

**GENERAL SERVICES ADMINISTRATION
Federal Acquisition Service
Authorized GSA Multiple Award Schedule Price List**

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 for GSA Advantage!™ is www.GSAAdvantage.gov.

Professional Services Schedule
Federal Supply Group: 874 Class: R499

For more information on ordering from the GSA Multiple Award Schedules click on the "GSA Schedules" link at www.gsa.gov.

Contract #: GS-02F-0010J

Contract Period: Expires February 27, 2019

Price List Effective: October 23, 2017

Management Concepts, Inc.
8230 Leesburg Pike, Suite 800

Tysons Corner, VA 22182

P: (703) 790-9595

F: (703) 790-1371

Large Business (SINs 874 1, 874 4, and 874 8) Small Business (SIN 874 9)

Management Concepts is a global provider of integrated training, consulting, publications, and performance improvement solutions dedicated to the mind at work. We have been creating measurable results for the federal government in every key operational area since 1973. Specializing in federal acquisition and contracting, federal financial management, leadership & management, project management, program management, and grants & assistance, Management Concepts is dedicated to providing value-added, cost-effective solutions that improve workplace performance.

Management Concepts quality training programs, services, and products can be purchased through GSA FSS Contract under the Professional Services Schedule:

CUSTOMER INFORMATION

1. Table of Awarded SINs/Prices: See price tables below.
2. Maximum Order: \$1,000,000.00.
3. Minimum Order: \$100.00.
4. Delivery Area: Domestic and Overseas. Overseas subject to a non- domestic fee equal to the greater of \$2,000 or 20 percent of the course price.
5. Points of Production: Tysons, Fairfax County, VA.
6. Statement of Net Prices: See attached exhibit.
7. Quantity Discount: See attached exhibit.
8. Prompt Payment Discount: N/A.
9. Management Concepts, Inc. will accept the Government Commercial Purchase Card for all transactions.
10. Foreign Items: N/A.
- 11a. Time of Delivery: Specified on Task Order and mutually agreed to by the ordering activity and vendor.
- 11b. Expedited Delivery: N/A.
- 11c. Overnight and 2-day delivery: N/A.
- 11d. Urgent Requirements: N/A.
12. F.O.B. Point: Destination for CONUS; Origin for OCONUS and SIN 874 9.
13. Ordering Address: 8230 Leesburg Pike, Suite 800, Tysons Corner VA 22182.

14. Payment Address: 8230 Leesburg Pike, Suite 800, Tysons Corner VA 22182.

15. Warranty Provisions: N/A.

15a. Cancellation and Rescheduling Policy For SINs 874-4 and 874-8 On-Site Training Courses:

Classes may be canceled or rescheduled at no charge with a minimum written notice of 30 calendar days prior to the class start date.

Classes canceled or rescheduled between 15-29 calendar days prior to the class start date will incur a fee equal to 50% of the course price.

Classes canceled or rescheduled between 1-14 calendar days prior to the class start date will incur a fee equal to 100% of the course price.

Classes canceled on the first day of the class start date will be treated as a "no show," and the applicable MAS customer will be charged the full course price.

Classes started but not completed due to inclement weather will be invoiced and payable in full at the agreed price plus any costs incurred for delivering make-up days (including instructor fees and travel costs).

Any revisions to the above policy shall be deemed an "Open Market Cancellation and Rescheduling Policy" and are subject to the mutual agreement of Management Concepts and the ordering entity.

For transactions involving the purchase of open enrollment seats as provided by the terms and conditions of Management Concepts GSA MAS contract (GS-02F-0010J), student substitutions are permitted at any time up to the start of the class at no additional charge to the ordering entity. This policy is consistent with Management Concepts commercial practice regarding this circumstance (see <http://www.managementconcepts.com/ContactUs/TermsandConditions.aspx>).

16. Export Packing Charges: N/A.

17. Terms and conditions of Government purchase card acceptance: N/A.

18. Terms and conditions of rental and maintenance: N/A.

19. Terms and conditions of installation: N/A.

20. Terms and conditions of repair parts: N/A.

20a. Placing an order for training courses and/or services offered under SINs 874-4 and 874-8 constitutes acceptance of Management Concepts' standard commercial intellectual property policy and commercial terms and conditions governing the purchase of individual student seats in open enrollment courses. Both policies may be viewed at:

<http://www.managementconcepts.com/ContactUs/TermsandConditions.aspx>

20b. All Management Concepts coaching services will be provided in accordance with the International Coach Federation (ICF) Code of Ethics (available at <http://www.coachfederation.org/includes/media/docs/Ethics-2009.pdf>). Unless otherwise required by a MAS order with the coaching sponsor (the MAS ordering entity paying for and/or arranging the coaching services), all client (the individual being coached) information obtained during a coaching session will be kept in the strictest confidence and not released to the coaching sponsor. Only general summaries, trends, and themes will be released to a coaching sponsor. If a coaching order requires a different disclosure of client information, Management Concepts will advise the client of the information that will be disclosed to the sponsor prior to conducting a coaching session. A cancellation fee equal to one hour of coaching services will be charged for any coaching session cancelled with 24 or fewer hours' notice.

20c. Management Concepts commits to provide MAS buyers the most recent version of the courses listed on its GSA Price List as of the date of an order. This means that MAS buyers will receive the most up-to-date content, learning objectives, and other instructional material required for the course delivery at no additional cost. Management Concepts continually updates its training courses. As a result, variations in title and content may occur. Such variations, however, will always be to the benefit of the MAS buyer.

21. Service and distribution points: N/A.

22. Participating dealers: N/A.

23. Preventive maintenance: N/A.

24. Special Attributes: N/A.

24b. Section 508 Compliance: Yes.

25. DUNS number: 08-2355652.

26. Notification regarding registration in System For Award Management (SAM) database: Registered

**GS-02F-0010J Professional Services Schedule Price List
Government Awarded Prices (Net Prices)**

Consulting and Facilitation Services SINS: 874-1, 874-1RC

Labor Categories	Labor Rates
Project Executive	\$198
Project Manager	\$142
Subject Matter Expert 3	\$265
Subject Matter Expert 2	\$170
Subject Matter Expert 1	\$130
Business Analyst 3	\$117
Business Analyst 2	\$95
Business Analyst 1	\$75
Graphic Designer	\$57
Administrative Assistant	\$46

