



General Services Administration

Federal Acquisition Service

Authorized Federal Supply Schedule FSS Price List

Online access to contract ordering information, terms and conditions, pricing, and the option to create an electronic delivery order are available through GSA *Advantage!*®. The website for GSA *Advantage!*® is: <https://www.GSAAdvantage.gov>.

Multiple Award Schedule

FSC Group: Professional Services

Contract number: 47QREA18D000Y

Contract period: August 29, 2018 - August 28, 2028

Management Concepts, Inc.

8230 Leesburg Pike, Suite 800

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Contract Administration POC: Rosanna Dombrowski

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Business Size: Large

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

Prices Shown Herein are Net (discount deducted)

Price list current as of Modification #PS-0090 effective September 8, 2026

CUSTOMER INFORMATION

1a. Table of awarded special item number(s) (SINs)

SINs	Recovery SINs	SIN Titles
541611	541611RC	Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
611430	611430RC	Instructor Led Training, Web Based Training and Education Courses, Course Development, and Test Administration
611TRAINAW	611TRAINAWRC	DAU and FAI Certified DAWIA and FAC Acquisition Workforce Training for GS-1102 and non-1102 Personnel
OLM	OLMSTLOC, OLMRC	Order-Level Materials (OLM's)

1b. Lowest priced model number for each SIN. See tables of awarded prices.

1c. For a description of all labor categories under SINs 541611 and 611430, see tables on pages 5 and 26.

2. Maximum Order: \$1,000,000.00.

3. Minimum Order: \$100.00.

4. Geographic coverage (delivery area). Worldwide. 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. Discount from list prices or statement of net price. Government Net Prices (discounts already deducted).

7. Quantity discounts:

Course Domain	Private Group Training (15-20 Seats)	Private Group Training (21-25 Seats)	Private Group Training (26-30 Seats)
Acquisitions & Contracting	33.49%	42.43%	49.38%
Grants & Assistance	33.49%	42.43%	49.38%
Leadership & Management	33.49%	42.43%	49.38%
Financial Management	33.49%	42.43%	49.38%
Program Management and Business Analysis	64.25%	68.24%	73.20%
FAC P/PM	66.25%	72.21%	76.18%
DAU AND FAI CERTIFIED Courses	58.31%	62.28%	66.25%
	1-24 Seats	25-28 Seats	29-32 Seats
Enhanced Defense Financial Management	33.50%	36.48%	37.47%

Temporary discounts offered from 3/13/2025 – 3/12/2026 on open enrollment (OE) offerings:

*An Order for less than 50 OE registrations (i.e., 1-49 OE registrations) is not priced under this contract and is not available unless the order minimum is waived by Management Concepts.

Course Domain	Open Enrollment (50-99 Seats)	Open Enrollment (100+ Seats)
Acquisitions & Contracting	17%	22%
Grants & Assistance	17%	22%
Leadership & Management	17%	22%
Financial Management	17%	22%
Program Management and Business Analysis	17%	22%
FAC P/PM	17%	22%
DAU AND FAI CERTIFIED Courses	17%	22%
Enhanced Defense Financial Management	17%	22%

- 8. Prompt Payment Discount: Net 30.
- 9. Foreign items. Not Applicable.
- 10a. Time of Delivery: Specified on Task Order and mutually agreed to by the ordering activity and vendor.
- 10b. Expedited Delivery: Not applicable.
- 10c. Overnight and 2-day delivery: Not applicable.
- 10d. Urgent Requirements: Ordering agencies can request accelerated delivery for urgent requirements.
- 11. F.O.B. Point: Destination.
- 12a. Ordering Address: 8230 Leesburg Pike, Suite 800, Tysons Corner VA 22182.
- 12b. Ordering procedures: See Federal Acquisition Regulation (FAR) 8.405-3.
- 13. Payment Address: 8230 Leesburg Pike, Suite 800, Tysons Corner VA 22182.
- 14. Warranty Provisions: Not applicable.
- 15. Export Packing Charges: Not applicable.
- 16. Terms and conditions of rental and maintenance: Not applicable.
- 17. Terms and conditions of installation: Not applicable.
- 18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices. Not applicable.
- 18b (1). Terms and conditions of any other service:

Cancellation and Rescheduling Policy For SINs 611430 and 611TRAINAW 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 (47QREA18D000Y), student substitutions are permitted at any time up to the start of the class at no addition charge to the ordering entity. This policy is consistent with Management Concepts commercial practice regarding this circumstance (see <https://www.managementconcepts.com/Contact-Us/Other/Terms-and-Conditions>).

"18b (2). Placing an order for training courses and/or services offered under SINs 611430 and 611TRAINAW 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: <https://www.managementconcepts.com/Contact-Us/Other/Terms-and-Conditions>. Please note that course prices are predicated on using Voice over Internet Protocol (VOIP) for virtual deliveries. Conference call line charges will be treated as an Order-Level-Material charge under SIN OLM.

18b (3). All Management Concepts coaching services will be provided in accordance with the International Coach Federation (ICF) Code of Ethics. 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.

18b (4). 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.

