



WHO WE ARE

Child Trends is the nation's leading research organization focused exclusively on improving the lives of children and youth, especially those who are most vulnerable. We work to ensure that all kids thrive by conducting nonpartisan research and partnering with practitioners and policymakers to apply that knowledge. We believe that programs and policies that serve children are most effective when they are grounded in deep knowledge of child and youth development and informed by data and evidence.

Our staff of over 200 work in multiple locations across the country, including our four main offices in Bethesda, Maryland; Minneapolis, Minnesota; Chapel Hill, North Carolina; and Waltham, Massachusetts. Our professionals include social scientists, statisticians, social workers, and communications specialists who work diligently, with passion and rigor, on behalf of all children in America.

Community, state, and federal policymakers and practitioners rely on our cutting-edge research, independent analyses, actionable recommendations, and clear communications to improve policies and interventions that serve children and their families. Our partnerships with these stakeholders are two-way, with learning happening in both directions.

If it affects children and youth, we study it. Our experts research early childhood development, child welfare, school climate, reproductive health, family formation, and youth development. We study children at all developmental stages, from infancy to early adulthood, in the places where they live, learn, and play. Our 360-degree perspective encompasses the whole child, which includes their health and safety, cognition and academic success, and social and emotional well-being. We bring both established methodologies and new approaches to our work; our program and implementation evaluations, tools, and other resources strengthen a broad array of child- and youth-serving programs nationwide.

Child Trends has a proven track record of impact. For 40 years, we have been the nation's most respected source for research and data on children. Our work helps set the national agenda on child well-being, shapes policies that affect children and their families, and elevates important issues for vulnerable groups of children and youth.

We imagine a better world for children and we are committed to lending our expertise, experience, and ingenuity to further this vision.

Federal Supply Schedule - Professional Services Schedule (PSS)**Industrial Group: OOCORP****GSA Schedule Contract Number:** 47QRAA19D004U**Contract Period:** February 22, 2019 - February 21, 2024**Contractor:** Child Trends, Inc., 7315 Wisconsin Avenue, Suite 1200W Bethesda, MD 20814-3666**Phone:** 240-223-9200**Fax:** 240-200-1239<http://www.childtrends.org/>**Business Size:** Large**Point of Contact:** Kathleen Ryan Skinner; Sr. Director of Contracts, Compliance and Administration**Phone:** 240-223-9217**Fax:** 240-200-1239**Email:** kskinner@childtrends.org

Customer Information

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

SIN	Recovery	SIN Description
874-1	N/A	Integrated Consulting Services
874-7	N/A	Integrated Business Program Support Services

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.

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.

2. **Maximum Order:** \$1,000,000.00

3. **Minimum Order:** \$100.00

4. **Geographic Coverage (delivery Area):** Domestic and Overseas

5. **Point(s) 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:** Net 30 days

9a. **Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes

9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Yes

10. **Foreign items (list items by country of origin):** None

11a. **Time of Delivery (Contractor insert number of days):** Specified on the Task Order

11b. **Expedited Delivery.** The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

11c. **Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

- 11d. Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor
- 12. F.O.B Points(s):** Destination
- 13a. Ordering Address(es):** Same as Contractor
- 13b. Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
- 14. Payment address(es):** Same as company address
- 15. Warranty provision.:** Contractor’s standard commercial warranty.
- 16. Export Packing Charges (if applicable):** N/A
- 17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
- 18. Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
- 19. Terms and conditions of installation (if applicable):** N/A
- 20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. Terms and conditions for any other services (if applicable):** N/A
- 21. List of service and distribution points (if applicable):** N/A
- 22. List of participating dealers (if applicable):** N/A
- 23. Preventive maintenance (if applicable):** N/A
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/.**
- 25. Data Universal Numbering System (DUNS) number:** 127687093
- 26. Notification regarding registration in Central Contractor Registration (CCR) database:**
- 27. Final Pricing:**

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

SIN(s)	Labor Category	Minimum Education	Minimum Experience	Facility	GSA Rate (w/IFF)
874-1, 874-7	Senior Scholar 2	PhD	30	Contractor	\$291.07
874-1, 874-7	Senior Scholar 1	PhD	25	Contractor	\$273.09
874-1, 874-7	Expert Consultant 3	Masters	15	Contractor	\$450.00

