



EMMERT **MISSIONS**

SERVICES

CATALOG –

BUNDLED

SERVICES

V1.0

ABSTRACT

This catalog provides a listing of Emmert Missions Inc. services with commercial pricing.



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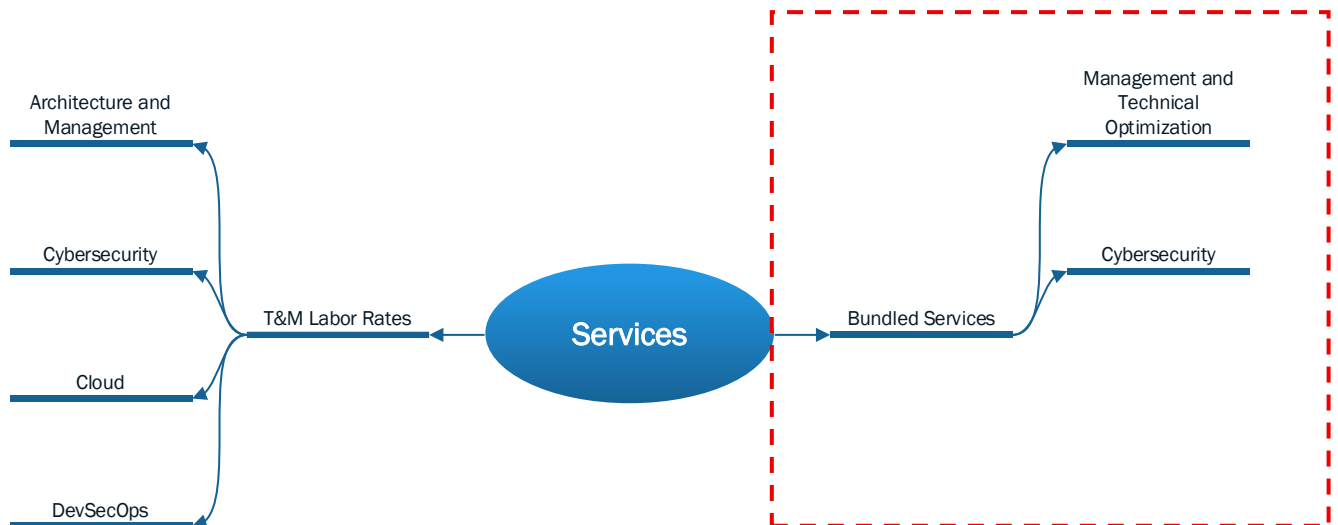
I. Introduction

At Emmert Missions, we deliver services and solutions that are purpose built to align with our customers’ mission priorities balancing security, innovation, and budget. Our approach goes beyond simply meeting requirements; we ensure every team member understands not just what needs to be delivered, but why it matters. This deeper understanding transforms technical execution into mission focused outcomes, fostering true alignment, commitment, and lasting success.

We deliver trusted cybersecurity, cloud, and software solutions tailored to your mission. From threat monitoring to custom apps, we help secure systems and support agency goals with scalable, reliable tech.

Our service offerings within the catalog are provided in two discreet macro categories:

1. **Bundled Services:** a set of services combined with pre-established activities, deliverables, and duration.
2. **Time and Materials (T&M) Labor Hour rates:** a set of labor categories with role definitions and established hourly rates to address customer stated tasks.





II. Notes, Terms, and Conditions

1. Emmert Missions Inc. (DBA Emmert Missions) is a Virginia based business.
2. Services are delivered and governed in accordance with the laws of the Commonwealth of Virginia.
3. All services are delivered with Best Level-of-Effort with no guarantee of accuracy, performance, and/or results. In no event shall Emmert Missions be liable to the customer for any damage(s) unless Emmert Missions' act or failure to act involves intentional misconduct, fraud, or a knowing violation of the law.
4. A specific contract will be developed for each engagement and must be fully executed by Emmert Missions and a person duly designated, appointed, and authorized by the customer to commit the customer to the terms of the contract. The specific contract must be fully signed and executed by both parties prior to the delivery of any services.
5. Bundled services require fifty percent (50%) payment is due at time of order with balance due upon delivery of final reports on final day of service delivery.
6. Late payments will incur a ten percent (10%) penalty each week that the payment is delayed. The penalty is calculated by multiplying the amount due by ten percent (10%) and adding the penalty to the amount due. The penalty is recalculated each week the payment is not received by Emmert Missions.
7. Bundled services are delivered with fixed scope, deliverables, and duration. Changes to scope, addition or modification of Emmert Missions standard deliverables, and/or duration extensions will incur additional costs based upon Emmert Missions commercially available Time and Materials (T&M) labor rates.
8. Payments made by credit card will incur a credit card processing fee on top of published price.
9. All Emmert Missions personnel supporting deliverable will be U.S. citizens that have undergone a basic employment background check. Some personnel may hold US Government issued security clearances at varying levels. Emmert Missions personnel supporting the project may not hold U.S. Government issued security clearances. As requested by the client, such personnel may be limited to industry research support.
10. Emmert Missions may use subcontractors in delivery of services. If this occurs, Emmert Missions will disclose the subcontractor resource and company to the Customer. Emmert Missions employees will deliver fifty-one percent (51%) or more of the purchased services.