Consulting and Facilitation Services SINS: 874-1, 874-1RC

Labor Category Descriptions

Labor Categories	Labor Category Descriptions
Project Executive	Undergraduate degree in business administration, public administration, management, or relevant technical discipline (or equivalent work experience). At least 12 years of work experience in consulting, operational management, strategic planning or performance improvement as a principal executive or senior manager. Maintains business relationships with senior-most client executives and managers. Responsible for substantive management of large projects or projects with a high degree of complexity. Oversees quality review of projects, development of methodologies and standards, and monitoring project team performance.
Project Manager	Undergraduate degree in business administration, public administration, management, or relevant technical discipline (or equivalent work experience). At least 7 years of work experience in management, business improvement consulting, organizational development, operational management, strategic planning or performance improvement. Responsible for leading small or medium sized engagements including project planning and control, task scheduling and management, oversight of deliverable production, and project quality review. Oversees administrative functions including adherence to contract terms and conditions, progress reporting and project financial management.
Subject Matter Expert 3	Advanced degree in human resource development, organizational behavior, business administration, public administration, management, or relevant technical discipline (or equivalent work experience). At least 15 years of work experience working with individuals and teams at senior management and executive levels to support leadership excellence, performance improvement, organizational development and related management objectives. Consults with client executives on the most critical substantive components of projects in areas such as organizational design, business process reengineering and related disciplines. Coaches and facilitates in skill areas such as leadership development, change management, strategic thinking, and developing high performance teams. Encourages behavioral change that allows individual and teams to have greater leadership impact on the successful performance of their organizations.
Subject Matter Expert 2	Advanced degree in management, finance, business administration, organizational development, public administration or other relevant field of study (or equivalent experience). At least 8 years of work experience in the field of discipline relevant to the client's work requirement. Provides the highest level of subject matter expertise in the business of government including financial management, acquisition and contracting, grants management, program and project management, program development, or similar disciplines. Demonstrates superior communications skills in both written and verbal presentations.
Subject Matter Expert 1	Advanced degree in management, finance, business administration, organizational development, public administration or other relevant field of study (or equivalent experience). 4-8 years work experience in the field of discipline relevant to the client's work requirement. Provides substantive expertise in the business of government including financial management, acquisition and contracting, grants management, program and project management, program development, or similar disciplines. Demonstrates strong communication skills, both written and verbal.
Business Analyst 3	Undergraduate degree with at least 7 years work experience as a business analyst in public or private sector organizations, or consulting to those organizations. Has demonstrated expertise in one or more of the following disciplines: strategic planning and analysis, organizational analysis and design, change management, program/project management, performance measurement, business process improvement/redesign, business systems requirements analysis and design, learning program development and delivery, and facilitation services design and delivery. Has experience managing medium to large teams, takes responsibility for work product delivery and quality. Demonstrates exceptional technical writing and presentation skills.
Business Analyst 2	Undergraduate degree with 3-7 years work experience as a business analyst. Has demonstrated expertise in one or more of the following disciplines: strategic planning and analysis, organizational analysis and design, change management, program/project management, performance measurement, business process improvement/redesign, business systems requirements analysis and design, learning program development and delivery, or facilitation services design and delivery. Has experience managing small to medium teams, takes responsibility for work product delivery and quality. Demonstrates strong technical writing and presentation skills.
Business Analyst 1	Undergraduate degree with 0-3 years work experience as a business analyst. Performs information gathering, analysis, and deliverable preparation under the direction of his/her immediate supervisor. Demonstrates good technical writing and verbal communication skills.
Graphic Designer	High school diploma with at least three years of work experience in graphics design, desktop publishing, and administrative software applications. Develops presentation standards for all work products. Manages the production of specialized work products including workbooks, training manuals, and automated presentation media.

Administrative Assistant	High School diploma with at least one year of work experience. Has formal training in word processing, spreadsheet, presentation software and related administrative tools. Provides general support to the project team including data input, word processing, copy and reproduction, proofreading and related administrative tasks as assigned.
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Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration SIN: 874-4 and 874-4RC

ACQUISITION AND CONTRACTING		ON-SITE COURSE PRICING*					OPEN ENROLLMENT INDIVIDUAL STUDENT SEAT PRICING**				
Course Name	Course Number	Min/Max Students	15 Students	16-20 Students	21-25 Students	26-30 Students	Individual Student Seat Price	Minimum Size of Bulk Purchase to Qualify As A PSS Sale (5 or More Seats Per Order)	Discount #1: Buyer Purchases 10 or More Individual Seats In Any Class(es) Per Order	Discount #2: Buyer Enrolls 5 or More Students In Same Course Session Per Order	Total Available Discount from Individual Student Seat Price if Discount #1 and Discount #2 Apply to An Order
Information Technology (IT) Acquisition	1001	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Administration Of Contractor-Held Property	1004	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Administration Of Cost-Reimbursement Contracts	1005	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Advanced Federal Contract Law	1011	15/30	\$13,950	\$16,035	\$17,371	\$19,242	\$1,069	\$5,345	5 percent	5 percent	10 percent
Governmentwide Commercial Purchase Card	1013	15/30	\$7,556	\$8,685	\$9,409	\$10,422	\$579	\$2,895	5 percent	5 percent	10 percent
Federal Contract Negotiation Techniques	1016	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Basics Of Personal Property Management	1017	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Acquisition Of Commercial Items	1018	15/30	\$9,774	\$11,235	\$12,171	\$13,482	\$749	\$3,745	5 percent	5 percent	10 percent
Changes Under Government Contracts	1019	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Construction Claims	1020	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Contract Administration	1022	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Contract Claims	1023	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Contract Closeout	1024	15/30	\$9,774	\$11,235	\$12,171	\$13,482	\$749	\$3,745	5 percent	5 percent	10 percent
Contracting With Small Business Concerns	1027	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Lease Administration	1028	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Cost And Price Analysis	1030	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Cost And Price Analysis Of Lease Proposals	1031	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Ethics In Federal Contracting	1034	15/30	\$7,556	\$8,685	\$9,409	\$10,422	\$579	\$2,895	5 percent	5 percent	10 percent
Micro-Purchase Procedures	1035	15/30	\$9,774	\$11,235	\$12,171	\$13,482	\$749	\$3,745	5 percent	5 percent	10 percent
Federal Contract Law	1047	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Introduction To Federal Contracting	1048	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Federal Real Property Leasing Refresher	1049	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Federal Real Property Lease Law	1050	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Fundamentals Of Overhead And Other Indirect Cost Rates	1052	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent

Federal Acquisition Regulation (FAR) Overview	1058	15/30	\$11,079	\$12,735	\$13,796	\$15,282	\$849	\$4,245	5 percent	5 percent	10 percent
Contracting Officer's Representative Course	1070	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
COR Refresher	1071	15/30	\$7,556	\$8,685	\$9,409	\$10,422	\$579	\$2,895	5 percent	5 percent	10 percent
Advanced COR Workshop	1072	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Basic (Level 1) Contracting Officer's Representative	1073	15/30	\$7,295	\$8,385	\$9,084	\$10,062	\$559	\$2,795	5 percent	5 percent	10 percent
Best Value Source Selection Using Tradeoffs	1074	15/30	\$9,774	\$11,235	\$12,171	\$13,482	\$749	\$3,745	5 percent	5 percent	10 percent
Performance-Based Service Acquisition	1076	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Simplified Acquisition Procedures	1077	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Source Selection	1078	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Writing Performance Work Statements	1079	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Techniques Of Negotiating Federal Real Property Leases	1081	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Terminating Contracts	1082	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Types Of Contracts	1084	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Market Research	1089	15/30	\$7,556	\$8,685	\$9,409	\$10,422	\$579	\$2,895	5 percent	5 percent	10 percent
Strategic Sourcing Workshop	1090	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Statement of Work (SOW) Workshop	1091	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Task And Delivery Order Contracting	1120	15/30	\$9,774	\$11,235	\$12,171	\$13,482	\$749	\$3,745	5 percent	5 percent	10 percent
Developing the Independent Government Cost Estimate	1125	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Evaluating A Contractor's Performance	1126	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Incentive Contracts	1127	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Simplified Acquisition Refresher	1153	15/30	\$10,427	\$11,985	\$12,984	\$14,382	\$799	\$3,995	5 percent	5 percent	10 percent
Service Contract Labor Standards Statute Overview	1162	15/30	\$9,774	\$11,235	\$12,171	\$13,482	\$749	\$3,745	5 percent	5 percent	10 percent
Cost Analysis	1165	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Price Analysis	1166	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Advanced Simplified Acquisition Procedures	1177	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
FAR Refresher	1192	15/30	\$7,817	\$8,985	\$9,734	\$10,782	\$599	\$2,995	5 percent	5 percent	10 percent
Emergency Contracting Basics Course	1525	15/30	\$9,774	\$11,235	\$12,171	\$13,482	\$749	\$3,745	5 percent	5 percent	10 percent
Lease Acquisition Training	1597	15/30	\$14,081	\$16,185	\$17,534	\$19,422	\$1,079	\$5,395	5 percent	5 percent	10 percent
Defense Acquisition Management: An Overview	ONDAQ	15/30	\$5,598	\$6,435	\$6,971	\$7,722	\$429	\$2,145	5 percent	5 percent	10 percent

* Prices exclude reimbursable expenses for instructor travel, including per diem. In the event Management Concepts cannot obtain lodging at per diem for the applicable locale, Management Concepts will bill the ordering entity its actual lodging expenses in accordance with FAR 31.205-46(a) and FTR 301-11.300(b). SIN 874-4 classes are generally held at a client site. However, ordering entities may request that classes be delivered at Management Concepts facilities. The price for delivery of a course at a Management Concepts facility is: 1-24 students = \$575/day; 25-Max students = \$745/day; and \$900/day for computer equipped classrooms. Alternatively, eligible ordering activities may request Management Concepts to arrange training at a third-party's facility (e.g., commercial hotel) on a reimbursable basis.

