



RIDE FOR THE BRAND



In this issue of
Ride for the Brand:

Message from the CEO	Page 2
Recruiting	Page 3
Operations Update	Page 4
Social Media	Page 5
National Capitol Region	Page 6
Finance	Page 7
Security	Page 8
Across the Wire	Page 9
Employees' Page	Page 10
Code of the West	Page 11

RIDE FOR THE BRAND

A Message from the CEO

Greetings to all QSL employees,

It has been a very busy year since our last newsletter. I continue to receive very positive feedback from the US Government clients and our prime contractors about the great employees QSL has and the very professional job you do every day. I truly understand our employees ARE our reputation and future. I sincerely thank all of you for your hard work, professionalism, and mission focus.

Although US Government contracting continues to be a very challenging and competitive environment, QSL has maintained focus on delivering exceptional performance on existing contracts, identifying opportunities and submitting proposals, expanding our network of teaming partners, continued growth and expanding into new business areas.

I do have to relay some sad news. Our CEO, Bob Keane, will be on extended medical absence for an indefinite period of time. For those so inclined I would ask you to keep Bob and his family in your prayers.

I have assumed the duties and responsibilities as CEO effective 1 August 2016. I look forward to meeting with our employees, teaming partners, Government clients, and developing new relationships as we move into 4th quarter 2016 and beyond.

It is an honor to continue to serve and “stay in the fight” with so many great professionals. I truly appreciate all the help and encouragement that we receive from our loyal employees. You are the lifeblood of QSL! Ride for the Brand.

Melvin “Mel” L. Wick
Managing Partner



RIDE FOR THE BRAND

Recruiting

By Robert Pixley, Director of Human Capital (Robert.Pixley@quickservicesllc.com)

QSL continues to search for top-notch talent to service our important customers and their missions. The absolute best source for finding the best qualified individuals is our current employees. You know better than anyone the requirements of your role and team's mission. Are you asking yourself, who do I know who could do this job? Who do I know that would be a valuable addition to this team?

QSL offers an Employee Referral Bonus* - if you are a QSL employee and refer a candidate that gets hired you will receive the referral bonus. Employee referrals continue to be a great source for qualified candidates, so thank you to those that have and are currently participating in our referral bonus program.

How do you refer a potential candidate? There are a few ways:



1.) Guide the potential candidate to go online and formally apply at <http://www.quickservicesllc.com/careers>. On their application it will ask how they heard about the opening and they should list your name as the source.

2.) OR you may go to the QSL website, click the employees tab (password required—if you don't know it, ask your PM or a recruiter), scroll down and click on "employee referral portal", find the job to which you are referring them and enter the referral's email address in the box at the top of the screen.

3) OR send one of our recruiters your referral's contact info, and let us take it from there. Our recruiters can be reached at:

- ◆ Alex Ruffino (Alex.Ruffino@quickservicesllc.com)
- ◆ Shaun Hartman (Shaun.Hartman@quickservicesllc.com)



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Operations Update

By Jason Sawyer, Director of Operations (Jason.Sawyer@quickservicesllc.com)

JGASS

As we approach the six-month mark as a part of the JGASS team, we continue to be a leading subordinate company. We remain one of the most active recruiting teams and retain some of the most experienced analysts. Recently, we welcomed Shaun Hartman to be a dedicated JGASS recruiter. His primary mission is to increase our numbers on the contract. If you have any recommendations for personnel transitioning from active duty, reserve duty or as any type of augmentee, please pass the name and contact data to Shaun and me. CACI has been working hard to improve the contract and we are hopeful to see some changes in the next 90 days.

JFT S&B

We're in the final option year of the contract and the performance has been so good that the government authorized an extension into next year. Eloy and Bryan in TX have been doing great work and we continue to hear positive comments about their performance. Also in TX, Bob and Joe have been performing equally well. Of note, NC has received torrential rains over the last few months and that has provided some challenges for the guys trying to keep the boats ready to go. Thank you for the hard work!

Buckley

We're half way through our first option year of the contract with the 460th. Many thanks to the team for the hard work that resulted in very laudatory comments from the Commanding Officer. Congratulations to Nancy Mitchell, promoted to the site leader. Nancy replaced Woody Viar who recently took a government position.

ISSJ

We continue to actively recruit and get folks set up for interviews as we strive to build our numbers. With John Buss' recent departure for a government position, I assumed the contract responsibility and have nothing but a very positive experience with the employees and the Prime. I look forward to getting more folks hired and am personally very proud of the work each you are doing.



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Operations (continued)

ISSA/AIS

Our work with CACI on the now-AIS contract, continues through the rest of 2016. We have begun the preparations for the recompetes and look forward to assisting CACI in the coming months, developing the next winning proposal. We have two folks permanently deployed overseas and have two more preparing to attend CRC. There are many openings available for full-time deployment. If anyone has a lead on a resume, please link up with Alex Ruffino to get it in the system.

