JENSEN HUGHES
Advancing the Science of Safety

General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List

Multiple Award Schedule (MAS)
FSC Group: Professional Services

Jensen Hughes, Inc.
3610 Commerce Drive, Suite 817
Baltimore, MD 21227-1640
Phone: (410) 737-8677
Fax: (410) 737-8688
http://www.jensenhughes.com
Contract Administration: Mary Patricia McCarthy
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Contract Number: GS-10F-0197W

Period Covered by Contract: May 11, 2010 through May 10, 2025

Business Size: Other than small

Pricelist current as of Modification # PS-A842 effective April 27, 2022

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov. 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 GSA Advantage® is: GSAA Advantage.gov.
<table>
<thead>
<tr>
<th>Table of Contents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ordering Information .............................................................</td>
</tr>
<tr>
<td>Jensen Hughes, Inc.’s Labor Category Descriptions ................................</td>
</tr>
<tr>
<td>Jensen Hughes, Inc.’s Authorized Labor Rates ..................................</td>
</tr>
</tbody>
</table>
Customer Information

1a. Authorized Special Item Numbers (SINs)

541611/541611RC – Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
OLM/OLMRC - Order Level Materials

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. See price list below.

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item. See price list below.

2. Maximum order: $1,000,000.00

3. Minimum order: $100.00

4. Geographic coverage (delivery area): The 50 States, the District of Columbia and Puerto Rico only

5. Point of production (city, county, and state or foreign country): Same as company address

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).

7. Quantity discounts: None.

8. Prompt payment terms: 0%, Net 30 Days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign Items: None

10a. Time of Delivery: As negotiated between Contractor and Ordering Agency

10b. Expedited Delivery: Contact Contractor

10c. Overnight and 2-Day Delivery: Contact Contractor

10d. Urgent Requirements: Contact Contractor
11. F.O.B. Point: Destination

12a. Contractor’s ordering address:

JENSEN HUGHES, Inc.

3610 Commerce Drive, Suite 817
Baltimore, MD 21227
PH: 410-737-8677
FX: 410-737-8688

12b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment Address:

By Check and Postal Delivery:

JENSEN HUGHES, Inc.
Attn: Accounts Receivable
PO Box 7410242
Chicago, IL 60674-0242

By Electronic Funds Transfer:

JENSEN HUGHES, Inc.
c/o Bank of America
100 N. Tryon Street
Charlotte, NC 28255

[Contact us for account & routing number information]

14. Warranty provision: Not Applicable

15. Export packing charges: Not Applicable

16. Terms and conditions of rental, maintenance, and repair: Not Applicable

17. Terms and conditions of installation: Not Applicable

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: Not Applicable
18b. Terms and conditions for any other services: *Not Applicable*

19. List of service and distribution points: *Not Applicable*

20. List of participating dealers: *Not Applicable*

21. Preventive maintenance: *Not Applicable*

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): *Not Applicable*

22b. Section 508 Compliance Information: *Not Applicable*

23. Unique Entity Identifier (UEI) Number: NM8HVXPHLEK7

24. Contractor has registered in the System for Award Management (SAM) Database.  
*CAGE code: 9U652*
Labor Category Descriptions

Partner
Functional Responsibility

- Develop and implement strategic plans to advance the company's mission and objectives and to promote revenue, profitability and growth as an organization
- Provide day-to-day management oversight of the firm
- Interface and coordinate with clients, as needed
- Provide strategic advice and overall direction to the project team
- Provide strategic thought leadership, counsel and services that establish best-in-class security strategies and corporate protective countermeasures to senior executives responsible for the performance of leading public and private corporations, as well as government agencies and major public service organizations
- Evaluate performance of executives for compliance with established policies and objectives of the company and contributions in attaining objectives
- Participate in media interviews
- Ensure quality control of final work product delivered to clients
- Responsible for implementing and maintaining facility's Department of Defense security clearance level