19. List of service and distribution points. Not Applicable.

20. List of participating dealers. Not Applicable.

21. Preventive maintenance: Not applicable.

22a. Special attributes such as environmental attributes. Not Applicable.

22b. Section 508 Compliance: Management Concepts is committed to providing excellent training and services for all learners and customers. As such, we strive to meet applicable accessibility guidelines for all of our Electronic and Information Technology (EIT) as defined on Section508.gov and the [Web Content Accessibility Guidelines](#) (WCAG) 2.1 Level A and AA. For details or questions regarding accessible products and services please email AccessibilityTeam@ManagementConcepts.com.

23. Unique Entity Identifier (UEI): C2R2ML1DWXW6.

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

NOTICE OF TEMPORARY PRICE REDUCTION FOR UNLIMITED EMPLOYEE DEVELOPMENT PROGRAMS (ONLY AVAILABLE AS AN ENTERPRISE SOLUTION TO CUSTOMERS WITH A MAXIMUM OF 2,500 EMPLOYEES OR LESS BUT MORE THAN 100 EMPLOYEES)

Unlimited Employee Development Program Price: \$2,250 person (Annual Fee) AMOUNT OF DISCOUNT: 37% (BASED ON EACH EMPLOYEE ATTENDING AT LEAST 3 OPEN ENROLLMENT (OE) CLASSES)

Description of offer: For agencies that have sizeable training pre-requisites for their staff, the Unlimited Employee Development Program is available to customers as an Enterprise Solution only. This means that a buyer must purchase the number of seats equal to its total number of employees. Under this program, customers can send individual employees to an unlimited number of Management Concepts public OE courses to satisfy its staff training pre-requisites.

**Unlimited Employee Development Plus Program Price: \$2,500 person (Annual Fee)
AMOUNT OF DISCOUNT: 49% (BASED ON EACH EMPLOYEE ATTENDING AT LEAST 3 OE CLASSES and 1 PRIVATE GROUP TRAINING (PGT) class)**

Description of offer: For agencies that have sizeable training pre-requisites for their staff, the Unlimited Employee Development Program Plus is available to customers as an Enterprise Solution only. This means that a buyer must purchase the number of seats equal to its total number of employees. Under this program, customers can send individual employees to an unlimited number of Management Concepts Public Open Enrollment courses AND an unlimited number of private group training (PGT) of training to satisfy its staff training pre-requisites. Unlimited Employee Development Programs are available for purchase from July 1, 2024, to July 1, 2025.

Additional terms and conditions apply to Unlimited Employee Development Programs:

1. Minimum length of each plan is 3 years.
 2. The Annual Fee will be invoiced in equal monthly increments in arrears. At the beginning of each program year, the Annual Fee will be adjusted to reflect actual changes in the actual total number of employees of a customer.
 3. Offer is restricted to a customer's employees and excludes contractors, volunteers, and vendors.
 4. OCONUS deliver of PGT classes is not included in the offer for either program.
 5. For PGT deliveries, courses must have a minimum of 18 students and cannot exceed a maximum of 30 students. The customer will also be responsible for providing the training facility and audio visual equipment for PGT deliveries. Finally, for PGT deliveries, the customer will be responsible for the costs of instructor travel. These charges are in addition to the Annual Fee and will be included in the applicable monthly bill.
 6. For PGT classes that have less than 18 students who complete the course, a \$250 surcharge will be assessed for each empty student below the minimum class size. This charge will be in addition the Annual Fee and will be included in a customer's monthly bill.
- The customer is responsible for providing sign language interpreters and paying for other costs associated with ADA-related accommodations.
8. The cost of student travel is not included in the offer and is the responsibility of the customer.
 9. Excluded from both Plans are the following courses: Center for Creative Leadership, Career Gateway Acquisition, School of Federal Leadership Excellence Programs, EDFMT and DITAP course titles/programs.

NOTICE OF VOLUNTARY TEMPORARY PRICE REDUCTION FOR PURCHASE OF PACKAGED COURSES – VALID FROM SEPTEMBER 8, 2026, TO DECEMBER 31, 2031

Management Concepts maintains a considerable library of training content that may be used to supplement, substitute or amend the curriculum of the courses that are offered in this Price List. Such changes require additional effort and typically increase the price of a revised course – or a “packaged course.” The temporary price reductions provided herein eliminate the additional price to customers for the effort and applies to the packaged courses below. The prices constitute a discount of 1.5 – 5 percent. The discounts are based on the standard ½ day, 2-day and 3-day course prices with similar training features contained in this Price List. The temporary discounts apply to the standard ½ day course price which is \$5,281, 2-day course price which is \$13,601 and 3-day course price which is \$15,673.

- #5641 – Enhanced Defense Financial Management Training (EDFMT) Module 1: Resource Management Environment (2 days)

Temporary Discounted Price = \$13,181

- #5642 – EDFMT Module 2: Budget and Cost Analysis (3 days)

Temporary Discounted Price = \$15,936

- #5643 – EDFMT Module 3: Accounting and Finance (2 days)

Temporary Discounted Price = \$13,181

- #4691 – AI Application for Federal Employees (1/2 day)

Temporary Discounted Price = \$4,999

The above packaged courses are based on courses #4610, #5111, #5112, #5123, #5118, #5108, #5810, #5321, #5820, #5882, #5888, #5511 and #5159.