SOCIAL MEDIA by Shaun Hartman

Woot! Woot! Who wants to win?

In an effort to recognize the great people of our QSL community we have initiated the first of many Social Media contests. During the month of September, QSL is working to reach 450 followers on Twitter, 750 Likes on our FB page, and 850 followers on LinkedIn.

We need you to share, like, and follow - encourage everyone you know to get on the QSL horse and "Ride for the Brand"! We are offering a reward for the person who corals the most for each Twitter, Facebook, and LinkedIn. The winners will get their choice: a \$50 gift card to a major-chain restaurant or a sweet QSL polo shirt. We will choose and notify the winner chosen from our followers on 30 September 2016. Don't be shy and share away! If you haven't already, visit and follow us at the sites below:

 <https://www.facebook.com/QuickServicesLLC>

 <http://www.linkedin.com/company/quick-services-llc-qs1->

 <https://twitter.com/QSL638>



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National Capitol Region (NCR)

By Frank Newell, Program Manager, NCR (Frank.Newell@quickservicesllc.com)

Quick Services is a regular participant in the Objective Rally Point (ORP), a monthly forum established in the NCR by Lee Dougherty (QSL's Corporate Attorney), a service-connected, disabled Veteran and Principal practicing government contract law at Montgomery Fazzone, PLLC. Lee hosts a breakfast for Service-Disabled Veteran-Owned Small Businesses (SDVOSB) on the last Tuesday of each month.



The ORP forum offers a variety of public-private sector speakers on relevant defense industry and Federal government topics. The event continues to grow in popularity within the NCR and QSL business relationships continue to expand as a result. There is no better place to find qualified Veteran-owned businesses and potential business partnerships than at ORP. If you are a QSL employee and in the NCR on business or travel you are welcome to attend.

Excellent meetings: In October 2015, the speaker at the ORP monthly breakfast, featured Medal of Honor winner CPT Florent Groberg, who shared his passion for supporting other warriors in transition from military to civilian life. He described his struggles during three years recovering at Walter Reed and his desire to support those who continue to struggle with the transition. He also talked about Warriors Ethos and the difference having their support made to his successful transition.

The ORP speaker for April 2016 was Dr. J. Phillip "Jack" London. Dr. London is Executive Chairman and Chairman of the Board of CACI International Inc. London is a graduate of the U.S. Naval Academy (1959) a naval aviator and served in various positions of responsibility with Naval Air Systems Command and recipient of Navy Leagues Chester Nimitz Award (2007).

London is the author of *Character: The Ultimate Success Factor* (2013) and other books. Dr. London discussed his incredible career building within CACI one of the largest and most respected government contractor companies in the world. He provided advice on how a Veteran can build a company based on integrity and strength of character that every Veteran is taught in the military.



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Finance

By Christina Canterbury, Controller (Chris.Canterbury@quickservicesllc.com)

A reminder about the 401k plan: if you initially waived participation, you can elect to start contributing and receive the related match at any time. You can begin making contributions, deducted from your pay either pre or post tax (Roth), by completing a new enrollment form and returning to me. The form can be found on My Paychex. QSL is matching contributions in the amount of 100% on the first 3% of compensation and 50% on the next 2% of compensation. Don't miss out on this great benefit!



PTO: Please note that your available PTO balance is noted on your paystub each month. It is located on the left-hand side of the stub under Personal & Check Information. This takes into account any PTO used/posted during the month for which payment is being made, as well as the monthly accrual. It is company policy that you submit PTO requests in Paychex. If you are going to be on PTO for an extended period of time you do not have to submit each day separately.

To submit a request for several days, you simply enter the first date of PTO, the PTO type and the number of hours per day that you are taking, then check the Auto-Fill box. Once this box is checked you can then enter the date that you will be returning to work and check any days you wish to exclude, such as Saturday and/or Sunday. This process will submit a single request for all of the days between the first day of PTO until the date returning to work and exclude the days or the week that you have checked. Remember that this is a request only and the time still needs to be posted as PTO on your PROCAS timesheet.

Please be sure and notify this office of any changes to personal information as soon as possible. Thank you for all you do! I hope everyone is having a safe and fun summer!

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RIDE FOR THE BRAND

Security

By Sean Crone, Facility Security Officer, (Sean.Crone@quickservicesllc.com)

Espionage is alive and well—just look at all the cases that are appearing in the news. Even though individuals may leave a contract, no longer have a need-to-know or no longer need access to classified information, that individual is bound for life continuing responsibilities:

Protection of Sensitive Information

You must continue to protect any sensitive data that was entrusted to you or that you had access to until authorized to the contrary to include:

- ♦ Government classified information
- ♦ Government Sensitive but Unclassified (SBU) information such as “For Official Use Only” (FOUO)
- ♦ Export-controlled information protected under International Traffic in Arms Regulation (ITAR)
- ♦ Quick Services LLC (QSL) proprietary information

Classified Information Appearing in the News Media

Publication does not equal declassification. This means that although at some point in the future you may see information you knew to be classified appear in some form in the news media or on the Internet, you **cannot** infer that that information has been declassified. Also remember that if you comment on the information then you can be held liable as well.