Minimum/General Experience

- Minimum 30 years of related experience working in federal, state or local law enforcement and private sector experience in planning, designing and implementing comprehensive security strategies to protect key assets
- Minimum 15 years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

Education
Master’s degree from accredited university or college in a related field
Senior Vice President (SVP) – Emergency Preparedness

Functional Responsibility

- Provide extensive experience and knowledge in emergency management theory and practice including mitigation and prevention, preparedness and protection, response and recovery
- Offer expertise in disaster operations including National Incident Management System (NIMS), Incident Command System (ICS), logistics, disaster emergency communications, emergency medical care, search and rescue, evacuation practice, sheltering and mass care concepts including pets and special needs populations
- Conduct emergency management planning including strategic, operational and tactical planning
- Provide insight to and understanding of the National Response Plan and the Federal Integrated Planning System and Comprehensive Planning Guide for State and Local Governments (CPG 101)
- Advise clients on public safety theory and practice related to police, fire, emergency medical services (EMS) and emergency communications to include emergency operations centers
- Create, design, plan and implement catastrophic and all hazards emergency planning and response operations

Minimum/General Experience

- Minimum 15 years of related experience working at the highest levels of federal, state or local law enforcement and private sector experience in planning, designing and implementing comprehensive security strategies to protect key assets
- Minimum 10 years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience and proven subject matter expertise in emergency management with management experience
SVP – Threat Assessment

Functional Responsibility

- Conduct independent threat assessment investigations to determine dangerousness of individuals displaying an unusual direction of interest in public or corporate officials, and subsequent prevention and mitigation management of those individuals
- Supervise cases of school violence, judicial threats, information sharing and protective intelligence investigations
- Establish and train state-mandated behavioral threat assessment teams for college campuses
- Provide senior law enforcement advisory services for federal government agencies and supporting institutions
- Serve on government advisory boards for federal, state and/or local law enforcement agencies responsible for threat investigations against public officials including members of Congress
- Develop and supervise numerous research projects on targeted violence for federal government departments
- Create information-sharing databases for the prevention of violence against protected officials
- Coordinate and supervise international travel of protected individuals in support of threats and situational awareness

Minimum/General Experience

- Minimum 15 years of related experience working at the highest levels of federal, state or local law enforcement and private sector experience in planning, designing and implementing comprehensive security strategies to protect key assets
- Minimum 10 years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience and proven subject matter expertise in threat assessment with management experience
SVP – Technical Operations

Functional Responsibility

- Assist clients in developing effective and appropriate public safety internet presence and community communication tools
- Develop performance standards, measurements and assessments that ensure the most effective use of technology by public agencies, corporations, intelligence centers and justice consortiums
- Construct public-private partnerships that enable cost-effective solutions for justice and public safety agencies
- Direct government and corporate agencies in the development of open source intelligence gathering, fusion center development and intelligence-led policing strategies
- Advise clients on the process to convert their complicated network of legacy systems into a modern technological infrastructure to deliver consistently reliable, operationally driven, complex applications with limited resources
- Design and develop multi-agency collaborations that create higher performance and lower cost information sharing environments including systems, networks, fusion centers and governance
- Assist senior government officials as subject matter expert in creating direction, standards, measures and assessments for the federal information sharing environment
- Responsible for implementing and maintaining facility's Department of Defense security clearance level

Minimum/General Experience

- Minimum 15 years of related experience in military, state or federal law enforcement and private sector experience including patrol, investigations, technology, intelligence and senior executive-level positions
- Private sector experience in management with focus on reducing property crimes and internet-based community policing tools
- Minimum 10 years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience and proven subject matter expertise in technical operations with management experience
SVP – Protective Services

