

**THE POLICY & RESEARCH GROUP**

# 00CORP—THE PROFESSIONAL SERVICES SCHEDULE (PSS)

SPECIAL ITEM NUMBER (SIN:) 874-1 —INTEGRATED CONSULTING SERVICES

CONTRACT NUMBER: 47QRAA18D009B

CONTRACT PERIOD: MAY 12, 2018 THROUGH MAY 11, 2023

DUNS: 174780978

WOMAN-OWNED SMALL BUSINESS

Contractor Name:

**The Policy & Research Group**

[www.policyandresearch.com](http://www.policyandresearch.com)

504.865.1545

8434 Oak St.

New Orleans, LA 70118

1631 15th Ave. W., Suite 113

Seattle, WA 98119





*PRG is committed to the development of equitable and effective education, public health, housing, and employment policy. We aim to improve social and economic potential by delivering timely research, evaluation, and capacity building services.*

### EXPERIENCE AND COMMITMENT

PRG works with partners to create more effective programs and public policy through research and evaluation. Our team offers a breadth of knowledge in substantive policy and the application of advanced research methods. We provide our partners with a variety of quantitative and qualitative data collection services and have extensive experience in conducting field experiments, observational studies, and outcome and implementation evaluations. PRG is a leader in low-cost rigorous efficacy research, using cost-effective experimental and quasi-experimental designs for the purposes of causal inference. We have expertise in data collection involving hard-to reach populations. We continue to develop analytic frameworks and data collection techniques that provide our partners with insights on their programs and policies.

### RESPONSIVE

As a mid-size firm, PRG remains attuned to our partners' concerns and obligations. We work closely with them and strive to communicate with clarity in new and productive ways by providing responsive and useful formative assessments at any stage of development. PRG has worked on initiatives funded by foundations and non-profits, such as the American Public Health Association (APHA), AARP, and the W.K. Kellogg Foundation and with federal agencies, including Centers for Disease Control and Prevention (CDC), Health Resources and Services Administration (HRSA), Substance Abuse and Mental Health Services Administration (SAMHSA), Administration for Children and Families (ACF), the Office of Minority Health, the Office of Adolescent Health, Department of Education, Department of Labor, and Department of Justice.

### PUBLIC HEALTH

Since 2004, PRG has delivered a range of research and evaluation services to inform policymakers, public health professionals, and medical professionals. We assist program developers, community-based organizations, state governments, national organizations, and federal agencies to address a range of important challenges in the promotion of health and the development of public health programs. PRG has conducted needs assessments for child and maternal health providers, developed and administered rigorous randomized controlled trials (RCTs) of programs that aim to reduce unwanted teen pregnancy. We have evaluated treatment and prevention programs designed to reduce substance abuse, prevent youth suicide, and prevent violence in schools. We have directed observational studies, evaluations, and needs assessments of initiatives that aim to improve linkage to and retention in care for people living with HIV/AIDS.

### HOUSING AND COMMUNITIES

PRG works with partners to build healthy and resilient communities, improve access to affordable housing, and to reduce and end homelessness. We provide technical assistance, qualitative and quantitative research, data collection, and evaluation to help inform policy and improve implementation and the effectiveness of programs. Over the past ten years we have assisted project partners with initiatives that aim to:

- Improve the livability of a neighborhoods by helping community members identify and remove economic, health, and safety barriers;
- Build families' economic and emotional stability following displacement from a hurricane.
- Reduce chronic homelessness through the provision of housing, behavioral health care, and other support services.

Analysts and principals work in close coordination with our clients to help them better understand the needs of populations of interest, measure opinion, identify barriers, establish performance measures, assess program implementation, and evaluate the effectiveness of interventions.



### WORKFORCE AND INCOME

PRG works with partners to build better education and training programs, improve graduation rates, expand economic opportunity, and improve public policy that influences low-income populations. PRG principals and analysts work in close coordination with state agencies, non-profits, foundations, college administrators and faculty, and coalitions to build more effective programs and help them fully realize their objectives. Over the past ten years, PRG has assisted project partners with initiatives that aim to: improve income and employment prospects for students in two-year vocational college programs; develop innovative workforce solutions for disengaged youth; establish accelerated pathway for jobs in the aviation industry; expand the use of Individual Development Accounts to enhance asset accumulation for low-income working people; and increase the equitability of state spending and taxation for low-income families.

### EDUCATION

PRG works with partners to reduce gaps and inequities in education by improving school readiness, achievement, retention, college access, and technical training. In collaboration with educators, programmers, and policymakers PRG strives to determine what works and what has utility in making education effective for every student. We are leaders in low-cost rigorous efficacy research but also provide formative evaluation to help our partners implement practices, policies, or programs at any stage of development. Analysts and principals work closely with funders and clients to develop analytic frameworks that provide all stakeholders with actionable insight on outcomes of interest at every level from preschool to college. Since 2004, PRG has evaluated programs across numerous Department of Education funding initiatives including Investing in Innovation (i3) and Safe Schools/Healthy Students (SS/HS). We have a long-standing interest in helping partners to develop effective and useful afterschool and out-of-school programs. PRG's research has been included in the Harvard Family Research Project (HFRP) and in HFRP's testimony to Congress.

### OFFICES

**New Orleans** | 8434 Oak St., New Orleans, LA 70118

**Seattle** | 1631 15th Ave. W., Suite 113, Seattle, WA 98119

PRG currently has program operations in Louisiana, California, New Mexico, Florida, New York, Maine, West Virginia, North Carolina, New Jersey, DC, Virginia, Minnesota, Texas, and Michigan.

