



AUTHORIZED FEDERAL
SUPPLY SCHEDULE
CATALOG & PRICE LIST
General Services Administration Federal
Acquisition Service
www.johnsonsecuritybureau.com

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CONTACT INFORMATION

Johnson Security Bureau, Inc. maintains its corporate offices in New York City.

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COMPANY HISTORY

Johnson Security Bureau, Inc. (JSB) has been providing professional transport, guard, patrol and protective services for the past forty-nine years. Johnson Security was founded in 1962 and later incorporated in 1969 New York State.

The founders, Wilbert and Dorothy Johnson applied experiences they gained on the job as an NYPD officer and as a NYC Board of Education Guidance Counselor, respectively, to start JSB in the family's kitchen. Their goal was simple, to create job opportunities for people in their community while outworking the competition. Each employee was considered a member of the extended Johnson family and each client was treated like long-time friends.

During the early years, Johnson Security's clients included retail establishments and special event promoters. The firm grew its client base to include government agencies (primarily to secure government office buildings), colleges and medical facilities.

As a third-generation, family-owned and operated firm, JSB continue to maintain an impeccable record of providing its clients with peace of mind. This is achieved through having a diligently screened, thoroughly trained security staff that embodies the values of the owners, as well as a genuine concern for each client's business.

Johnson Security Bureau, Inc. has developed a track record of success in providing high quality security guard services across industries and client sizes. Based on this history and the experience JSB has amassed in nearly fifty years of business, the team is ready, willing, and able to meet the security guard needs of the GSA and its stakeholders.

Johnson Security Bureau, Inc. is certified as a minority and women-owned business enterprise (MBE) and (WBE) with the following agencies:

- ◆ Empire State Development Corporation - New York State
- ◆ New York City Department of Small Business Services
- ◆ NY/NJ Minority Supplier Development Council (NMSDC)
- ◆ Port Authority of New York and New Jersey
- ◆ And, Women's Business Enterprise Council (WBENC)

PRODUCT AND SERVICE MIX

Unarmed and Armed Guard Services

Johnson Security Bureau, Inc. currently provides unarmed and armed guard services. The current clients include property management firms, construction companies, nonprofit agencies and other security companies. Over the years, JSB has developed expertise in providing security services to government agencies, particularly for office buildings with high volumes of daily visitors. Increasingly, JSB is expanding to service a greater number of construction-related projects, in addition to local special events. As a result, the JSB team has a strong skill set in the following areas:

- ◆ Facility access control
- ◆ Identification/badge checks for employees and visitors
- ◆ Operating CCTV monitoring stations and magnetometers
- ◆ Performing foot and vehicle patrols
- ◆ Notifying the appropriate client representatives and the authorities of unusual activities
- ◆ Cooperating with law enforcement
- ◆ And, presenting a polished, professional agent of the client.

In instances where armed guard services are requested, the JSB security officer will be equipped with a licensed, operable firearm and ammunition. All armed officers are current with their firearms licensing, training and proficiency requirements.

In each case, the JSB team exhibited professionalism and courtesy, while not interfering with the overall experience for the attendees.

Vehicle Patrol Services

Johnson Security Bureau, Inc. has offered vehicle patrol services for decades. Experienced and well-trained security professionals in a highly visible marked vehicle serve as a deterrent for

theft and vandalism. A JSB officer will make the rounds at on the client's premises in a vehicle at low speeds, in addition to making periodic stops to check doors and locks by foot. The

frequency of vehicle patrols is based on the size of the client's facility and the amount of activity in the area.

Escort Services

At times Johnson Security Bureau, Inc. is contracted by agencies or individuals who seek a security to accompany key individuals on work assignments. This service may include escorting celebrities or executives during special events to limit spectator distraction. This service may also include ushering a laborer to ensure his or her successful completion of a task at a given location. Based on the location, escort services may involve JSB's security officers leading clients to public transportation or to parked vehicles.

Technology and Equipment

In recent years, Johnson Security Bureau, Inc. has moved to using newer equipment and technology in delivering security services to its clients. Additionally, JSB invests in better quality products so issues with technology will not impede the performance of the security officers.

JSB issues smartphones to all Supervisors to facilitate communications between the security officers and management. Each site is assigned a smartphone or tablet computer for the security officers to use in punching in and out, and in reporting incident. At sites where multiple guards are assigned to a single shift, JSB also incorporates 2-way radios. In addition to the devices and telephone protocols currently in use, Johnson Security Bureau, Inc. is investigating newer communication technology to foster effective communications with the security personnel, office staff, and client representatives.