Functional Responsibility

- Conduct independent security assessments to determine the effectiveness and cost-efficiency of security programs that identify and mitigate the threats and vulnerabilities confronting people, key assets and critical facilities
- Identify any additional risk control measures, interrelated countermeasures or protective tactics required
- Conduct threat and vulnerability assessments wherein the human threats, intentional or accidental, and the natural threats are identified, defined and quantified
- Assess the risks for targeted threats and opportunistic vulnerabilities, and evaluate the extent to which employed countermeasures effectively mitigate and control the hazards identified
- Deliver training curriculums for workshops comprised of scenario-based exercises for sports event incidents; multi-agency collaboration related to the safety of stadiums; threats that pose a risk to spectator safety, and the delivery of proper risk assessments and recovery processes
- Act as security advisor to national and international major events.
- Plan, design and advise federal, state, local and foreign law enforcement agencies responsible for establishing and maintaining a secure environment for all major event venues
- Assess and design executive protection programs, both advisory and managerial
- Design and create comprehensive manuals, plans, procedures and other documents for professional sports organizations, Fortune 500 companies, multi-national corporations and their security departments
- Provide strategic thought leadership, counsel and services that establish best-in-class security strategies and corporate protective countermeasures to senior executives responsible for the performance of leading public and private corporations, as well as government agencies and major public service organizations

Minimum/General Experience

- Minimum 15 years of related experience working at the highest levels of federal, state or local law enforcement and private sector experience in planning, designing and implementing comprehensive security strategies to protect key assets
- Minimum 10 years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience and proven subject matter expertise in protective services with management experience
**SVP – Risk Management**

**Functional Responsibility**

- Act as security advisor for enterprise-wide security risk management strategies, security breach mitigation, data privacy and incident response expertise, cybercrime and information security management
- Develop security strategies for fraud prevention, supplier and supply chain management, insider threat, investigations and physical, logical and process security
- Provide executive protection expertise; threat intelligence compilation, assessment and management; major event security planning, design and implementation; threat and vulnerability assessments; holistic security operations strategies including assessments and program development
- Offer experience in application data, employee screening, background investigations, trusted third parties, new business risk, due diligence and the development of business and protective intelligence
- Provide strategic thought leadership, counsel and services that establish best-in-class security strategies and corporate protective countermeasures to senior executives responsible for the performance of leading public and private corporations as well as government agencies and major public service organizations
- Oversee business operations to insure quality control, standard of excellence, budget compliance and effective management of resources
- Plan, develop and implement security strategies for clientele as trusted advisor and management resource

**Minimum/General Experience**

- Minimum 15 years of related experience working at the highest levels of federal, state or local law enforcement and private sector experience in planning, designing and implementing comprehensive security strategies to protect key assets
- Minimum 10 years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

**Education**

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience and proven subject matter expertise in risk management with management experience
SVP – Investigations

Functional Responsibility

- Conduct comprehensive investigations of individuals, situations and matters to determine substance and factual information as required by clients
- Determine key facts regarding matters submitted for investigation for the purposes of identifying events, persons or circumstances as needed
- Conduct employment screening relating to hiring of key management personnel or key executives.
- Conduct due diligence investigations of prospective employees or acquisitions to identify and produce a reliable assessment of current circumstances of the targeted subjects
- Provide litigation support for legal clients in information gathering and fact finding
- Offer expertise with investigative process involving the use of both Fair Credit Reporting Act (FCRA)-compliant and due diligence databases in gathering relevant background information
- Knowledgeable about public record information regarding personal identifiers, address information, criminal and civil records, credit history, employment history, financial sanction records and media records
- Obtain and assess criminal records, professional licenses, business affiliations, National Merged Credit report, financial information, legal and administrative proceedings and U.S. military records
- Comprehend and evaluate investigative findings to provide information regarding a subject’s character, integrity, ethics, general reputation, personal characteristics and mode of living

Minimum/General Experience

- Minimum 15 years of related experience working at the highest levels of federal, state or local law enforcement and private sector experience in planning, designing and implementing comprehensive investigative strategies and reporting results
- Minimum 10 years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience and proven subject matter expertise in investigations with management experience
SVP – Law Enforcement

Functional Responsibility

• Provide senior-level law enforcement advisory services for federal government agencies and supporting institutions based on extensive experience and knowledge in law enforcement theory and practice,