SIN(s)	Labor Category	Minimum Education	Minimum Experience	Facility	GSA Rate (w/IFF)
874-1, 874-7	Expert Consultant 2	Masters	10	Contractor	\$225.00
874-1, 874-7	Expert Consultant 1	Bachelors	5	Contractor	\$200.00
874-1, 874-7	Executive	PhD	15	Contractor	\$218.76
874-1, 874-7	Project Director	PhD	15	Contractor	\$205.35
874-1, 874-7	Senior Program Director 2	PhD	15	Contractor	\$238.34
874-1, 874-7	Senior Program Director 1	PhD	10	Contractor	\$226.75
874-1, 874-7	Project Manager 2	PhD	10	Contractor	\$183.22
874-1, 874-7	Project Manager 1	PhD	5	Contractor	\$144.83
874-1, 874-7	Policy Specialist 2	Masters	10	Contractor	\$169.49
874-1, 874-7	Policy Specialist 1	Masters	10	Contractor	\$144.49
874-1, 874-7	Communications Director 2	PhD	20	Contractor	\$184.34
874-1, 874-7	Communications Director 1	Masters	10	Contractor	\$137.30
874-1, 874-7	Communications Manager	Masters	5	Contractor	\$116.18
874-1, 874-7	Research Associate 4	PhD	15	Contractor	\$146.16
874-1, 874-7	Research Associate 3	PhD	10	Contractor	\$129.00
874-1, 874-7	Research Associate 2	PhD	5	Contractor	\$121.20
874-1, 874-7	Research Analyst 4	Masters	7	Contractor	\$142.69
874-1, 874-7	Research Analyst 3	Masters	5	Contractor	\$114.98
874-1, 874-7	Research Analyst 2	Masters	3	Contractor	\$107.99

SIN(s)	Labor Category	Minimum Education	Minimum Experience	Facility	GSA Rate (w/IFF)
874-1, 874-7	Research Analyst 1	Masters	1	Contractor	\$93.24
874-1, 874-7	Research Assistant 3	Bachelors	2	Contractor	\$76.81
874-1, 874-7	Research Assistant 2	Bachelors	1	Contractor	\$63.67
874-1, 874-7	Research Assistant 1	Bachelors	1	Contractor	\$54.37

Labor Category Descriptions

Senior Scholar 2

Minimum Education: PhD

Minimum Years of Experience: 30 years

Functional Responsibility: Provides substantive vision, coordination and oversight across multiple research areas. Has acquired and maintains global reputation as a researcher in substantive areas. Participates on advisory panels and work groups and completes op-eds and other “think pieces” for media drawing attention to research. Integrates and synthesizes substantial bodies of knowledge within and across substantive areas and methodologies. Design, coordinate and oversee data coding and analysis for a major data collection. Oversees quality of different products.

Senior Scholar 1

Minimum Education: PhD

Minimum Years of Experience: 25 years

Functional Responsibility: Provides substantive vision, coordination and oversight across multiple research areas. Has acquired and maintains national reputation as a researcher in substantive areas. Participates on advisory panels and work groups and completes op-eds and other “think pieces” for media drawing attention to research. Integrates and synthesizes substantial bodies of knowledge within and across substantive areas and methodologies. Design, coordinate and oversee data coding and analysis for a major data collection. Oversees quality of different product.

Expert Consultant 3

Minimum Education: Master’s Degree

Minimum Years of Experience: 15 years

Functional Responsibility: Provides highly specialized guidance, such as designs, develops or supervises web-based database or online analyses, high-level statistical analysis, provides expert guidance on sampling, statistical techniques, or new technological approaches and/or equipment/system changes. Oversee all aspects of design, implementation and quality control in area of expertise.

Expert Consultant 2

Minimum Education: Master's Degree

Minimum Years of Experience: 10 years

Functional Responsibility: Executes highly specialized technological, statistical and other scientific developments, planning, strategy and enhancements in specialized fields directly related to conducting high quality research. For example, directs the planning and execution of projects and ensures compliance with design and maintenance requirements of databases, websites and network systems specified in client / project needs, which are critical components of managing sensitive research data and dissemination of research products.