All prices are based on class sizes of 21-25 students. GSA permits MAS contract holders to issue a voluntary price reduction to MAS customers at any time. GSA approval is not required. Management Concepts need only provide GSA notice of the temporary reduction which the company has done.

Additional terms and conditions apply as follows: Pricing is for virtual delivery only. For in-person training, a flat fee of \$1,150 will be added to the price (any discounts offered to customers will be for the training package only and not for the flat fee unless otherwise agreed to by Management Concepts). For orders of in-person deliveries, 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). Ordering entities may request that training packages be delivered at Management Concepts facilities. The price for delivery at a Management Concepts facility is: 1-24 students = \$600/day; 25-Max students = \$800/day; and \$1,000/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.

Government Awarded Prices (Net Prices)

SIN: 541611: Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services

Labor Categories, Rates, and Descriptions

Labor Categories	Hourly Rate
Project Executive	\$194.04
Project Manager	\$139.16
Subject Matter Expert 4	\$318.50
Subject Matter Expert 3	\$259.70
Subject Matter Expert 2	\$166.60
Subject Matter Expert 1	\$127.40
Business Analyst 3	\$114.66
Business Analyst 2	\$93.10
Business Analyst 1	\$73.50
Graphics Designer	\$55.86
Administrative Assistant	\$45.08

Labor Categories	Labor 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 4	Advanced degree in human resource development, organizational behavior, business administration, public administration, management, or relevant technical discipline (or equivalent work experience). Subject matter expertise is in a unique domain area and/or requires unique professional credentials/security clearances. 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 (including agile 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 using various approaches, including agile coaching. Encourages behavioral change that allows individual and teams to have greater leadership impact on the successful performance of their organizations.
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). Subject matter expertise is in a technical domain area and/or requires specific professional credentials/security clearances. 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 (including agile 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 using various approaches, including agile coaching. 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, organizational development (including agile

	development), and project management, program development, or similar disciplines. Demonstrates superior communications skills in both written and verbal presentations. Coaches and facilitates in skill areas such as leadership development, change management, strategic thinking, and developing high performance teams using various approaches, including agile coaching.
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, organizational development (including agile development), and project management, program development, or similar disciplines. Demonstrates strong communication skills, both written and verbal. Coaches and facilitates in skill areas such as leadership development, change management, strategic thinking, and developing high performance teams.
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.
Graphics 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.

SIN 611430: Instructor Led Training, Web Based Training and Education Courses, Course Development, and Test Administration –

Course Title	Course #	ACQUISITIONS & CONTRACTING COURSES Private Group Training (Virtual Delivery)^					
		Price Per Seat (15-20)	Price for 15-20 Tier	Price Per Seat (21-25)	Price for 21-25 Tier	Price Per Seat (26-30)	Price for 26-30 Tier
Information Technology (IT) Acquisition	1001	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Administration Of Cost-Reimbursement Contracts	1005	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Advanced Source Selection	1012	\$640.64	\$12,812.00	\$554.53	\$13,863.00	\$487.59	\$14,627.00
Federal Contract Negotiation Techniques	1016	\$668.79	\$13,375.00	\$578.89	\$14,472.00	\$509.01	\$15,270.00
Acquisition Of Commercial Items	1018	\$567.60	\$11,352.00	\$491.30	\$12,282.00	\$431.99	\$12,959.00
Changes Under Government Contracts	1019	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Construction Claims	1020	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Contract Administration	1022	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Contract Claims	1023	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Contract Closeout	1024	\$567.60	\$11,352.00	\$491.30	\$12,282.00	\$431.99	\$12,959.00
Contracting With Small Business Concerns	1027	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Lease Administration	1028	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Cost And Price Analysis	1030	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Cost And Price Analysis Of Lease Proposals	1031	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Ethics In Federal Contracting	1034	\$439.61	\$8,792.00	\$380.51	\$9,512.00	\$334.58	\$10,037.00
Micro-Purchase Procedures	1035	\$567.60	\$11,352.00	\$491.30	\$12,282.00	\$431.99	\$12,959.00
Cybersecurity for Contracting Professionals	1040	\$599.76	\$11,995.00	\$519.14	\$12,978.00	\$456.47	\$13,694.00
Introduction to Agile Contracting for IT	1041	\$461.71	\$9,234.00	\$399.66	\$9,991.00	\$351.41	\$10,542.00
Intermediate Agile Techniques for Contracting Professionals	1042	\$578.99	\$11,579.00	\$501.16	\$12,529.00	\$440.66	\$13,219.00
The Privacy Act and Freedom of Information Act Training	1046	\$790.08	\$15,801.00	\$683.88	\$17,097.00	\$601.32	\$18,039.00
Federal Contract Law	1047	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00