• Conduct law enforcement planning efforts including strategic, operational and tactical planning and response operations

• Advise clients on public safety theory and practice related to law enforcement communications and engagement with external resources and community members

• Conduct briefings to senior-level law enforcement officials and external audiences

• Develop performance standards, measurements and assessments that ensure the most effective use of technology by law enforcement agencies, intelligence centers and justice consortia

• Construct public-private partnerships that enable cost-effective solutions for justice and public safety agencies

• Direct government and corporate agencies in the development of open source intelligence gathering, fusion center development and intelligence led policing strategies

Minimum/General Experience

• Minimum 15 years of related experience working at the highest levels of federal, state or local law enforcement and/or private sector experience in planning, designing and implementing law enforcement programs and training

• Minimum 10 years of supervisory or management experience

• Currently hold or must be able to obtain and maintain a federal security clearance

Education

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience and proven subject matter expertise in law enforcement with management experience
Clinical and Forensic Psychologist

Functional Responsibility

- Provide senior-level direct violence risk potential evaluations and indirect threat assessments on adult and adolescent subjects
- Provide consultation and evaluation services to agency threat management teams in identifying, assessing, managing, and monitoring potential and actual threats to the organization, its personnel, and stakeholders
- Conduct training in topics such as workplace violence prevention program development and review, threat management team development, threat management team training, and managing domestic violence and stalking in the workplace
- Facilitate training seminars for the Workplace Assessment of Violence Risk (WAVR-21, Third Edition) for structured assessments of workplace and campus targeted violence risk
- Conduct psychosexual risk evaluations and provide expert testimony, including court testimony, as needed
- Conduct fitness for duty evaluations for law enforcement and public safety personnel

Minimum/General Experience

- Minimum 10 years of related experience working in counseling, forensic psychology, consulting psychology, or employment assessments with skills in interviewing, psychological evaluation, and report writing
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

PhD or PsyD in Psychology from an APA-accredited institution, with an active state license in clinical psychology and proven subject matter expertise
Program Manager

Functional Responsibility

- Manage complex, large programs or task orders (or groups thereof) through close partnership with the government to plan and manage projects supporting the program
- Apply program management skills and functional and technical expertise to guide and manage a team in delivering client solutions through day to day operations of projects with requirements execution, process improvement, and training
- Assist organization to translate its vision and strategy into key business processes
- Develop options regarding organizational and procedural strategies to implement new projects and project functionality
- Design curricula for and facilitate workshops, training sessions and seminars
- Design and implement mechanisms to support interaction with external organizations
- Develop project strategy and implementation plans through knowledge of specific organizational mission and goals
- Facilitate internal and external stakeholders’ engagement towards program goals
- Lead clients through business transformation processes

Minimum/General Experience

- Minimum 10 years of related professional experience working at the highest levels of federal, state or local law enforcement or private sector experience in program management
- Minimum five years of supervisory or management experience
- Strong research, problem solving, analytical and organizational skills
- Strong written and oral communication skills
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

Master’s degree from accredited university or college in a related field; PMP certification preferred
Project Manager

Functional Responsibility

- Apply project management skills and functional and technical expertise to guide and manage a team in delivering client solutions through day to day operations of projects with requirements execution, process improvement and training
- Assist organization to translate its vision and strategy into key business processes
- Develop options regarding organizational and procedural strategies to implement new projects and project functionality.
- Design and facilitate workshops, training sessions, and seminars
- Design and implement mechanisms to support interaction with external organizations
- Develop and manage project budgets
- Develop project strategy and implementation plans through knowledge of specific organizational mission and goals
- Apply expertise to identify and implement risk mitigation plans and to deliver a project on time and within budget

Minimum/General Experience

- Minimum five years of related professional experience working at the highest levels of federal, state or local law enforcement or private sector experience in project management
- Strong research, problem solving, analytical and organizational skills
- Strong written and oral communication skills
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

Bachelor’s degree from accredited university or college in a related field.
**Director – Emergency Preparedness**