### CONTACT

**Lynne Jenner**

Director of Projects

504.865.1545

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## LABOR CATEGORY DESCRIPTIONS

**DIRECTORS OF RESEARCH** – have a PhD and a minimum of 15 years of experience. The Director of Research ensures that all research projects are conducted with sound methods and approaches. The Director approves the blueprint for the research project and oversees data collection, data analysis, and reporting.

**DIRECTORS OF PROJECTS** – have a Master’s Degree and a minimum of 15 years of experience. The Director of Projects oversees proposal efforts, manages client relations/development activities. The Director ensures that project deliverables are met in a timely and cost efficient manner.

**LEAD SENIOR RESEARCH ANALYSTS** – have a PhD and a minimum of five years of experience. The Lead Senior Research Analyst coordinates the activities of the senior staff working on the research and analysis team. The Lead Senior coordinates complex components of large projects.

**SENIOR RESEARCH ANALYSTS** – have a PhD or a Master’s Degree with a minimum of five years of experience. Senior Research Analysts are responsible for particularly complex scientific/technical components of large projects.

**LEAD RESEARCH ANALYSTS** – have a Master’s Degree and a minimum of three years of experience or a Bachelor’s Degree and a minimum of five years of experience. Lead Research Analysts coordinate complex components of large projects or a series of smaller projects.

**RESEARCH ANALYSTS** – have a Master’s Degree and a minimum of one year of experience or a Bachelor’s Degree and a minimum of three years of experience. Research Analysts manage the day-to-day activities of a large research project or a series of smaller projects.

**JUNIOR RESEARCH ANALYSTS** – have a Master’s Degree with no minimum experience requirements or a Bachelor’s Degree and a minimum of one year of experience. Junior Research Analysts manage the day-to-day activities of a large research project or a series of smaller projects.

**RESEARCH ASSISTANTS** – have a Bachelor’s Degree with no minimum experience requirements. Research Assistants support research projects through data entry and cleaning, scheduling, data collection, and administrative tasks.



GSA SCHEDULE PRICE LIST

SIN 874-1 INTEGRATED CONSULTING SERVICES

LABOR CATEGORY TITLE	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
	5/12/2018 THRU 5/11/2019	5/12/2019 THRU 5/11/2020	5/12/2020 THRU 5/11/2021	5/12/2021 THRU 5/11/2022	5/12/2022 THRU 5/11/2023
Director of Research	\$194.51	\$198.59	\$202.76	\$207.02	\$211.37
Director of Projects	\$178.55	\$182.30	\$186.13	\$190.04	\$194.03
Lead Senior Research Analyst	\$116.71	\$119.16	\$121.66	\$124.21	\$126.82
Senior Research Analyst	\$104.74	\$106.93	\$109.18	\$111.47	\$113.81
Lead Research Analyst	\$101.74	\$103.88	\$106.06	\$108.29	\$110.56
Research Analyst	\$85.78	\$87.58	\$89.42	\$91.30	\$93.22
Junior Research Analyst	\$70.82	\$72.31	\$73.83	\$75.38	\$76.96
Research Assistant	\$53.86	\$55.00	\$56.15	\$57.33	\$58.53



## CUSTOMER INFORMATION

- 1) **A. SIN 874-1 and 874-1(RC)—Integrated Consulting Services**
  - B. Lowest price model number:** Not applicable
  - C. Hourly rates:** See pages 5 and 6
- 2) **Maximum order:** \$1,000,000.00
- 3) **Minimum order:** \$100.00
- 4) **Geographic coverage:** 50 United States and US Territories.
- 5) **Point(s) of production:** New Orleans, LA; Seattle, WA
- 6) **Discount from list, prices or statement of net price:** Federal Government price is price minus 1% discount.
- 7) **Quantity discounts:** Not applicable
- 8) **Prompt payment terms:** Standard Net 30
- 9) **Government purchase cards:**
  - a. **At or below micro-purchase threshold:** Government purchase cards not accepted.
  - b. **Above micro-purchase threshold:** Government purchase cards not accepted
- 10) **Foreign items:** Not applicable
- 11) **A. Time of delivery:** Not applicable
  - B. Expedited Delivery:** Not applicable
  - C. Overnight and 2-day delivery:** Not applicable
  - D. Urgent Requirements:** Not applicable
- 12) **F.O.B. point(s):** Not applicable
- 13) **A. Ordering address(es).** The Policy & Research Group, 8434 Oak Street, New Orleans, LA 70118
  - B. Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample EPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
- 14) **Payment address:** The Policy & Research Group, 8434 Oak Street, New Orleans, LA 70118
- 15) **Warranty provision:** Not applicable
- 16) **Export packing charges:** Not applicable
- 17) **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Standard Terms and conditions
- 18) **Terms and conditions of rental, maintenance, and repair:** Not applicable
- 19) **Terms and conditions of installation:** Not applicable
- 20) **A. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** Not applicable (services only)
- 20) **B. Terms and conditions for any other services:** Not applicable
- 21) **List of service and distribution points:** Not applicable
- 22) **List of participating dealers:** Not applicable
- 23) **Preventive maintenance:** Not applicable
- 24) **A. Special attributes such as environmental attributes:** Not applicable
  - B. Section 508 compliance information:** Not applicable
- 25) **Data Universal Number System (DUNS) number:** 174780978
- 26) **Notification regarding registration in Central Contractor Registration (CCR) database:**  
The Policy & Research Group CCR/SAM registration is valid through 3/20/2019.