Introduction To Federal Contracting	1048	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Federal Real Property Leasing Refresher	1049	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Federal Real Property Lease Law	1050	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Appropriations Law for Contracting Professionals	1051	\$640.64	\$12,812.00	\$554.53	\$13,863.00	\$487.59	\$14,627.00
Fundamentals Of Overhead And Other Indirect Cost Rates	1052	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Federal Acquisition Regulation (FAR) Overview	1058	\$646.01	\$12,920.00	\$559.16	\$13,979.00	\$491.67	\$14,750.00
Procurement Innovation - FAR Flexibilities	1059	\$736.46	\$14,729.00	\$637.47	\$15,936.00	\$560.51	\$16,815.00
Contracting Officer's Representative Course	1070	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
COR Level 1 Refresher	1071	\$439.61	\$8,792.00	\$380.51	\$9,512.00	\$334.58	\$10,037.00
Advanced COR Workshop	1072	\$875.18	\$17,503.00	\$757.54	\$18,938.00	\$666.10	\$19,983.00
Basic (Level 1) Contracting Officer's Representative	1073	\$425.53	\$8,510.00	\$368.33	\$9,208.00	\$323.87	\$9,716.00
Best Value Source Selection Using Tradeoffs	1074	\$567.60	\$11,352.00	\$491.30	\$12,282.00	\$431.99	\$12,959.00
Performance-Based Service Acquisition	1076	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Simplified Acquisition Procedures	1077	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Source Selection	1078	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Writing Performance Work Statements	1079	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Techniques Of Negotiating Federal Real Property Leases	1081	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Terminating Contracts	1082	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Types Of Contracts	1084	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Market Research	1089	\$439.61	\$8,792.00	\$380.51	\$9,512.00	\$334.58	\$10,037.00
Strategic Sourcing Workshop	1090	\$574.97	\$11,499.00	\$497.68	\$12,442.00	\$437.60	\$13,128.00
Statement of Work (SOW) Workshop	1091	\$574.97	\$11,499.00	\$497.68	\$12,442.00	\$437.60	\$13,128.00
Task And Delivery Order Contracting	1120	\$567.60	\$11,352.00	\$491.30	\$12,282.00	\$431.99	\$12,959.00
Developing the Independent Government Cost Estimate	1125	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Evaluating A Contractor's Performance	1126	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00



Incentive Contracts	1127	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Managing Contracting Organizations	1403	\$875.86	\$17,517.00	\$758.13	\$18,953.00	\$666.60	\$19,998.00
Simplified Acquisition Refresher	1153	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Service Contract Labor Standards Statute Overview	1162	\$567.60	\$11,352.00	\$491.30	\$12,282.00	\$431.99	\$12,959.00
Advanced Simplified Acquisition Procedures	1177	\$830.95	\$16,619.00	\$719.26	\$17,981.00	\$632.43	\$18,972.00
Contracting DAWIA/FAC-C Certification Preparation Course	1235	\$1,071.53	\$21,430.00	\$927.50	\$23,187.00	\$815.53	\$24,465.00
Emergency Contracting Basics Course	1525	\$567.60	\$11,352.00	\$491.30	\$12,282.00	\$431.99	\$12,959.00
Lease Acquisition Training	1597	\$816.21	\$16,324.00	\$706.50	\$17,662.00	\$621.21	\$18,636.00

Price Notes

^Orders for this number of student seats per order may be placed for private group customer on-site (OS) delivery only as provided at <https://www.managementconcepts.com/Training/Training-Modalities/Private-Group-Training>. For in-person training, a flat fee of \$1,150 will be added to the tier prices above (any discounts offered to customers will be for the course price only and not for the flat fee unless otherwise agreed to by Management Concepts). For orders of in-person OS deliveries, 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). 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 = \$600/day; 25-Max students = \$800/day; and \$1,000/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.

Course Title	Course #	GRANTS COURSES					
		Private Group Training (Virtual Delivery)^					
		Price Per Seat (15-20)	Price for 15-20 Tier	Price Per Seat (21-25)	Price for 21-25 Tier	Price Per Seat (26-30)	Price for 26-30 Tier
Federal Grants Update and Refresher	2023	\$575.64	\$11,512	\$498.27	\$12,456	\$438.12	\$13,143
Introduction to Grants and Cooperative Agreements for Federal Personnel	2040	\$674.15	\$13,483.00	\$583.53	\$14,588.00	\$513.09	\$15,392.00
Evaluating Federal Funds Management Capabilities of Recipients and Subrecipients	2042	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Monitoring Grants and Cooperative Agreements for Federal Personnel	2043	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Cooperative Agreements and Substantial Involvement	2044	\$461.05	\$9,221.00	\$399.07	\$9,976.00	\$350.90	\$10,527.00
Appropriations Law for Federal Grants	2045	\$439.61	\$8,792.00	\$380.51	\$9,512.00	\$334.58	\$10,037.00
Federal Assistance Law	2046	\$674.15	\$13,483.00	\$583.53	\$14,588.00	\$513.09	\$15,392.00
Ethics in the Grants Environment	2047	\$461.05	\$9,221.00	\$399.07	\$9,976.00	\$350.90	\$10,527.00
Closeout of Grants for Federal Personnel	2048	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Grants Administration for Federal Program Personnel	2049	\$674.15	\$13,483.00	\$583.53	\$14,588.00	\$513.09	\$15,392.00
Uniform Administrative Requirements for Federal Grants: 2 CFR 200 (Subparts A-D)	2050	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Cost Principles For Federal Grants: 2 Cfr Part 200 (Subpart E) And Far 31.2	2080	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Advanced Cost Principles: Avoiding Problem Areas And Responding To Questioned Costs	2084	\$461.05	\$9,221.00	\$399.07	\$9,976.00	\$350.90	\$10,527.00
Developing & Monitoring Indirect/F&A Cost Rate Proposals	2085	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Understanding Audits for Federal Personnel	2086	\$542.14	\$10,842.00	\$469.26	\$11,731.00	\$412.61	\$12,378.00
Accountability For Federal Grants: Planning, Measuring, And Reporting Grant Performance	2091	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Detecting And Preventing Fraud On Federal Grant Projects	2093	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00



