



Emergency Management Services International, Inc. (EMSI)

Schedule 874 - Mission Oriented Business Integrated Services

General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List
Prices shown herein are Net (Discount deducted)

**Standard Industry Group 874, Service Code R499
Contract # GS-02F-028AA
Contract Period October 24, 2012 – October 23, 2017
Disabled Veteran, Minority, Small Business**

**Emergency Management Services International, Inc. (EMSI)
102 South Main Street, Suite 203
Culpeper, VA 22701
www.emsics.com**

Points of Contact

For Contractual Information:

Lisa Fettig
(540) 423-9004 Office
(540) 423-9008 Fax
lisa.fettig@emsics.com

For Technical Information:

Ron Cantin
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(540) 423-9008 Fax
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On-line access to contract ordering information, terms and conditions, up-to-date pricing,
and the option to create an electronic delivery order are available through
GSA Advantage!, a menu-driven database system.
The internet address for GSA Advantage! is: **<https://www.GSAAdvantage.gov/>**.

For more information on ordering from Federal Supply Schedules, click on the



FSS/GSA Schedules button at <http://www.gsa.gov/>.

CUSTOMER INFORMATION

1. a. Special Item Numbers (SINs)

874-1 Consulting Services

874-4 Training Services

874-5 Product Support

b. Prices

See Appendix A, B and C for Price Lists

c. Labor Categories

See Appendix A for a list of Labor Category Descriptions

2. Maximum Order

\$1,000,000.00

3. Minimum Order

\$25.00

4. Geographic Coverage (delivery area)

United States of America and territories

5. Points of Production

EMSI is located in Culpeper, Virginia, Culpeper County

6. Discount from List Prices or Statement of Net Price

Prices shown in appendices are net prices which include a discount offered through GSA

7. Quantity Discounts

No additional discounts offered

8. Prompt Payment Terms

Net 30 Days

9. a. Government Purchase Cards accepted at or below the micro-purchase threshold

Yes

b. Government Purchase Card accepted above the micro-purchase threshold

Yes



10. Foreign Items

None

11. a. Time of Delivery

Specified on the Task Order

b. Expedited Delivery

Contact Contractor

c. Overnight and 2-Day Delivery

Contact Contractor

d. Urgent Requirements

Contact Contractor

12. F.O.B. Points

Destination

13. a. Ordering Address

Emergency Management Services International, Inc. (EMSI)

Attn: Lisa Fettig

102 South Main Street, Suite 203

Culpeper, VA 22701

(540) 423-9004 Office

(540) 423-9008 Fax

lisa.fettig@emsics.com

b. Ordering Procedures

874-1 and 874-4: Statement of Work (SOWs). All Statements of Work shall include the work to be performed; location of the work; period of performance; deliverable schedule; applicable performance standards; and any special requirements (e.g. security clearances, travel, special knowledge).

874-5: Product Order Form. All Product Order Forms shall include the product being order; the units of the product; the unit price of the product; the extended price of the product; the shipping address to receive the product; and the requested timeframe for delivery of the product.

For supplies and services, the ordering procedures and information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.



14. Payment Address

Emergency Management Services International, Inc. (EMSI)
Attn: Lisa Fettig
102 South Main Street, Suite 203
Culpeper, VA 22701
(540) 423-9004 Office
(540) 423-9008 Fax
lisa.fettig@emsics.com

Electronic Fund Transfer

Emergency Management Services International, Inc. (EMSI)
Branch Banking & Trust
703 James Madison Highway
Culpeper, VA 22701
(540) 825-3539 Office
Account # 0000153569223
ABA # 051404260

For credit card payment, call (540) 423-9004 with credit card information. To assure proper credit, reference invoice number on all remittances.

15. Warranty Provision

Not Applicable

16. Export Packing Charges

Not Applicable

17. Terms and Conditions of Government Purchase Card Acceptance

Contact Contractor

18. Terms and Conditions of Rental, Maintenance and Repair

Not Applicable

19. Terms and Conditions of Installation

Not Applicable

20. a. Terms and Conditions of Repair Parts

Not Applicable

b. Terms and Conditions for any Other Services

Not Applicable

21. List of Service and Distribution Points

Not Applicable



22. List of Participating Dealers

Not Applicable

23. Preventive Maintenance

Not Applicable

24.a. Special Attributes such as Environmental Attributes

Not Applicable

b. If Applicable, Indicate that Section 508 Compliance Information as available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found

Not Applicable

25. Data Universal Number System (DUNS) number

13-586-5009

26. Notification regarding registration in Central Contractor Registration (CCR) database

EMSI is registered with and provides annual updates to CCR.

