

GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST



JMark Services, Inc.

8415 Explorer Drive, Suite 110
Colorado Springs, CO 80920
(p) (719) 368-8497 (f) (719) 598-9618
www.jmarkservices.com

Contract Number: 47QRAA19D005H
Contract Period: March 5, 2019 through March 4, 2024
Business Size: Small, Disadvantaged Business

Schedule Title: Multiple Award Schedule
Federal Supply Group: Professional Services

Pricelist current through Modification **#PS-A812**, effective **March 5, 2020**.

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through *GSA Advantage!*[®], a menu-driven database system. The INTERNET address *GSA Advantage!*[®] is: GSAAdvantage.gov

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

CUSTOMER INFORMATION:

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

SIN	SIN Description
541611 & 541611RC	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
611430 & 611430RC	Professional and Management Development Training
611512 & 611512RC	Flight Training
OLM & OLMRC	Order Level Materials

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: See Pricing beginning on page 5.
- 1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education: See Labor Category Descriptions beginning on page 7.
2. Maximum Order: \$1,000,000.00
3. Minimum Order: \$100.00
4. Geographic Coverage (delivery Area): Worldwide
5. Point(s) of production (city, county, and state or foreign country): Colorado Springs, CO and Worldwide
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
Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions
- 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: Will accept.
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: Specified on the Task Order

11c. Overnight and 2-day delivery: As specified by Task Order

11d. Urgent Requirements: Contact Contractor

12. F.O.B Points(s): Destination

13a. Ordering Address: JMark Services Inc.
Attn: Contracts*
8415 Explorer Drive, Suite 110
Colorado Springs, CO 80920
**Please mail to the attention of the Contract Administrator identified in the task order proposal.*

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address: **Payment via Wire Transfer**
Financial Institution:
Bank of Omaha Financial
JMark Services Inc.
9-Digit ABA Routing Number: see invoice
1600 West Mineral Ave.
Littleton, CO 80120
Telegraphic abbreviation: BOK Financial
Account Number: see invoice

15. Warranty provision: Not Applicable.

16. Export Packing Charges (if applicable): Not Applicable.

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Government Commercial Credit Cards will be acceptable for payments on a case by case basis. Bank account information for wire transfer payments will be shown on the invoices.

18. Terms and conditions of rental, maintenance, and repair (if applicable): Not Applicable.

19. Terms and conditions of installation (if applicable): Not Applicable.

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): Not Applicable.

20a. Terms and conditions for any other services (if applicable): Not Applicable.

21. List of service and distribution points (if applicable): Not Applicable.

22. List of participating dealers (if applicable): Not Applicable.

23. Preventive maintenance (if applicable): Not Applicable.
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: Not Applicable.
- 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. contactor's website or other location.) The EIT standards can be found at: www.Section508.gov/.
25. Data Universal Numbering System (DUNS) number: 861141653
26. Notification regarding registration in System for Award Management (SAM) database: JMark Services Inc. is registered in SAM.

27. GSA Hourly Rates:

GSA HOURLY RATES FOR SPECIAL ITEM NUMBER 541611

SIN	Labor Category	Site	03/05/19 – 03/04/20	03/05/20 – 03/04/21	03/05/21 – 03/04/22	03/05/22 – 03/04/23	03/05/23 – 03/04/24
541611	Analyst I	Both	\$70.00	\$71.54	\$73.11	\$74.72	\$76.36
541611	Analyst II	Both	\$84.37	\$86.23	\$88.13	\$90.07	\$92.05
541611	Analyst III	Both	\$99.47	\$101.66	\$103.90	\$106.18	\$108.52
541611	Business Analyst I	Both	\$125.81	\$128.57	\$131.40	\$134.29	\$137.25
541611	Business Analyst II	Both	\$133.11	\$136.04	\$139.03	\$142.09	\$145.22
541611	Consulting Task Coordinator	Both	\$40.39	\$41.28	\$42.19	\$43.12	\$44.07
541611	Cyber Analyst	Both	\$82.01	\$83.82	\$85.66	\$87.55	\$89.47
541611	Executive Strategy Officer I	Both	\$167.21	\$170.89	\$174.65	\$178.49	\$182.41
541611	Executive Strategy Officer II	Both	\$202.56	\$207.01	\$211.57	\$216.22	\$220.98
541611	Information Analyst I	Both	\$60.03	\$61.36	\$62.70	\$64.08	\$65.49
541611	Information Analyst II	Both	\$94.18	\$96.25	\$98.37	\$100.53	\$102.74
541611	Knowledge Engineer	Both	\$101.05	\$103.27	\$105.55	\$107.87	\$110.24
541611	Planner I	Both	\$99.47	\$101.66	\$103.90	\$106.18	\$108.52
541611	Planner II	Both	\$129.14	\$131.98	\$134.89	\$137.86	\$140.89
541611	Program Manager	Both	\$161.85	\$165.41	\$169.05	\$172.76	\$176.56
541611	Project Manager	Both	\$135.71	\$138.69	\$141.75	\$144.86	\$148.05
541611	Specialized Content Analyst I	Both	\$116.93	\$119.50	\$122.13	\$124.82	\$127.56
541611	Specialized Content Analyst II	Both	\$121.40	\$124.07	\$126.80	\$129.59	\$132.44

