



GENERAL SERVICES ADMINISTRATION
Federal Acquisition Service
Authorized Federal Supply Schedule FSS 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: Marie Kraft, Marie.Kraft@JMarkservices.com

Contract Number: 47QRAA19D005H
Contract Period: March 5, 2024 through March 4, 2029
Business Size: Small, Disadvantaged Business

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

Pricelist current as of Modification PO-0010, effective March 5, 2024.

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

For more information on ordering go to the following website: <https://www.gsa.gov/schedules>.

CUSTOMER INFORMATION:

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

SIN	SIN Description
541611	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
611430	Professional and Management Development Training
611512	Flight Training
OLM	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 4.

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. See Labor Category Descriptions Page 6.

2. Maximum Order: For SINs 541611, 611430, & 611512 - \$1,000,000
For SIN OLM - \$250,000

3. Minimum Order: \$100.00

4. Geographic Coverage: Worldwide

5. Point(s) of production: Same as company address

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

7. Quantity discounts: 1% off each task order exceeding \$350,000.00.

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: None

10a. Time of Delivery: Specified on the Task Order

10b. Expedited Delivery: Contact Contractor

10c. Overnight and 2-day delivery: Contact Contractor

10d. Urgent Requirements: Contact Contractor

11. F.O.B Points: 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: See 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

14. Warranty provision: Contractor's standard commercial warranty.

15. Export Packing Charges: N/A

16. Terms and conditions of rental, maintenance, and repair: N/A

17. Terms and conditions of installation: N/A

18a. Terms and conditions of repair parts: N/A

18b. Terms and conditions for any other services: N/A

19. List of service and distribution points: N/A

20. List of participating dealers: N/A

21. Preventive maintenance: N/A

22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

22b. If applicable, indicate that Section 508 compliance information is available for the information and communications technology (ICT) products and services and show where full details can be found (e.g. contractor's website or other location.) ICT accessibility standards can be found at: <https://www.Section508.gov/>. N/A

23. Unique Entity Identifier (UEI) Number: K54LMGMJBPD5

24. Notification regarding registration in System for Award Management (SAM) database:
JMark Services, Inc. is registered at SAM.gov.



**GSA Hourly Rates (w/IFF)
SIN 541611**

Labor Category	Year 6	Year 7	Year 8	Year 9	Year 10
	03/05/2024	03/05/2025	03/05/2026	03/05/2027	03/05/2028
	-	-	-	-	-
	03/04/2025	03/04/2026	03/04/2027	03/04/2028	03/04/2029
Analyst I	\$76.44	\$78.13	\$79.85	\$81.60	\$83.40
Analyst II	\$92.14	\$94.17	\$96.24	\$98.36	\$100.52
Analyst III	\$108.64	\$111.03	\$113.47	\$115.97	\$118.52
Business Analyst I	\$137.41	\$140.43	\$143.53	\$146.68	\$149.90
Business Analyst II	\$145.38	\$148.57	\$151.84	\$155.18	\$158.60
Business System Architect I	\$103.39	\$105.66	\$107.99	\$110.37	\$112.80
Business Systems Technical Specialist II	\$93.33	\$95.39	\$97.48	\$99.63	\$101.82
Consulting Task Coordinator	\$44.12	\$45.09	\$46.08	\$47.09	\$48.13
Cyber Analyst	\$89.57	\$91.55	\$93.56	\$95.62	\$97.72
Executive Strategy Officer I	\$182.62	\$186.64	\$190.75	\$194.95	\$199.24
Executive Strategy Officer II	\$221.24	\$226.11	\$231.08	\$236.17	\$241.37
Information Analyst I	\$65.57	\$67.01	\$68.48	\$69.99	\$71.54
Information Analyst II	\$102.85	\$105.12	\$107.44	\$109.80	\$112.22
Intelligence Operations Staff II	\$87.84	\$89.77	\$91.75	\$93.76	\$95.83
Intelligence Operations Staff III	\$126.81	\$129.60	\$132.45	\$135.37	\$138.35
Knowledge Engineer	\$110.37	\$112.80	\$115.27	\$117.81	\$120.40
Operations Research Analyst	\$107.43	\$109.79	\$112.21	\$114.68	\$117.20
Planner I	\$108.64	\$111.03	\$113.47	\$115.97	\$118.52
Planner II	\$141.05	\$144.15	\$147.32	\$150.57	\$153.88
Program Manager	\$176.77	\$180.65	\$184.62	\$188.69	\$192.84
Project Manager	\$148.23	\$151.50	\$154.83	\$158.24	\$161.72
Specialized Content Analyst I	\$127.71	\$130.52	\$133.39	\$136.32	\$139.32
Specialized Content Analyst II	\$132.59	\$135.52	\$138.50	\$141.54	\$144.65