Johnson Security Bureau, Inc. incorporates several computer applications to manage operational and administrative functions. The first application provides telephone time keeping, online timesheet review and approval. The second is used for human resource management,

employee scheduling, billing and equipment and inventory management. These applications allow the management of JSB to make sound business decisions by capturing a wealth of critical information in a single system. Johnson Security Bureau, Inc. would use the efficiencies offered by these applications in executing contract security guard services to GSA and its stakeholders.

JSB utilizes an electronic guard tour management systems on sites where its officers perform patrols. Checkpoints are installed along the patrol route. This system allows Johnson Security to provide clients with reports detailing the times and locations of incidents observed by security officers. JSB requires its officers to submit incident reports documenting each incident recorded in the system. Clients can use information captured in the system to determine how to adjust and update the security procedures and protocols

OVERVIEW OF RECRUITMENT, TRAINING & RETENTION

Recruitment

It is the intent of Johnson Security Bureau, Inc. to identify, and train employees to serve as representative of its clients, who are equipped with practical skills. These attributes will enable JSB's personnel to monitor, investigate, and promptly respond to situations, and, to in fact, direct other security, law enforcement and emergency service personnel, in a manner that minimizes the risk of harm or loss to our clients or to visitors.

While Johnson Security now employs fewer people than it did prior to the recession, the firm has access to many qualified and well-trained security officers. Many guards who worked for Johnson Security Bureau, Inc. in the past welcome the chance to return. Additionally, JSB can benefit from relationships with other security providers to identify former law enforcement professionals for specific opportunities.

Johnson Security Bureau, Inc. recruits from such reputable sources as the U.S. Veterans' Administration, John Jay College of Criminal Justice, Monroe College, ASIS Membership and the Department of Labor. Additionally, many of JSB's best security officers come through employee referrals. In this economy, there is a wealth of capable and qualified people with security experience who Johnson Security would consider.

The management of Johnson Security welcomes the opportunity to hire incumbent security officers and supervisors on current GSA contracts, if JSB is awarded new security guard contracts. The continued assignment of top performing security officers is practical and in the best interests of all concerned. Their familiarity with the Guard Post Orders and Procedures, as well as previous interaction with many of GSA employees and guests, makes this approach a prudent one.

JSB uses a series of written assessments during the interview process to identify the candidates with sufficient security knowledge and basic communication skills to meet client needs. Preliminary background checks are conducted to include criminal histories, social security verification, name searches and confirmation of High School graduation or receipt of a GED. Applicant references are contacted in order to obtain written verification of the employment and personal history of each candidate.

Because of the unique licensing requirements governing the hiring of security guards, and because of the even further reaching employment eligibility provisions set forth in Federal and

Municipal contracts, prospective security officers are provided a job description setting forth the verifiable criteria with which they must comply. The following is a sample of those criteria:

- A. Freedom from criminal convictions;
- B. High school diploma or equivalent;

- C. Proof of U.S. Citizenship or possession of valid alien Registration card with work authorization;
- D. Ability to read, write and speak English proficiently;
- E. Ability to pass a drug screening;
- F. Proof of residence and employment or educational history for the past 3 years.

Johnson Security Bureau, Inc. uses the Screening and Selection Services system provided by ADP. Comply Inc. administers the drug-screening program, and directs applicants to LabCorp facilities for the tests. In order to ensure the best security professionals represent Johnson Security Bureau, Inc. and its clients, JSB incorporates drug screening for all new hires. Random drug screens are also conducted for all JSB employees.

Training

Johnson Security Bureau, Inc. gives important attention to employee training and coaching. Chief of Staff Waleed Cope oversees all staff training. Mr. Cope applies his experience from the NYC Department of Education. All JSB security officers meet the minimum local security training standards.

The management of Johnson Security Bureau, Inc. encourages all of its officers to complete First Aid (AED), and CPR training provided by an instructor certified by the American Red Cross. Additionally management recommends Fire Guard/Fire Director certification and Occupational Safety and Health Act (OSHA) 10-hour Safety training in order to ensure that regardless of the assignment, be it at an office building, construction site or residential facility, JSB's officers provide the highest level of security and safety.

JSB's Office Manager maintains all information on employee training to ensure that mandated training is current. This manager contacts the officers when their training needs to be updated. He is also responsible for scheduling in-house training classes. The Johnson Security Bureau,

Inc. team is prepared to ensure all security officers assigned to a GSA contract will have the appropriate training to maintain safety and security at the local facilities.

