

ANNUAL LETTER



GAP SOLUTIONS
a System One company

Serve Our Customers To Protect The Health And Security of Our Nation



ANNUAL STAKEHOLDER LETTER

We hope this finds everyone happy and healthy as we look forward to wrapping up another great year at GAP Solutions and TPGS. Last year in 2020, we navigated organizational changes as a result of COVID and made deliberate investments to improve and sustain the company well into the future. Poised and prepared for growth, 2021 brought exciting new opportunities including winning the largest contract awards in our history. This enabled further expansion across the organization. In addition to growth, we continued to provide high-quality support to our customers' missions across the Federal Government.

We are proud of the work we perform together – thank you for your support, dedication and focus as we *Serve Our Customers to Support And Protect The Health And Security Of Our Nation!*

A Review Of 2021...

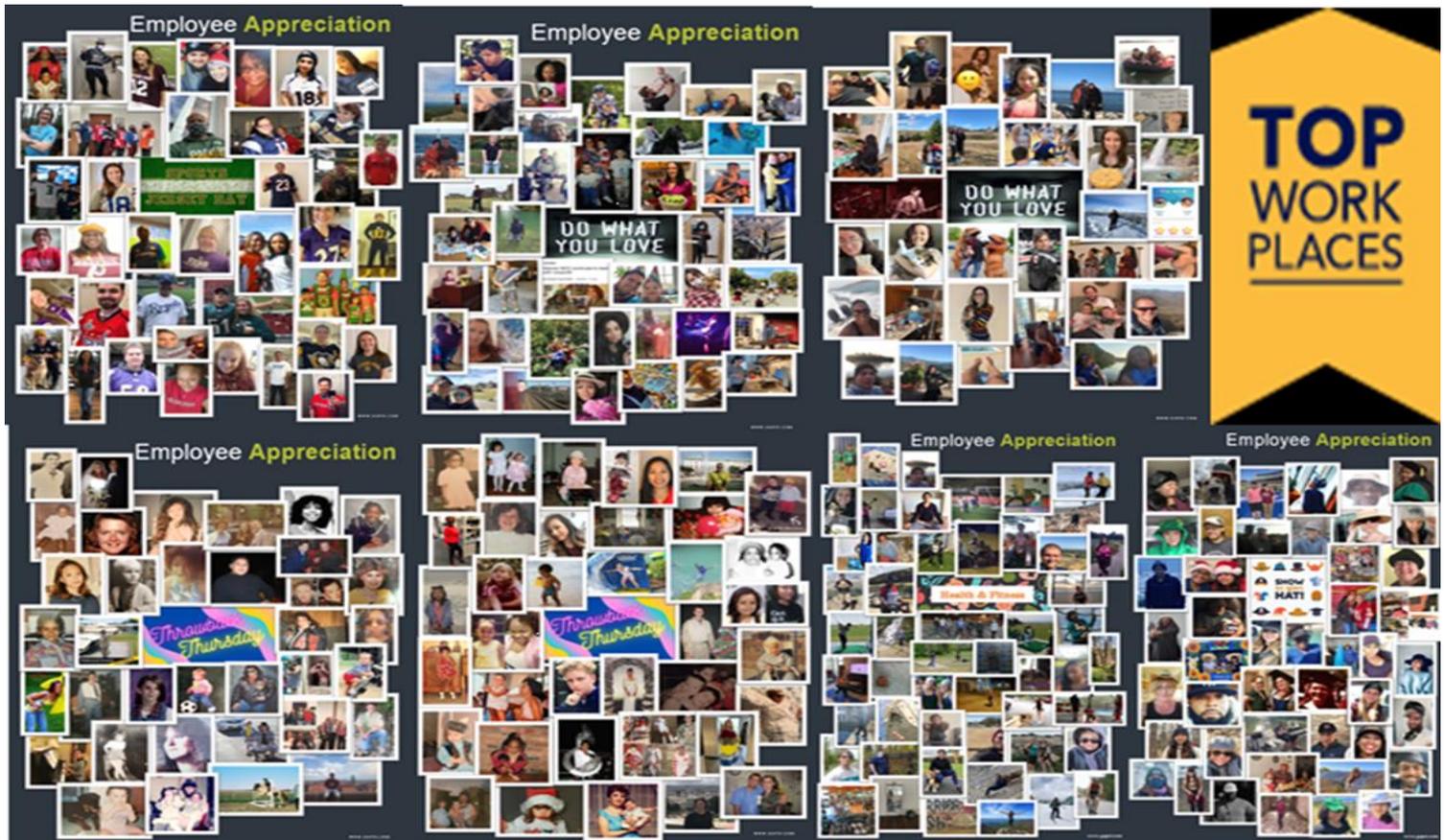
GAP Solutions experienced an incredible year, kicking off with substantial proposal submissions, continuing to navigate the changing COVID / teleworking posture, and preparing for additional growth across the company. We hired several key new leaders across multiple areas of the company, to include Nick Ammons, Senior Director of Operations, Brian McLamb, Chief Technology Officer, and talented Sr. Program Managers for enhanced support across all areas of our business. Our GAP leadership team spans across tenured Government Contracting industry executives, retired military leaders, former federal executives, and functional industry experts. Together, they offer our company a well-rounded perspective to drive capability and organizational growth.