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS) is applicable to this contract as it applies to the entire Multiple Awards Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS 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 SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

GSA HOURLY RATES FOR SPECIAL ITEM NUMBER 611430

SIN	Labor Category	Site	03/05/19 – 03/04/20	03/05/20 – 03/04/21	03/05/21 – 03/04/22	03/05/22 – 03/04/23	03/05/23 – 03/04/24
611430	Content SME I	Both	\$128.86	\$131.69	\$134.59	\$137.55	\$140.58
611430	Content SME II	Both	\$141.41	\$144.52	\$147.70	\$150.95	\$154.27
611430	Content SME III	Both	\$160.24	\$163.76	\$167.36	\$171.05	\$174.81
611430	Instructional System Designer I	Both	\$76.49	\$78.18	\$79.90	\$81.65	\$83.45
611430	Instructional System Designer III	Both	\$127.97	\$130.78	\$133.66	\$136.60	\$139.61
611430	Instructional Systems Designer II	Both	\$104.05	\$106.34	\$108.68	\$111.07	\$113.52
611430	Instructor I	Both	\$77.65	\$79.36	\$81.10	\$82.89	\$84.71
611430	Instructor II	Both	\$88.64	\$90.59	\$92.58	\$94.62	\$96.70
611430	Instructor III	Both	\$121.07	\$123.73	\$126.45	\$129.23	\$132.08
611430	Jr. Program Manager	Both	\$135.71	\$138.69	\$141.75	\$144.86	\$148.05
611430	Sr. Strategist/Leader Instructor	Both	\$223.49	\$228.41	\$233.43	\$238.57	\$243.82
611430	Sr. Program Manager	Both	\$161.85	\$165.41	\$169.05	\$172.76	\$176.56
611430	Training Support	Both	\$53.49	\$54.66	\$55.87	\$57.10	\$58.35

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



Labor Category Descriptions for Special Item Number 541611

Analyst I

Description: Possesses knowledge of applying analytic methodologies and principles to address client's needs. Supports analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives. Works closely with senior Analysts or Team Leads.

Education: Bachelor's Degree.

Experience: 1 year.

Analyst II

Description: Possesses demonstrated knowledge and experience applying analytic methodologies and principles to address client needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives. Works closely with Analyst 2, Task Leads, or Project Manager. Directs the activities of junior staff as necessary.

Education: Bachelor's Degree

Experience: 3 years.

Analyst III

Description: Senior expert with extensive knowledge and experience developing and applying analytic methodologies and principles and is recognized as a leader within MOBIS functions. Leads the application of analytic techniques and helps define project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams around the methodology. Resolves complex problems, which require an in depth knowledge of analytic methodologies and principles. Directs the activities of more junior Analysts or other staff as necessary on activities related to the application of analytical techniques and methodologies. Demonstrated managerial and supervisory skills.

Education: Bachelor's Degree

Experience: 5 years.

Business Analyst I

Description: Prepares and conducts business analyses and studies, needs assessments, requirements analysis/definition and cost/benefit analyses in an effort to align business systems, solutions and initiatives. Prepares forecasts and analyzes trends, reporting regulations and business conditions. Develops and analyzes metrics, performance measurements, requirements, reports and recommendations related to management, organizational structure, policy/procedures and business systems. Identifies potential business risks. Areas of focus include but are not limited to business performance, business and economic case analysis, internal control and enterprise risk assessment.

Education: Bachelor's Degree.

Experience: 5

Business Analyst II

Description: Prepares and conducts business analyses and studies, needs assessments, requirements analysis/definition and cost/benefit analyses in an effort to align business systems, solutions and initiatives. Prepares forecasts and analyzes trends, reporting regulations and business conditions. Develops and analyzes metrics, performance measurements, requirements, reports and recommendations related to management, organizational structure, policy/procedures and business systems. Identifies potential business risks. Areas of focus include but are not limited to business performance, business and economic case analysis, internal control and enterprise risk assessment.