Retention

Johnson Security Bureau, Inc. looks to reward its employees in efforts to retain the top performers. The firm offers a profit sharing plan, making contributions, based on successful business results that will benefit long-term employees in years to come.

Additionally, the management of JSB conducts regular employee evaluations. The evaluations give the employees the opportunity to provide insights into his or her professional and personal goals. The management team can then provide the employee with feedback on his or her performance. Together management and the employees can create individual development plans to assist both the employee and Johnson Security in achieving their respective goals. This approach will encourage the retention of many goal-oriented security officers.

Client Support

Johnson Security Bureau, Inc. always strives to exceed the expectations of its clients. At times, the JSB team may fall short of this goal. The management of Johnson Security is committed to maintaining open and consistent communication with its clients in order to address any service issues or changing client needs.

If a client is not satisfied with the performance of JSB, the management will promptly take all reasonable and necessary steps to remedy the situation. The following outlines Johnson Security's escalation procedures for client satisfaction issues.

- ◆ Johnson Security Bureau, Inc. employs floating supervisors who make site visits (both random and planned) to the security personnel assigned to client sites. A supervisor will be available to client representatives and to security officers 24x7.

- ◆ The Site Supervisors are can serve as a first point of contact for onsite issues.
- ◆ During normal business hours, correspondence should address to either the Director of Security or the Chief of Staff at (718) 402-3600. Communications should be made to the JSB corporate office within 24 hours to ensure proper resolution of any issues. Johnson Security will document all performance related issues in writing and subsequently follow-up via email and telephone.
- ◆ In the event that an incident occurs during non-business hours, the 24-hour dispatch system can be used to contact JSB's management. Based on the nature of the issue, a member of the management team will follow-up with a client contact within four (4) hours. A member of the JSB management team will conduct a follow-up site visit will on the following business day.
- ◆ If the performance of a specific JSB employee is at issue, a replacement can be requested. In most cases, the replacement will be available within 24 hours of the request.
- ◆ Johnson Security Bureau, Inc. makes every effort to submit timely and accurate invoices for the services rendered. Any questions regarding billing should be directed to the JSB Office Manager at (718) 402-3600 ext. 107. If any major performance issues persist, the management of Johnson Security will consider offering affected clients price adjustments on a case by case basis.

Almost any licensed firm can provide security guard services. Johnson Security Bureau, Inc. has two major advantages in client support relationships over many local firms. The first advantage is size. JSB is a lean firm, without the layers or bureaucracy many competitors boast. The owners and management of Johnson Security are extremely hands on with clients to proactively address client needs.

The second advantage Johnson Security has is longevity. In nearly 50 years, the JSB team has faced countless client service issues. Each challenge has taught the team how to better serve JSB's clients. Many competitors lack the frame of reference JSB has in creating and maintaining long-term relationships.

TERMS AND CONDITIONS

GSA Multiple Award Schedule Contract GS-07-0662X

This award consummates the contract, which consists of the following documents:

- a) The Government's solicitation;
- b) Johnson Security Bureau, Inc.'s offer submitted via eOffer on 04/07/2010;
- c) Johnson Security Bureau, Inc.'s Final Proposal Revision submitted on 06/16/2011;
- d) The watermarked SF 1449 and these continuation pages.

SCHEDULE TITLE: TOTAL SOLUTIONS FOR LAW ENFORCEMENT, SECURITY, FACILITIES MANAGEMENT, FIRE, RESCUE, CLOTHING, MARINE CRAFT AND EMERGENCY/ DISASTER RESPONSE

FSC Group: 0063

CONTRACT NUMBER: GS-07-0662X

CONTRACT PERIOD: July 20, 2011 – July 19, 2016

For more information on ordering from Federal Supply Schedules click on the GSA Schedules link at www.gsa.gov.

CONTRACTOR:

Johnson Security Bureau, Inc. 609 Walton Avenue
Bronx, NY 10451
Phone: (718) 402-3600



Fax: (718) 402-3934

Website: www.johnsonsecuritybureau.com

CONTRACTOR'S ADMINISTRATIVE SOURCE:

Jessica Johnson, President
Johnson Security Bureau, Inc.
609 Walton Avenue
Bronx, NY 10451
Phone: (718) 402-3600
Fax: (718) 402-3934
Email: info@johnsonsecuritybureau.com

BUSINESS SIZE: SMALL BUSINESS CONCERN

CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

SIN: 246-54

SIN DESCRIPTION: 246-54 Protective Service Occupations

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:

(Government net price based on unit of one)

SIN MODEL PRICE N/A

1c. HOURLY RATES: (Services Only) Refer to Price List for all Guard Positions.