Expert Consultant 1

Minimum Education: Bachelor's Degree

Minimum Years of Experience: 5 years

Functional Responsibility: Provides expertise in development, design, implementation, and management of projects. Responsible for activities that may include designing, coding and modifying, or programming specified in client / project needs. May create visually appealing and user-friendly research products for various online dissemination efforts. Oversee all aspects of design, implementation and quality control in area of expertise.

Executive

Minimum Education: PhD

Minimum Years of Experience: 15 years

Functional Responsibility: Manages multiple client or customer accounts. Recommends strategies and develops plans that satisfy client- customer needs and employer's business values and strategies. Manages technical aspects of complex projects through subordinate project managers and senior professionals. Ensures outcomes that conform to employer's values and strategies. Networks with business partners, vendor, and independent consultants to remain current with industry and technology developments. Represents employer at trade shows and conferences. Provides leadership and direction in coordinating engineering or analytical activities and other support personnel on a specific program of moderate scope. Demonstrated ability making decisions and recommendations in solving complex technical and administrative problems often involving multiple customers and multiple subcontractors. Responsible for program planning, execution, and performance.

Project Director

Minimum Education: PhD

Minimum Years of Experience: 15 years

Functional Responsibility: Expertise in study design, analysis, and interpretation. Writes effectively for diverse audiences including policy- makers, government program managers, academics, the media, and the general public. Excellent public speaking skills with experience in videoconferencing and teleconferencing as well as more traditional presentations. Successfully completes projects on- time and on-budget.

Senior Program Director 2

Minimum Education: PhD

Minimum Years of Experience: 15 years

Functional Responsibility: Oversees a large program area and coordinates across the projects. Guides the implementation of high quality, responsive and timely research activities that supports

various projects and topics. Provides guidance and will oversee senior staff activities and various research functions. Conceptualizes study designs using appropriate tools such as surveys, data mining, and randomized trials. Strong analytical skills. Good judgement and communication skills.

Senior Program Director 1

Minimum Education: PhD

Minimum Years of Experience: 10 years

Functional Responsibility: Oversees a program area and coordinates across the projects. Provides guidance and oversees various research functions and senior staff activities. Conceptualizes study designs using appropriate tools. Strong analytical skills. Good judgement and communication skills.

Project Manager 2

Minimum Education: PhD

Minimum Years of Experience: 10 years

Functional Responsibility: Expertise in study analysis and interpretation. Writes effectively for diverse audiences including policy- makers, government program managers, academics, the media, and the general public. Successfully completes projects on- time and on- budget.

Project Manager 1

Minimum Education: PhD

Minimum Years of Experience: 5 years

Functional Responsibility: Expertise in study analysis and interpretation. Writes effectively for diverse audiences including policy- makers, government program managers, and academics. Successfully completes projects on- time and on-budget.

Policy Specialist 2

Minimum Education: Master's Degree

Minimum Years of Experience: 10 years

Functional Responsibility: Produce policy products that translate research for policy audiences, designs multiple policy projects, guides researchers in utilizing research for policy audiences, conducts policy analyses following a methodology consistent with professional standards, engages various policy experts and policy thought leaders.

Policy Specialist 1

Minimum Education: Master's Degree

Minimum Years of Experience: 10 years

Functional Responsibility: Leads the effort for connecting research to national initiatives and policies, utilize research to drive policy decision- making and promote better outcomes, and improves the policy relevance of our products.

Communications Director 2

Minimum Education: PhD

Minimum Years of Experience: 20 years

Functional Responsibility: Leads new communication initiatives focused on providing research information to policymakers, non-profit organizations, foundations, media and general audiences. Develops and implements strategic communication plans and programs to effectively promote research findings to intended audiences. Facilitates a collaborative, knowledge- driven environment. Expert in working on topics such as, early childhood education, adolescent health, teen pregnancy prevention, fatherhood, poverty reduction, and child well-being indicators.

Communications Director 1

Minimum Education: Master's Degree

Minimum Years of Experience: 10 years

Functional Responsibility: Develops and implement communication plans in support of outreach and research dissemination strategies, Writes and edits news releases, op-eds, fact sheets, web copy, E-News, and blog postings, Generate news coverage in both English and Spanish-language media, Provides strategic direction and communications support to Child Trends overall communications program and brand management, Establish and build relationships with Hispanic community leaders and organizations serving Hispanic children and youth, Develop social media engagement strategies and outreach initiatives, Directs and manage client projects to meet deliverables, Work closely with the research teams to effectively communicate research findings to the intended audiences, Support new business proposal and grant development, as needed, Track and report on communication metrics for client projects and Child Trends overall communications program.

