

ESES III Frequently Asked Questions

Team SSAI understands that contract transitions can be a time of uncertainty and are often stressful for an incumbent workforce. We are committed to making the transition process from ESES II to ESES III as quick and hassle-free as possible. Our team has first-hand experience overcoming transition challenges on contracts of similar size and scope at GSFC and other NASA Centers. We hope these frequently asked questions (FAQs) will give you a better idea of who we are and our employment process. Please continue to monitor www.ssaihq.com/eses-iii for any further development and updates.

Question 1: What companies make up Team SSAI?

Answer: The SSAI Team supporting the ESES III contract is composed of Science Systems and Applications, Inc. (SSAI), Jacobs, Genesis, Millennium, Peraton, MERC, Telophase, and Carr.

Question 2: When and where can I submit my resume/application to Team SSAI?

Answer: Please submit your updated resume/application as soon as possible through SSAI's ESES III transition website (www.ssaihq.com/eses-iii). The sooner you provide us with your information, the more quickly we can contact you and begin our dialogue for a position on the ESES III contract.

Question 3: For which company will I work?

Answer: The ESES III contract will be managed as an integrated team.

- Our approach does not require that personnel in a functional area or customer organization all be employed by one company.
- Staff allocations across teammate organizations are being worked out based on each company's core capabilities, teaming agreements, and actual Task Orders issued by GSFC.

Question 4: What is the general timeline for the transition?

Answer: The selection has not been made yet. Should Team SSAI be successful, our transition schedule will be:

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| ➤ Launch ESES III Website | August 1, 2018 |
| ➤ Receive resumes/applications from ESES III incumbent employees | Starting July 15, 2018 |
| ➤ Starting of Official Phase-in | September 2, 2018 |
| ➤ Open House – Initial | September 4 and 5, 2018 |
| ➤ Open House – Follow-up | Starting September 10, 2018 |
| ➤ One-on-one Discussions | Starting September 10, 2018 |
| ➤ Offers Extended | Starting September 24, 2018 |
| ➤ Transition resumes after protest was dismissed | October 10, 2018 |
| ➤ Employee Orientation | October 15-18, 2018 |
| ➤ Contract Start Date | December 10, 2018 |

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Question 5: What happens to my salary?

Answer: We are committed to maintaining your current salary during your transition from the ESES II to the ESES III contract.

Question 6: I am scheduled for an annual review very soon. How will this be addressed?

Answer: Team SSAI will address this issue after the contract start date. Please communicate this information during your one-on-one discussion.

Question 7: What happens to my seniority?

Answer: The entire SSAI Team is committed to honoring incumbent employees' years of service on the current and predecessor contracts in relation to benefits and leave accrual purposes.

Question 8: What is a one-on-one discussion?

Answer: During one-on-one discussions, you will meet individually with a member of the Team SSAI ESES III Transition Team.

- This is an opportunity to discuss your current role and your role on the ESES III contract, to have your questions or concerns addressed, and for us to further describe Team SSAI's organizations, management approach, and transition details.
- This discussion will also provide us with the information (salary, seniority, job title, certifications, etc.) we would need to extend a formal job offer to you, and will help us to understand the tasks that you support.

Question 9: How do I schedule a one-on-one discussion and where will it be held?

Answer: One-on-one discussions will be held at the ESES III Transition Team office, located at SSAI Headquarters in the Aerospace Building (1 mile from GSFC) at 10210 Greenbelt Road, Suite 600, Lanham, MD. As soon as you complete the online application and submit your resume, someone from Team SSAI will contact you within 48 hours to schedule your appointment. Our process is very simple: the more quickly you complete the online application and submit your resume, the more quickly we will be able to schedule your one-on-one discussion and follow-up with a potential employment offer.

Question 10: I am supporting GSFC on the ESES II contract from another location. What should incumbents located off-Center do?

Answer: Team SSAI will coordinate with all incumbent staff regardless of location. We encourage you to contact us to let us know who you are by completing the application and resume submission process on the ESES III website (www.ssaihq.com/eses-iii).

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Question 11: If I have a vacation or other leave planned, will I still be able to take time off?

Answer: Yes. We understand that you and your family may already have scheduled vacations or other leave during the transition period or early part of the ESES III contract. Our goal is to work individually with employees who have special circumstances and make every effort to accommodate their situations.

Team SSAI has leave policies that allow employees to take time off in advance of leave accrual with management approval. Employees may also choose to take leave without pay. We encourage you to work with your new manager to identify a solution that works for everyone.

Team SSAI also needs to ensure that the customer has required coverage for each Task Order on Day One of the contract.

Question 12: I'm a Foreign National currently supporting ESES II activities. How will my visa (H-1, F-1, etc.) status affect the transition?

Answer: It is very important that you contact Mr. Michael Holmes at (301-867-2038, michael.holmes@ssaihq.com) as soon as possible. We will work with your current employer to make a smooth transition. The SSAI Team understands this process and will do everything to make sure that your ability to continue to work will not be at risk.

Question 13: What happens to my security clearance required to perform my job?

Answer: Your clearance will be transferred over to your new employer. There should be no impact on your ability to continue to perform your job.

Question 14: Whom can I speak with if I have general questions during the transition?

Answer: Team SSAI will be located at SSAI Headquarters in the Aerospace Building (1 mile from GSFC) at 10210 Greenbelt Road, Suite 600. Our ESES III Transition Team will have members of the team available to address your questions between the hours of 9:00 AM and 6:00 PM (M-F). At any time, if you have a question, you may also contact any of the Points of Contact on the transition website, or contact Mauricio Peredo at 301-867-2010 or mauricio.peredo@ssaihq.com, or Nat Forgotson at 301-867-6257 or nathaniel.forgotson@ssaihq.com.