Price Notes

^Orders for this number of student seats per order may be placed for private group customer on-site (OS) delivery only as provided at <https://www.managementconcepts.com/Training/Training-Modalities/Private-Group-Training>. For in-person training, a flat fee of \$1,150 will be added to the tier prices above (any discounts offered to customers will be for the course price only and not for the flat fee unless otherwise agreed to by Management Concepts). For orders of in-person OS deliveries, 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). 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 = \$600/day; 25-Max students = \$800/day; and \$1,000/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.

Course Title	Course #	LEADERSHIP & MANAGEMENT COURSES Private Group Training (Virtual Delivery)^					
		Price Per Seat (15-20)	Price for 15-20 Tier	Price Per Seat (21-25)	Price for 21-25 Tier	Price Per Seat (26-30)	Price for 26-30 Tier
Leadership & Management Skills for Non-Managers	4000	\$695.59	\$13,911.00	\$602.10	\$15,052.00	\$529.41	\$15,882.00
Leadership Skills & Techniques	4001	\$738.48	\$14,769.00	\$639.21	\$15,980.00	\$562.05	\$16,861.00
Advanced Leadership Skills & Techniques	4002	\$773.99	\$15,479.00	\$669.95	\$16,748.00	\$589.08	\$17,672.00
Engaging Leadership	4003	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Emotionally Intelligent Leadership	4004	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Emotional Intelligence 360-Degree Assessment Workshop	4046	\$792.76	\$15,855.00	\$686.20	\$17,155.00	\$603.36	\$18,100.00
Critical Thinking For Problem Solving	4060	\$738.48	\$14,769.00	\$639.21	\$15,980.00	\$562.05	\$16,861.00
From Tactical To Strategic Thinking	4062	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Breakthrough Problem Solving	4063	\$738.48	\$14,769.00	\$639.21	\$15,980.00	\$562.05	\$16,861.00
Fostering Accountability, Adaptability, and Resilience	4080	\$619.87	\$12,397.00	\$536.54	\$13,413.00	\$471.78	\$14,153.00
Generating Executive Leadership	4085	\$1,289.99	\$25,799.00	\$1,116.59	\$27,914.00	\$981.80	\$29,454.00
Running Effective Meetings	4106	\$388.00	\$7,760.00	\$335.85	\$8,396.00	\$295.30	\$8,859.00
Grammar Refresher	4316	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Business Writing	4317	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Briefing And Presentation Skills	4318	\$738.48	\$14,769.00	\$639.21	\$15,980.00	\$562.05	\$16,861.00
Group Facilitation	4319	\$738.48	\$14,769.00	\$639.21	\$15,980.00	\$562.05	\$16,861.00
Communicating Strategically	4320	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Persuasive Speaking	4340	\$769.97	\$15,399.00	\$666.48	\$16,662.00	\$586.02	\$17,580.00
360 Degree Assessment Workshop	4350	\$790.08	\$15,801.00	\$683.88	\$17,097.00	\$601.32	\$18,039.00
Influencing Skills	4363	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Resolving Conflict	4364	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Negotiation Skills	4365	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00