Education: Bachelor's Degree.

Experience: 8 years.

Consulting Task Coordinator

Description: Coordination, scheduling, technical edit, graphics support, meeting support and other coordination activities related to a defined delivery task.

Education: High School.

Experience: 1 year.

Cyber Analyst

Description: Information Assurance (IA) security support and as directed with performance of self-inspections to ensure compliance with the System Security Plan (SSP). Conduct technical implementation of IS solutions. Draft policies, processes, and procedures in support of the customer's information technology (IT) and systems security. Support staffs and participate on security boards with other commands. Provide SME support to Command Chief Information Security Officer (CISO) to direct, monitor, and manage the Information Security Program. Certification in CISSP required.

Education: Bachelor's Degree.

Experience: 3 years.

Executive Strategy Officer I

Description: Defines agenda and project objectives. Drives content and provides thought leadership. Manages execution of multiple, rapid fact-finding efforts; Balances potentially conflicting themes and objectives Analysis: Generates innovative approaches to address business problems.

Education: Master's Degree.

Experience: 8 years.

Executive Strategy Officer II

Description: Works directly with senior level clients to set the project strategic agenda. Drives the project team toward desired outcomes to achieve results for client. Ensures project objectives are delivered in the context of industry best practices. Develops new knowledge and capabilities derived from a broad range of cross industry/functional experiences within commercial clients.

Education: Master's Degree.

Experience: 12 years.

Information Analyst I

Description: User Support and Administration, Documentation of Help and Training, Requirements Analysis and Project Management, Certification and Accreditation, Project Management and Improved Collaboration.

Education: Bachelor's Degree.

Experience: 1 year.

Information Analyst II

Description: User Support and Administration, Documentation of Help and Training, Requirements Analysis and Project Management, Certification and Accreditation, Project Management and Improved Collaboration

Education: Bachelor's Degree.

Experience: 5 years.

Knowledge Engineer

Description: Provide data management and visualization support and access to near real time data information using all available visualization resources and maintain a common information medium to facilitate data discovery. Engineer and implement solutions to improve and continuously advance data visualization through the integration of relevant information feeds

Education: Bachelor's Degree.

Experience: 3 years.

Planner I

Description: Supports advanced collection strategy development and planning shall assist in the development of comprehensive allsource collection strategies focused on USPACOM intelligence requirements. The Collection Strategist/Planner shall provide strategy recommendations, identify and document shortfalls, develop mitigation strategies, and support ISR Crisis Action Planning.

Education: Bachelor's Degree.

Experience: 3 years.

Planner II

Description: Supports advanced collection strategy development and planning shall assist in the development of comprehensive allsource collection strategies focused on USPACOM intelligence requirements. The Collection Strategist/Planner shall provide strategy recommendations, identify and document shortfalls, develop mitigation strategies, and support ISR Crisis Action Planning

Education: Bachelor's Degree.

Experience: 8 years.

Program Manager

Description: Provides oversight and executive level management to overall contract operations often involving multiple projects/tasks and groups of personnel at multiple locations. The Program Manager maintains and manages relationships with senior level management within the client organization. Responsible for ensuring senior level management within the client organization is aware of overall program status, including all relevant projects and their potential impact on higher level organizational strategic vision, this may include subject matter and unique technical knowledge. The Program Manager is responsible for managing multiple contract operations, ensure quality standards and work performance on all task orders and projects, plans, organizes and oversees work efforts, assigns resources, manages personnel, provides risk management, ensures quality management, monitors overall project and contract performance, etc.

Education: Bachelor's Degree.

Experience: 14 years.

Project Manager

Description: Performs day-to-day management of contract support operations, possibly involving multiple tasks and groups of personnel at multiple locations, on a single project. Demonstrates skills in the scope of work encompassed by the task order; provides technical guidance to the project team in performance of the work and reviews the quality of all work products. Organizes, directs, and coordinates the planning and production of all contract support activities. Responsible for staffing, project planning, project financials, and staff direction and oversight. The Project Manager maintains and manages the client interface at the COTR levels of the client organization. Assists the Program Manager as required in managing contract performance.

Education: Bachelor's Degree.

Experience: 12 years.

Specialized Content Analyst I

Description: Possess demonstrated knowledge in designated field or discipline. Possesses significant experience providing solutions to an organization's challenges through the application of knowledge gained through similar prior engagements. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy, and/or standard methodologies. Directs the activities of Specialists or other staff as necessary on activities related to the specified field or discipline.

Education: Bachelor's Degree.

Experience: 3 years.