11. All customer data will be returned and/or removed from Emmert Missions systems at the end of each project unless the customer specifies in writing that Emmert Missions should maintain the data on Emmert Missions systems.
12. Emmert Missions will retain, on its systems, copies of all deliverables and reports it generates for the Customer in the performance of service delivery.
13. All customer engagements require the execution of a nondisclosure agreement (NDA) signed and executed by both Emmert Missions and personnel duly designated and authorized to commit the customer.
14. Emmert Missions proprietary processes, methodologies, tools, and templates remain exclusively the property of Emmert Missions.
15. Any proprietary processes, methodologies, tools, and templates developed by Emmert Missions in delivery of services remain the exclusive property of Emmert Missions.



III. Bundled Services

A. Management and Technical Optimization

1. Management and Technical Delivery Assessment: BND-SVC-MTO-001

Service Summary

Description: Program/project delivery should be assessed on a regular basis to ensure alignment to identify areas for improvement, scope creep, and customer alignment. This service provides an objective team to assess current program / status and identify strategic areas for optimization and improvement.

Deliverables:

1. Program/project assessment with identification of positive and negative indicators.
2. Recommendations for optimization strategies through organization, team, methodologies, processes, and/or controls.
3. Recommendations for any corresponding KPI adjustments.
4. Weekly Status Reports.

Duration: 60 Days

Commercial List Price: \$415,000.00

Activities

1. Review program/project scope.
2. Review Metrics/Key Performance Indicators (KPIs).
3. Analyze delivery methodologies, processes, and controls.
4. Assess organizational structure.
5. Analyze Team composition and qualifications.
6. Review Customer reviews and/or perform key Customer stakeholder interviews.

Deliverables

All Deliverables provided as Report and Summary Presentation in PDF format

1. Program/project assessment with identification of positive and negative indicators.
2. Recommendations for optimization strategies through organization, team, methodologies, processes, and/or controls.
3. Recommendations for any corresponding KPI adjustments.



Notes and Assumptions

Payment Terms

1. Fifty percent (50%) payment is due at time of order with balance due upon delivery of final reports on day 60.
2. Payments made by credit card will incur a credit card processing fee on top of published price.

Assumptions

1. Existing system documentation will be made available to Emmert Missions personnel within 5 days of service initiation.
2. Government and other contractor personnel will be available in a timely manner to support meetings and interviews with Emmert Missions personnel.
3. The Government sponsor will meet weekly with Emmert Missions to discuss status along with any risks and issues.
4. Emmert Missions personnel will be provided with an email account and/or SharePoint account for information that must remain on customer systems.
5. The customer will provide a list of all stakeholders with Key Stakeholder identification during customer intake meetings.
6. Delays in making documentation, stakeholders, other contractors, and/or other non-Emmert Missions personnel required to complete the services on time will incur additional costs to be paid by the customer at a rate of \$4,700 per day of delay.
7. All Emmert Missions personnel supporting deliverable will be U.S. citizens that have undergone a basic employment background check. Some personnel may hold US Government issued security clearances at varying levels. Emmert Missions personnel supporting the project may not hold U.S. Government issued security clearances. As requested by the client, such personnel may be limited to industry research support.
8. Emmert Missions may use subcontractors in delivery of the services. If this occurs, Emmert Missions will disclose the subcontractor resource and company to the Customer. Emmert Missions employees will deliver fifty-one percent (51%) or more of the purchased services.



B. Cybersecurity

1. System Information Assurance (IA) Categorization

Assessment: BND-SVC-CYB-001

Service Summary

Description: Customer missions evolve and their systems evolve accordingly. This evolution necessitates an objective assessment of the systems categorization in terms of system complexity, data governance, and other related security attributes. Systems must also be assessed to ensure that they are properly categorized as Information Technology (IT) or Operational Technology (OT) to ensure that the overall system security approach is properly designed and implemented.

Deliverables:

1. Business Impact Assessment (BIA) Recommendations
2. System Architecture Documentation Recommendations
3. System Documentation Recommendations
4. System Data Governance Recommendations
5. System Technology Categorization Recommendation
6. Weely Status Reports

Duration: 90 Days

Commercial List Price: \$350,000.00

Activities

1. Business Impact Assessment (BIA) Review
2. System Architecture Documentation Review
3. System Documentation Review
4. System Data Governance Process Review
5. System Technology Categorization Assessment

Deliverables

All Deliverables provided as Report and Summary Presentation in PDF format

1. Business Impact Assessment (BIA) Recommendations
2. System Architecture Documentation Recommendations
3. System Documentation Recommendations
4. System Data Governance Process Recommendations



5. System Technology Categorization Recommendation

Notes and Assumptions

Payment Terms

1. Fifty percent (50%) payment is due at time of order with balance due upon delivery of final reports on day 90.
2. Payments made by credit card will incur a credit card processing fee on top of published price.

Assumptions

1. Existing system documentation will be made available to Emmert Missions personnel within 5 days of service initiation.
2. Government and other contractor personnel will be available in a timely manner to support meetings and interviews with Emmert Missions personnel.
3. The Government sponsor will meet weekly with Emmert Missions to discuss status along with any risks and issues.
4. Emmert Missions personnel will be provided with an email account and/or SharePoint account for information that must remain on customer systems.
5. The customer will provide a list of all stakeholders with Key Stakeholder identification during customer intake meetings.
6. Delays in making documentation, stakeholders, other contractors, and/or other non-Emmert Missions personnel required to complete the services on time will incur additional costs to be paid by the customer at a rate of \$3,900.00 per day of delay.
7. All Emmert Missions personnel supporting deliverable will be U.S. citizens that have undergone a basic employment background check. Some personnel may hold US Government issued security clearances at varying levels. Emmert Missions personnel supporting the project may not hold U.S. Government issued security clearances. As requested by the client, such personnel may be limited to industry research support.
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