2. MAXIMUM ORDER*: \$200,000 for SIN 246-54

*If the best value selection places your order over the Maximum Order identified in this catalog/price list, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the

TERMS AND CONDITIONS

aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. MINIMUM ORDER: None

4. GEOGRAPHIC COVERAGE: Domestic, 50 states, Washington, D.C., Puerto Rico, US Territories (See Geographic Areas covered by awarded Wage Determinations)

5. POINT(S) OF PRODUCTION: N/A, Services

6. DISCOUNT FROM LIST PRICES:

GSA Net Prices Shown on Prevailing Price List. For calculation of the GSA Schedule price (price paid by customers ordering from the GSA Schedule, and the price to be loaded in to GSA Advantage), the contractor should deduct the appropriate basic discount from the list price and add the prevailing IFF rate to the negotiated discounted price (Net GSA price). The current IFF is 0.75% and should be calculated as follows: Negotiated price divided by (1 minus .0075) which equates to Negotiated price divided by 0.9925. Example: $(\$100,000 / 0.9925) = \$100,755.67$

7. QUANTITY DISCOUNT(S): 1% discount on monthly orders of \$5,000+

8. PROMPT PAYMENT TERMS: 1% 10, NET 30

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

9b. Government Purchase Cards are accepted above the micro-purchase threshold. Contact the contractor for the limit.

TERMS AND CONDITIONS

10. FOREIGN ITEMS: None

11a. TIME OF DELIVERY: As negotiated at Task Order level

11b. EXPEDITED DELIVERY: Contact Contractor's Representative

11c. OVERNIGHT AND 2-DAY DELIVERY: If available, contact the Contractor for rates.

11d. URGENT REQUIREMENTS: Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. FOB POINT: N/A, Services

13a. ORDERING ADDRESS: Same as contractor's address

13b. ORDERING PROCEDURES: For supplies and services, the ordering procedures, information on Blanket Purchaser Agreements (BPA's) are found in FAR 8.405-3

14. PAYMENT ADDRESS: Same as Contractor

15. WARRANTY PROVISION: Standard Commercial Warranty.

16. EXPORT PACKING CHARGES: Not Applicable

17. TERMS AND CONDITIONS GOVERNMENT PURCHASE CARD ACCEPTANCE: (any thresholds above the micro-purchase level may be inserted by contractor)

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE): N/A

19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): N/A

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20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM PRICE LIST PRICES (IF AVAILABLE): N/A

20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): N/A

21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): N/A

22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): N/A

23. PREVENTATIVE MAINTENANCE (IF APPLICABLE): N/A

24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants): N/A

24b. Section 508 Compliance for EIT: as applicable

25. DUNS NUMBER: 073-26-9615

26. NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE: Registration valid until 06/17/2013.

PRICE LIST

Job Title	Labor Code	Hourly Rate
Guard I	27101	\$35.86
Guard II	27102	\$40.37

(Based on Federal Wage Determination 2005-2375 Rev. 10 dated 09/07/2010)

* Applicable to Bronx, Kings, New York, Queens, Richmond, Rockland and Westchester Counties, NY

LABOR CATEGORY DESCRIPTIONS

GUARD I (Unarmed)

Minimum/General Experience: Two (2) years of experience in security, law enforcement or the military.

Functional Responsibility: Patrol premises to prevent and detect signs of intrusion and ensure security of doors, windows, and gates. Answer alarms and investigative disturbances. Monitor and authorize entrance and departure of employees, visitors, and other persons to guard against theft and maintain security of premises.

Write reports of daily activities and irregularities, such as equipment or unusual occurrences. Call police or fire departments in cases of emergency, such as fire or presence of unauthorized persons. Circulate among visitors, patrons, and employees to preserve order and protect property. Answer telephone calls to take messages, answer questions, and provide information during non-business hours or when switchboard is closed.

Warn persons of rule infractions or violations, and apprehend or evict violators from the premises, using force when necessary. Operate detecting devices to screen individuals and prevent passage of prohibited articles into restricted areas. Respond to on-call response at sites on client facilities.

Many guards are certified in CPR and first-aid, and, are prepared to assist when medical emergencies occur.



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GUARD II (Armed)

Minimum/General Experience: Three (3) years of experience in security, law enforcement or the military.

Functional Responsibility: Our armed guards come equipped with extensive knowledge of the 4th Amendment, mechanics of arrest, report writing, certified first aid, and firearms training and qualifications. Armed guards may be trained in using handcuffs, mace, and body armor. These security officers have all of the qualifications of Guard I, with additional experience and responsibilities.