** Individual student seats in open enrollment (OE) courses are available on a per order basis in lots of 5 seats or more. The purchase of OE seats are subject to availability as provided in Management Concepts public OE schedule. Dates and locations of course sessions may be viewed at <http://www.managementconcepts.com>. OE seats may be used in any combination of courses. Discounts will apply as described above. In the event an order is placed for a specific dollar value but does not identify at the time of the order the specific course(s) and course session(s) that will be attended, the actual number of seats to be delivered will be calculated based on the maximum number of student seats that may be purchased at the prices above the for the course(s) attended.

GRANTS AND ASSISTANCE		ON-SITE COURSE PRICING*					OPEN ENROLLMENT INDIVIDUAL STUDENT SEAT PRICING**				
Course Name	Course Number	Min/Max Students	15 Students	16-20 Students	21-25 Students	26-30 Students	Individual Student Seat Price	Minimum Size of Bulk Purchase to Qualify As A PSS Sale (5 or More Seats Per Order)	Discount #1: Buyer Purchases 10 or More Individual Seats In Any Class(es) Per Order	Discount #2: Buyer Enrolls 5 or More Students In Same Course Session Per Order	Total Available Discount from Individual Student Seat Price if Discount #1 and Discount #2 Apply to An Order
Federal Grants Update	2016	15/30	\$8,078	\$9,285	\$10,059	\$11,142	\$619	\$3,095	5 percent	5 percent	10 percent
Introduction To Grants And Cooperative Agreements For Federal Personnel	2040	15/30	\$11,732	\$13,485	\$14,609	\$16,182	\$899	\$4,495	5 percent	5 percent	10 percent
Evaluating Federal Funds Management Capabilities of Recipients and Subrecipients	2042	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Monitoring Grants and Cooperative Agreements for Federal Personnel	2043	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Cooperative Agreements and Substantial Involvement	2044	15/30	\$8,078	\$9,285	\$10,059	\$11,142	\$619	\$3,095	5 percent	5 percent	10 percent
Appropriations Law for Federal Grants	2045	15/30	\$8,078	\$9,285	\$10,059	\$11,142	\$619	\$3,095	5 percent	5 percent	10 percent
Federal Assistance Law	2046	15/30	\$11,732	\$13,485	\$14,609	\$16,182	\$899	\$4,495	5 percent	5 percent	10 percent
Ethics in the Grants Environment	2047	15/30	\$8,078	\$9,285	\$10,059	\$11,142	\$619	\$3,095	5 percent	5 percent	10 percent
Closeout for Grants for Federal Personnel	2048	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Grants Administration for Federal Program Personnel	2049	15/30	\$11,732	\$13,485	\$14,609	\$16,182	\$899	\$4,495	5 percent	5 percent	10 percent
Uniform Administrative Requirements for Federal Grants: 2 CFR 200 (Subparts A-D)	2050	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Audit Of Federal Grants And Cooperative Agreements	2052	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
How To Write The Grant Application Narrative	2060	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
How To Prepare The Grant Application Budget	2061	15/30	\$8,078	\$9,285	\$10,059	\$11,142	\$619	\$3,095	5 percent	5 percent	10 percent
Managing Federal Grants And Cooperative Agreements for Recipients	2062	15/30	\$11,732	\$13,485	\$14,609	\$16,182	\$899	\$4,495	5 percent	5 percent	10 percent
Applying For Federal Grants And Cooperative Agreements	2065	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Understanding National Policy Requirements Affecting Grants	2067	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Business Management Systems For Grant Recipients	2070	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Procuring Goods And Services Under Federal Grants	2071	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Subawarding For Pass-Through Entities	2075	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Financial Administration Of Federal Grants for Recipients	2076	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Optimizing Cost Share and Match Under Federal Grants: Best Practices for Recipients	2077	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Cost Principles for Federal Grants: 2 CFR Part 200 (Subpart E) and FAR 31.2	2080	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Developing Indirect Cost Rate Proposals & Cost Allocation Plans for State, Local, & Tribal Under 2 CFR 225 (A-87)	2081	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Developing University Facilities And Administrative Cost Rate Proposals under 2 CFR 220 (A-21)	2082	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent

Developing Nonprofit Indirect Cost Rate Proposals Under 2 CFR Part 230	2083	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Advanced Cost Principles: Avoiding Problem Areas and Responding to Questioned Costs	2084	15/30	\$8,078	\$9,285	\$10,059	\$11,142	\$619	\$3,095	5 percent	5 percent	10 percent
Developing & Monitoring Indirect/F&A Cost Rate Proposals	2085	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Accountability For Federal Grants: Planning, Measuring, and Reporting Grant Performance	2091	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Essential Professional Skills For Grants Professionals	2092	15/30	\$9,383	\$10,785	\$11,684	\$12,942	\$719	\$3,595	5 percent	5 percent	10 percent

Detecting and Preventing Fraud on Federal Grant Projects	2093	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
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* Prices exclude reimbursable expenses for instructor travel, including per diem. In the event Management Concepts cannot obtain lodging at per diem for the applicable locale, Management Concepts will bill the ordering entity its actual lodging expenses in accordance with FAR 31.205-46(a) and FTR 301-11.300(b). SIN 874-4 classes are generally held at a client site. However, ordering entities may request that classes be delivered at Management Concepts facilities. The price for delivery of a course at a Management Concepts facility is: 1-24 students = \$575/day; 25-Max students = \$745/day; and \$900/day for computer equipped classrooms. Alternatively, eligible ordering activities may request Management Concepts to arrange training at a third-party's facility (e.g., commercial hotel) on a reimbursable basis.

** Individual student seats in open enrollment (OE) courses are available on a per order basis in lots of 5 seats or more. The purchase of OE seats are subject to availability as provided in Management Concepts public OE schedule. Dates and locations of course sessions may be viewed at <http://www.managementconcepts.com>. OE seats may be used in any combination of courses. Discounts will apply as described above. In the event an order is placed for a specific dollar value but does not identify at the time of the order the specific course(s) and course session(s) that will be attended, the actual number of seats to be delivered will be calculated based on the maximum number of student seats that may be purchased at the prices above the for the course(s) attended.

