5% increase approved effective 2.14
601 Staff Accountant	Text Text	E	1	No	Yes	\$2,222	\$3,333	Yes	1	\$3,544	1	1	1/1/20	Text Text
602 Accounting Assistant 2														
603 Accounting Assistant 3														
604 Bid Administrator														
605 Buyer 2														
606 Buyer 3														
607 Consultant Coordinator														
608 Contracts Coordinator 1														
609 Contracts Coordinator 2														
610 Crew Dispatch Coordinator														
611 Crew Dispatcher														
612 Inventory Agent														
613 Mail Clerk														
614 Human Resources Consultant														
615 Receptionist														
616 Secretary														
617 Program Assistant (Previously "Stuff Aid")														
618 Custodian (Janitor)														
619 Marine Operations Watch Supervisor														
620 Fleet Facility Safety Officer														
621 Relief Dispatcher														
622 Safety Systems Specialist														
623 Purchasing Agent (New)														

Please enter any other information we need to know about your data here:

Detailed Instructions

Please provide all pay information effective as of January 1, 2020. If changes have/will be made subsequent to this date, please note.

Benchmark Job Number / Title	Your Match Information			Union Rep-resented? (Union Name/No)	Paid on a Salary Schedule? (Y/N)	Monthly Salary Range				Average (Actual) Monthly Base Pay	Regularly Scheduled Hours per Week	Average Length of Time in Position (years)	Effective Date of Current Pay Rates	Notes:
	Your Organization's Job Title	Match Level (E, L, H)	# of Employees			Minimum	Maximum	Max Includes Longevity (Y/N)	# Years to Reach Max					
Instructions:														
A, B	Benchmark Job Number / Title – You do not need to type anything here. Please read the descriptions of job duties and qualifications in the Benchmark Job Description sheet to accurately match your jobs to the survey's job.													
C	Your Organization's Job Title – Report the title of the position at your organization that matches to the benchmark job.													
D	Match Level – Record the level of match between your organization's position and the survey benchmark job. Record as E (Even/Solid Match), L (Low/Light Match), or H (High/Heavy Match). Example: If your position has more responsibility than the benchmark position (yet still meets the 80% match criteria) you would answer H for a High match.													
E	# of Employees – Report the number of regular (full-time, year-round) employees currently employed in this position in your organization.													
F	Union Rep-resented? (Union Name/No) – Report the name of the Union if the position is represented by a union or No if the matched position is not currently represented by a union (i.e. terms and conditions of employment bargained by a union).													
G	Paid on a Salary Schedule? (Y/N) – Report Y (Yes) or N (No) to indicate whether or not the position is paid within a pre-defined salary schedule or salary matrix. (If Yes, please attach and send a copy of said salary schedule(s) with your survey submission.)													
H, I, J	Monthly Salary Range - Minimum, Maximum and Longevity – If your organization uses a pay range for this position, report the monthly salary range minimum (or first step) and maximum (or top step) for each survey match. If the position is eligible for longevity or other tenure-based pay beyond the regular pay schedule, please note this with a Y (yes) in column J and record the years required to reach the maximum of the stated pay range.													
K	Monthly Salary Range - Years to reach Max – If your organization uses a pay range for this position, report the total number of years required to reach the maximum of the stated pay range.													
L	Average (Actual) Monthly Base Pay – Report the average actual monthly base pay for all regular, full-time employees in this position. Do not include any other payments or allowances such as overtime, premium pay or cost of living differentials.													
M	Regularly Scheduled Hours per Week – For the regular (year round, full-time) employees in this position, what is the average number of working hours per week? If this position has an irregular work month (i.e. one week off, one week on, etc.) please include this detail in the notes section.													
N	Average Length of Time in Position – Enter the average number of years employees in the current position have spent in the job.													
O	Effective Date of Current Pay Rates – Please report the date that the preceding pay rates became effective.													
P	Notes – Enter any additional information specific to each benchmark that we need to know about your data.													

2020 Marine Employees' Compensation Survey - Administrative (Premium Pay)

All questions in section II apply to the benchmarks included in this survey. Please place a check next to each benchmark job that applies to the data you complete in these sheets.

- | | | |
|---|--|--|
| <input type="checkbox"/> 501 Staff Accountant | <input type="checkbox"/> 502 Accounting Assistant 2 | <input type="checkbox"/> 503 Accounting Assistant 3 |
| <input type="checkbox"/> 504 Bid Administrator | <input type="checkbox"/> 505 Buyer 2 | <input type="checkbox"/> 506 Buyer 3 |
| <input type="checkbox"/> 507 Consultant Coordinator | <input type="checkbox"/> 508 Contracts Coordinator 1 | <input type="checkbox"/> 509 Contracts Coordinator 2 |
| <input type="checkbox"/> 510 Crew Dispatch Coordinator | <input type="checkbox"/> 511 Crew Dispatcher | <input type="checkbox"/> 512 Inventory Agent |
| <input type="checkbox"/> 513 Mail Clerk | <input type="checkbox"/> 514 Human Resources Consultant | <input type="checkbox"/> 515 Receptionist |
| <input type="checkbox"/> 516 Secretary | <input type="checkbox"/> 517 Program Assistant | <input type="checkbox"/> 518 Custodian (Janitor) |
| <input type="checkbox"/> 519 Marine Operations Watch Supervisor | <input type="checkbox"/> 520 Fleet Facility Safety Officer | <input type="checkbox"/> 521 Relief Dispatcher |
| <input type="checkbox"/> 522 Safety Systems Specialist | <input type="checkbox"/> 523 Purchasing Agent (New) | |

Premium Pay:

What premium (extra) pay is earned by workers in the benchmark jobs for the following work?