This summer, we were notified of our three largest contract awards in company history. Operations kicked off quickly with substantial recruiting and transition efforts. With our first large effort coming from the National Institutes of Health (NIH), we welcomed more than 50 new employees (and still growing!) who bring significant capabilities to the company and NIH. Next, we initiated the Holistic Health and Fitness (H2F) program for the U.S. Army. Together with our partners, we are delivering over 350 Strength and Conditioning Coaches and Cognitive Performance Specialists to offer tactical and readiness training to our Soldiers. We operate on nine Army Installations that will grow to over 800 personnel on 18 installations by 2024. Finally, we launched the Reserve Component Transition Assistance Program which ensures Reserve members across all Branches receive advisory and assistance to understand the benefits available to them as they transition out of the military. This contract has over 100 advisors (2+ per State, plus Guam, Puerto Rico, and the US Virgin Islands) to service over 50,000 transitioning members per year.

GAP sincerely appreciates the ongoing efforts of our employees, partners, and customers to make these new contracts a success and who continue to ensure our customers across the Federal Government receive the services and support required to accomplish their mission and goals. We are proud of our accomplishments this year and continue to work towards our goal of bringing "Higher Quality of Work and Higher Quality of Life" to all of our employees. Below represents several significant accomplishments for 2021 and we look forward to another great year in 2022.



EMPLOYEE APPRECIATION, HEALTH & WELLNESS, & TOP WORKPLACE 2021



Our GAP Solutions colleagues have done a tremendous job this year supporting the company, our customers, and partners in a continuously evolving work environment. For March Employee Appreciation Day – we celebrated GAP employees for the entire week! We offered challenges every day for employees to show us their favorite team, what they love to do, staying active and fit, and even a “Throwback Thursday”! Each day offered raffle winners and the title of best photo!



Create Awareness...Change Lives, Inc.



As part of our continued commitment to Higher Quality of Work and Higher Quality of Life, we remain focused on how we can create an environment for excellence as we approach the next normal operating environment. We were proud and honored to have industry leader Ms. Abigail Manning of Create Awareness, Change Lives Inc. provide seminars on how to Manage Yourself and Lead Your People to live a life of WELLNESS...personally, professionally, and organizationally.

We were honored to be the recipient of the Washington Post’s Top Work Places award in 2021! It was our first year nominated and the award was based on a significant population of our employees completing surveys via a third party. Thank you for your participation and continued trust and encouragement in the company. We hope to receive the prestigious award again as our nomination continued in 2022!

<https://www.gapsi.com/2021/02/12/top-workplaces-2021/>.





COMMUNITY

Giving back to the communities in which we live and work is a priority for GAP. In the COVID environment, the opportunities for group service were limited – but we found ways to continue to serve and participate. It is our goal to support organizations that have a direct impact to our communities, employees, customers and partners – so please let us know if you would like us to consider supporting an event or organization in 2022.



