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.

Schedule Title: Multiple Award Schedule
Federal Supply Group: Security and Protection

CONTRACT NUMBER:  47QSWA20D0004

CONTRACT PERIOD:  October 10, 2019 – October 09, 2024

CONTRACTOR:  Mid Atlantic Professionals, Inc., dba Simply Staffing
                20400 Observation Drive, STE 102
                Germantown, MD 20876 4009
                (p) 301-540-8864
                (f) 301-540-5819
                www.groupssi.com
                ljohns@groupssi.com

CONTRACTOR’S ADMINISTRATION SOURCE:  Larry R Johns

BUSINESS SIZE:  Large

Socioeconomic Indicators:  Large, Woman Owned Business

Pricelist current through Modification #PS-A812, effective 2/11/2020.
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>611430ST</td>
<td>Security Training</td>
</tr>
<tr>
<td>OLM</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: Not Applicable.

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education: See Labor Category Descriptions on page 5.

2. Maximum Order: For SIN 611430ST - $1,000,000.00
               For SIN OLM - $250,000.00

3. Minimum Order: $100.00

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

5. Point(s) of production (city, county, and state or foreign country): N/A

6. Discount from list prices or statement of net price: Government Net Prices (discounts already deducted.)

7. Quantity discounts: N/A

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): Shipped 30 Days after receipt of order

11b. Expedited Delivery: None Offered

11c. Overnight and 2-day delivery: None Offered.

11d. Urgent Requirements: Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

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

13a. Ordering Address: Same as Contractor

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**: Same as contractor

15. **Warranty provision**: Standard Commercial Warranty. Customer should contact contractor for a copy of the warranty

16. **Export Packing Charges (if applicable)**: None

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**: 167381933

26. **Notification regarding registration in System for Award Management (SAM) database**: Contractor has an Active Registration in the SAM database.
GSA Awarded Pricing

The rates are inclusive of the Industrial Funding Fee (IFF) of 0.75%.

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Labor Category Descriptions

Instructor/SME I

Functional Responsibilities: The Instructor/Subject Matter Expert (SME) I instructs participants on services, procedures, processes, techniques, tactics, products, or skills development. Course delivery typically includes a variety of formats such as lecture, lab exercises, field training, Computer-Based Training (CBT), or Web-Based Training (WBT). Assesses or tests participants on learning objectives. Duties may include participation in course definition and development, with primary focus on course delivery. May also perform post-event follow-up activities such as documenting on-site user training, statistics, and lessons learned, and participating in status calls related to the training. Works on assignments that are moderately complex in nature. Requires the use of judgment to resolve problems and to make routine recommendations. Generally receives no instruction on routine work and general instructions on new assignments. Follows standard practices and procedures.

Minimum Education: High School

Minimum Experience: 2 years

Instructor/SME II

Functional Responsibilities: The Instructor/SME II instructs participants on services, procedures, processes, techniques, tactics, products, or skills development. Course delivery typically includes a variety of formats such as lecture, lab exercises, field training, Computer-Based Training (CBT), or Web-Based Training (WBT). Assesses or tests participants on learning objectives. Duties may include participation in course definition and development, with primary focus on course delivery. May also perform post-event follow-up activities such as documenting on-site user training, statistics, and lessons learned and participating in status calls related to the training. Receives assignments in the form of objectives and establishes goals to meet objectives. Works on problems of diverse scope where analysis of data requires evaluation of identifiable factors. Exercises independent judgment within generally defined training policies, procedures, and goals in selecting methods and techniques. Supervises or provides guidance to other personnel.

Minimum Education: Bachelor’s

Minimum Experience: 2 years

Instructor/SME III

Functional Responsibilities: The Instructor/SME III instructs participants on services, procedures, processes, techniques, tactics, products, or skills development. Course delivery typically includes a variety of formats such as lecture, lab exercises, field training, Computer-Based Training (CBT), or Web-Based Training (WBT). Assesses or tests participants on learning objectives. Duties may include participation in course definition and development, with the primary focus on course delivery. May also perform post-event follow-up activities such as documenting on-site user training, statistics, and lessons learned, and participating in status calls related to the training. Uses expertise in providing instruction to define operational objectives; complete assignments with high proficiency; and act as a strategic resource. Works on extremely complex problems where analysis of situations or data requires an evaluation of intangible variables. Exercises independent judgment in developing methods, techniques, and evaluation criteria for obtaining results. Supervises or provides guidance to other personnel.

Minimum Education: Bachelor’s

Minimum Experience: 3 years
Instructor/SME IV

**Functional Responsibilities:** The Instructor/SME IV instructs participants on services, procedures, processes, techniques, tactics, products, or skills development. Course delivery typically includes a variety of formats such as lecture, lab exercises, field training, Computer-Based Training (CBT), or Web- Based Training (WBT). Assesses or tests participants on learning objectives. Duties may include participation in course definition and development, with the primary focus on course delivery. May also perform post-event follow-up activities such as documenting on-site user training, statistics, and lessons learned, and participating in status calls related to the training. Uses expertise in providing instruction to define operational objectives; complete assignments with high proficiency; and act as a strategic resource. Works on extremely complex problems where analysis of situations or data requires an evaluation of intangible variables. Exercises independent judgment in developing methods, techniques, and evaluation criteria for obtaining results. Supervises or provides guidance to other personnel.