**Functional Responsibility**

- Provide extensive experience and knowledge in emergency management theory and practice including mitigation and prevention, preparedness and protection, response and recovery
- Offer expertise in disaster operations including National Incident Management System (NIMS), Incident Command System (ICS), logistics, disaster emergency communications, emergency medical care, search and rescue, evacuation practice, sheltering and mass care concepts including pets and special needs populations
- Conduct emergency management planning including strategic, operational and tactical planning
- Provide insight to and understanding of the National Response Plan and the Federal Integrated Planning System and Comprehensive Planning Guide for State and Local Governments (CPG 101)

**Minimum/General Experience**

- Minimum 10 years of related experience working at the highest levels of federal, state or local law enforcement or private sector experience in planning, designing and implementing comprehensive security strategies to protect key assets
- Minimum five years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

**Education**

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience in emergency preparedness with management experience
**Director – Threat Assessment**

**Functional Responsibility**

- Conduct independent threat assessment investigations to determine dangerousness of individuals displaying an unusual direction of interest in public or corporate officials, and subsequent prevention and mitigation management of those individuals
- Supervise cases of school violence, judicial threats, information sharing and protective intelligence investigations
- Serve on government advisory boards for federal, state and/or local law enforcement agencies responsible for threat investigations against public officials including members of Congress
- Develop and supervise numerous research projects on targeted violence for federal government departments
- Create information-sharing databases for the prevention of violence against protected officials

**Minimum/General Experience**

- Minimum 10 years of related experience working at the highest levels of federal, state or local law enforcement or private sector experience in planning, designing and implementing comprehensive security strategies to protect key assets
- Minimum five years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

**Education**

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience in threat assessment with management experience
Director – Technical Operations

Functional Responsibility

- Assist clients in developing effective and appropriate public safety internet presence and community communication tools
- Develop performance standards, measurements and assessments that ensure the most effective use of technology by public agencies, corporations, intelligence centers and justice consortiums
- Direct government and corporate agencies in the development of open source intelligence gathering, fusion center development and intelligence-led policing strategies
- Advise clients on the process to convert their complicated network of legacy systems into a modern technological infrastructure to deliver consistently reliable, operationally driven, complex applications with limited resources
- Assist senior government officials as subject matter expert in creating direction, standards, measures and assessments for the federal information sharing environment
- Responsible for implementing and maintaining facility's Department of Defense security clearance level

Minimum/General Experience

- Minimum 10 years of related experience in military, state and/or federal law enforcement or private sector experience including patrol, investigations, technology, intelligence and senior executive positions
- Private sector experience in management with focus on reducing property crimes and internet-based community policing tools
- Minimum five years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience in technical operations with management experience
Director – Protective Services

Functional Responsibility

- Conduct independent security assessments to determine the effectiveness and cost-efficiency of security programs that identify and mitigate the threats and vulnerabilities confronting people, key assets and critical facilities
- Identify any additional risk control measures, interrelated countermeasures or protective tactics required
- Conduct threat and vulnerability assessments wherein the human threats, intentional or accidental, and the natural threats are identified, defined and quantified
- Assess the risks for targeted threats and opportunistic vulnerabilities, and evaluate the extent to which employed countermeasures effectively mitigate and control the hazards identified
- Deliver training curriculums for workshops comprised of scenario-based exercises for sports event incidents; multi-agency collaboration related to the safety of stadiums; threats that pose a risk to spectator safety, and the delivery of proper risk assessments and recovery processes
- Assess and design executive protection programs, both advisory and managerial
- Provide strategic thought leadership, counsel and services that establish best-in-class security strategies and corporate protective countermeasures to senior executives responsible for the performance of leading public and private corporations, as well as government agencies and major public service organizations

Minimum/General Experience

- Minimum 10 years of related experience working at the highest levels of federal, state or local law enforcement or private sector experience in planning, designing and implementing comprehensive security strategies to protect key assets
- Minimum five years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

Education
Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience in protective services with management experience
**Director – Risk Management**

