



GSA ADVANTAGE

Authorized Federal Supply Schedule Catalog

## Diamond Detective Agency, Inc.

**GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE  
AUTHORIZED FEDERAL SUPPLY SCHEDULE CATALOG/PRICE LIST**

On-line access to contract ordering information, terms and conditions, up -to-date pricing, and the option to create an electronic delivery system are available through GSA Advantage! TM, a menu-driven database system. The INTERNET address for GSA Advantage! TM is: [www.gsadvantage.gov](http://www.gsadvantage.gov).

**SCHEDULE TITLE:** Federal Supply Schedule 84, Total Solutions for Law Enforcement, Security, Facility Management Services, Fire, Rescue, Special Purpose Clothing, Marine Craft, and Emergency/Disaster Response.

FSC Group 63, Alarm and Signal Systems/Facility Management Systems, Professional Security/Facility Management Services, and Guard Services.

**CONTRACT NUMBER:** GS-07F-0106M

**CONTRACT PERIOD:** December 1, 2006 through November 30, 2011

**CONTRACTOR:** Diamond Detective Agency, Inc  
1651 South Halsted  
Chicago Heights, IL 60411 -3524  
Telephone: (800) 999 -6744  
Fax: (800) 519 -7350 [jjohnjordan@diamond-security.com](mailto:jjohnjordan@diamond-security.com)  
Web: [www.diamond-security.com](http://www.diamond-security.com)

**BUSINESS SIZE:** Other than Small Business Concern



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**Key Contacts:**

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**CUSTOMER INFORMATION:**

**1. Awarded Special Item Numbers:**

<u>SIN</u>	<u>DESCRIPTION</u>
246 -54	Guard Services (FSC S206)

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

<u>SIN</u>	<u>DESCRIPTION</u>	<u>PRICE</u>
246-54	Guard I	\$19.73 Per hourly loaded rate



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**2. MAXIMUM ORDER:** \$200,000 Per SIN Per order

If the best value selection Places your order over the Maximum Order identified in this catalog/Pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may: 1) Offer a new lower price; 2) Offer the lowest price available under the contract; or 3) Decline the order within five (5) days. In accordance with the Maximum Order provisions contained in the Schedule, a delivery order may be placed against the Schedule contract even though it exceeds the maximum order.

**3. MINIMUM ORDER LIMITATION:** \$200.00

**4. GEOGRAPHIC COVERAGE:** Domestic, 50 United States, and Washington, D.C., Puerto Rico, and U.S. Territories, and to a CONUS Port or consolidation point for orders received from overseas activities.

**S. PRODUCTION POINT:** Not Applicable - Services

**6. BASIC DISCOUNT:** 0 percent off the following Wage Determination:

**A. Florida & Georgia -** WD 2005-2115 Rev 6 5/29/2008

**B. Illinois -** WD 2005-2167 Rev 6 5/29/2008

**C. Utah -** WD 2005-2531 Rev 6 6/18/2008

**D. New York -** WD 2005-2373 Rev 6 9/11/2008

**E. Tennessee & Kentucky -** WD 2005-2497 Rev 8 6/13/2008

**F. South Carolina & North Carolina -** WD 2005-2391 Rev 6 6/13/08

**G. Indiana, Kentucky, & Ohio -** WD 2005-2413 Rev 6 7/25/08

**H. Georgia -** WD 2005-2133 Rev 5 6/17/2008

**7. QUANTITY DISCOUNTS:** None

**8. PROMPT PAYMENT TERMS:** Net 30 Days from receipt of invoice



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- 9a. GOVERNMENT PURCHASE CARDS:** Government Purchase Cards are accepted at or below the micro-purchase threshold. Government Purchase Cards are accepted above the micro-purchase threshold. Bank account information for wire transfer payments will be shown on the invoice.
- 9b. GOVERNMENT PURCHASE CARDS ARE NOT ACCEPTED ABOVE THE MICROPURCHASE THRESHOLD (Contractor to revise prior to distribution of larger credit card orders will be accepted.)**
- 10. FOREIGN ITEMS:** Not Applicable
- 11a. TIME OF DELIVERY:** 30 Days after receipt of order, or as per arrangement with ordering agency.
- 11b. EXPEDITED DELIVERY:** 30 Days after receipt of order
- 11c. OVERNIGHT DELIVERY:** Consult with Contractor
- 11d. URGENT REQUIREMENTS:** Consult with Contractor
- 12. FOB POINT:** Not Applicable - Services