LEADERSHIP AND MANAGEMENT		ON-SITE COURSE PRICING*					OPEN ENROLLMENT INDIVIDUAL STUDENT SEAT PRICING**				
Course Name	Course Number	Min/Max Students	15 Students	16-20 Students	21-25 Students	26-30 Students	Individual Student Seat Price	Minimum Size of Bulk Purchase to Qualify As A PSS Sale (5 or More Seats Per Order)	Discount #1: Buyer Purchases 10 or More Individual Seats In Any Class(es) Per Order	Discount #2: Buyer Enrolls 5 or More Students In Same Course Session Per Order	Total Available Discount from Individual Student Seat Price if Discount #1 and Discount #2 Apply to An Order
Leadership & Management Skills for Non-Managers	4000	15/30	\$11,993	\$13,785	\$14,934	\$16,542	\$919	\$4,595	5 percent	5 percent	10 percent
Leadership Skills & Techniques	4001	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Advanced Leadership Skills & Techniques	4002	15/30	\$13,428	\$15,435	\$16,721	\$18,522	\$1,029	\$5,145	5 percent	5 percent	10 percent
Engaging Leadership	4003	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Emotionally Intelligent Leadership	4004	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Emotional Intelligence 360-Degree Assessment Workshop	4046	15/30	\$13,428	\$15,435	\$16,721	\$18,522	\$1,029	\$5,145	5 percent	5 percent	10 percent
Critical Thinking For Problem Solving	4060	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
From Tactical To Strategic Thinking	4062	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Breakthrough Problem Solving	4063	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Creativity And Innovation	4064	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Collaboration & Knowledge Sharing	4076	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Leading Cultural Transformation	4077	15/30	\$20,997	\$24,135	\$26,146	\$28,962	\$1,609	\$8,045	5 percent	5 percent	10 percent
Leading the Human Side of Change	4079	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Grammar Refresher	4316	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Business Writing	4317	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Briefing And Presentation Skills	4318	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Group Facilitation	4319	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Communicating Strategically	4320	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
360 Degree Assessment Workshop	4350	15/30	\$13,428	\$15,435	\$16,721	\$18,522	\$1,029	\$5,145	5 percent	5 percent	10 percent
Influencing Skills	4363	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Resolving Conflict	4364	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Negotiation Skills	4365	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Interpersonal Skills: Developing Effective Relationships	4367	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Working on a Virtual Team	4370	15/30	\$5,337	\$6,135	\$6,646	\$7,362	\$409	\$2,045	5 percent	5 percent	10 percent
Customer Service Skills And Techniques	4374	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Introduction to Analytics	4601	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent

Data Collection Techniques	4610	15/30	\$19,953	\$22,935	\$24,846	\$27,522	\$1,529	\$7,645	5 percent	5 percent	10 percent
Data Analysis & Modeling Techniques	4615	15/30	\$19,953	\$22,935	\$24,846	\$27,522	\$1,529	\$7,645	5 percent	5 percent	10 percent
Analytics Capstone	4625	15/30	\$23,868	\$27,435	\$29,721	\$32,922	\$1,829	\$9,145	5 percent	5 percent	10 percent
Decision Making	4645	15/30	\$13,428	\$15,435	\$16,721	\$18,522	\$1,029	\$5,145	5 percent	5 percent	10 percent

Analytics Boot Camp	4650	15/30	\$20,997	\$24,135	\$26,146	\$28,962	\$1,609	\$8,045	5 percent	5 percent	10 percent
Evaluating and Presenting Analysis Results	4665	15/30	\$15,516	\$17,835	\$19,321	\$21,402	\$1,189	\$5,945	5 percent	5 percent	10 percent
Anytime Coaching	4700	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Mastering Employee Performance	4701	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Writing Effective Individual Development Plans	4702	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Building And Sustaining Teams	4704	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Establishing a Mentoring Relationship	4705	15/30	\$4,946	\$5,685	\$6,159	\$6,822	\$379	\$1,895	5 percent	5 percent	10 percent
HR Essentials for Government Supervisors	4708	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Professional Government Supervisor Program	4710	15/30	\$20,214	\$23,235	\$25,171	\$27,882	\$1,549	\$7,745	5 percent	5 percent	10 percent
Navigating Change in Turbulent Times	4712	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Supervising Employee Performance	4713	15/30	\$11,993	\$13,785	\$14,934	\$16,542	\$919	\$4,595	5 percent	5 percent	10 percent
Motivating and Engaging Others	4714	15/30	\$5,337	\$6,135	\$6,646	\$7,362	\$409	\$2,045	5 percent	5 percent	10 percent
Interpersonal Essentials for Supervisors	4715	15/30	\$5,337	\$6,135	\$6,646	\$7,362	\$409	\$2,045	5 percent	5 percent	10 percent
Supervising Individual Development Planning	4716	15/30	\$5,337	\$6,135	\$6,646	\$7,362	\$409	\$2,045	5 percent	5 percent	10 percent
Managing a Virtual Team	4730	15/30	\$5,337	\$6,135	\$6,646	\$7,362	\$409	\$2,045	5 percent	5 percent	10 percent
Strategic Planning in Federal Agencies	4750	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Managing Change	4751	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
From Strategic Plans to Tactical Execution	4752	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Federal Workforce Planning	4906	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
HR in the Federal Context	4910	15/30	\$12,515	\$14,385	\$15,584	\$17,262	\$959	\$4,795	5 percent	5 percent	10 percent
HR Analytics	4911	15/30	\$12,515	\$14,385	\$15,584	\$17,262	\$959	\$4,795	5 percent	5 percent	10 percent
Job Analysis for Recruitment and Selection	4912	15/30	\$12,776	\$14,685	\$15,909	\$17,622	\$979	\$4,895	5 percent	5 percent	10 percent
Position Classification	4913	15/30	\$12,384	\$14,235	\$15,421	\$17,082	\$949	\$4,745	5 percent	5 percent	10 percent
Position Management	4914	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent
Hiring in the Federal Context	4915	15/31	\$12,515	\$14,385	\$15,584	\$17,262	\$959	\$4,795	5 percent	5 percent	10 percent
Labor and Management Relations	4916	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Employee Relations	4917	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Supporting Professional Growth in Organizations	4918	15/30	\$6,512	\$7,485	\$8,109	\$8,982	\$499	\$2,495	5 percent	5 percent	10 percent
Getting Efficient: Optimizing HR Operations	4919	15/30	\$6,512	\$7,485	\$8,109	\$8,982	\$499	\$2,495	5 percent	5 percent	10 percent

Building Credibility to Support Your Customer	4920	15/30	\$12,515	\$14,385	\$15,584	\$17,262	\$959	\$4,795	5 percent	5 percent	10 percent
Becoming a Strategic Business Partner: Expanding Your Role to Deliver Results	4925	15/30	\$12,515	\$14,385	\$15,584	\$17,262	\$959	\$4,795	5 percent	5 percent	10 percent
Fundamentals of Workforce Planning	4930	15/30	\$12,515	\$14,385	\$15,584	\$17,262	\$959	\$4,795	5 percent	5 percent	10 percent
Strategic Workforce Planning for Senior Leaders	4935	15/30	\$12,515	\$14,385	\$15,584	\$17,262	\$959	\$4,795	5 percent	5 percent	10 percent
Critical Thinking for Intelligence Professionals	7210	15/30	\$10,296	\$11,835	\$12,821	\$14,202	\$789	\$3,945	5 percent	5 percent	10 percent