In May, Team GAP Solutions participated in the Run the Greenway 5k event. Although it was a bit chilly, we had a great time and raised some money for three great charities that support our community. We are thankful for the services of the Dulles South Food Pantry, Loudoun Abused Women’s Shelter, and Friends Of Homeless Animals and were happy to provide a bit of support while we got some exercise and enjoyed some great camaraderie.

During Back to School this summer, we sponsored several GAP families with new backpacks and supplies. In addition, we partnered with Cornerstones, Reston, VA to provide supplies to families in need for backpacks and a holiday food drive.



Together as colleagues and teammates, we answered the call again when we partnered with several charities, including US Army Protestant Women of the Chapel to provide urgently needed supplies and necessities to Afghan refugees. Clothing, household goods, bicycles and personal items were donated by our employees and provided to refugees resettling in the Southern, VA area.

GAP leadership participated in a fundraising event for The Rick Herrema Foundation, named after one of our finest and fallen--Sergeant 1st Class Rick Herrema. The Foundation strengthens relationships and builds community for the military family through fun, quality activities (www.rhfnw.org). Pictured to the right is GAP Chief Operating Officer and EVP, Nick Gismondi, a former Air Force Special Operator who knew Rick Herrema.



As we look to find ways to give back to our community during the Holiday Season, GAP partnered with the Frederick County Social Services to purchase and donate gifts to children in foster care. In addition, our employees donated goods and food to Cornerstones of Reston, VA.



EXCITING NEW CONTRACT AWARDS

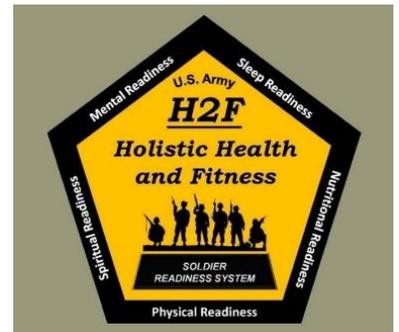
As mentioned earlier, GAP received several of the largest awards in our company history, offering new opportunities for us as a company and for our employees. In addition to this exciting new growth, we continued to support our dozens of customers across the federal Government. We were awarded the continuation of our support to the AmeriCorps program where GAP performs critical outsourcing to participants in the program and honored to continue our support to the Department of State, Foreign Service Institute.



GAP has proudly supported the National Institutes of Health since 2005 – and this year introduced new and exciting opportunities in support of our core customers at the National Heart, Lung and Blood Institute (NHLBI), the National Institute of Allergies and Infectious Diseases (NIAID), and other Institutes. Building on these successes, we were also awarded the Scientific, Operations, and Administrative Resources (SOAR) IDIQ contract which supports all NIH Institutes and Centers (ICs). We immediately competed on

hundreds of incumbent task orders, welcoming dozens of new employees in September. We quickly learned about the critical work our new team members perform on a daily basis to support the intramural and extramural activities at ICs across the NIH.

GAP, along with our partners, is delivering the inaugural Holistic Health and Fitness (H2F) program to the U.S. Army, which kicked off this fall. The H2F program focuses on physical and non-physical preparedness, reducing injuries, and enhancing Soldier readiness. To achieve this mission, Team GAP provides hundreds of Strength and Conditioning coaches and Cognitive Performance Specialists across numerous Army Installations. Over the next several years, our team will grow to a total of eighteen Installations and close to 800 employees. We are incredibly proud of this prestigious award and honor to support a critical Army mission focusing on Soldiers.



GAP has a long legacy supporting transitioning Service Members and their families – and this legacy continues this year with the Reserve Component Transition Assistance Advisor Program (RCTAA). Together with our Joint Venture partner, TAA's across the United States organize training events and discussions with transitioning Reservists to provide critical education related to available benefits.

As part of the System One family of companies, we look for opportunities to partner with our “sister” companies in support of the federal Government. This year, we partnered with Compliance – a System One company focused on legal e-discovery, analytics and document review – to support the Consumer Financial Protection Bureau. Together, GAP and Compliance offer solutions throughout the U.S. to support critical legal requirements.