Interpersonal Skills: Developing Effective Relationships	4367	\$738.48	\$14,769.00	\$639.21	\$15,980.00	\$562.05	\$16,861.00
Working on a Virtual Team	4370	\$323.67	\$6,473.00	\$280.16	\$7,004.00	\$246.34	\$7,390.00
MBTI Workshop	4373	\$374.60	\$7,492.00	\$324.25	\$8,106.00	\$285.11	\$8,553.00
Customer Service Skills And Techniques	4374	\$503.94	\$10,078.00	\$436.20	\$10,905.00	\$383.54	\$11,506.00
Fostering a Public Service Mindset	4380	\$388.00	\$7,760.00	\$335.85	\$8,396.00	\$295.30	\$8,859.00
Principles of Analytics	4601	\$752.55	\$15,051.00	\$651.40	\$16,285.00	\$572.76	\$17,182.00
Data-Driven Decision Making	4604	\$654.71	\$13,094.00	\$566.71	\$14,167.00	\$498.30	\$14,949.00
Data Visualization	4606	\$654.71	\$13,094.00	\$566.71	\$14,167.00	\$498.30	\$14,949.00
Data Collection Techniques	4610	\$1,179.43	\$23,588.00	\$1,020.89	\$25,522.00	\$897.64	\$26,929.00
Data Analysis & Modeling Techniques	4615	\$1,179.43	\$23,588.00	\$1,020.89	\$25,522.00	\$897.64	\$26,929.00
Analytics Capstone	4625	\$1,406.59	\$28,131.00	\$1,217.52	\$30,438.00	\$1,070.54	\$32,116.00
Decision Making	4645	\$309.60	\$6,192.00	\$267.98	\$6,699.00	\$235.63	\$7,068.00
Analytics Boot Camp	4650	\$1,235.71	\$24,714.00	\$1,069.61	\$26,740.00	\$940.48	\$28,214.00
Evaluating and Presenting Analysis Results	4665	\$916.06	\$18,321.00	\$792.93	\$19,823.00	\$697.21	\$20,916.00
Anytime Coaching	4700	\$738.48	\$14,769.00	\$639.21	\$15,980.00	\$562.05	\$16,861.00
Building And Sustaining Teams	4704	\$738.48	\$14,769.00	\$639.21	\$15,980.00	\$562.05	\$16,861.00
HR Essentials for Government Supervisors	4708	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Professional Government Supervisor Program	4710	\$1,068.85	\$21,377.00	\$925.18	\$23,129.00	\$813.49	\$24,404.00
Navigating Change in Turbulent Times	4712	\$738.48	\$14,769.00	\$639.21	\$15,980.00	\$562.05	\$16,861.00
Supervising Employee Performance	4713	\$695.59	\$13,911.00	\$602.10	\$15,052.00	\$529.41	\$15,882.00
Supervisor's Workshop	4723	\$1,580.83	\$31,616.00	\$1,368.34	\$34,208.00	\$1,203.15	\$36,094.00
Managing a Virtual Team	4730	\$290.17	\$5,803.00	\$251.16	\$6,279.00	\$220.84	\$6,625.00
Strategic Planning in Federal Agencies	4750	\$648.01	\$12,960.00	\$560.91	\$14,022.00	\$493.20	\$14,796.00
Federal Workforce Planning	4906	\$560.90	\$11,218.00	\$485.50	\$12,137.00	\$426.89	\$12,806.00
HR Analytics	4911	\$564.92	\$11,298.00	\$488.99	\$12,224.00	\$429.95	\$12,898.00



Position Classification	4913	\$717.04	\$14,340.00	\$620.65	\$15,516.00	\$545.72	\$16,371.00
Position Management	4914	\$589.04	\$11,780.00	\$509.86	\$12,746.00	\$448.31	\$13,449.00
Employee Relations	4917	\$503.94	\$10,078.00	\$436.20	\$10,905.00	\$383.54	\$11,506.00
Supporting Professional Growth in Organizations	4918	\$368.57	\$7,371.00	\$319.03	\$7,975.00	\$280.51	\$8,415.00
Getting Efficient: Optimizing HR Operations	4919	\$368.57	\$7,371.00	\$319.03	\$7,975.00	\$280.51	\$8,415.00

Price Notes

^Orders for this number of student seats per order may be placed for private group customer on-site (OS) delivery only as provided at <https://www.managementconcepts.com/Training/Training-Modalities/Private-Group-Training>. For in-person training, a flat fee of \$1,150 will be added to the tier prices above (any discounts offered to customers will be for the course price only and not for the flat fee unless otherwise agreed to by Management Concepts). For orders of in-person OS deliveries, 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). 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 = \$600/day; 25-Max students = \$800/day; and \$1,000/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.

Course Title	Course #	FINANCIAL MANAGEMENT COURSES Private Group Training (Virtual Delivery)^					
		Price Per Seat (15-20)	Price for 15-20 Tier	Price Per Seat (21-25)	Price for 21-25 Tier	Price Per Seat (26-30)	Price for 26-30 Tier
Preparing Federal Financial Statements Using the U.S. Standard General Ledger	5000	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Improper Payments	5036	\$325.68	\$6,513.00	\$281.90	\$7,047.00	\$247.87	\$7,436.00
Federal Financial Management Overview	5051	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Federal Travel Regulation Workshop: TDY	5080	\$642.65	\$12,853.00	\$556.27	\$13,906.00	\$489.12	\$14,673.00
Joint Travel Regulations Workshop: TDY	5081	\$642.65	\$12,853.00	\$556.27	\$13,906.00	\$489.12	\$14,673.00
Federal Travel Regulation: PCS for Federal Civilian Employees	5082	\$642.65	\$12,853.00	\$556.27	\$13,906.00	\$489.12	\$14,673.00
Joint Travel Regulations: PCS for DoD Civilian Employees	5083	\$776.68	\$15,533.00	\$672.28	\$16,807.00	\$591.12	\$17,733.00
The Federal Budget Process	5090	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Statements of Federal Financial Accounting Standards: SFFAS	5091	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Accounting for Business Operations In Government	5102	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Budgeting and Accounting: Making the Connection	5106	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Overview of Internal Control Guidance	5108	\$325.68	\$6,513.00	\$281.90	\$7,047.00	\$247.87	\$7,436.00
Appropriations Law Seminar	5111	\$745.18	\$14,903.00	\$645.02	\$16,125.00	\$567.14	\$17,014.00
Internal Controls: Meeting Federal Requirements for Accountability	5112	\$745.18	\$14,903.00	\$645.02	\$16,125.00	\$567.14	\$17,014.00
Federal Accounting Fundamentals	5113	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
U.S. Standard General Ledger: Practical Applications	5115	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Budget Formulation	5118	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Budget Justification: Effective Preparation and Submission	5120	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Budget Execution	5122	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
PPBE Workshop: Defense Planning, Programming, Budgeting and Execution	5123	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
The Antideficiency Act	5127	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Financial Management of Business Operations in Government	5134	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
The Prompt Payment Act and Voucher Examination	5136	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00