**Functional Responsibility**

- Act as security advisor for enterprise-wide security risk management strategies, security breach mitigation, data privacy and incident response expertise, cybercrime and information security management
- Develop security strategies for fraud prevention, supplier and supply chain management, insider threat, investigations and physical, logical and process security
- Provide executive protection expertise; threat intelligence compilation, assessment and management; major event security planning, design and implementation; threat and vulnerability assessments; holistic security operations strategies including assessments and program development
- Offer experience in application data, employee screening, background investigations, trusted third parties, new business risk, due diligence and the development of business and protective intelligence
- Provide strategic thought leadership, counsel and services that establish best-in-class security strategies and corporate protective countermeasures to senior executives responsible for the performance of leading public and private corporations as well as government agencies and major public service organizations

**Minimum/General Experience**

- Minimum ten years of related experience working at the highest levels of federal, state or local law enforcement or private sector experience in planning, designing and implementing comprehensive security strategies to protect key assets
- Minimum five years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

**Education**

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience in risk management with management experience
**Director – Investigations**

**Functional Responsibility**

- Conduct comprehensive investigations of individuals, situations and matters to determine substance and factual information as required by clients.
- Conduct employment screening relating to hiring of key management personnel or key executives.
- Conduct due diligence investigations of prospective employees or acquisitions to identify and produce a reliable assessment of current circumstances of the targeted subjects.
- Offer expertise with investigative process involving the use of both Fair Credit Reporting Act (FCRA)-compliant and due diligence databases in gathering relevant background information.
- Knowledgeable about public record information regarding personal identifiers, address information, criminal and civil records, credit history, employment history, financial sanction records and media records.
- Obtain and assess criminal records, professional licenses, business affiliations, National Merged Credit report, financial information, legal and administrative proceedings and U.S. military records.

**Minimum/General Experience**

- Minimum 10 years of related experience working at the highest levels of federal, state or local law enforcement or private sector experience in planning, designing and implementing comprehensive security strategies to protect key assets.
- Minimum five years of supervisory or management experience.
- Currently hold or must be able to obtain and maintain a federal security clearance.

**Education**

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience in investigations with management experience.
**Director – Law Enforcement**

**Functional Responsibility**

- Provide senior-level law enforcement advisory services for federal government agencies and supporting institutions based on extensive experience and knowledge in law enforcement theory and practice,
- Conduct law enforcement planning efforts including strategic, operational and tactical planning and response operations
- Advise clients on public safety theory and practice related to law enforcement communications and engagement with external resources and community members
- Conduct briefings to senior-level law enforcement officials and external audiences
- Direct government and corporate agencies in the development of open source intelligence gathering, fusion center development and intelligence led policing strategies

**Minimum/General Experience**

- Minimum 10 years of related experience working at the highest levels of federal, state or local law enforcement or private sector experience in planning, designing and implementing law enforcement programs and training
- Minimum five years of supervisory or management experience
- Currently hold or must be able to obtain and maintain a federal security clearance

**Education**

Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience in law enforcement with management experience
**Subject Matter Expert II**

**Functional Responsibility**

- Recognized expert in their industry, brought onto a project team to supplement the team’s expertise and knowledge
- Holds industry and mission specific knowledge to advise on complex problems and design practical solutions

**Minimum/General Experience**

- Minimum 20 years of related professional experience working at the highest levels of federal, state or local law enforcement and private sector experience in program management
- Minimum 10 years of supervisory or management experience.
- Consistently demonstrated research, problem solving, analytical and organizational skills
- Strong written and oral communication skills
- Currently hold or must be able to obtain and maintain a federal security clearance

**Education**

Master’s degree from accredited university or college in a related field

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**Subject Matter Expert**

**Functional Responsibility**

- Recognized expert in their industry, brought onto a project team to supplement the team’s expertise and knowledge
- Holds industry and mission specific knowledge to advise on complex problems and design practical solutions