Pre-Publication Review

Remember that if, in the future, you wish to publish anything (article, book, memoir, screenplay, etc.), you must first submit it to the Facility Security Officer for a pre-publication review. We will review the submission and pass it along to the U.S. Government customer that granted you access for review as well. The government will review the submission and provide a response within 30 working days.



RIDE FOR THE BRAND

Security (continued)

Suspicious Contacts

Although you may no longer have a need-to-know or access to classified information at this time, there is a continued need for caution and discretion on your part. You have had access to information that could make you a potential target for foreign intelligence services and interests.

You also still have an obligation to report the following should they occur. These can either be reported to the company or employment activity left or they can also be reported to the Defense Security Services (DSS) of the FBI:

- ◆ Suspicious personal contacts
- ◆ Unsolicited requests for information or assistance
- ◆ Coercion or blackmail attempts



From Across the Wire

November 8 - Election Day

For information on absentee ballot requests and voter registration services for all U.S. voters in all states at home and abroad, as well as dates and deadlines can be found at the non-partisan site : www.usvotefoundation.org.



Spring forward, fall back: Daylight Savings Time comes to an end on 6 November.

The National Park Service is celebrating its 100th birthday. To find a events happening this fall at a National Park near you, visit www.nps.gov.



If you have any ideas or items (blurbs or photos) for submission in the next issue of *Ride for the Brand* please send them to: pamela.golden@quickservicesllc.com.

RIDE FOR THE BRAND

QSL Employees

BENEFITS: Whew! We made it through another open-enrollment and renewal period for UHC and IMG medical, dental, and vision! But wait---there's more! Open enrollment for our Flex Spending Account (FSA) begins 01 Sep and will continue through 30DEC. An FSA provides the opportunity for you to set aside pretax dollars to pay for unreimbursed medical, dental, vision and orthodontia expenses for you and your qualified dependents. If you have out-of-pocket expenses such as deductibles and copays, healthcare provider fees for which you are not reimbursed, an FSA could be for you. More details to follow in a separate communication, but starting 01 Sep you find out more and enroll by visiting <https://www.paychex.com/login> or calling 877.244.1771.



QSL is very pleased to introduce Shaun Hartman to our recruiting team! Shaun is our newest recruiter and will be servicing our JGASS and other imagery contracts. Shaun is a recently separated Air Force veteran (continuing to serve in the Reserves) and brings a strong enthusiasm for supporting our customers and their mission. Besides his passions for putting the right people in the right jobs, Shaun volunteers for Heroes on the Water (<http://heroesonthewater.org>) and coaches youth athletics.

EMPLOYEE TRANSITIONS: QSL says good bye to Erikk Shupp, QSL Proposal Coordinator, who worked for QSL's Fairfax office in the National Capital Region from August 2015 to June 2016. Erikk recently accepted a position as Proposal Manager at Highlight Technologies of Fairfax, Virginia. QSL wishes him success in his new position and thanks for a job well done.

Recently on boarded in July 2016, QSL welcomes Pamela Golden, MBA, Denver office, as our new Proposal Manager/Coordinator. Pamela brings with her a wealth of versatile experience from previous positions in business development, program management, proposal management, and emergency preparedness over the last sixteen years, with leading companies like Boeing and Ball Aerospace, as well as FEMA and the US Navy. Already a great member of the QSL team and focused on upcoming opportunities. Welcome aboard!



RIDE FOR THE BRAND

Code of the West

Right after QSL planted its flag in Cheyenne, Wyoming, we quickly learned that the Code of the West is a serious matter. The Code was adopted by QSL because it is consistent with our values:

- ◆ Live each day with pride
- ◆ When you make a promise, keep it
- ◆ Talk less and say more
- ◆ Remember that some things aren't for sale
- ◆ Know where to draw the line
- ◆ Take pride in your work
- ◆ Always finish what you start
- ◆ Do what has to be done
- ◆ Be tough, but fair
- ◆ Ride for the brand



Most of the Code is simple and self-explanatory with the exception of ride for the brand. Before adopting the Code, this line was researched specifically, only to learn there is no official definition. However, the meaning is well understood in the West. In essence, ride for the brand is an expression of loyalty to someone's employer. If someone didn't like the way their employer conducted affairs (meaning their brand), they were free to leave, but if they stayed, they gave loyalty and expected loyalty in return.

Because there is so much passion behind the QSL brand, we thought it was appropriate to adopt "Ride for the Brand" as our official tag line.

