



**GENERAL SERVICES ADMINISTRATION  
Federal Acquisition Service**

**AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

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: [GSAAdvantage.gov](http://GSAAdvantage.gov)

**Schedule Title: HUMAN RESOURCES AND EQUAL EMPLOYMENT OPPORTUNITY (EEO) SERVICES**

**Schedule No.: 738 PART X**

**Product/Service Codes (PSC): R799 and R499**

**Contract Number: GS-02F-0178W**

\*\*\*\*For more information on ordering from Federal Supply Schedules go to the internet address: [www.gsa.gov](http://www.gsa.gov). Find link to GSA Schedules. Then find link to For Customers Ordering from Schedules. Next, find links to Ordering Procedures for Services Requiring a Statement of Work and Ordering Procedures for Services not Requiring a Statement of work.\*\*\*\*

**Contract Period: May 28, 2010 through May 27, 2015**

**J.P. | INVESTIGATIVE  
GROUP, INC.**

JP Investigative Group, Inc.  
9716-B Rea Road #211  
Charlotte, NC 28277  
Toll Free: 1-877-990-2111  
Phone: (704) 243-1137

Fax: (704) 243-1224

Email: [info@jpinvestigations.com](mailto:info@jpinvestigations.com)

Website: [www.jpgovernmentinvestigations.com](http://www.jpgovernmentinvestigations.com)

Point of Contact 1: Tracy Paonessa, Co-Owner

Point of Contact 2: Joe Paonessa, Co-Owner

Point of Contact 3: LaVonda Earley, Vice President of Marketing

**Contract Administration Source:** (same as Contractor information above)

**Business Size:** Small Business, Woman Owned

### **CUSTOMER INFORMATION**

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to item descriptions and awarded price(s).

<b>SIN</b>	<b>Description</b>	<b>Cross Reference</b>
595-21	Human Resource Services: Workers' Compensation	Page 3
595-27	Human Resource Services: Pre-employment Background Screening	Page 3

1b. Identification of the lowest priced service for each special item number awarded in the contract.

<b>SIN</b>	<b>Description</b>	<b>Lowest Price</b>
595-21	Human Resource Services: Workers' Compensation <b>Investigator I</b>	\$60.45
595-21	Human Resource Services: Workers' Compensation <b>Investigator II</b>	\$71.79
595-27	Human Resource Services: Pre-employment Background Screening	\$352.64

1c. Labor Category Descriptions

<b>Job Title</b>	<b>Functional Responsibility</b>	<b>Education</b>
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<p><b>Investigator I</b></p> <p>Workers' Compensation and Disability Fraud Surveillance</p>	<p>Investigator I conducts mobile and stationary surveillance for an employee who filed a claim but may have made false statements for the purpose of collecting workers' compensation or disability benefits; or workers that abuse the system remaining on benefits far longer than their recovery required for an alleged job injury; or allegedly became disabled as a result of being injured on the job. Prepares a concise summary of the surveillance with the facts and provides updates regarding all developments throughout the surveillance. Administers a comprehensive report on each employee/claimant and retrieves DMV records to verify vehicles that may be driven by the claimant. Prepares a detailed written surveillance report on a CD-ROM and produces the video footage of the surveillance on a DVD. Abides by all Federal, State and local privacy laws.</p>	<p>Minimum: Associates Degree or Military related training, one (1) to three (3) years of investigation or law enforcement experience, relevant technical training on video equipment, State-issued private investigator license, and excellent writing and communication skills.</p>
<p><b>Investigator II</b></p> <p>Workers' Compensation and Disability Fraud Surveillance &amp; Investigation</p>	<p>Investigator II reviews the details of a case filed against the insured to confirm or refute suspicions or allegations of invalid workers' compensation or disability claims status. Identifies claims for employees who may have made false statements for the purpose of collecting workers' compensation or disability benefits; or workers that abuse the system remaining on benefits far longer than their recovery required for an alleged job injury; or allegedly became disabled as a result of being injured on the job. Conducts mobile and stationary surveillance, documents allegedly injured or disabled claimant's activities should they engage in social events that defy the physical restrictions they claim while accepting benefits. Administer extensive research to determine if there is unreported income or employment at a second job, multiple claims under multiple identities or if an injury/disability has been exaggerated. If necessary, conducts interviews and record statements from the employee/claimant following all Federal, State and local guidelines, provide the insurance adjuster a prompt, clear and concise summary of the investigation, run comprehensive reports on employees/claimants, complete</p>	<p>Minimum: Bachelor's Degree or Military related training, three (3) to five (5) years of investigation and law enforcement experience, relevant technical training on video equipment, State-issued private investigator license, certification in interviewing and interrogation, certification from the division of homeland security, and excellent writing, research, and communication skills.</p>