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FINANCIAL MANAGEMENT		ON-SITE COURSE PRICING*					OPEN ENROLLMENT INDIVIDUAL STUDENT SEAT PRICING**				
Course Name	Course Number	Min/Max Students	15 Students	16-20 Students	21-25 Students	26-30 Students	Individual Student Seat Price	Minimum Size of Bulk Purchase to Qualify As A PSS Sale (5 or More Seats Per Order)	Discount #1: Buyer Purchases 10 or More Individual Seats In Any Class(es) Per Order	Discount #2: Buyer Enrolls 5 or More Students In Same Course Session Per Order	Total Available Discount from Individual Student Seat Price if Discount #1 and Discount #2 Apply to An Order
Preparing Federal Financial Statements Using the U.S. Standard General Ledger	5000	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Accounting for Property, Plant, and Equipment (SFFAS 6 & 8)	5006	15/30	\$5,598	\$6,435	\$6,971	\$7,722	\$429	\$2,145	5 percent	5 percent	10 percent
Accounting for Revenue and Other Financing Sources (SFFAS 7)	5007	15/30	\$5,598	\$6,435	\$6,971	\$7,722	\$429	\$2,145	5 percent	5 percent	10 percent
Appropriations Law (one-day)	5011	15/30	\$5,598	\$6,435	\$6,971	\$7,722	\$429	\$2,145	5 percent	5 percent	10 percent
Improper Payments	5036	15/30	\$5,729	\$6,585	\$7,134	\$7,902	\$439	\$2,195	5 percent	5 percent	10 percent
Federal Financial Management Overview	5051	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
The Federal Budget Process	5090	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Statements of Federal Financial Accounting Standards: SFFAS	5091	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Managerial Cost Accounting	5092	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Accounting for Business Operations In Government	5102	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Activity-Based Cost Management: Managing Costs and Performance	5103	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Budgeting and Accounting: Making the Connection	5106	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Overview of Internal Control Guidance	5108	15/30	\$5,729	\$6,585	\$7,134	\$7,902	\$439	\$2,195	5 percent	5 percent	10 percent
Appropriations Law Seminar	5111	15/30	\$13,037	\$14,985	\$16,234	\$17,982	\$999	\$4,995	5 percent	5 percent	10 percent
Internal Controls: Meeting Federal Requirements for Accountability	5112	15/30	\$10,597	\$12,180	\$13,195	\$14,616	\$812	\$4,060	5 percent	5 percent	10 percent
Federal Accounting Fundamentals	5113	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
U.S. Standard General Ledger: Practical Applications	5115	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Federal Financial Management Systems Requirements	5117	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Budget Formulation	5118	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Budget Justification: Effective Preparation and Submission	5120	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Budget Execution	5122	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
PPBE Workshop: Defense Planning, Programming, Budgeting and Execution	5123	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
The Antideficiency Act	5127	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Financial Management of Business Operations in Government	5134	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent

The Prompt Payment Act and Voucher Examination	5136	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Appropriations Law for Business Operations in Government	5147	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Budget Estimating Using Microsoft Excel	5155	15/20	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Appropriations Law Refresher and Update	5157	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Federal Credit Accounting: An Introduction	5175	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Program and Budget Analysis Using Microsoft Excel	5182	15/20	\$13,037	\$14,985	\$16,234	\$17,982	\$999	\$4,995	5 percent	5 percent	10 percent
The Legislative Process: Working with Congress	5189	15/30	\$5,598	\$6,435	\$6,971	\$7,722	\$429	\$2,145	5 percent	5 percent	10 percent
Federal Financial Accounting Standards	5207	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Appropriations Law (two-days)	5211	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Preparation and Analysis of the SF 133	5233	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Ethical Decision-Making for Financial Managers	5249	15/30	\$5,729	\$6,585	\$7,134	\$7,902	\$439	\$2,195	5 percent	5 percent	10 percent
Performance Budgeting	5271	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Reconciling with and Reporting to Treasury	5281	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Appropriations Law (three-days)	5311	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Data Analysis for Financial Managers Using Microsoft Excel	5318	15/20	\$13,037	\$14,985	\$16,234	\$17,982	\$999	\$4,995	5 percent	5 percent	10 percent
Budget Analyst's Essential Guide to Formulation, Justification, and Execution	5321	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Financial Management of Defense Working Capital Funds	5330	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Using Performance Metrics to Improve Program Effectiveness	5340	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Applying GPRAMA to Improve Performance Effectiveness	5342	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Decision Support for Financial Managers	5360	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Cost-Benefit Analysis Using Microsoft Excel	5405	15/20	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Program Evaluation For Improved Decision-Making	5421	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Fiscal Law in DoD	5511	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Certified Government Auditing Professional (CGAP) Preparatory Course	5670	15/30	\$11,210	\$12,885	\$13,959	\$15,462	\$859	\$4,295	5 percent	5 percent	10 percent
Advanced Internal Controls	5728	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Army PPBES Workshop	5730	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent
Contemporary Issues in Federal Financial Management	5750	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Preparing High-Impact Audit Reports	5802	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Intermediate Internal Controls	5808	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Internal Control Over Financial Reporting	5812	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Audit Boot Camp	5820	15/30	\$14,342	\$16,485	\$17,859	\$19,782	\$1,099	\$5,495	5 percent	5 percent	10 percent

Keeping the Audit on Track: Critical Skills for Audit Managers	5824	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Key to Audit Success: Focus on Objectives	5825	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Forensic Auditing: Detection and Prevention of Fraud	5830	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Essential Communications for the Audit Lifecycle	5840	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Audit Interviews: Skills for Success	5848	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Government Financial Auditing	5855	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Advanced Federal Government Auditing	5865	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Auditing Fundamentals in the Federal Environment	5882	15/30	\$8,730	\$10,035	\$10,871	\$12,042	\$669	\$3,345	5 percent	5 percent	10 percent
Federal Financial Statement Audits	5886	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Performance Auditing	5888	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Capital Asset Planning and Justification Using OMB Criteria	5890	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
Fiscal Law	5911	15/30	\$10,688	\$12,285	\$13,309	\$14,742	\$819	\$4,095	5 percent	5 percent	10 percent
USACE Fiscal Law Online Refresher	5912	15/30	\$2,075	\$2,385	\$2,584	\$2,862	\$159	\$795	5 percent	5 percent	10 percent
DoD Fiscal Law Online Refresher	5913	15/30	\$5,468	\$6,285	\$6,809	\$7,542	\$419	\$2,095	5 percent	5 percent	10 percent

* Prices exclude reimbursable expenses for instructor travel, including per diem. In the event Management Concepts cannot obtain lodging at per diem for the applicable locale, Management Concepts will bill the ordering entity its actual lodging expenses in accordance with FAR 31.205-46(a) and FTR 301-11.300(b). SIN 874-4 classes are generally held at a client site. However, ordering entities may request that classes be delivered at Management Concepts facilities. The price for delivery of a course at a Management Concepts facility is: 1-24 students = \$575/day; 25-Max students = \$745/day; and \$900/day for computer equipped classrooms. Alternatively, eligible ordering activities may request Management Concepts to arrange training at a third-party's facility (e.g., commercial hotel) on a reimbursable basis.

** Individual student seats in open enrollment (OE) courses are available on a per order basis in lots of 5 seats or more. The purchase of OE seats are subject to availability as provided in Management Concepts public OE schedule. Dates and locations of course sessions may be viewed at <http://www.managementconcepts.com>. OE seats may be used in any combination of courses. Discounts will apply as described above. In the event an order is placed for a specific dollar value but does not identify at the time of the order the specific course(s) and course session(s) that will be attended, the actual number of seats to be delivered will be calculated based on the maximum number of student seats that may be purchased at the prices above the for the course(s) attended.