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS) are applicable to this contract as it applies to the entire Consolidated MAS 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.



**GSA Hourly Rates (w/IFF)
SIN 611430**

Labor Category	Year 6	Year 7	Year 8	Year 9	Year 10
	03/05/2024	03/05/2025	03/05/2026	03/05/2027	03/05/2028
	-	-	-	-	-
	03/04/2025	03/04/2026	03/04/2027	03/04/2028	03/04/2029
Content SME I	\$140.74	\$143.83	\$146.99	\$150.23	\$153.53
Content SME II	\$154.45	\$157.84	\$161.32	\$164.87	\$168.49
Content SME III	\$175.01	\$178.86	\$182.80	\$186.82	\$190.93
Instructional System Designer I	\$83.55	\$85.38	\$87.25	\$89.18	\$91.14
Instructional System Designer III	\$113.64	\$116.14	\$118.70	\$121.31	\$123.98
Instructional Systems Designer II	\$139.77	\$142.84	\$145.98	\$149.20	\$152.48
Instructor I	\$84.82	\$86.68	\$88.58	\$90.53	\$92.52
Instructor II	\$96.82	\$98.94	\$101.12	\$103.35	\$105.62
Instructor III	\$132.23	\$135.14	\$138.12	\$141.16	\$144.26
Jr. Program Manager	\$148.23	\$151.50	\$154.83	\$158.24	\$161.72
Sr. Strategist/Leader Instructor	\$244.09	\$249.46	\$254.95	\$260.56	\$266.30
Sr. Program Manager	\$176.77	\$180.65	\$184.62	\$188.69	\$192.84
Training Support	\$58.42	\$59.71	\$61.02	\$62.36	\$63.73

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS) are applicable to this contract as it applies to the entire Consolidated MAS 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

SIN 541611

Analyst I

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 1 year

Analyst II

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 3 years

Analyst III

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 5 years

Business Analyst I

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 5 years

Business Analyst II

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 8 years

Business System Architect I

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 3 years

Business Systems Technical Specialist II

Functional Responsibilities: 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.

Minimum Education: Associates

Minimum Experience: 5 years

Consulting Task Coordinator

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

Minimum Education: High School

Minimum Experience: 1 year

Cyber Analyst

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 3 years

Executive Strategy Officer I

Functional Responsibilities: 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. Analyzes and generates innovative approaches to address business problems.

Minimum Education: Masters

Minimum Experience: 8 years

Executive Strategy Officer II

Functional Responsibilities: 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.

Minimum Education: Masters

Minimum Experience: 12 years

Information Analyst I

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

Minimum Education: Bachelors

Minimum Experience: 1 year

Information Analyst II

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

Minimum Education: Bachelors

Minimum Experience: 5 years

Intelligence Operations Staff II

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 3 years

Intelligence Operations Staff III

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 5 years

Knowledge Engineer

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 3 years

Operations Research Analyst

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 5 years

Planner I

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 3 years

Planner II

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 8 years

Program Manager

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 14 years

Project Manager

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 12 years

Specialized Content Analyst I

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 3 years

Specialized Content Analyst II

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum 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.