G-Invoicing and the Intragovernmental Process	5138	\$756.57	\$15,131.00	\$654.88	\$16,372.00	\$575.82	\$17,274.00
Appropriations Law for Business Operations in Government	5147	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Budget Estimating Using Microsoft Excel	5155	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Appropriations Law Refresher and Update	5157	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Appropriations Law: Advanced Applications	5159	\$642.65	\$12,853.00	\$556.27	\$13,906.00	\$489.12	\$14,673.00
Program and Budget Analysis Using Microsoft Excel	5182	\$745.18	\$14,903.00	\$645.02	\$16,125.00	\$567.14	\$17,014.00
The Legislative Process: Working with Congress	5189	\$627.23	\$12,544.00	\$542.93	\$13,573.00	\$477.38	\$14,321.00
Appropriations Law (two-days)	5211	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Preparation and Analysis of the SF 133	5233	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Reconciling with and Reporting to Treasury	5281	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Data Analysis for Financial Managers Using Microsoft Excel	5318	\$745.18	\$14,903.00	\$645.02	\$16,125.00	\$567.14	\$17,014.00
Managing for Success in a Performance Audit	5320	\$627.23	\$12,544.00	\$542.93	\$13,573.00	\$477.38	\$14,321.00
Budget Analyst's Essential Guide to Formulation, Justification, and Execution	5321	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Financial Management of Defense Working Capital Funds	5330	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Cost-Benefit Analysis Using Microsoft Excel*	5405	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Fiscal Law in DoD	5511	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Advanced Internal Controls	5728	\$475.12	\$9,502.00	\$411.25	\$10,281.00	\$361.61	\$10,848.00
Army PPBES Workshop	5730	\$816.21	\$16,324.00	\$706.50	\$17,662.00	\$621.21	\$18,636.00
Contemporary Issues in Federal Financial Management	5750	\$475.12	\$9,502.00	\$411.25	\$10,281.00	\$361.61	\$10,848.00
Preparing High-Impact Audit Reports	5802	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00

Intermediate Internal Controls	5808	\$475.12	\$9,502.00	\$411.25	\$10,281.00	\$361.61	\$10,848.00
Manage Risk Through Effective Enterprise Risk Management	5810	\$530.74	\$10,614.00	\$459.40	\$11,485.00	\$403.94	\$12,118.00
Internal Control Over Financial Reporting	5812	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Information Systems Auditing	5815	\$776.68	\$15,533.00	\$672.28	\$16,807.00	\$591.12	\$17,733.00
Audit Boot Camp	5820	\$816.21	\$16,324.00	\$706.50	\$17,662.00	\$621.21	\$18,636.00
Keeping the Audit on Track: Critical Skills for Audit Managers	5824	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Key to Audit Success: Focus on Objectives	5825	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Forensic Auditing: Detection and Prevention of Fraud	5830	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Audit Interviews: Skills for Success	5848	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Auditing Fundamentals in the Federal Environment	5882	\$496.56	\$9,931.00	\$429.81	\$10,745.00	\$377.92	\$11,337.00
Federal Financial Statement Audits	5886	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Performance Auditing	5888	\$610.49	\$12,209.00	\$528.42	\$13,210.00	\$464.63	\$13,938.00
Understanding Enterprise Risk Management, Internal Controls, And Fraud Prevention In the Federal Environment	5892	\$408.11	\$8,162.00	\$353.25	\$8,831.00	\$310.61	\$9,318.00



Course Title	Course #	ENHANCED DEFENSE FINANCIAL MANAGEMENT TRAINING COURSE - PRICING					
		Private Group Training (In-Person Delivery)***					
		Price Per Seat (15-20)	Price for 15-20 Tier	Price Per Seat (21-25)	Price for 21-25 Tier	Price Per Seat (26-30)	Price for 26-30 Tier
Enhanced Defense Financial Management Training Course	5620	\$778.57	\$18,685.00	\$743.69	\$20,823.00	\$732.09	\$23,426.00

*** Orders for this number of student seats per order may be placed for private group customer on-site (OS) delivery only as provided at <https://www.managementconcepts.com/Training/Training-Modalities/Private-Group-Training>. For virtual training, a flat fee will be added to the above tier prices as follows: 20-24 Tier: \$7,598; 25-28 Tier: \$8,160; 29-32 Tier: \$8,722 (the course price may be subject to discounts, but these flat fees are not subject to any reductions or discounts). For orders of OS deliveries, 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). 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 = \$600/day; 25-Max students = \$800/day; and \$1,000/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.