- a. Overtime work performed immediately preceding or following a regular shift: % of base pay

Please describe below if the question requires more detail:

- b. Minimum call out pay (xx hrs. at xx % of base pay): hours @ % of base pay

Please describe below if the question requires more detail:

- c. Early call out pay (xx hrs. at xx % of base pay): hours @ % of base pay

Please describe below if the question requires more detail:

2020 Marine Employees' Compensation Survey - Administrative (Paid Time Off)

What type of paid leave do you offer? Paid time off or vacation leave?
Paid time off is a combination of vacation and sick leave

Indicate the annual number of hours accrued by years of service

1		10		19	
2		11		20	
3		12		21	
4		13		22	
5		14		23	
6		15		24	
7		16		25	
8		17		25+	
9		18			

How many hours of SICK LEAVE hours are accrued in a year?

Paid Time Off/Vacation Leave

Sick Leave

Can employees carry-over unused hours?

What is the maximum number of hours per year that an employee can bank. If there is no limit, write unlimited.

Can employees cash out unused hours?

At Year End

At Termination

At Retirement

At what rate are the hours cashed out (e.g. 25%)

Additional comments regarding leave

Other Type of Leave

Paid Holidays

Paid Personal Days
(in addition to leave detailed above)

How many days do employees receive year ?

Additional comments regarding paid days

Describe other paid leaves offered by your agency not identified above. This can include, but not limited to, retirement planning days, volunteer leave, bereavement leave, etc.

Retirement Benefits

A1 Do your employees contribute to Social Security? (Yes or No)

Please complete questions 1-9 only for your most populated retirement plan offered to new employees.

Most populated retirement plan offered to New Employees (report on only 1 of the plan types below)

	Defined Benefit (DB) Plan Type	Defined Contribution (DC) Plan Type	Combined DB/DC Plan Type												
1 What is the plan name?	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>												
2 Normal or typical retirement age	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>												
3 Defined Benefit Multiplier (for example, 2%) ¹	<input style="width: 90%;" type="text"/>	---- N/A ----	<input style="width: 90%;" type="text"/>												
4 Typical annual Cost of Living Adjustment (COLA) increase	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>												
5 Plan design funding ratio between employer and employee <u>without any unfunded liability included</u> (Employer (ER) / Employee (EE), e.g. 50%/50%) ²	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">ER %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">EE %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">ER %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">EE %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">ER %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">EE %</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>
ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>												
ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>												
ER %	<input style="width: 90%;" type="text"/>	EE %	<input style="width: 90%;" type="text"/>												
6 Employer defined contribution (DC) percent or amount (if applicable)	---- N/A ----	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">%</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">%</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>				
\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>												
\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>												
7 Maximum Salary Basis (identify maximum percent or amount salary that the employer matches or limits contribution)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 75%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 75%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 75%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>						
\$	<input style="width: 90%;" type="text"/>														
\$	<input style="width: 90%;" type="text"/>														
\$	<input style="width: 90%;" type="text"/>														
8 Additional Employer defined contribution (DC) percent or amount (if applicable)	---- N/A ----	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">%</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">\$</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> <td style="width: 25%; text-align: center;">%</td> <td style="width: 25%;"><input style="width: 90%;" type="text"/></td> </tr> </table>	\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>				
\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>												
\$	<input style="width: 90%;" type="text"/>	%	<input style="width: 90%;" type="text"/>												
9 Provide any additional information regarding retirement benefits (for example, differences in contributions among job titles, or additional benefits not listed above).	<div style="height: 30px; border: 1px solid black;"></div>														

¹ Defined Benefit Multiplier: This multiplier is typically used in a formula to determine a monthly benefit, e.g. Multiplier * Service Credit Years * Average Final Compensation = Monthly Benefit.

² Values should total 100%. Do not enter percent of salary contributed by ER and EE.

2020 Marine Employees' Compensation Survey - Administrative (Other Benefits)

Parking

Does the company reimburse employees for parking expenses?

Employer reimburses for parking expenses at the rate of %

Please describe below if this question requires more detail:

Training/Education:

Does the employer reimburse employees who take part in pre-approved job or trade-related training, educational or apprenticeship programs?

If yes, the rate of reimbursement is %

Does the employer require a minimum term of employment before making such programs available?

If yes, the minimum term required is

Does the employer pay wages for time the employee attends such programs?

The employee is paid at the rate of

Please describe below if this question requires more detail:

Travel:

Are employer-directed travel time and expenses compensated?

If so, at what rate?

Travel Time

Mileage cents/mile

Meals & Lodging (Standard) dollars per day

Meals & Lodging (Seattle) dollars per day (If different)

Are employees reimbursed for travel time and expenses if assigned to other than their regular duty station?

If so, at what rate?

Travel Time

Mileage cents/mile

Meals & Lodging (Standard) dollars per day

Meals & Lodging (Seattle) dollars per day (If different)

Please describe below if this question requires more detail:

Additional Notes/Information