**Minimum Education:** Bachelor’s

**Minimum Experience:** 4 years

Instructor/SME V

**Functional Responsibilities:** The Instructor/SME V instructs participants on services, procedures, processes, techniques, tactics, products, or skills development. Course delivery typically includes a variety of formats such as lecture, lab exercises, field training, Computer-Based Training (CBT), or Web- Based Training (WBT). Assesses or tests participants on learning objectives. Duties may include participation in course definition and development, with the primary focus on course delivery. May also perform post-event follow-up activities such as documenting on-site user training, statistics, and lessons learned, and participating in status calls related to the training. Uses expertise in providing instruction to define operational objectives; complete assignments with high proficiency; and act as a strategic resource. Works on extremely complex problems where analysis of situations or data requires an evaluation of intangible variables. Exercises independent judgment in developing methods, techniques, and evaluation criteria for obtaining results. Supervises or provides guidance to other personnel.

**Minimum Education:** Bachelor’s

**Minimum Experience:** 6 years

Program Manager I

**Functional Responsibilities:** The Program Manager I manages the implementation of a project or program. Plans, coordinates, and manages the actions taken by an organization to acquire and execute a specific piece of business, either competitively or non-competitively. Integrates all functions and activities necessary to perform the project/program to meet the client or customer requirements. Plans and implements actions by the program/project team to define and implement technical baseline and meet quality requirements for project/program products and services. Directs project/program team personnel; manages cost and schedule; ensures contract compliance; and serves as project/program interface. Responsible for managing many tasks or functions of a single project/program. Manages technical, cost, and schedule of assigned tasks or functions and has frequent interface with task leaders, subcontractors, support personnel, and customer(s). Responsible for managing small-to-moderate risk project/program.

**Minimum Education:** Bachelor’s

**Minimum Experience:** 3 years
Program Manager II

Functional Responsibilities: The Program Manager II is responsible for managing the implementation of projects or programs. Plans, coordinates, and manages the actions taken by an organization to acquire and execute a specific piece of business, either competitively or non-competitively. Integrates all functions and activities necessary to perform the project/program to meet the client or customer requirements. Plans and implements actions by the program/project team to define and implement technical baseline and meet quality requirements for project/program products and services. Directs project/program team personnel; manages cost and schedule; ensures contract compliance; and serves as program interface. Responsibilities include planning, organizing, directing, and tracking all aspects of the project/program, including technology, schedule, cost, contract, and customer satisfaction. Interfaces with task and functional leaders, subcontractors, support personnel, customers, and upper management. Responsible for managing small-to-moderate risk project/program with responsibility for managing many tasks or functions of a single project/program.

Minimum Education: Master’s

Minimum Experience: 15 years

Role Player Supervisor I

Functional Responsibilities: The Role Player Supervisor I is responsible for attending crucial meetings, informing Role Players of suspense and locations. The Role Player Supervisor must be able to make decisions on behalf of the contracted vendor; control the flow of information to all Role Players; and voice feedback on behalf of the Role Players. The contractor supervisor will participate in briefs and provide feedback and/or After Action Review (AAR) responses.

Minimum Education: High School

Minimum Experience: 3 Years

Role Player Supervisor II

Functional Responsibilities: The Role Player Supervisor II shall set-up props and clean-up props for practical exercise Scenarios. Certain Scenarios do not require the presence of a Site Supervisor. The Federal Bureau of Investigation (FBI) and the Drug Enforcement Administration (DEA) will designate those Scenarios where a Site Supervisor is not needed or when the presence of a Site Supervisor is limited. In those instances when the Government designates that a Site Supervisor is not needed, Government personnel will be responsible for the distribution and collection of any props as necessary.

The contractors Site Supervisor shall ensure the proper distribution of all props necessary for the proper operation of all exercises. The Role Player Supervisor II shall collect and account for all props after each practical exercise Scenario (i.e., personal identification, appropriate attire, and weapons) and ensure that all props are maintained. The Government will be responsible for the cleaning of police uniforms and repairs on props. As part of props and set up, the Role Player Supervisor II shall sign out and account for the return of all role props (weapons, bullet proof vests, police officer uniforms, identification, insignia, badges, and other related items), utilized as a result of practical exercise scenarios.

Minimum Education: High School

Minimum Experience: 5 years

Senior Advisor/SME I

Functional Responsibilities: The Senior Advisor/SME I performs directed subject matter work. Additionally, supports team in producing high-quality deliverable in time-efficient manner. Meets with clients as needed.

Minimum Education: Bachelor’s

Minimum Experience: 10 years
Senior Advisor/SME II

**Functional Responsibilities:** The Senior Advisor/SME II implements strategy dictating direction and management of support services in a specified field. Meets with clients regularly to discuss performance, propose initiatives, and establish priorities.