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- 13a. **ORDERING ADDRESS:** Same as Contractor
- 13b. **ORDERING PROCEDURES:** For Supplies and Services, the ordering procedures, information on Blanket Purchase Agreement (BPAs) and a sample BPA can be found at the GSA/FSS Schedule homepage ([www.fs.gsa.gov/schedules](http://www.fs.gsa.gov/schedules)).
- 14. **PAYMENT ADDRESS:** Same as Contractor
- 15. **WARRANTY PROVISIONS:** Standard Commercial Warranty
- 16. **EXPORT PACKING CHARGES:** Not Applicable
- 17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** (any thresholds above the micro -purchase level).
- 18. **TERMS AND CONDITIONS OF RENTAL:** Not Applicable
- 19. **TERMS AND CONDITIONS OF INSTALLATION:** Not Applicable
- 20. **TERMS AND CONDITIONS OF REPAIR PARTS:** Not Applicable
- 21. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES:** Not Applicable
- 22. **LIST OF SERVICE AND DISTRIBUTION POINTS:** Not Applicable
- 23. **LIST OF PARTICIPATING DEALERS:** Not Applicable
- 24. **PREVENTIVE MAINTENANCE:** Not Applicable
- 24a. **SPECIAL ATTRIBUTES:** Not Applicable
- 24b. **SECTION 508:** Not Applicable
- 25. **DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER:** 020029674
- 26. **NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE:** Registration valid until 03/31/2009.



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<b>2009 GSA Rates</b> <b>EFFECTIVE DATE: May 1, 2009</b>			
<b>Service Location</b>	<b>Position Classification</b>	<b>Fully Loaded Hourly Rate</b>	
<b>Florida &amp; Georgia</b>	Guard I	\$19.73	
	WD 2005-2115 Rev 6 5/29/2008	Guard II	\$26.78
		Alarm Monitor	\$28.03
		Baggage Inspector	\$19.73
		Corrections Officer	\$25.92
		Court Security Officer	\$25.92
		Police Officer I	\$33.99
		Police Officer II	\$37.16
		General Clerk III	\$30.91
		Supervisor	\$44.89
		Assistant Project Manager	\$52.62
		Project Manager	\$60.36
<b>Illinois</b>	Guard I	\$22.12	
	WD 2005-2167 Rev 6 5/29/2008	Guard II	\$31.82
		Alarm Monitor	\$34.97
		Baggage Inspector	\$22.12
		Corrections Officer	\$50.69
		Court Security Officer	\$50.69
		Police Officer I	\$53.26
		Police Officer II	\$57.62
		General Clerk III	\$28.78
		Supervisor	\$65.46
		Assistant Project Manager	\$73.30
		Project Manager	\$81.14



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<p align="center"><b>2009 GSA Rates</b>  <b>EFFECTIVE DATE: May 1, 2009</b></p>			
<b>Service Location</b>	<b>Position Classification</b>	<b>Fully Loaded Hourly Rate</b>	
<b>Utah</b> WD 2005-2531 Rev 6 6/18/2008	Guard I	\$22.07	
	Guard II	\$31.87	
	Alarm Monitor	\$26.51	
	Baggage Inspector	\$22.07	
	Corrections Officer	\$34.93	
	Court Security Officer	\$34.18	
	Police Officer I	\$37.29	
	Police Officer II	\$38.89	
	General Clerk III	\$23.03	
	Supervisor	\$46.33	
	Assistant Project	\$53.78	
	Project Manager	\$61.22	
<b>New York</b> WD 2005-2373 Rev 6 9/11/2008	Guard I	\$29.66	
	Guard II	\$35.77	
	Alarm Monitor	\$32.40	
	Baggage Inspector	\$29.66	
	Corrections Officer	\$50.02	
	Court Security Officer	\$50.59	
	Police Officer I	\$53.65	
	Police Officer II	\$58.97	
	General Clerk III	\$30.80	
	Supervisor	\$66.42	
	Assistant Project	\$73.87	
	Project Manager	\$81.31	