Communications Manager

Minimum Education: Master's Degree

Minimum Years of Experience: 5 years

Functional Responsibility: Generate news and blog coverage of Child Trends reports and thought leadership on a range of children's issues, Write and edit abstracts and briefs of Child Trends research reports, news releases, op-eds, letters to the editor, Manage Child Trends' social media presence, directing content, engagement, marketing and reporting, manage content and analytics for Child Trends' website, Create and manage media databases in support of communications' projects, creates graphics to illustrate key research findings, oversee communications internship program, Assist with speakers bureau program development and management.

Research Associate 4

Minimum Education: PhD

Minimum Years of Experience: 15 years

Functional Responsibility: Specific skills include sample design, questionnaire design and testing, testing of psychometric properties of survey variables, weighting, and survey analyses. Writes effectively for diverse audiences including policy-makers, government program managers, academics, the media, and the general public. Excellent public speaking skills with experience in videoconferencing and teleconferencing as well as more traditional presentations.

Research Associate 3

Minimum Education: PhD

Minimum Years of Experience: 10 years

Functional Responsibility: Specific skills include sample design, questionnaire design and testing, testing of psychometric properties of survey variables, weighting, and survey analyses. Writes effectively for diverse audiences including policy-makers, government program managers, academics, the media, and the general public. Excellent public speaking skills with experience in videoconferencing and teleconferencing as well as more traditional presentations.

Research Associate 2

Minimum Education: PhD

Minimum Years of Experience: 5 years

Functional Responsibility: Specific skills include sample design, questionnaire design and testing, testing of psychometric properties of survey variables, and survey analyses. Writes effectively for diverse audiences including policy-makers, government program managers, academics, and the general public. Excellent presentation skills.

Research Analyst 4

Minimum Education: Master's Degree

Minimum Years of Experience: 7 years

Functional Responsibility: Works productively in interdisciplinary research teams with other social scientists. Expert programmer in SAS, SPSS, or Stata. Writes effectively for diverse audiences including policy-makers, government program managers, academics, the media, and the general public. Excellent presentation skills.

Research Analyst 3

Minimum Education: Master's Degree

Minimum Years of Experience: 5 years

Functional Responsibility: Works productively in interdisciplinary research teams with other social scientists. Highly skilled programmer in SAS, SPSS, or Stata. Writes effectively for diverse audiences including policy-makers, government program managers, academics, the media, and the general public. Makes clear presentations.

Research Analyst 2

Minimum Education: Master's Degree

Minimum Years of Experience: 3 years

Functional Responsibility: Skilled programmer in SAS, SPSS, or Stata. Writes effectively for diverse audiences including policy-makers, government program managers, academics, the media, and the general public. Makes clear presentations.

Research Analyst 1

Minimum Education: Master's Degree

Minimum Years of Experience: 1 year

Functional Responsibility: Skilled programmer in SAS, SPSS, or Stata. Makes clear presentations.

Research Assistant 3

Minimum Education: Bachelor's Degree

Minimum Years of Experience: 2 years

Functional Responsibility: Coordinates work of less experienced Research Assistants. Experienced in conducting and writing literature reviews, constructing tables and graphics using spreadsheet software (e.g., Excel), assembling presentations using presentation software (e.g., PowerPoint), and running cross-tabulations and elementary multivariate statistical analyses using SAS, SPSS, or STATA.

Research Assistant 2

Minimum Education: Bachelor's Degree

Minimum Years of Experience: 1 year

Functional Responsibility: Experienced in conducting and writing literature reviews, constructing tables and graphics using spreadsheet software (e.g., Excel), assembling presentations using presentation software (e.g., PowerPoint), and running cross-tabulations and elementary multivariate statistical analyses using SAS, SPSS, or STATA.

Research Assistant 1

Minimum Education: Bachelor's Degree

Minimum Years of Experience: 1 year

Functional Responsibility: Conducts literature reviews, constructs table and graphics using spreadsheet software (e.g., Excel), assembles presentations using presentation software (e.g., PowerPoint), and runs cross-tabulations using SAS, SPSS, or STATA.

Service Contract Act

Service Contract Act: The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.