PROJECT MANAGEMENT AND BUSINESS ANALYSIS		ON-SITE COURSE PRICING*					OPEN ENROLLMENT INDIVIDUAL STUDENT SEAT PRICING**				
Course Name	Course Number	Min/Max Students	15 Students	16-20 Students	21-25 Students	26-30 Students	Individual Student Seat Price	Minimum Size of Bulk Purchase to Qualify As A PSS Sale (5 or More Seats Per Order)	Discount #1: Buyer Purchases 10 or More Individual Seats In Any Class(es) Per Order	Discount #2: Buyer Enrolls 5 or More Students In Same Course Session Per Order	Total Available Discount from Individual Student Seat Price if Discount #1 and Discount #2 Apply to An Order
Agile Acquisition	6003	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Scrum Product Owner: A Federal Approach	6004	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
ScrumMaster: A Federal Approach	6005	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Transitioning to Agile: A Federal Executive Overview	6006	15/30	\$3,970	\$4,428	\$4,581	\$4,810	\$509	\$2,545	5 percent	5 percent	10 percent
Agile Requirements: Creating User Stories	6007	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Preparing for the Agile Certified Practitioner (PMI® - ACP™) Exam	6009	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Agile Project Management for the Federal Environment	6010	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Microsoft Project 2010: Level 1	6011	15/30	\$4,750	\$5,298	\$5,481	\$5,755	\$609	\$3,045	5 percent	5 percent	10 percent
Microsoft Project 2010: Level 2	6012	15/30	\$4,750	\$5,298	\$5,481	\$5,755	\$609	\$3,045	5 percent	5 percent	10 percent
Project Management Principles	6100	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Leadership And Communication Skills For Project Managers	6101	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Making Decisions Using Earned Value	6102	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Project Risk Management	6103	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Managing Project Quality	6105	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Project Management Simulation	6106	15/30	\$14,656	\$16,347	\$16,911	\$17,757	\$1,879	\$9,395	5 percent	5 percent	10 percent
IT Project Risk Management	6110	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Project Cost Estimating	6111	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Managing Multiple Projects	6124	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Procurement for Project Managers	6126	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Project Management Essentials for Non-Project Managers	6131	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Requirements Management for Project Managers	6134	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Managing Scope, Schedule, And Cost	6135	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Managing IT Projects	6136	15/30	\$14,656	\$16,347	\$16,911	\$17,757	\$1,879	\$9,395	5 percent	5 percent	10 percent
PMP® Exam Prep Boot Camp	6137	15/30	\$16,060	\$17,913	\$18,531	\$19,458	\$2,059	\$10,295	5 percent	5 percent	10 percent
Managing Complex Projects	6138	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent

Managing Stakeholder Expectations and Relationships	6162	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Project Management Essentials for Team Members	6181	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Leading and Managing High-Performing Project Teams	6183	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Assessing and Recovering Troubled Projects	6184	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Strategic Portfolio and Resource Management	6187	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Mission Driven Project Management: From Strategy to Action	6188	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Program Management	6190	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Project Management Skills for Business Analysts	6303	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Facilitation Skills for Business Analysts	6304	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Leadership and Communication Skills for Business Analysts	6305	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Principles Of Business Analysis	6310	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Crafting High-Quality Requirements	6311	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Verifying and Validating the Solution	6312	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Building Business Cases	6314	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Agile Business Analysis	6315	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Fundamentals of System Engineering	6551	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Systems Requirements Analysis	6552	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Systems Architecture and Concepts	6553	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Systems Integration, Verification, and Validation	6554	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Project Management Principles (Virtual Classroom)	6600	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Leadership And Communication Skills For Project Managers (Virtual Classroom)	6601	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Making Decisions Using Earned Value (Virtual Classroom)	6602	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Project Risk Management (Virtual Classroom)	6603	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Managing Project Quality (Virtual Classroom)	6605	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Project Management Simulation (Virtual Classroom)	6606	15/30	\$14,656	\$16,347	\$16,911	\$17,757	\$1,879	\$9,395	5 percent	5 percent	10 percent
IT Project Risk Management (Virtual Classroom)	6610	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Project Cost Estimating (Virtual Classroom)	6611	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Preparing for the Agile Certified Practitioner (PMI® - ACP™) Exam (Virtual Classroom)	6619	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Agile Project Management for the Federal Environment (Virtual Classroom)	6620	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Managing Multiple Projects (Virtual Classroom)	6624	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Procurement for Project Managers (Virtual Classroom)	6626	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent

Requirements Management for Project Managers (Virtual Classroom)	6634	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Managing Scope, Schedule, And Cost (Virtual Classroom)	6635	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Managing IT Projects (Virtual Classroom)	6636	15/30	\$14,656	\$16,347	\$16,911	\$17,757	\$1,879	\$9,395	5 percent	5 percent	10 percent
Managing Stakeholder Expectations & Relationships (Virtual Classroom)	6662	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Project Management Essentials for Team Members (Virtual Classroom)	6681	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Leading and Managing High-Performing Project Teams (Virtual Classroom)	6683	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Assessing and Recovering Troubled Projects (Virtual Classroom)	6684	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Project Management Skills for Business Analysts (Virtual Classroom)	6703	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Facilitation Skills for Business Analysts (Virtual Classroom)	6704	15/30	\$9,976	\$11,127	\$11,511	\$12,087	\$1,279	\$6,395	5 percent	5 percent	10 percent
Leadership and Communication Skills for Business Analysts (Virtual Classroom)	6705	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Principles of Business Analysis (Virtual Classroom)	6710	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Crafting High Quality Requirements (Virtual Classroom)	6711	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent
Systems Integration, Verification, and Validation (Virtual classroom)	6754	15/30	\$11,926	\$13,302	\$13,761	\$14,449	\$1,529	\$7,645	5 percent	5 percent	10 percent

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FEDERAL ACQUISITION CERTIFICATION FOR PROGRAM AND PROJECT MANAGERS (FAC-P/PM)		ON-SITE COURSE PRICING*					OPEN ENROLLMENT INDIVIDUAL STUDENT SEAT PRICING**				
Course Name	Course Number	Min/Max Students	15 Students	16-20 Students	21-25 Students	26-30 Students	Individual Student Seat Price	Minimum Size of Bulk Purchase to Qualify As A PSS Sale (5 or More Seats Per Order)	Discount #1: Buyer Purchases 10 or More Individual Seats In Any Class(es) Per Order	Discount #2: Buyer Enrolls 5 or More Students In Same Course Session Per Order	Total Available Discount from Individual Student Seat Price if Discount #1 and Discount #2 Apply to An Order
Government Specific I	6873	15/30	\$15,867	\$16,664	\$17,207	\$18,257	\$1,449	\$7,245	5 percent	5 percent	10 percent
Leading Acquisition Projects - Entry	6876	15/30	\$15,867	\$16,664	\$17,207	\$18,257	\$1,449	\$7,245	5 percent	5 percent	10 percent
Business Cost and Financial Management - Entry	6877	15/30	\$13,129	\$13,789	\$14,238	\$15,107	\$1,199	\$5,995	5 percent	5 percent	10 percent
Contracting - Entry	6878	15/30	\$13,129	\$13,789	\$14,238	\$15,107	\$1,199	\$5,995	5 percent	5 percent	10 percent
Requirements Systems Management – Entry	6879	15/30	\$15,867	\$16,664	\$17,207	\$18,257	\$1,449	\$7,245	5 percent	5 percent	10 percent
Government Specific II	6883	15/30	\$13,129	\$13,789	\$14,238	\$15,107	\$1,199	\$5,995	5 percent	5 percent	10 percent
Leading Acquisition Projects - Mid	6886	15/30	\$15,867	\$16,664	\$17,207	\$18,257	\$1,449	\$7,245	5 percent	5 percent	10 percent
Business Cost and Financial Management- Mid	6887	15/30	\$13,129	\$13,789	\$14,238	\$15,107	\$1,199	\$5,995	5 percent	5 percent	10 percent
Contracting- Mid	6888	15/30	\$13,129	\$13,789	\$14,238	\$15,107	\$1,199	\$5,995	5 percent	5 percent	10 percent
Requirements and Systems Management - Mid	6889	15/30	\$15,867	\$16,664	\$17,207	\$18,257	\$1,449	\$7,245	5 percent	5 percent	10 percent
Leadership and Strategic Management - Senior	6891	15/30	\$19,152	\$20,114	\$20,769	\$22,037	\$1,749	\$8,745	5 percent	5 percent	10 percent
Business, Cost, and Financial Management: Senior	6892	15/30	\$19,152	\$20,114	\$20,769	\$22,037	\$1,749	\$8,745	5 percent	5 percent	10 percent
Contract Management: Senior	6893	15/30	\$19,152	\$20,114	\$20,769	\$22,037	\$1,749	\$8,745	5 percent	5 percent	10 percent
Systems Management - Senior	6894	15/30	\$19,152	\$20,114	\$20,769	\$22,037	\$1,749	\$8,745	5 percent	5 percent	10 percent
FPM 121	6896	15/30	\$18,823	\$19,769	\$20,413	\$21,659	\$1,719	\$8,595	5 percent	5 percent	10 percent
Capstone Mid-Level Course for Federal Program and Project Managers	FAC-PPM 200	15/30	\$18,823	\$19,769	\$20,413	\$21,659	\$1,719	\$8,595	5 percent	5 percent	10 percent
Capstone Senior/Expert Level Course for Federal Program Managers	FAC-PPM 200	15/30	\$18,823	\$19,769	\$20,413	\$21,659	\$1,719	\$8,595	5 percent	5 percent	10 percent