**Minimum/General Experience**

- Minimum 10 years professional experience
- Strong research, problem solving, analytical and organizational skills
- Strong written and oral communication skills
- Currently hold or must be able to obtain and maintain a federal security clearance

**Education**

Bachelor’s degree required; master’s degree preferred
Communications Director

Functional Responsibility

- Responsible for graphic design, page layout, copyediting, format and production direction, as well as electronic production of client documents, proposals, marketing materials and website
- Finalize written work product on technical subject matter that is tailored to specific audiences, including executive-level leadership, policymakers, legal experts, non-specialists and the general public
- Edit, revise and proof written deliverables for accuracy and clarity
- Coordinate team member contributions to facilitate project completion

Minimum/General Experience

- Minimum of 10 years of professional experience in communications-related field
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

- Master’s degree from accredited university or college in a related field, or bachelor’s degree with 15 years professional experience in communications with management experience
**Threat Assessment Specialist**

**Functional Responsibility**

- Identify relevant and timely information utilizing a variety of sources in support of company investigative and protective needs
- Evaluate sensitive threat and intelligence information and research data as they relate to the company mission and project goals
- Maintain an awareness of developments in the field of threat assessment and targeted violence that may impact company mission
- Design and conduct scientifically sound research projects in support of company contracts
- Prepare reports based upon comprehensive analysis of information at hand and threat assessment principles
- Conduct presentations and trainings related to threat assessment and specific research findings

**Minimum/General Experience**

- Minimum 10 years professional experience conducting research and analytical work in the social sciences – of this, at least five years must have been specifically related to threat assessment, targeted violence and/or intelligence
- Demonstrate an understanding of the principles of threat assessment and targeted violence and an ability to apply such principles to research and investigative work
- Currently hold or must be able to obtain and maintain a federal security clearance

**Education**

Master’s degree from accredited university or college in criminal justice or security-related field, or bachelor’s degree with 15 years professional experience in threat assessment with management experience
Investigative Research Associate

Functional Responsibility

- Develop database and information sources in support of the investigative research division
- Work general investigative cases from inception to completion, including the preparation of investigative research reports
- Conduct due diligence and background investigative research as part of investigative team
- Analyze data, interviews, intelligence and other information to determine accuracy of data as well as develop key findings
- Brief and advise superiors on key findings during investigations

Minimum/General Experience

- Minimum five years professional experience
- Ability to determine, devise and develop methods, techniques and procedures to extract and obtain information from a variety of sources
- Strong research, problem solving, analytical and organizational skills
- Strong written and oral communication skills
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

Bachelor’s degree required
Specialist – Researcher

Functional Responsibility

- Conduct independent research on requirements, supporting data, communications and management information systems to assist in project plan execution
- Conduct subject matter specific research, analyze results, and summarize and present findings succinctly to decision makers
- Assist with benchmarking efforts and survey implementation with stakeholders
- Document organization’s current functional requirements and program specifications
- Develop new or improved mechanisms to support interaction with external organizations
- Report accurately on assignments, tasks and project statuses
- Identify needs for interoffice coordination and design ways to meet those needs
- Identify and implement business process improvements

Minimum/General Experience

- Minimum five years professional experience
- Strong research, problem solving, analytical and organizational skills
- Strong written and oral communication skills
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

Bachelor’s degree required
Communications Writer/Editor

Functional Responsibility

- Responsible for graphic design, page layout, copyediting, format and production direction, as well as electronic production of our client documents, proposals, marketing materials, website, and social media tools
- Finalize written work product on technical subject matter that is tailored to specific audiences, including executive-level leadership, policymakers, legal experts, non-specialists and the general public
- Edit, revise and proof written deliverables for accuracy and clarity
- Coordinate team member contributions to facilitate project completion

Minimum/General Experience

- Minimum three years professional experience
- Strong research, problem solving, analytical and organizational skills
- Strong written and oral communication skills
- Currently hold or must be able to obtain and maintain a federal security clearance

