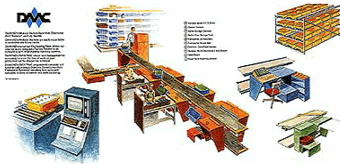


**JD GRAY ASSOCIATES
CONTRACT INDUSTRIAL ENGINEERS**

**ONE WEEK STAFFING ANALYSIS AND
REPORT**

FOR

**MANUFACTURERS
OR
DISTRIBUTION CENTERS
EMPLOYING
TEMPORARY INDUSTRIAL WORKERS**



JD GRAY ASSOCIATES CONTRACT INDUSTRIAL ENGINEERS

CONSULTING OPTIONS - PLEASE SELECT ONE FROM THE FOLLOWING:

- ❑ **Option One** – Review of current labor controls including standards and methods, short-interval-scheduling, labor reporting & paced assembly; materials handling and product semi-automation.
- ❑ **Option Two** – Three days of Standards and Methods on specific operations.
- ❑ **Option Three** – Analyses and Recommendations on specific bottleneck operations.
- ❑ **Option Four** – Loss to Balance determination on existing assembly line(s) or repack work stations.
- ❑ **Option Five** – Industrial Engineering analyses of existing warehouse/finished goods pick and pack operations.
- ❑ **Option Six** – Three days of Work Sampling within specific departments.
- ❑ **Option Seven** – Other _____

CONSULTING ACTIVITY

- **Three Days on-site observations and data collection**
- **Two Days report preparation**
- **Achievement of option goals**
- **Return-on-investment critique to improve**
- **Determination of staffing requirements**
- **Job description recommendations**
- **Pay rate recommendations**

**JD GRAY ASSOCIATES
CONTRACT INDUSTRIAL ENGINEERS**

CONSULTING FEE, ON-SITE TRAVEL EXPENSES AND TERMS

- **50% Payment prior to scheduled visit.....\$3,000**
- **50% Net 10 days upon report submission.....\$3,000**
- **Total Consulting Fee and Expenses\$6,000**
- **Quotation numberQ0410**

AGREEMENT

- **Initial payment to be upon approval and purchase order assignment. JD Gray Associates shall submit detailed final service fee invoice to company. Said invoice shall contain a detailed itemization of the services provided.**
- **Company Property – JD Gray Associates agrees that any confidential information furnished by company to JD Gray Associates or acquired by JD Gray Associates during the period in which JD Gray Associates is retained by company is and shall remain the sole and exclusive property of company and shall be placed in the hands of company by JD Gray Associates upon termination of this Agreement including any copies made thereof.**
- **Confidentiality – JD Gray Associates agrees that at no time, either during or after the period in which company retains JD Gray Associates shall JD Gray Associates utilize or disclose to any third party any of the confidential information of company.**

Company: _____

Date: _____

Address: _____

Company Official: _____

Email Address: _____

Phone _____

Purchase Order Number: _____