

J.P. | INVESTIGATIVE GROUP, INC.

Texas Multiple Award Schedule (TXMAS) Program



Contract Number TXMAS-12-738X040

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

Schedule No.: 738 PART X

Contract Period: April 23, 2012 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

Website: www.jpgovernmentinvestigations.com

Point of Contact 1: Tracy Paonessa, Owner/President

Point of Contact 2: Joe Paonessa, Co-Owner/Vice President

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).

SIN	Description	Cross Reference
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.

SIN	Description	Lowest Price
595-21	Human Resource Services: Workers' Compensation Investigator I	\$62.57
595-21	Human Resource Services: Workers' Compensation Investigator II	\$74.30
595-27	Human Resource Services: Pre-employment Background Screening	See Price List

1c. Labor Category Descriptions

Job Title	Functional Responsibility	Education
------------------	----------------------------------	------------------

<p>Investigator I</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>Investigator II</p> <p>Workers' Compensation and Disability Fraud Surveillance & 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;">Pre-employment Background Investigation</p> <p>Investigator II completes the pre-employment background investigations and verifications. Records are retrieved from public domains, courthouses, Federal, State and local record repositories. We abide by all Federal, State, local, Freedom of Information and Protection of Privacy Act, and the Fair Credit Reporting Act requirements.</p>	
--	--	--

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: TXMAS 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.

TXMAS Basic Discount/Pricing:

SINS	JOB TITLE	TXMAS Discount	TXMAS Pricing
595-21	Investigator I Worker's Compensation and Disability Fraud Surveillance	25%	\$62.57
595-21	Investigator II Worker's Compensation and Disability Fraud Surveillance & Investigation	25%	\$74.30
595-27	Pre-employment Background Investigation	12.5%	See Price List

TXMAS Pre-employment Background Investigation Price List:

SIN	SERVICE	DESCRIPTION	TXMAS Price: 01-200 Searches	TXMAS Price: 201-400 Searches	TXMAS Price: 401-800 Searches	TXMAS Price: 801 or more Searches
STANDARD SEARCHES						
595-27	County Criminal Search (1 Year)	Per name, county or jurisdiction for either the lower or upper court plus any mandatory court fees with no additional markup.	\$12.00	\$11.50	\$11.00	Negotiable
595-27	Statewide Search	Individual state searches with expanded search criteria	\$9.95	\$9.75	\$9.50	Negotiable
595-27	County Criminal	Per name, county or jurisdiction for	\$25.50	\$24.00	\$23.50	Negotiable

	Search (7-10 Years)	either the lower or upper court plus any mandatory court fees with no additional markup.				
595-27	O.I.G/G.S.A search	Medicare/Medicaid fraud sanctions list	\$9.00	\$8.50	\$8.00	Negotiable
595-27	Volunteer/Civilian Criminal Record	State and County Criminal Record check for volunteers/civil.	\$12.00	\$11.50	\$11.00	Negotiable
595-27	County Civil Search	Per name, county or jurisdiction for either the lower or upper court plus any mandatory court fees with no additional markup.	\$12.25	\$12.00	\$11.75	Negotiable
595-27	Federal Civil Search	Bankruptcies, tax liens, etc. per name, county or jurisdiction for either the lower or upper court plus any mandatory court fees with no additional markup.	\$12.25	\$11.75	\$11.50	Negotiable
595-27	Federal Criminal	By district for Federal level convictions	\$15.50	\$14.50	\$14.00	Negotiable
595-27	Nationwide Wants & Warrants	Shows active warrants nationwide	\$14.75	\$13.50	\$12.25	Negotiable
595-27	Credit Report	Employment version	\$9.75	\$9.50	\$9.25	Negotiable
595-27	SS # Verification	Lists names and addresses used with SS#.	\$4.50	\$4.25	\$4.00	Negotiable
595-27	Previous Employer Verification	Reviews for gaps in work record and verify information given by applicant per employer.	\$13.75	\$12.50	\$11.25	Negotiable
595-27	Professional Reference Verification	Reviews information regarding candidate's capacity to perform in the proposed position.	\$13.50	\$13.25	\$13.00	Negotiable
595-27	Personal Reference Verification	Reviews information regarding candidate's capacity to perform in the proposed position.	\$13.50	\$12.25	\$11.00	Negotiable
595-27	Education Verification	Degrees earned, dates of attendance, majors, etc.	\$13.50	\$12.25	\$11.00	Negotiable
595-27	Driving History	Varies by state (plus state fee if any)	\$14.25	\$14.00	\$13.75	Negotiable

595-27	Professional License Verification	Verified with Licensing Board or Agency.	\$11.75	\$10.50	\$10.25	Negotiable
595-27	Sex Offender State Search	Identifies registered sex offenders (in states where available).	\$3.50	\$3.00	\$2.50	Negotiable
595-27	National Sex Offender Registry	National Repository of Sex offender records (where available).	\$4.50	\$4.00	\$3.50	Negotiable
595-27	Workers Compensation Verification	History of Claims (Based on States availability).	\$14.50	\$13.25	\$12.00	Negotiable
595-27	National Criminal File Search (NCFS)	Search from the following: State and County Criminal Records; Prison, Parole and Release files; Probation records; Records from other state agencies; Sex and Violent Offenders (40 states); Foreign Nationals.	\$8.75	\$7.50	\$6.25	Negotiable
595-27	Multi-State Sex and Violent Offenders	Currently registered violent and sex offenders with felony conviction records. Further investigation via statewide criminal record databases or county level research is strongly recommended.	\$9.75	\$9.50	\$9.25	Negotiable
595-27	International Criminal Search	Search of criminal records per location	Based on Country	Based on Country	Based on Country	Based on Country
595-27	Global Watch Assessment	Includes U.S. & foreign sanctions, watch lists; OFAC Specially Designated Nationals & Blocked Persons, Dept. of State Trade Control Debarred Parties, FBI Most Wanted Terrorists & Seeking Info, INTERPOL Most Wanted List & other critical U.S. & Intl watch lists.	\$9.75	\$9.50	\$9.25	Negotiable
595-27	I-9 Compliance	Employment Eligibility Verification	\$8.00	\$7.50	\$7.00	Negotiable
595-27	(OFAC) Anti-Terrorist	Search of individuals, companies, countries designated by (OFAC).	\$8.50	\$8.00	\$7.50	Negotiable
595-27	Credit Ratings-Standard grading	Basic credit grading.	\$0.85	\$0.80	\$0.75	Negotiable
595-27	Credit Report-	Physical Site Inspection.	\$64.00	\$63.00	\$62.00	Negotiable

	Site Inspection				
--	-----------------	--	--	--	--