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FEDERAL MANAGERS PRACTICUM		ON-SITE COURSE PRICING*					OPEN ENROLLMENT INDIVIDUAL STUDENT SEAT PRICING**				
Course Name	Course Number	Min/Max Students	15 Students	16-20 Students	21-25 Students	26-30 Students	Individual Student Seat Price	Minimum Size of Bulk Purchase to Qualify As A PSS Sale (5 or More Seats Per Order)	Discount #1: Buyer Purchases 10 or More Individual Seats In Any Class(es) Per Order	Discount #2: Buyer Enrolls 5 or More Students In Same Course Session Per Order	Total Available Discount from Individual Student Seat Price if Discount #1 and Discount #2 Apply to An Order
Federal Management Essentials	7101	15/30	\$9,679	\$12,193	\$14,383	\$16,573	\$745	\$3,725	5 percent	5 percent	10 percent
Improving Organizational Systems And Processes	7102	15/30	\$9,679	\$12,193	\$14,383	\$16,573	\$745	\$3,725	5 percent	5 percent	10 percent
Leading and Managing Programs and Projects	7103	15/30	\$9,679	\$12,193	\$14,383	\$16,573	\$745	\$3,725	5 percent	5 percent	10 percent
Effectively Managing Financial Resources	7111	15/30	\$9,679	\$12,193	\$14,383	\$16,573	\$745	\$3,725	5 percent	5 percent	10 percent
Improving Organizational Performance	7112	15/30	\$9,679	\$12,193	\$14,383	\$16,573	\$745	\$3,725	5 percent	5 percent	10 percent
Contracting Essentials For the Federal Manager	7113	15/30	\$9,679	\$12,193	\$14,383	\$16,573	\$745	\$3,725	5 percent	5 percent	10 percent
Managing Stakeholder Relationships	7122	15/30	\$9,679	\$12,193	\$14,383	\$16,573	\$745	\$3,725	5 percent	5 percent	10 percent
Federal Managers Practicum Capstone	7123	15/30	\$18,204	\$23,016	\$27,201	\$31,386	\$1,395	\$6,975	5 percent	5 percent	10 percent

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Labor Rates for Course Development and Test Administration	
Labor Category	Pricing*
	Hourly Rate
Project Manager	\$220.50
Deputy Project Manager	\$131.25
Task Leader	\$105.00
Senior Subject Matter Expert	\$220.50
Subject Matter Expert	\$149.10
Sr. Practitioner	\$115.50
Practitioner	\$84.00
Researcher	\$115.50
Research Assistant	\$84.00
Business Analyst	\$78.75
Consultant	\$183.75
Sr. Instructional Technologist	\$169.05
Instructional Technologist	\$127.05
Sr. Instructional Designer	\$110.25
Instructional Designer	\$84.00
Senior Computer Programmer	\$168.00
Computer Programmer	\$131.25
Programmer	\$78.75
Graphic Designer	\$115.50
Graphic Artist	\$91.35
Word Processing Specialist	\$69.30
Senior Technical Editor	\$141.75
Technical Editor	\$78.75
Technical Writer	\$106.05
Testing Analyst	\$89.25
Administrative Specialist	\$68.25
Administrative Assistant	\$47.25

* Prices exclude reimbursable expenses for travel, including per diem. In the event Management Concepts cannot obtain lodging at per diem for the applicable locale, Management Concepts will bill the ordering entity its actual lodging expenses in accordance with FAR 31.205-46(a) and FTR 301-11.300(b).

* If delivery of the customized course is requested by the client under this SIN, additional ODCs related to

* Non-COTS classes developed/delivered under SINs 874-4 and 874-8 can be delivered at the client site. Ordering entities may alternatively request that classes be delivered at Management Concepts facilities.

Labor Category Descriptions

Labor Categories	Labor Category Descriptions
Project Manager	Undergraduate or graduate degree in business administration, public administration, management, or relevant technical discipline or equivalent work experience that includes leading or managing teams. Responsible for the oversight and management aspects of project development, including project budgets, delivery schedules, staff management, deliverables, contract administration and delivery of services as outlined in the contract, etc. Experience: 7 or more years.
Deputy Project Manager	Undergraduate degree in business administration, public administration, management, or relevant technical discipline or equivalent work experience. Able to perform all duties of the Project Manager if required for temporary periods of time, assists the Project Manager in managing the project as required for the successful delivery of services as outlined in the proposal and contract. Experience: 3 or more years.
Task Leader	Undergraduate degree or equivalent work experience. Responsible for managing and directing specific elements of a project. Experience: 3 or more years.
Senior Subject Matter Expert	Graduate degree in relevant field or equivalent work experience. Provides subject matter expertise support for training, educational or professional development projects, including content review and feedback to development staff, as well as delivery of training. Experience: 10 or more years.
Subject Matter Expert	Undergraduate degree in relevant field or equivalent work experience. Provides subject matter expertise support for training, educational or professional development projects, including content review and feedback to development staff, as well as delivery of training. Experience: 7 or more years.
Senior Practitioner	Undergraduate degree in relevant field or equivalent work experience. Provides operational expertise required for training, educational or professional development projects, including content review and feedback to development staff, and may assist in training delivery. Experience: 7 or more years.
Practitioner	Undergraduate degree in relevant field or equivalent work experience. Provides operational expertise required for training, educational or professional development projects, including content review and feedback to development staff, and may assist in training delivery. Experience: 7 or more years.
Researcher	Undergraduate degree or equivalent work experience. Supports large specialized projects related to the individual's subject matter expertise and produces and/or reviews substantive and/or complex technical documentation reflecting detailed knowledge of technical areas as identified in the statement of work. Experience: 5 or more years.
Research Assistant	College credits towards a degree or equivalent work experience. Supports large specialized projects and reviews substantive and/or complex technical documentation reflecting detailed knowledge of technical areas as identified in the statement of work. Experience: 5 or more years.
Business Analyst	Undergraduate degree or equivalent work experience. Supports the application of assessment/training/educational material to meet organizational needs. Consults with client organizations to improve efficiency and productivity of the contracted solution. Able to conduct alternative analyses and demonstrate the relative organizational benefits and costs of different approaches to the contracted
Consultant	Graduate degree in relevant field or equivalent experience. Provides expert advice, guidance and assistance to organizational leaders and project managers to develop solutions. Experience: 10 or more years.
Senior Instructional Technologist	Undergraduate degree or equivalent work experience. Provides expertise to support all types of technology assisted training, educational and professional development projects, including systems design, development, utilization, integration, management, evaluation and support. Experience: 7 or more years.
Instructional Technologist	Undergraduate degree or equivalent work experience. Provides expertise to support all types of technology assisted training, educational and professional development projects, including systems design, development, utilization, integration, management, evaluation and support. Experience: Up to 2 years.