Labor Category	Standard Qualifications		Substitution				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Analyst I	Bachelors	1	0	0	1	3	5
Analyst II	Bachelors	3	0	1	3	5	7
Analyst III	Bachelors	5	1	3	5	7	9
Business Analyst I	Bachelors	5	1	3	5	7	9
Business Analyst II	Bachelors	8	4	6	8	10	12
Business System Architect I	Bachelors	3	0	1	3	5	7
Business Systems Technical Specialist II	Associates	5	0	1	3	5	7
Consulting Task Coordinator	High School	1	0	0	0	0	1
Cyber Analyst	Bachelors	3	0	1	3	5	7
Executive Strategy Officer I	Masters	8	6	8	10	12	14
Executive Strategy Officer II	Masters	12	10	12	14	16	18
Information Analyst I	Bachelors	1	0	0	1	3	5
Information Analyst II	Bachelors	5	1	3	5	7	9
Intelligence Operations Staff II	Bachelors	3	0	1	3	5	7
Intelligence Operations Staff III	Bachelors	5	1	3	5	7	9
Knowledge Engineer	Bachelors	3	0	1	3	5	7

Labor Category	Standard Qualifications		Substitution				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Operations Research Analyst	Bachelors	5	1	3	5	7	9
Planner I	Bachelors	3	0	1	3	5	7
Planner II	Bachelors	8	4	6	8	10	12
Program Manager	Bachelors	14	10	12	14	16	18
Project Manager	Bachelors	12	8	10	12	14	16
Specialized Content Analyst I	Bachelors	3	0	1	3	5	7
Specialized Content Analyst II	Bachelors	5	1	3	5	7	9

Labor Category Descriptions
SIN 611430

Content SME I

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

Minimum Education: Bachelors

Minimum Experience: 1 year

Content SME II

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

Minimum Education: Bachelors

Minimum Experience: 5 years

Content SME III

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

Minimum Education: Bachelors

Minimum Experience: 8 years

Instructional System Designer I

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

Minimum Education: High School

Minimum Experience: 1 year

Instructional System Designer II

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

Minimum Education: Bachelors

Minimum Experience: 3 years

Instructional System Designer III

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

Minimum Education: Bachelors

Minimum Experience: 8 years

Instructor I

Functional Responsibilities: 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.

Minimum Education: High School

Minimum Experience: 1 year

Instructor II

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 4years

Instructor III

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 10 years

Jr. Program Manager

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 4 years

Sr. Program Manager

Functional Responsibilities: 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.

Minimum Education: Bachelors

Minimum Experience: 10 years

Sr. Strategist/Leader Instructor

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

Minimum Education: Bachelors

Minimum Experience: 10 years

Training Support

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

Minimum Education: High School

Minimum 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.

Labor Category	Standard Qualifications		Substitution				
	Min Edu	Min Exp	PhD	Masters	Bachelors	Associates	High School
Content SME I	Bachelors	1	0	0	1	3	5
Content SME II	Bachelors	5	1	3	5	7	9
Content SME III	Bachelors	8	4	6	8	10	12
Instructional System Designer I	High School	1	0	0	0	0	1
Instructional System Designer II	Bachelors	3	0	1	3	5	7
Instructional System Designer III	Bachelors	8	4	6	8	10	12
Instructor I	High School	1	0	0	0	0	1
Instructor II	Bachelors	4	0	2	4	6	8
Instructor III	Bachelors	10	6	8	10	12	14
Jr. Program Manager	Bachelors	4	0	2	4	6	8
Sr. Program Manager	Bachelors	10	6	8	10	12	14
Sr. Strategist/Leader Instructor	Bachelors	10	6	8	10	12	14
Training Support	High School	1	0	0	0	0	1

**GSA Course Pricing (w/IFF)
SIN 611430**

Training Course	Course Price Per Student
Information Environment Advance Analysis Course	\$5,374.38
Senior Leader Information Environment Course	\$3,518.38