About EMSI

Emergency Management Services International, Inc. (EMSI) was founded in 2000. EMSI is a premier all-hazards, full-service, multi-discipline incident management and emergency management services and solutions provider. We specialize in all aspects of incident management and emergency management including:

- Preparedness & Planning
- Training
- Exercises
- Response
- Program Evaluation
- Program Management
- Consulting

We support a wide variety of federal, state and local government and private industry clients. At the Federal level EMSI has contracted with various elements of DHS including the U.S. Coast Guard, the Federal Emergency Management Agency, and U.S. Immigration and Customs Enforcement. In addition to DHS elements, EMSI has contracted with the U.S. Department of Defense, the Commonwealth of Pennsylvania,



the Metropolitan Washington Council of Governments (National Capital Region), Fairfax County (VA), and Fulton County (GA).

EMSI's cadre of personnel consists of national and international all-risk, all-hazard response experts giving our staff a unique background in dealing with all-risk, all-hazard incidents and responder needs at all levels of government and industry, including the international community. Since our inception in 2000, we have played a major role in helping both government and industry clients prepare, train, and respond to emergencies of any cause and size. EMSI has significant experience in helping various local, state, national, and international entities with their incident management and emergency management programs

The EMSI staff has extensive response experience. They have responded thousands of times to both large and small scale incidents, ranging from natural disasters such as hurricanes, earthquakes, floods, and tornadoes, to urban fire and rescue and wildland fire incidents, to oil, chemical, biological, radiological, public health, environmental, and terrorism incidents as well as special events. EMSI staff have been involved in the management of nearly every major incident for the last twenty-five (25) years including the World Trade Center Bombing (1992), Oklahoma City Bombing (1995), 9/11 Terror Attacks (2001), Anthrax at the Capital (2001), Columbia Space Shuttle Disaster (2003), Hurricanes Katrina and Rita (2005), Deepwater Horizon (2010), and Japan Tsunami and Nuclear Disaster (2011).

About GSA Schedule 874

GSA Schedule 874 General

GSA has improved efforts to make buying commercial services easier for Federal customers by awarding GSA Schedule Contracts. Under the Federal Supply Schedule Program, GSA enters into government-wide contracts with commercial firms to provide products and services, at stated prices, for given periods of time. This streamlined procurement vehicle significantly reduces the time required to obtain services because GSA has reviewed vendors' capabilities, negotiated rates, and prequalified vendors to provide services and products. Therefore, Federal customers can place orders directly with schedule contractors without seeking further competition, synopsis requirements, making determinations of fair and reasonable pricing, or considering small business set-asides.

Advantages of Using the GSA Schedule 874

The GSA Federal Supply Schedule offers Federal agencies a streamlined procurement vehicle for obtaining services to plan, develop and implement highly specialized programs critical to national security. Advantages to using the GSA Schedule 874 include:

- Significant reduction in lead time to obtain services and products;
- Delivery Order awards are based on Best Value;

- Competitive requirements have been met;
- Prices have been determined to be fair and reasonable;
- All applicable laws and regulations have been applied (including small business set-asides);
- Can be used by all Federal agencies and many Authorized Users; and
- Blanket Purchase Agreements can be established.

Authorized Users

Authorized users of the GSA Schedule 874 include:

- All Federal agencies and activities in the executive, legislative, and judicial branches;
- Government contractors authorized in writing by a Federal agency pursuant to FAR Part 51;
- Mixed ownership government corporations as defined in the Government Corporation Control Act;
- The government of the District of Columbia, American Samoa, Guam, the Commonwealth of the Northern Mariana Islands and the U.S. Virgin Islands;
- State and local governments, for certain purchases including use for recovery efforts; and
- Other activities and organizations authorized by statute or regulation to use the GSA as a source of supply.

Placing an Order

GSA's streamlined ordering procedures have reduced the ordering process to a few simple steps. GSA has accomplished this by pre-qualifying vendors to perform a wide range of services. GSA has reviewed vendor qualifications, capabilities, and cost schedules in advance of the need for services, and identified these vendors, by type of service, on its GSA Advantage! website. This approval is valid for all organizations in the federal government and other government agencies, and the entire process can be completed in as little as a few weeks.