Senior Instructional Designer	Undergraduate degree or equivalent work experience. Conducts training analysis, designs and develops training curricula, designs and develop multimedia/web storyboards and training, and measures and evaluates effectiveness of training. Experience: 7 or more years.
Instructional Designer	Undergraduate degree or equivalent work experience. Conducts training analysis, designs and develops training curricula, designs and develop multimedia/web storyboards and training, and measures and evaluates effectiveness of training. Experience: Up to 5 years.
Senior Computer Programmer	Creates and/or maintains operating systems, communications software, database packages, compilers, assemblers, and utility programs. Modifies existing software, as well as creating special-purpose software to ensure efficiency and integrity between systems and applications. Experience: 5 or more years.
Computer Programmer	Creates and/or maintains operating systems, communications software, database packages, compilers, assemblers, and utility programs. Modifies existing software, as well as creating special-purpose software to ensure efficiency and integrity between systems and applications. Experience: Up to 5 years.
Programmer	Develops, implements, and maintains training scenarios, approaches, objectives, plans, tools, aids, curriculums using state of the art technologies related to training and behavioral studies. Experience: 1 or more year(s).
Graphic Designer	Designs and produces graphics in support of training development projects. Provides technical knowledge and expertise on computer graphics, digital photography, videography, Flash animations, etc. Experience: 3 or more years.
Graphic Artist	Designs and produces graphics in support of training development projects. Provides technical knowledge and expertise on computer graphics, digital photography, videography, Flash animations, etc. Experience: Up to 3 years.
Word Processing Specialist	Provides support for word processing, spreadsheet, presentation software and related administrative tools. Experience: 1 or more year(s).
Senior Technical Editor	Undergraduate degree or equivalent work experience. Responsible for editing, proofreading and correcting complex and large technical documents prior to publication. Experience: 7 or more years.
Technical Editor	Undergraduate degree or equivalent work experience. Responsible for editing, proofreading and correcting technical documents prior to publication. Experience: Up to 3 years.
Technical Writer	Undergraduate degree or equivalent work experience. Responsible for researching, designing, and writing technical documents for publication and coordinating scheduling and production of all supporting technical material and manuals. Experience: 3 or more years.
Testing Analyst	Undergraduate degree or equivalent work experience. Responsible for designing and developing assessment instruments, strategies methodologies, and measuring instruments to meet training, educational or professional development requirements. Experience: 3 or more years.
Administrative Specialist	Provides general-purpose administrative and clerical support for project tasks. Experience: 3 or more years.
Administrative Assistant	Provides general-purpose administrative and clerical support for project tasks. Experience: Up to 3 years.

DAU and FAI Certified DAWIA and FAC Acquisition Workforce Training for GS-1102 and non-1102 Personnel SIN: 874-8 and 874-8RC

ACQUISITION TRAINING		ON-SITE COURSE PRICING*					OPEN ENROLLMENT INDIVIDUAL STUDENT SEAT PRICING**				
Course Name	Course Number	Min/Max Students	15 Students	16-20 Students	21-25 Students	26-30 Students	Individual Student Seat Price	Minimum Size of Bulk Purchase to Qualify As A PSS Sale (5 or More Seats Per Order)	Discount #1: Buyer Purchases 10 or More Individual Seats In Any Class(es) Per Order	Discount #2: Buyer Enrolls 5 or More Students In Same Course Session Per Order	Total Available Discount from Individual Student Seat Price if Discount #1 and Discount #2 Apply to An Order
CON 244: Construction Contracting	1021	15/30	\$14,837	\$16,485	\$19,233	\$22,090	\$1,099	\$5,495	5 percent	5 percent	10 percent
CON 243: Architect-Engineer Services Contracting	1032	15/30	\$14,837	\$16,485	\$19,233	\$22,090	\$1,099	\$5,495	5 percent	5 percent	10 percent
CON 100: Shaping Smart Business Arrangements (5-day)	1100	15/30	\$14,837	\$16,485	\$19,233	\$22,090	\$1,099	\$5,495	5 percent	5 percent	10 percent
CON 100: Shaping Smart Business Arrangements (4-day)	1101	15/30	\$12,542	\$13,935	\$16,258	\$18,673	\$929	\$4,645	5 percent	5 percent	10 percent
CON 170: Fundamentals of Cost and Price Analysis	1170	15/30	\$31,982	\$35,535	\$41,458	\$47,617	\$2,369	\$11,845	5 percent	5 percent	10 percent
CON 090: FAR Fundamentals	1190	15/30	\$41,972	\$46,635	\$54,408	\$62,491	\$3,109	\$15,545	5 percent	5 percent	10 percent
FCN 190: FAR Fundamentals	1191	15/30	\$31,982	\$35,535	\$41,458	\$47,617	\$2,369	\$11,845	5 percent	5 percent	10 percent
CON 200: Business Decisions for Contracting	1200	15/30	\$10,787	\$11,985	\$13,983	\$16,060	\$799	\$3,995	5 percent	5 percent	10 percent
CON 216: Legal Considerations In Contracting	1216	15/30	\$14,837	\$16,485	\$19,233	\$22,090	\$1,099	\$5,495	5 percent	5 percent	10 percent
CON 270: Intermediate Cost and Price Analysis	1270	15/30	\$31,982	\$35,535	\$41,458	\$47,617	\$2,369	\$11,845	5 percent	5 percent	10 percent
CON 280: Source Selection and the Administration of Service Contracts	1280	15/30	\$31,982	\$35,535	\$41,458	\$47,617	\$2,369	\$11,845	5 percent	5 percent	10 percent
CON 290: Contract Administration and Negotiation Techniques in a Supply Environment	1290	15/30	\$31,982	\$35,535	\$41,458	\$47,617	\$2,369	\$11,845	5 percent	5 percent	10 percent
CON 121: Contract Planning	1321	15/30	\$10,112	\$11,235	\$13,108	\$15,055	\$749	\$3,745	5 percent	5 percent	10 percent
CON 124: Contract Execution	1324	15/30	\$10,112	\$11,235	\$13,108	\$15,055	\$749	\$3,745	5 percent	5 percent	10 percent
CON 127: Contract Management	1327	15/30	\$10,112	\$11,235	\$13,108	\$15,055	\$749	\$3,745	5 percent	5 percent	10 percent
CON 360: Contracting for Decision Makers	1360	15/30	\$31,982	\$35,535	\$41,458	\$47,617	\$2,369	\$11,845	5 percent	5 percent	10 percent

* Prices exclude reimbursable expenses for instructor travel, including per diem. In the event Management Concepts cannot obtain lodging at per diem for the applicable locale, Management Concepts will bill the ordering entity its actual lodging expenses in accordance with FAR 31.205-46(a) and FTR 301-11.300(b). SIN 874-4 classes are generally held at a client site. However, ordering entities may request that classes be delivered at Management Concepts facilities. The price for delivery of a course at a Management Concepts facility is: 1-24 students = \$575/day; 25-Max students = \$745/day; and \$900/day for computer equipped classrooms. Alternatively, eligible ordering activities may request Management Concepts to arrange training at a third-party's facility (e.g., commercial hotel) on a reimbursable basis.

** Individual student seats in open enrollment (OE) courses are available on a per order basis in lots of 5 seats or more. The purchase of OE seats are subject to availability as provided in Management Concepts public OE schedule. Dates and locations of course sessions may be viewed at <http://www.managementconcepts.com>. OE seats may be used in any combination of courses. Discounts will apply as described above. In the event an order is placed for a specific dollar value but does not identify at the time of the order the specific course(s) and course session(s) that will be attended, the actual number of seats to be delivered will be calculated based on the maximum number of student seats that may be purchased at the prices above the for the course(s) attended.

Off-the-Shelf and Customizable Print, Audio, and Visual Instructional Training Devices: 874-9 and 874-9RC

Product Name	Pricing							
	Minimum Number of Students	2 Students	3-10 Students	11-99 Students	100-199 Students	200-499 Students	500-999 Students	1000+ Students
Prepared Audio and Visual Instruction Material (30 minute duration)*	2	\$626.15	\$63.25	\$50.55	\$37.95	\$30.36	\$27.60	\$25.30

* Any customization of deliverables under SIN 874-9 will be conducted in accordance with the labor categories and rates available under SIN 874-4