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<b>2009 GSA Rates</b> <b>EFFECTIVE DATE: May 1, 2009</b>		
<b>Service Location</b>	<b>Position Classification</b>	<b>Fully Loaded Hourly Rate</b>
<b>Tennessee &amp; Kentucky</b> WD 2005-2497 Rev 8 6/13/2008	Guard I	\$21.69
	Guard II	\$27.67
	Alarm Monitor	\$26.71
	Baggage Inspector	\$21.69
	Corrections Officer	\$29.53
	Court Security Officer	\$30.65
	Police Officer I	\$30.82
	Police Officer II	\$33.11
	General Clerk III	\$25.10
	Supervisor	\$40.68
	Assistant Project	\$48.25
	Project Manager	\$55.82
<b>Indiana, Kentucky, &amp; Ohio</b> WD 2005-2413 Rev 6 7/25/08	Guard I	\$21.95
	Guard II	\$33.43
	Alarm Monitor	\$31.74
	Baggage Inspector	\$21.95
	Corrections Officer	\$43.71
	Court Security Officer	\$43.71
	Police Officer I	\$44.08
	Police Officer II	\$48.36
	General Clerk III	\$27.03
	Supervisor	\$56.09
	Assistant Project	\$63.81
	Project Manager	\$71.54



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<b>2009 GSA Rates</b> <b>EFFECTIVE DATE: May 1, 2009</b>		
<b>Service Location</b>	<b>Position Classification</b>	<b>Fully Loaded Hourly Rate</b>
<b>Georgia</b> WD 2005-2133 Rev 5 6/17/2008	Guard I	\$22.55
	Guard II	\$31.35
	Alarm Monitor	\$27.91
	Baggage Inspector	\$22.55
	Corrections Officer	\$28.26
	Court Security	\$31.67
	Police Officer I	\$34.45
	Police Officer II	\$36.74
	General Clerk III	\$28.13
	Supervisor	\$44.55
	Assistant Project	\$52.36
	Project Manager	\$60.17
	<b>South Carolina &amp; North Carolina</b> WD 2005-2391 Rev 6 6/13/08	Guard I
Guard II		\$28.44
Alarm Monitor		\$26.55
Baggage Inspector		\$21.97
Corrections Officer		\$28.53
Court Security		\$32.54
Police Officer I		\$35.25
Police Officer II		\$38.55
General Clerk III		\$24.13
Supervisor		\$46.12
Assistant Project		\$53.70
Project Manager		\$61.27



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## Labor Category Descriptions

### **PROJECT MANAGER:**

Manages, directs and controls all project activities to obtain optimum efficiency and economy of operations. Also interfaces with customer(s) on a regular basis in support of security and program management activities.

### **ASSISTANT PROJECT MANAGER:**

Assists the Project Manager to ensure that goals and objectives of the project are accomplished and acts as a deputy in the absence of the Project Manager.

### **SUPERVISOR:**

Provides oversight to security operations and establishes, promotes and maintains site security and property protection programs personally and/or through subordinate supervisors.

### **COURT SECURITY OFFICER:**

Patrols courthouse to provide security; escorts defendants to and from courtroom and stands guard during court proceedings; checks courtroom for security violations; monitors court entrances; attends to the special needs of the court system, particularly in the area of personal protection for the judges, jurors, witnesses, attorneys and other persons involved with the court, including the general public. Duties require specialized training in methods and techniques of protecting security areas. Court Security Officers are also required to demonstrate continuing physical fitness and proficiency with firearms or other special weapons.