To obtain GSA Schedule 874 services and products, Federal agencies work directly with approved GSA contractors such as EMSI. For delivery orders under the micro-purchase threshold, agencies can order services simply by placing an order directly with their contractor of choice. For delivery orders over the micro-purchase threshold, agencies use the following simplified procedure for placing an order:

Step 1

Customer prepares the Performance-Based Statement of Work (SOW) that addresses work to be accomplished, deliverables, period of performance, and other applicable requirements;

Step 2

Customer issues a Request for Quote (RFQ) to three (3) approved GSA Schedule 874 contractors. The contractors submit their proposal, or a “no bid” response to the customer’s contracting organization;

Step 3

Customer conducts a review of the contractor’s responses and selects the best value contractor; and

Step 4

Customer places a Delivery Order directly with the selected contractor.

Blanket Purchase Agreements

Ordering activities may establish Blanket Purchase Agreements under any GSA schedule contract. A GSA schedule Blanket Purchase Agreement simplifies the filling of recurring needs for supplies or services, thus saving administrative time and reducing paperwork.

Blanket Purchase Agreements are established in accordance with the procedures in Federal Acquisition Regulation Part 8.405-3. Blanket Purchase Agreements may be established with one (1) or more scheduled contractors at the discretion of the ordering activity. When establishing multiple Blanket Purchase Agreements, the ordering activity must specify the procedures for placing orders under the Blanket Purchase Agreement. A GSA schedule Blanket Purchase Agreement should not exceed five (5) years in length, but may do so to meet program requirements. A Blanket Purchase Agreement may extend beyond the current term of its GSA schedule contract, so long as there are option periods in the GSA schedule contract that, if exercised, will cover the Blanket Purchase Agreement’s period of performance.



Appendix A
SIN 874-1 Consulting Services
Price List and Labor Category Description

EMSI provides development, execution, support, and response services.
The level of effort will be determined at the Task Order level.

LABOR CATEGORY & RATE	DESCRIPTION
Area Commander \$161.20	Performs the functional responsibilities of an ICS Area Commander. Provides coaching services to an Area Command Team. Performs the duties and responsibilities of an Area Commander in today's all-risk/hazard response environment.
MINIMUM YEARS OF EXPERIENCE	MINIMUM EDUCATION / CERTIFICATION LEVEL
12 years response and 3 years as an Area Commander	BA/BS Degree or 3 years as an Area Commander / Area and Incident Commander Qualifications
LABOR CATEGORY & RATE	DESCRIPTION
Command Staff \$121.91	Performs the functional responsibilities of an ICS Command Staff Officer who works directly for the Incident Commander. Provides coaching services to a Command Staff Officer. Command Staff positions include Safety, Security, Legal, Information, Liaison, and Intelligence/Investigation Officers.
MINIMUM YEARS OF EXPERIENCE	MINIMUM EDUCATION / CERTIFICATION LEVEL
12 years response and 3 years as a Command Staff Officer or Incident Commander	BA/BS Degree or 3 years as Command Staff Officer or Incident Commander / Command Staff Officer or Incident Commander Qualification
LABOR CATEGORY & RATE	DESCRIPTION
Desktop Publishing / Presentation \$73.72	Develops/edits all materials. Prepares and edits presentations in support of activity. Assists the cadre in utilizing computer assisted technology to enhance presentation and creative delivery techniques.
MINIMUM YEARS OF EXPERIENCE	MINIMUM EDUCATION / CERTIFICATION LEVEL
5 years	BA/BS Degree or 5 years experience / Not Applicable



LABOR CATEGORY & RATE	DESCRIPTION
General Staff \$132.99	Performs the functional responsibilities of an ICS General Staff position. Provides coaching services to an ICS General Staff Section Chief. ICS General Staff positions include Operations, Planning, Logistics and Administrative/Finance Section Chiefs capable of operating on complex all-risk/hazard interagency incidents.
MINIMUM YEARS OF EXPERIENCE	MINIMUM EDUCATION / CERTIFICATION LEVEL
20 years response and 3 years General Staff Section Chief or Incident Commander	BA/BS Degree or 3 years General Staff Section Chief or Incident Commander / General Staff Section Chief or Incident Commander Qualification
LABOR CATEGORY & RATE	DESCRIPTION
Incident Commander \$151.13	Performs the functional responsibilities of an ICS Incident Commander. Provides coaching services to an Incident Commander or Unified Command. Organizes and manages complex all-risk/hazard interagency incidents.
MINIMUM YEARS OF EXPERIENCE	MINIMUM EDUCATION / CERTIFICATION LEVEL
20 years response and 3 years IC	BA/BS Degree or 3 years experience as Incident Commander/ Incident Commander Qualification
LABOR CATEGORY & RATE	DESCRIPTION
Project Officer \$130.98	Oversees and executes a project for a customer. Supervises assigned personnel, prepares schedules, assigns tasks, coordinates support and ensures materials and supplies are available. Ensures that documentation of the activity is complete and meets the needs of the customer. Coordinates with Desktop Publishing/Presentation Specialist, EMSI office team, Technical Specialists and customer point of contact.
MINIMUM YEARS OF EXPERIENCE	MINIMUM EDUCATION / CERTIFICATION LEVEL
20 years response	BA/BS Degree or 5 years response / Not Applicable
LABOR CATEGORY & RATE	DESCRIPTION
Staff/Tech Support \$100.75	Provides specialized support and/or assistance to customers. May fill specific support positions in areas such as administration, assistance to technical specialists, specialized capability in support of key management personnel, or other similar areas.
MINIMUM YEARS OF EXPERIENCE	MINIMUM EDUCATION / CERTIFICATION LEVEL
2 years in activity assigned	High School/GED or 2 years in activity assigned / Not Applicable