	<p>background investigations retrieving records from the public domain of courthouses and Federal, State and local record repositories. Research criminal convictions histories, civil litigations, DMV records, corporate filings, tax liens, judgments, property ownership and valuation, bankruptcy proceedings, registered sex offender database, verify previous employers, education listed on application and contact all references. We utilize cyber resources to obtain relevant information that provides data which may serve as the basis for hiring an employee. Prepares a detailed written surveillance and investigation report on a CD-ROM. Produces the video footage of the surveillance on a DVD. We abide by all Federal, State, local, Freedom of Information and Protection of Privacy Act requirements.</p> <p style="text-align: center;"><b>Pre-employment Background Investigation</b></p> <p>Investigator II completes the pre-employment background investigations. Research is conducted prior to an individual being hired. Records are retrieved from public domains, courthouses, Federal, State and local record repositories. Research criminal convictions histories, civil litigations, DMV records, corporate filings, tax liens, judgments, property ownership and valuation, bankruptcy proceedings, registered sex offender databases, verify previous employers, education listed on application and contact all references. In addition, we utilize cyber resources such as face book, MySpace, twitter, etc. and licensed software to compile a comprehensive report of the claimant's background. We abide by all Federal, State, local, Freedom of Information and Protection of Privacy Act requirements.</p>	
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**2. Maximum Order:**

<u>SIN</u>	<u>Maximum</u>
595-21	\$1,000,000.00
595-27	\$1,000,000.00

3. **Minimum Order Limitation:** \$100.00
4. **Geographic Coverage (Delivery Area):** The 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC and U.S. Territories.
5. **Points of Production:** Contractor's physical facility, 1609 Shimron Lane, Waxhaw, North Carolina, 28173.
6. **Basic Discount/Pricing:** See discount/pricing chart on page 5.
7. **Volume Discounts:** Additional 3% off for individual task orders having an estimated value of \$50,000.00 or more.
8. **Prompt Payment Terms:** Net 30 days.
9. **Government purchase cards:** Accepted for all purchases up to and above the micro-purchase threshold.
10. **Foreign Items:** Not Applicable.
- 11a. **Time of Delivery:** Within required timeframes as established by Government regulations and/or within the period specified in the ordering agency's statement of work and the order.
- 11b. **Expedited Delivery:** Available and will be negotiated with the Ordering Agency.
- 11c. **Urgent Requirements:** Contact the Contractor for the purpose of obtaining accelerated delivery pursuant to Contract Clause No. I-FSS-140-B, Urgent Requirements.
12. **F.O.B Point(s):** f.o.b. destination
- 13a. **Ordering Address:**  
JP Investigative Group, Inc.  
Attention: GSA Orders  
9716-B Rea Road #211  
Charlotte, NC 28277
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405.
14. **Payment address:**  
JP Investigative Group, Inc.  
Attention: Accounts Receivable  
9716-B Rea Road #211  
Charlotte, NC 28277

15. **Warranty Provision:** Not Applicable.

16. **Terms and conditions of Government purchase card acceptance:** Accepted for all purchases up to and above the micro-purchase threshold.

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

18. **Data Universal Number System (DUNS) number:** 829003560

19. **Central Contractor Registration (CCR):** We are registered in CCR.

**GSA Basic Discount/Pricing**

<b>SINS</b>	<b>JOB TITLE</b>	<b>GSA Discount</b>	<b>GSA Pricing (including IFF)</b>
595-21	<b>Investigator I</b> Worker's Compensation and Disability Fraud Surveillance	25%	\$60.45
595-21	<b>Investigator II</b> Worker's Compensation and Disability Fraud Surveillance & Investigation	25%	\$71.79
595-27	Pre-employment Background Investigation	12.5%	\$352.64