In another partnering event with a “sister” company, GAP Solutions and Team People were on a winning team with the MASY Group to provide multi-media services and instructors to the Defense Information School. GAP Solutions continues to expand our information technology services on contracts like this and the support services we provide to the US Army Resiliency Directorate where we assist in maintaining their programs and multi-media support. You can check out some of the awesome work by our

employee teammates on the website... <https://www.armyresilience.army.mil/> .



WORKING WITH GREAT PARTNERS

Expanding our partnerships with highly capable companies is a high priority as we continue to pursue more complex federal requirements. As a growing large business, offering new opportunities to partner with firms who lead the market in various industries. Below are several examples of the diversity of our business and our strategic partners.



In early April, several GAP leaders visited our H2F partner, Exos, corporate office in Phoenix, AZ. They toured the state-of-the-art facility where professional athletes train and even experienced a workout themselves. Establishing a solid partnership was the basis for working together with additional great companies to

launch the US Army H2F program. Also part of the trip to Arizona, GAP leaders experienced a tour of the MD Helicopters manufacturing facility, witnessing how these helicopters are built and even experiencing a ride above the beautiful Phoenix area in the MD530 and MD 902! We then transitioned South to Tucson for more visits at the Dept of State and with the Customs & Border Patrol (below)...and awesome western adventure during a nice opportunity to get out while the pandemic was “subsiding”. Engagement with our customers, partners, and employees remains a top priority, while balanced with the health/safety of the environmental situation.



Throughout our business, data analytics continues to be a critical skill set and capability area to support our customers’ requirements. We have partnered with SAS, the premier analytics solutions firm, to offer unique solutions to our customers and partners. This summer, GAP leadership – along with another trusted partner, Alion Science and Technology (now Huntington Ingalls Industries) – visited the SAS headquarters in Cary, NC for a conference to learn more about how our firms can solve analytics questions across the DoD, law enforcement, and civilian markets.



Supporting transitioning military members includes offering great opportunities for transitioning service members. We have partnered with Hire Military to identify internship opportunities through the SkillBridge program and have two great interns at our headquarters. In addition to their great veteran transition programs, GAP Solutions successfully partnered with Tenova to provide services on our H2F and RCTAA contracts.



SPOTLIGHT ON GAP / TPGS EMPLOYEES

GAP and TPGS successes are attributed to the work performed by all employees. We routinely see high quality performance reports from our customers, which contributes to being recognized as a Top Workplace. Even though many of our employees are still working in remote environments, we regularly hear positive stories of great teamwork, solving critical customer issues and requirements, and overall successful outcomes for our customers and partners. The COVID pandemic placed an immediate pause on all customer and employee visits in 2020. As buildings and work environments began to open in 2021, GAP and TPGS corporate personnel had the opportunity to visit again with employees, offering awards for excellent performance and opportunities to socialize and meet team members. It is so important to say “thank you” for all of the important work performed every day! Below are a few spotlights of contracts and colleagues performing great work.

ARMY HOLISTIC HEALTH & FITNESS (H2F)



Pictured above are some of our Team GAP Strength and Conditioning Coaches on our first day of performance, reviewing program specifics and techniques, and in action with Army Soldiers. We will continue to expand with approximately 200 additional Coaches across the U.S. in 2022. We are looking forward to seeing the success our Coaches bring to the Army’s H2F program and securing a long-term partnership for increased tactical readiness.



NAVY STRATEGIC SYSTEMS PROGRAMS (SSP)



Several of our wonderful employees and customers supporting the Navy Strategic Systems Programs (SSP) enjoyed comradery, food and an opportunity to meet new team members and catch up with colleagues at a team lunch. It was so nice to return to client operations and enjoy some “normalcy” to our work environment!

U.S. CUSTOMS & BORDER PATROL (CBP)

GAP has supported the U.S. Customs and Border Protection (CBP) Finance Division in Indianapolis, IN for more than five years. After a telework pause, we enjoyed getting back to our regular visits earlier this year. Program Manager, Eric Palmore-Lett, presented several employees awards for achieving outstanding performance metrics.