LABOR CATEGORY & RATE	DESCRIPTION
<p align="center">Subject Matter Expert 3 \$107.71</p>	<p>Provides expert input to customers during an incident, event or exercise. May include recommendations, opinions, information, guidance, perspective, documents or other similar services. Communicates technical information using practical terms that can be used to support Incident Management Team efforts. Provides input during course and exercise development in area of expertise. Must understand NIMS/ICS practices, principals and protocols and how they will integrate and function within the ICS Organizational Structure.</p>
MINIMUM YEARS OF EXPERIENCE	MINIMUM EDUCATION / CERTIFICATION LEVEL
10 years	BA/BS Degree or 10 years / Certificates, license or qualifications with expertise level needed
LABOR CATEGORY & RATE	DESCRIPTION
<p align="center">Technical Specialist \$146.09</p>	<p>Provides specialized technical support to customers. May fill specific support positions in areas such as communications, aviation, finance or other similar areas.</p>
MINIMUM YEARS OF EXPERIENCE	MINIMUM EDUCATION / CERTIFICATION LEVEL
5 years	AA/AS Degree or 5 years in field of specialty / Certificates, license or qualifications with specialty level needed
LABOR CATEGORY & RATE	DESCRIPTION
<p align="center">Unit Leader/Branch Director/Staging Area Manager/Division or Group Supervisor \$110.83</p>	<p>Performs the functional responsibilities of an ICS Unit Leader/Branch Director/Staging Area Manager/Division or Group Supervisor. Provides coaching services to the position holder.</p>
MINIMUM YEARS OF EXPERIENCE	MINIMUM EDUCATION / CERTIFICATION LEVEL
5 years response and 2 years Unit Leader	AA/AS Degree or 2 years Unit Leader / Unit Leader Certification or Certification as General Staff or Incident Commander.



Appendix B SIN 874-4 Training Services Price List

All courses are for up to 30 participants, off-site (at a customer provided facility), and include EMSI cadre time and materials. Arrangements may be made for more than 30 participate for an additional fee. EMSI cadre travel is not included in these prices. Travel will be handled in accordance with clause C-FSS-370 at the Task Order level. Courses, scenarios and related material may be customized utilizing SIN 874-1 and SIN 874-5. EMSI sponsors courses that allow individual seat purchases. See our website for more details.

COURSE NUMBER EM-ICS-320	This course focuses on the functions of Command, Command Staff, General Staff, Situation Unit Leader, Resources Unit Leader and Documentation Unit Leader in the planning process. It reviews functional responsibilities and what each position contributes to the development of an Incident Action Plan. Students practice learning points with a scenario based exercise that runs the length of the course. Students will graduate with the capability to perform on a Type 3 or Type 4 incident.
COURSE TITLE Intermediate Incident Management Team	
DAYS 3	
PRICE \$23,857.25	
COURSE NUMBER EM-ICS-341	This course focuses on the responsibilities of the functional units assigned to the Planning Section of an Incident Management Team. It is designed to enhance and exercise the student's knowledge of NIMS ICS as it pertains to the planning process during the initial response and the transition to extended response operations using an Incident Action Plan.
COURSE TITLE Incident Response Planning	
DAYS 4	
PRICE \$27,170.34	
COURSE NUMBER EM-ICS-346	This course provides functional training on the roles and responsibilities of the Situation Unit Leader. The course is designed to enhance student's skills when using NIMS ICS and is exercise intensive to help enforce critical learning points.
COURSE TITLE All-Hazard Situation Unit Leader	
DAYS 3	
PRICE \$20,248.17	