Specialized Content Analyst II

Description: Possess demonstrated knowledge in designated field or discipline. Possesses significant experience providing solutions to an organization's challenges through the application of knowledge gained through similar prior engagements. Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy, and/or standard methodologies. Directs the activities of Specialists or other staff as necessary on activities related to the specified field or discipline.

Education: Bachelor's Degree.

Experience: 5 years.

Experience & Degree Substitution Equivalencies

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

<u>Equivalent Degree</u>	<u>Experience</u>
Associate's	1 year relevant experience
Bachelor's	Associate's degree + 2 years relevant experience or 4 years relevant experience
Master's	Bachelor's plus 2 years relevant experience or Associate's degree + 4 years relevant experience or 6 years relevant experience
PhD	Master's + 2 years relevant experience, or Bachelor's + 4 years relevant experience

Labor Category Descriptions for Special Item Number 611430

Content SME I

Description: Possesses knowledge in specialized designated field or discipline. Applies specialized knowledge to development and conduct of training activities.

Education: Bachelor's Degree

Experience: 1 year.

Content SME II

Description: Possesses knowledge in specialized designated field or discipline. Applies specialized knowledge to development and conduct of training activities.

Education: Bachelor's Degree

Experience: 5 years.

Content SME III

Description: Possesses knowledge in specialized designated field or discipline. Applies specialized knowledge to development and conduct of training activities.

Education: Bachelor's Degree

Experience: 8 years.

Instructional System Designer I

Description: Conducts training analysis, designs and develops training curricula, designs and develop multimedia/web storyboards and training, and measures and evaluates effectiveness of training.

Education: High School

Experience: 1 year.

Instructional Systems Designer II

Description: Conducts training analysis, designs and develops training curricula, designs and develop multimedia/web story boards and training, and measures and evaluates effectiveness of training.

Education: Bachelor's Degree

Experience: 3 years.

Instructional System Designer III

Description: Conducts training analysis, designs and develops training curricula, designs and develop multimedia/web storyboards and training, and measures and evaluates effectiveness of training.

Education: Bachelor's Degree

Experience: 8 years.

Instructor I

Description: Provides subject matter expertise support to all types of training development projects, including content review and feedback to development staff, as well as delivery of the training.

Education: High School

Experience: 1 year.

Instructor II

Description: Provides subject matter expertise support to all types of training development projects, including content review and feedback to development staff, as well as delivery of the training.

Education: Bachelor's Degree

Experience: 4 years.

Instructor III

Description: Provides subject matter expertise support to all types of training development projects, including content review and feedback to development staff, as well as delivery of the training.

Education: Bachelor's Degree

Experience: 10 years.

Jr. Program Manager

Description: Performs day-to-day management of contract support operations, possibly involving multiple tasks and groups of personnel at multiple locations, on a single project. Demonstrates skills in the scope of work encompassed by the task order; provides technical guidance to the project team in performance of the work and reviews the quality of all work products. Organizes, directs, and coordinates the planning and production of all contract support activities. Responsible for staffing, project planning, project financials, and staff direction and oversight. The Project Manager maintains and manages the client interface at the COTR levels of the client organization. Assists the Program Manager as required in managing contract performance.

Education: Bachelor's Degree

Experience: 4 years.

Sr. Program Manager

Description: Provides oversight and executive level management to overall contract operations often involving multiple projects/tasks and groups of personnel at multiple locations. The Program Manager maintains and manages relationships with senior level management within the client organization. Responsible for ensuring senior level management within the client organization is aware of overall program status, including all relevant projects and their potential impact on higher level organizational strategic vision, this may include subject matter and unique technical knowledge. The Program Manager is responsible for managing multiple contract operations, ensure quality standards and work performance on all task orders and projects, plans, organizes and oversees work efforts, assigns resources, manages personnel, provides risk management, ensures quality management, monitors overall project and contract performance, etc.

Education: Bachelor's Degree

Experience: 10 years.

Sr. Strategist/Leader Instructor

Description: Senior Leadership-level Instructors qualified to perform country specific Intelligence/C4ISR skills training.

Education: Bachelor's Degree

Experience: 10 years.

Training Support

Description: Provides support all types of training development projects, including systems design, selection, development, integration, and support.

Education: High School

Experience: 1 year.

Experience & Degree Substitution Equivalencies

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

<u>Equivalent Degree</u>	<u>Experience</u>
Associate's	1 year relevant experience
Bachelor's	Associate's degree + 2 years relevant experience or 4 years relevant experience
Master's	Bachelor's plus 2 years relevant experience or Associate's degree + 4 years relevant experience or 6 years relevant experience
PhD	Master's + 2 years relevant experience, or Bachelor's + 4 years relevant experience