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 Administrator: Patrick Owens
Email: pat.owens@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


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: GSAAAdvantage.gov

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.
CUSTOMER INFORMATION:

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

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>611430</td>
<td>Professional and Management Development Training</td>
</tr>
<tr>
<td>611512</td>
<td>Flight Training</td>
</tr>
<tr>
<td>OLM &amp; OLMSTLOC</td>
<td>Order Level Materials</td>
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</table>

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: For SINs 541611 and 611430 - $1,000,000.00
   For SIN OLM - $250,000.00

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

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

10a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

10b. Expedited Delivery: Specified on the Task Order

10c. Overnight and 2-day delivery: As specified by Task Order

10d. Urgent Requirements: Contact Contractor
11. F.O.B Points(s): Destination

12a. 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.

12b. 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.

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

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

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

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): Not Applicable.

18b. Terms and conditions for any other services (if applicable): Not Applicable.

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

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


22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: Not Applicable.

22b. Contact JMark Services, Inc. for Section 508 compliance information. The EIT standards can be found at: http://www.section508.gov
23. Unique Entity Identifier (UEI) Number: K54LMGMJBPD5

24. Notification regarding registration in System for Award Management (SAM) database: JMark Services Inc. is registered in SAM.
GSA Hourly Rates:

<table>
<thead>
<tr>
<th>SIN</th>
<th>Labor Category</th>
<th>Site</th>
<th>03/05/19 – 03/04/20</th>
<th>03/05/20 – 03/04/21</th>
<th>03/05/21 – 03/04/22</th>
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**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

<table>
<thead>
<tr>
<th>SIN</th>
<th>Labor Category</th>
<th>Site</th>
<th>03/05/19 – 03/04/20</th>
<th>03/05/20 – 03/04/21</th>
<th>03/05/21 – 03/04/22</th>
<th>03/05/22 – 03/04/23</th>
<th>03/05/23 – 03/04/24</th>
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**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.

Business System Architect I
**Description:** Consults with Information engineer(s) to design architecture to support the total requirements as well as provide for present and future cross-functional business process requirements and interfaces. Ensures these business systems are compatible and in compliance with the standards provided through analysis.

**Education:** Bachelor’s Degree.

**Experience:** 3 years.

Business Systems Technical Specialist II
**Description:** Business systems development and management, and database administration. Provide recommendations on the business processes, systems functionality, performance standards, design, interfaces, operational constraints, security concerns and supporting databases for the integration of organic and non-organic data into current and future business systems and architectures. Provide support and recommendations to staff and train workers on the business's information systems to include training less experienced colleagues. May serve in a Lead role.

**Education:** Associate’s Degree.

**Experience:** 5 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.
**Intelligence Operations Staff II**

**Description:** Able to perform research and analysis to deliver threat intelligence products, to include the following: threat and vulnerability assessments, strategic planning and modernization, force protection intelligence summaries, wargame and exercise planning, training programs of instruction, and threat intelligence briefings. Enable senior leaders to integrate multiple facets of the various intelligence disciplines and to help build the situational awareness of the warfighter on the battlefield to improve survivability and force protection.

**Education:** Bachelor’s Degree.

**Experience:** 3 years.

**Intelligence Operations Staff III**

**Description:** Able to perform research and analysis to deliver threat intelligence products, to include the following: threat and vulnerability assessments, strategic planning and modernization, force protection intelligence summaries, wargame and exercise planning, training programs of instruction, and threat intelligence briefings. Enable senior leaders to integrate multiple facets of the various intelligence disciplines and to help build the situational awareness of the warfighter on the battlefield to improve survivability and force protection.

**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.

**Operations Research Analyst**

**Description:** Formulates and defines research and development scope and objectives for assigned projects. Design and apply mathematical modeling and other optimizing methods to develop and interpret information that assists management with decision making, policy formulation, or other managerial functions. Collect and analyze data and develop decision support software, service, or products. May develop and supply optimal time, cost, or logistics networks for program evaluation, review, or implementation.

**Education:** Bachelor’s Degree.

**Experience:** 5 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.

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<th>Equivalent Degree</th>
<th>Experience</th>
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<td>Associate’s</td>
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<td>Bachelor’s</td>
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</tr>
<tr>
<td>Master’s</td>
<td>Bachelor’s plus 2 years relevant experience or Associate’s degree + 4 years relevant experience or 6 years relevant experience</td>
</tr>
<tr>
<td>PhD</td>
<td>Master’s + 2 years relevant experience, or Bachelor’s + 4 years relevant experience</td>
</tr>
</tbody>
</table>
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 storyboards 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.

<table>
<thead>
<tr>
<th>Equivalent Degree</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate’s</td>
<td>1 year relevant experience</td>
</tr>
<tr>
<td>Bachelor’s</td>
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