### **GUARD I- Occupational Base (Unarmed)**

Protects property from theft or damage, or persons from hazards or interference. Duties involve serving at a fixed post, making rounds on foot or by motor vehicle, or escorting persons. May be deputized to make arrests. May also help visitors and customers by answering questions and giving directions. May be required to demonstrate (1) proficiency in the use of firearms and other special weapons and (2) continuing physical fitness.

### **ARMED GUARD II:**

Enforces regulations designed to prevent breaches of security. Exercises judgment and uses discretion in dealing with whether first response should be to intervene directly (asking for assistance when deemed necessary and time allows), to keep situation under surveillance, or to report situation so that it can be handled by appropriate authority. Duties require specialized training in methods and techniques of protecting security areas. Commonly, the guard is required to demonstrate continuing physical fitness and proficiency with firearms or other special weapons.



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**SECURITY CLERK:**

Performs administrative and clerical duties following a few clearly detailed procedures in performing simple repetitive tasks in the same sequence. Security Clerks must be skilled in the use of all standard office equipment, including computers.

**POLICE OFFICER I :**

This officer carries out general and specific assignments from superior officers in accordance with established rules and procedures, maintains order, enforces laws and ordinances, and protects life and property in an assigned patrol district or beat by performing a combination of duties. These duties could include: patrolling a specific area on foot or in a vehicle, directing traffic, issuing traffic summonses, investigating accidents; apprehending and arresting suspects, processing prisoners, and protecting scenes of major crimes. This officer may participate with detectives or investigators in conducting surveillance operations.

**POLICE OFFICER II:**

In addition to the basic police duties described at level I, the Police Officer II receives additional compensation to specialize in one or more activities, such as: canine patrol, special reaction teams, juvenile cases, hostage negotiations, and participating in investigations or other enforcement activities requiring specialized training and skills.

**ALARM MONITOR:**

The Alarm Monitor operates communication equipment to receive incoming calls for assistance and dispatches personnel and equipment to scene of emergency, operates telephone console to receive incoming calls for assistance, questions caller to determine nature of problem and type and number of personnel and equipment needed, following established guidelines, and scans status charts and computer screen to determine units available. This worker monitors alarm system signals that indicate location of fire or other emergency, operates two-way radio to dispatch police, fire, medical, and other personnel and equipment, and to relay instructions or information to remove units. This worker types commands on computer keyboard to update files and maintain logs, tests communications and alarm equipment, and backup systems to ensure serviceability. The Alarm Monitor may provide pre-arrival instructions to caller, utilizing knowledge of emergency medical techniques, and activate alarm system to notify fire stations.

**BAGGAGE INSPECTOR:**

The Baggage Inspector inspects/screens all passenger baggage and personnel prior to entering passenger terminal, uses x-ray machine, metal detectors and explosive residue detection equipment, and inspects personnel and/or baggage manually, if required. This inspector is responsible for ensuring that passengers and personnel entering the terminal do not possess unauthorized material such as weapons, explosives, etc. This person communicates with law enforcement personnel if unauthorized material is discovered, or in case of emergency. This worker conducts facility observations to ensure the safety of personnel inside and outside the facility by walking through the building ensuring that there are no obvious threats, unusual situations or suspicious activities, and notifies the proper authorities if such



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situations occur. The Baggage Inspector may perform routine testing and maintenance of screening equipment.

### **CORRECTIONS OFFICER :**

The Corrections Officer maintains order among inmates in a prison or local jail, performs routine duties in accordance with established policies, regulations, and procedures to guard and supervise inmates in cells, at meals, during recreation, and on work assignments, and may employ weapons or force to maintain discipline and order. Typical duties include: taking periodic inmate counts, searching inmates and cells for contraband articles, inspecting locks, windows bars, grills, doors, and grates for tampering, aiding in prevention of escapes and taking part in searches for escaped inmates, and escorting inmates to and from different areas for questioning, medical treatment, work and meals. The Corrections Officer may act as outside wall guard, usually on rotation.