**Minimum Education:** Bachelor’s

**Minimum Experience:** 12 years

Senior Advisor/SME III

**Functional Responsibilities:** The Senior Advisor/SME III manages team of SMEs. Develops strategy, dictating direction, and management of support services. Meets with client regularly to discuss performance, propose initiatives, and establish priorities.

**Minimum Education:** Master’s

**Minimum Experience:** 15 years

SME/Role Player I

**Functional Responsibilities:** The SME/Role Player assists the Government with scenario execution; provides feedback of student's actions during the conduct of the exercise; and participate in AAR.

**Minimum Education:** High School

**Minimum Experience:** 1 year

SME/Role Player II

**Functional Responsibilities:** The SME/Role Player II assists the Government with exercise scenario development; monitors the exercise; provides guidance and mentorship to students; provides feedback of student's actions during the conduct of the exercise; and participates in (AAR).

**Minimum Education:** High School

**Minimum Experience:** 2 year

SME/Role Player III

**Functional Responsibilities:** The SME/Role Player III assists the Government with exercise scenario development; monitors the exercise; provides guidance and mentorship to students; provides feedback of student's actions during the conduct of the exercise; and participates in AAR.

**Minimum Education:** High School

**Minimum Experience:** 3 years

SME/Role Player IV

**Functional Responsibilities:** The SME/Role Player IV assists the Government with exercise scenario development; monitors the exercise; provides guidance and mentorship to students; provides feedback of student's actions during the conduct of the exercise; and participates in AAR.

**Minimum Education:** High School

**Minimum Experience:** 4 years
Training Manager I

**Functional Responsibilities:** The Training Manager I possess comprehensive skills in personnel management; minimum of five years’ experience in Military Instruction; experienced analytical skills and database management; comprehensive knowledge of Special Operations Forces (SOF) training environments; complete working knowledge and certification in the use of all data based modules utilized in the Whole Marine Program; experience and ability to conduct and execute detailed planning for and packaging of all required elements and modules of special operations training into a seamless, professional, and relevant program; and minimum one year experience working in Special Operations environments. Additionally, this personnel must be able to demonstrate knowledge of the Marine Corps Systems Approach to Training.

**Minimum Education:** High School

**Minimum Experience:** 5 years

Training Manager II

**Functional Responsibilities:** The Training Manager II is an experienced Operations Officer or Operations Chief at the company or battalion level within a Special Operations Unit or an organization with special operations capability; expertise to conduct detailed planning; experience working in a formal school environment; and experience working in a High Risk Training Environment

**Minimum Education:** High School

**Minimum Experience:** 6 years

Training Manager III

**Functional Responsibilities:** The Training Manager III is an experienced Operations Officer or Operations Chief at the company or battalion level within a Special Operations Unit or an organization with special operations capability and expertise to conduct detailed planning in all resources required to conduct a training plan.

**Minimum Education:** High School

**Minimum Experience:** 7 years

Training Support I

**Functional Responsibilities:** The Training Support I is a SME in ground fighting, focusing in body control and submission grappling, hand-to-hand and other mixed martial arts or combative techniques, to include, at a minimum: punches, kicks, joint locks/chokes, takedowns, standing/ground grappling and using leverage, distance, and balance to gain advantage over and defeat an adversary/enemy. Must have a minimum of five years SOF experience. Must have taught combatives at a formal military school for a minimum of two years. Must be a Special Operations Combatives Program (SOCP) instructor with experience teaching SOCP. Must have experience training hybrid techniques from more than one martial arts disciplines, at a minimum, and have current and verifiable certification in the following: Brown Belt in Brazilian Jiu-jitsu/Muay Thai/ Marine Corps Martial Arts Program (MCMAP)/ Military Aid to Civil Power (MACP) instructor qualification. Must be in good physical condition to participate in and conduct combatives training.

**Minimum Education:** High School

**Minimum Experience:** 1 year
Training Support II

**Functional Responsibilities:** The Training Specialist Support II must possess experience in the management of military supply warehouse inventory and inventory management to ensure accurate supply inventory is maintained. Must have experience in issuing, surveying, and accepting supply items; experience in managing requisition of supply items, tracking requisition process, and accurately forecasting arrival date; a minimum three or more years’ experience as a Supply Warehouseman or Supply Chief in the operating forces. Additionally, must have completed Supply Warehouseman basic school or Department of Defense (DoD) equivalent.

**Minimum Education:** High School

**Minimum Experience:** 3 years

Training Support III

**Functional Responsibilities:** Training Support III coordinates all activities surrounding Training Strategy in order to assist in the execution of the Training Program. Coordinates with GS employees, instructors, and military students in order to optimize the level of training support provided training. Provides proactive administrative support for the office and perform facility operations tasks to include scheduling of classrooms with appropriate organizations. Coordinates the setup and maintenance of the required classrooms including coordinating the availability of proper training materials and hardware for classes and individual students.

**Minimum Education:** High School

**Minimum Experience:** 4 years

**Experience & Degree Substitution Equivalencies Applicable to all Labor Categories**

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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<tr>
<td>PhD</td>
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