**Course Descriptions
SIN 611430**

Title of Course: Information Environment Advanced Analysis (IEAA) course			
Location of Course:	Contractor Facility	Length of Course (# of Hrs/Days):	10 Days
Minimum Number of Participants:	12	Maximum Number of Participants:	36
Course Prerequisites: None			
Materials and Support Provided as Part of the Course (e.g., Training Manuals, CDs, DVDs):			
<ul style="list-style-type: none"> • Coordinate Student online registration site per course • Course site preparation and coordination • Compile and distribute student roster (Name, title, position, unit, contact information, education, bio) • Complete course materials updating • Update scenarios and related maps / graphics • Printing of course materials • Printing of updated exercise scenario scripts • Load all readings onto iPads • Prepare Sketch boards • Provide course whiteboard tools, pens and notebooks • Provide easels and butcher block paper • Compile and send welcome packages to students • Prepare and Print graduation certificates 			
<u>Description of Course, Including Major Objectives</u>			
<p>JMark Services, Inc. delivers the instruction of the graduate level Information Environment Advanced Analysis (IEAA) course. This course has held Joint Education Accreditation (JSC) since 2013 and remains the only Department of Defense (DoD) accredited education course addressing operations in the information environment. The IEAA curriculum examines how the existence and proliferation of information and information systems in today’s Digital Age creates a distinct operating environment – the Information Environment (IE). Then offers students tools to capitalize on this ever expanding and dynamic environment to apply new and powerful opportunities for successful operations. The 10-day IEAA courses equip analysts, planners, and operators with concepts, techniques and constructs enabling them to anticipate, sustain, and seize the initiative in the information environment IE.</p>			

The course utilizes modules of instruction including large plenary seminars, supported by small group cooperative tasks, along with supplemental reading and a real-world practical exercise led by a cadre of senior mentors. The curriculum is orchestrated around core analytical concepts, such as: critical thinking, will and decision making, decomposition and systems theory analysis, information environment characterization, forecasting, sense making, wargaming, modeling and deception. Students are immersed in concepts, techniques and operational constructs linked to the Joint Intelligence Preparation of the Operational Environment (JIPOE) and the Joint Operational Planning Process (JOPP), resulting in enhanced understanding and increased interactions between intelligence, planning and operations at both the strategic and tactical levels.

Course graduates are able to characterize, assess, forecast, target, wargame, and exploit the IE to enhance support to decision making, integrated operations or increase the impact of combined effects. The target audience is personnel who aid command or senior executive decision involving the planning, intelligence, analysis and execution of Information Operations, Cyberspace Operations, Irregular and Asymmetric Warfare, Military Deception and Operations Security.

Title of Course: Senior Leaders Information Environment Course (SLIEC)			
Location of Course:	Contractor Facility	Length of Course (# of Hrs/Days):	2.5 days
Minimum Number of Participants:	5	Maximum Number of Participants:	15
Course Prerequisites: None			
Materials and Support Provided as Part of the Course (e.g., Training Manuals, CDs, DVDs):			
<ul style="list-style-type: none"> • Coordinate Student online registration site per course • Course site preparation and coordination • Compile and distribute student roster (Name, title, position, unit, contact information, education, bio) • Complete course materials updating • Update scenarios and related maps / graphics • Printing of course materials • Printing of updated exercise scenario scripts • Load all readings onto iPads • Prepare Sketch boards • Provide course whiteboard tools, pens and notebooks • Provide easels and butcher block paper • Compile and send welcome packages to students • Prepare and Print graduation certificates 			
<u>Description of Course, Including Major Objectives</u>			
<p>The Senior Leaders Information Environment Course (SLIEC) is a seminar type forum designed for senior military officers and senior executives. Participants will gain broad and deep insights into analyzing, planning, executing, and assessing operations in the global IE. The course focuses on grand strategy, and operations strategy to assist participants understanding of how to align and sequence whole-of-government actions to gain advantage with information-heavy plans to take advantage of their counterparts' operational environments (OEs). This leads to reviewing the new realities of current</p>			

threats to national security, and how they might advise policy makers on these emerging problems and threats. The ubiquity and speed of transmission of information plays a central role in these discussions addressing the IE, as does the continuum across which opponents seek to gain and maintain advantage over one another.

Building on these principles, subsequent course blocks focus on developing new organizational structures, best practices and processes for engaging Information Operations over long periods of time. Throughout the course, recent examples and brief case studies are presented to highlight instances in which commanders changed organizational structures and processes to better fit and address the complex information problems they faced. The course also presents real world examples involving the four key *tools of the trade* for engaging in complex problems within the global IE: design, wargaming and red-teaming, critical-elements determination, and assessment. A culminating block of the course addresses the concept and reality of “informatized warfare” and its use of combined effects (rather than just combined arms) to achieve objectives and reach desired end-states. Collectively, the SLIEC provides participants substantial insight into key means for designing, engaging in, and assessing the effectiveness of operations in the Information Environment.