COURSE NUMBER EM-ICS-348	This course provides functional training on the roles and responsibilities of the Resource Unit Leader. The course is designed to enhance student's skills when using NIMS ICS and is exercise intensive to help enforce critical learning points.
COURSE TITLE All-Hazard Resources Unit Leader	
DAYS 3	
PRICE \$19,522.77	
COURSE NUMBER EM-ICS-400	This course covers the complexities of managing multi-jurisdictional and multi-agency incidents and how to apply various options related to major or complex incident management.
COURSE TITLE Advanced Incident Command System	
DAYS 2	
PRICE \$12,815.40	
COURSE NUMBER EM-ICS-410	This course focuses on the roles and responsibilities of the Incident Commander in an inter-agency response. It is designed to enhance the student's ability to perform their duties using NIMS ICS. This course is designed to be very exercise intensive and provides the student the opportunity to demonstrate the skills necessary to perform as a Type 2 Incident Commander in an all-hazard response environment.
COURSE TITLE Advanced Incident Commander	
DAYS 4	
PRICE \$27,564.15	
COURSE NUMBER EM-ICS-412	This course provides functional training on the roles and responsibilities of the ICS Liaison Officer. It is intended to enhance and exercise the student's knowledge of NIMS ICS as it pertains to performing the numerous duties of the Liaison Officer during all phases of the response. The course is interactive and requires the student to demonstrate the necessary skills needed to be a successful Liaison Officer.
COURSE TITLE Liaison Officer	
DAYS 3	
PRICE \$22,766.56	



COURSE NUMBER EM-ICS-430/440	Upon completion of the course, the student will have demonstrated the knowledge and skills necessary to perform the duties and responsibilities of the Operations and Planning Section Chiefs in the Incident Command System at the Type 2 level.
COURSE TITLE All-Hazard Operations and Planning Section Chief	
DAYS 5	
PRICE \$39,489.97	
COURSE NUMBER EM-ICS-620	This course focuses on the roles and responsibilities of Area Command Teams along with partner agencies and organizations to manage incidents requiring multiple Incident Management Teams or incidents of extraordinary significance that require a higher level of management. Scenarios are used to demonstrate the coordination between the on-scene Incident Management Teams and Area Command.
COURSE TITLE Area Command	
DAYS 3	
PRICE \$25,624.76	
COURSE NUMBER EM-ICS-IR	This course provides the Initial Responder with an overview of their roles and responsibilities during the initial phase of response. It is designed to enhance and exercise the responder's understanding of NIMS ICS as it pertains to their involvement during response. The course highlights interactions between the responder and Incident Command throughout the initial phases of the all-hazard response.
COURSE TITLE Incident Command System for Initial Responders	
DAYS 1	
PRICE \$6,394.44	
COURSE NUMBER EM-ICS-THSP	This course provides the Technical Specialist with an overview of their roles and responsibilities during all phases of response. It is designed to enhance and exercise the technical specialist's understanding of NIMS ICS as it pertains to their involvement during response. The course highlights ongoing interactions between the Technical Specialist and Incident Command throughout all phases of the all-hazard response.
COURSE TITLE Incident Command System for Technical Specialists	
DAYS 2	
PRICE \$14,855.59	



Appendix C SIN 874-5 Product Support Price List

These products may be used during exercises, workshops, development, and responses.

Prices do not include shipping. Shipping will be invoiced at cost.

ICS PRODUCT, PRICE & UNIT	DESCRIPTION
All Hazard Field Guides \$35.26 Each	ICS Handbook, <i>All Hazard Field Guide</i> , First Edition
Beyond Initial Response Textbook \$50.38 Each	ICS Textbook, <i>Beyond Initial Response</i> , Second Edition
Exercise Guide \$20.15 Each	EMSI Exercise Guides - only offered in conjunction with EMSI delivered course(s)
Handouts \$5.04 Each	EMSI Course Handouts - only offered in conjunction with EMSI delivered course(s)
ICS Forms on CD \$10.08 Each	IC Forms and AC ICS Forms compiled on a CD
Incident Management Handbook \$25.19 Each	Market Incident Management Handbooks (e.g., U.S.C.G. IMH)
Instructor Guide \$40.30 Each	EMSI Instructor Guides - only offered to EMSI certified instructors
Training Manual \$30.23 Each	EMSI Training Manual - only offered in conjunction with EMSI delivered course(s)
Vest Insert \$4.03 Each	Position specific, one front and one back insert, black and white print, laminated