TPGS MACSS HAPPY HOUR



Throughout the COVID pandemic, many of our professionals who work in classified environments continued to report to Government facilities. They patiently navigated rotational schedules and regular quarantine procedures in order to provide critical services to our customers. We sponsored a happy hour for one of our contracts supporting the National Geospatial Agency (NGA), learning more about their ongoing operations and taking some time to enjoy being together.

DEPARTMENT OF STATE PASSPORT CONTRACT



GAP has supported the Department of State for more than 15 years through our partnership at the Foreign Service Institute, offering training services to the foreign affairs community. This year, we expanded our support to DOS to include serving a subcontractor for the U.S. Passport Center in Tucson, AZ. There, our employees work to process thousands of passport applications and earlier this year, we had the pleasure of touring the facility and visiting with our customer and employees.



ENHANCING OUR EMPLOYEE EXPERIENCE

Ensuring we have the most effective and helpful corporate structure, systems, and processes available to our employees is critical. We shared many of our improvements in 2020, and we continued with those upgrades in 2021. Enhancing our technology, communication, employee spotlights and awards, and benefits are several of our specific focus areas this year.

Many of our improvements are based on feedback from our employees – so please let us know what more we can do to make your employee experience rewarding and successful!

Several Highlights for 2021:

- ***Continued Employee Portal and Technology Enhancements*** – Our Employee Portal was rolled out late 2020 and continues to be an excellent resource for employee information. With communications, frequently used forms, and policy documents, employees can utilize the Portal to answer questions, initiate requests, and stay up to date with the latest information on the company. In addition, employees can access all required systems, such as GAP Email, Paycom, Unanet and CBIZ, via the Portal. In 2022, we will be offering single sign-on services for all of our systems...meaning one username/password login and access to all systems!
- ***Health and Wellness*** – With continued emphasis on mental health and wellbeing, GAP identified several opportunities to offer training to our employees this year. We partnered with our benefits provider, Cigna, as well as Create Awareness, Change Lives to offer several seminars focusing on wellness, time management, overcoming fears, and other critical topics. We appreciate the support of Cigna to bring seminars to our field employees in 2022!
- ***Enhanced Benefit Offerings*** – We continue to evaluate and enhance or change our benefit offerings to ensure we consistently meet employee expectations and requirements. We were proud to be “well above” our competitors with increased support and no additional cost of employee paid premiums for 2022!!
- ***Digital Media*** - GAP Solutions was recognized as top digital media “showcasing” company...we have so many incredible people making great mission contributions that it was easy to tell our stories. Thank you for sending in your pictures and highlights to Communications@gapsi.com.
- ***Camaraderie & Teammates*** – Even during the pandemic conditions, we managed to spend time together as “friends and teammates” ...the Washington Nationals game and several food truck socials were great times. We look forward to seeing everyone in 2022!



Looking Forward Into 2022...

Last year, we mentioned that 2020 was a year to prepare our company for explosive growth – and 2021 presented that explosive growth! As we initiate new contracts and maintain and grow existing contracts, it brings opportunities for our employees and partners. As we plan for 2022, we aim to capitalize on this prosperity to ensure performance excellence, expand employee offerings, and continue to pursue critical contracts.

We will continue to enhance our employee experience utilizing technology and digital communications. We encourage all of our employees to participate in our surveys and communication tools to share feedback and successes so we can continue to refine our operations. Early 2022, we will welcome several additional corporate personnel to include Sr. Program Managers and a new Director of Human Resources.

Our business lines remain focused on supporting our federal customers within health, national security, DoD, and public diplomacy. We will explore new partnerships and capability areas across all our business sectors while continuing to invest in successful delivery of new and existing programs. We look forward to another great year and hearing your success stories as we work together to *Serve Our Customers to Support and Protect the Health and Security of Our Nation!*

Diane Pairel
President



Looking Forward To A Great Year Ahead...

With Our Tremendous Employees, Partners, And Customers



Serve Our Customers To Protect The Health And Security of Our Nation