### ***About Diamond Detective Agency, Inc***

Diamond has earned a reputation in the industry as an aggressive, innovative and responsive security service company for over 37 years.

Diamond Detective Agency is a family owned security guard and services provider with a Global reach.

Our clientele include:

City, County, State and Federal

Government offices as well as Airports, International Corporations, School Boards, National Manufacturers, Institutions, Businesses, Real Estate and Property Management firms among others. Diamond Security is known for their superior service in the commercial contract security industry. They have built its reputation with a highly motivated and well trained security officer team that provides the best possible service for the greatest value.



As a highly qualified contractor, Diamond Security follows the precise requirements for service, scheduling, cost control, integration, coordination, and personnel management. Our 24 hour Support Center facility features experienced and trained operators with state of the art technology which allows us to monitor attendance and performance of every scheduled employee nationwide. These are the same principles we have been meeting daily since our company was founded in 1970.

Your agency will select the best value in security services because Diamond Security ensures a consistency of service unmatched in the industry. By keeping our promises and concentrating on our core business of providing quality, professional security services, we continue serving government agencies and the commercial market for over 37 years.



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We welcome the opportunity to provide you with the responsive service you deserve! *Diamond's Capabilities – Security Industry Experience, Skills & Expertise*

Uniformed Security Officers	Uniformed Court Officers
Armed Security Officers	Plain Clothes Court Officers
Plain Clothes Security	Uniformed Magnetometer
Officers Security Foot Patrol	Operators Alarm Response
Security Mobile Patrol	Special Event and Crowd
Uniformed Security Monitors	Control Investigations
Uniformed Gate Officers	Loss Prevention

#### REQUIREMENTS / RECRUITING / RETENTION OFFICERS

Before each assignment, all guard's will have met Diamond's stringent employment qualifications.

#### SITE SUPERVISOR

The site supervisor must meet al of the officers' requirements in addition to at least 1 (one) year supervisory experience and available for response 24 hours per day.

All Supervisors must demonstrate the ability to effectively mediate between the client and Diamond Security and its employees to accomplish the common goal of security.

It will be Diamond's intention to retain as many of the current staff of officers that your agency indicates its desire to retain. Provided, of course, those officers meet the requirements and standards of Diamond. In addition, experience has found that retained officers increased their salary by switching to Diamond.

Diamond actively recruits officers from groups of individuals that match the profile, character and skills required of each client's staffing needs. These groups include military personnel, police, active security officers and college law enforcement students and graduates. Methods of recruitment include targeted advertising, private employment agency placement, public employment agency placement, job fairs and current employee and client referrals.

Applicants complete a written application, an English usage test, and a written psychological evaluation. These screening devices select for reliability, integrity, and



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language proficiency. All employees are screened for alcohol and drug use, and may be required to take a polygraph test. Diamond obtains background checks from the local law enforcement authorities and checks fingerprints with the FBI and State. Previous employment history and personal references are investigated for up to 10 years. Diamond employs individuals who meet the following criteria:

- No criminal history
- High School Diploma, GED or equivalent
- Read and write in English
- Poses valid drivers license
- Pass alcohol and drug screening
- Agree to submit to a polygraph as needed
- Agree to participate and successfully complete Diamond and Client training

#### RETENTION

Diamond, over the last quarter century, has endeavored to improve retention and reduce turnover. Below are the principles and guidelines that support our effort that has resulted in some of the industry's lowest attrition levels. Currently, our corporate attrition rate is under 75%.

#### COMPENSATION

Diamond provides wages and benefits equal to or above the industry standards within each service area. This allows us to recruit and retain qualified personnel. Benefits for full time employees include paid vacation, holidays, 401k, health insurance and free uniforms.

### **Contact Information:**

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