Education

Bachelor’s degree required
Mission Analyst

Functional Responsibility

- Apply technical and analytical skills to assist with implementation of business solutions to achieve mission results as directed by the Project Manager.
- Identify, document and analyze functional requirements and gap analyses
- Conduct complex research projects and make recommendations based on findings
- Assist in performing analysis of alternatives and scenario analyses on courses of action for planning, organizing and managing program functions
- Develop project implementation plans and other critical documentation using knowledge of mission goals
- Evaluate agency plans, policies and organizational documents as they support project efforts
- Perform project management tasks, such as stakeholder management, status reporting and work plan maintenance

Minimum/General Experience

- Minimum four years professional experience
- Strong research, problem solving, analytical and organizational skills
- Strong written and oral communication skills
- Currently hold or must be able to obtain and maintain a federal security clearance

Education
Bachelor’s degree required
Administrative Support Specialist

Functional Responsibility

• Edit, revise and proof written deliverables for accuracy, quality and clarity
• Responsible for final report preparation and production
• Manage, plan and execute a variety of administrative functions including day-to-day accounting tasks, schedules and travel arrangements
• Provide administrative and logistical support and overall office management for the firm
• Collaborate with team members to produce deliverables
• Oversee information technology systems
• This labor category is only used for task order services that go beyond typical overhead services that are done in the normal course of business. Federal agencies will not be charged for services that are considered company overhead.

Minimum/General Experience

• Minimum three years of administrative experience
• Currently hold or must be able to obtain and maintain a federal security clearance

Education

Associate’s degree required
<table>
<thead>
<tr>
<th>Labor Category</th>
<th>GSA Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Partner</td>
<td>$408.06</td>
</tr>
<tr>
<td>SVP – Emergency Preparedness</td>
<td>$358.19</td>
</tr>
<tr>
<td>SVP – Threat Assessment</td>
<td>$304.46</td>
</tr>
<tr>
<td>SVP - Technical Operations</td>
<td>$358.19</td>
</tr>
<tr>
<td>SVP - Protective Services</td>
<td>$358.19</td>
</tr>
<tr>
<td>SVP – Risk Management</td>
<td>$304.46</td>
</tr>
<tr>
<td>SVP – Investigations</td>
<td>$304.46</td>
</tr>
<tr>
<td>SVP – Law Enforcement</td>
<td>$304.46</td>
</tr>
<tr>
<td>Clinical and Forensic Psychologist</td>
<td>$267.51</td>
</tr>
<tr>
<td>Program Manager</td>
<td>$213.55</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$149.62</td>
</tr>
<tr>
<td>Director – Emergency Preparedness</td>
<td>$249.37</td>
</tr>
<tr>
<td>Director – Threat Assessment</td>
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<tr>
<td>Director – Technical Operations</td>
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<tr>
<td>Director – Protective Services</td>
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</tr>
<tr>
<td>Director – Risk Management</td>
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</tr>
<tr>
<td>Director – Investigations</td>
<td>$249.37</td>
</tr>
<tr>
<td>Director – Law Enforcement</td>
<td>$249.37</td>
</tr>
<tr>
<td>Subject Matter Expert II</td>
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<tr>
<td>Subject Matter Expert</td>
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<tr>
<td>Communications Director</td>
<td>$272.04</td>
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<tr>
<td>Threat Assessment Specialist</td>
<td>$269.77</td>
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<tr>
<td>Investigative Research Associate</td>
<td>$192.70</td>
</tr>
<tr>
<td>Specialist – Researcher</td>
<td>$160.96</td>
</tr>
</tbody>
</table>
**Service Contract Labor Standards:**
The following SCLS Matrix and narrative are hereby incorporated into the contract.

<table>
<thead>
<tr>
<th>SCLS Eligible Labor Category</th>
<th>SCLS Equivalent Code Title</th>
<th>Wage Determination No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Support Specialist</td>
<td>01020 - Administrative Assistant</td>
<td>2015-5017</td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards (SCLS) is applicable to this contract and it includes SCLS applicable labor categories. The prices for the indicated (**) SCLS labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).