Price Notes

^Orders for this number of student seats per order may be placed for private group customer on-site (OS) delivery only as provided at <https://www.managementconcepts.com/Training/Training-Modalities/Private-Group-Training>. For in-person training, a flat fee of \$1,150 will be added to the tier prices above (any discounts offered to customers will be for the course price only and not for the flat fee unless otherwise agreed to by Management Concepts). For orders of in-person OS deliveries, 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). 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 = \$600/day; 25-Max students = \$800/day; and \$1,000/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.

Course Title	Course #	PROJECT MANAGEMENT AND BUSINESS ANALYSIS COURSES					
		Private Group Training (Virtual Delivery)^					
		Price Per Seat (15-20)	Price for 15-20 Tier	Price Per Seat (21-25)	Price for 21-25 Tier	Price Per Seat (26-30)	Price for 26-30 Tier
Acquisition of Agile Services Workshop	6002	\$641.16	\$12,823.00	\$569.60	\$14,240.00	\$480.64	\$14,419.00
Government Product Owner	6004	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Applying Agile Scrum Master Practices in the Federal Environment	6005	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Transitioning to Agile: A Federal Executive Overview	6006	\$194.15	\$3,883.00	\$172.48	\$4,312.00	\$145.54	\$4,366.00
Developing Agile Requirements and User Stories in the Federal Environment	6007	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Agile Project Management for the Federal Environment	6010	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
Microsoft Project Level 1	6011	\$232.70	\$4,654.00	\$206.72	\$5,168.00	\$174.44	\$5,233.00
IT PM I: Initiating and Planning Successful Projects	6015	\$641.16	\$12,823.00	\$569.60	\$14,240.00	\$480.64	\$14,419.00
IT PM II: Executing, Controlling, and Closing Successful Projects	6016	\$544.99	\$10,899.00	\$484.16	\$12,104.00	\$408.54	\$12,256.00
Project Management Principles	6100	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
Leadership and Communication Skills for Project Leaders	6101	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00

Making Decisions Using Earned Value	6102	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Project Risk Management	6103	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
Managing Project Quality	6105	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
Project Management Simulation	6106	\$756.06	\$15,121.00	\$671.68	\$16,792.00	\$566.78	\$17,003.00
Project Cost Estimating	6111	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Managing Multiple Projects	6124	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
Procurement for Project Managers	6126	\$488.43	\$9,768.00	\$433.92	\$10,848.00	\$366.16	\$10,984.00
Project Management Essentials for Non-Project Managers	6131	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Requirements Management for Project Managers	6134	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
Managing Scope, Schedule, And Cost	6135	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
FPM 511 - FAC-P/PM IT Core Plus Management Competencies: Managing IT Projects	6136	\$756.06	\$15,121.00	\$671.68	\$16,792.00	\$566.78	\$17,003.00
PMP® Exam Prep (PMI® Authorized)	6137	\$824.87	\$16,497.00	\$732.80	\$18,320.00	\$618.36	\$18,550.00
Managing Complex Projects	6138	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Managing Stakeholder Expectations and Relationships	6162	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Leading and Managing High-Performing Project Teams	6183	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Assessing and Recovering Troubled Projects	6184	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Strategic Portfolio and Resource Management	6187	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Mission Driven Project Management: From Strategy to Action	6188	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Program Management	6190	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
Facilitation Skills for Business Analysts	6304	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00
Principles Of Business Analysis	6310	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
Leadership And Communication Skills For Project Managers (Virtual Classroom)	6601	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
Making Decisions Using Earned Value (Virtual Classroom)	6602	\$515.45	\$10,309.00	\$457.92	\$11,448.00	\$386.41	\$11,592.00



Project Risk Management (Virtual Classroom)	6603	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
Managing Project Quality (Virtual Classroom)	6605	\$610.90	\$12,218.00	\$542.72	\$13,568.00	\$457.96	\$13,738.00
Project Management Simulation (Virtual Classroom)	6606	\$756.06	\$15,121.00	\$671.68	\$16,792.00	\$566.78	\$17,003.00

Price Notes

^Orders for this number of student seats per order may be placed for private group customer on-site (OS) delivery only as provided at <https://www.managementconcepts.com/Training/Training-Modalities/Private-Group-Training>. For in-person training, a flat fee of \$1,150 will be added to the tier prices above (any discounts offered to customers will be for the course price only and not for the flat fee unless otherwise agreed to by Management Concepts). For orders of in-person OS deliveries, 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). 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 = \$600/day; 25-Max students = \$800/day; and \$1,000/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.

Course Title	Course #	FEDERAL ACQUISITION CERTIFICATION FOR PROGRAM & PROJECT MANAGERS (FAC-P/PM) COURSES – Private Group Training (Virtual Delivery)^					
		Price Per Seat (15-20)	Price for 15-20 Tier	Price Per Seat (21-25)	Price for 21-25 Tier	Price Per Seat (26-30)	Price for 26-30 Tier
FAC-P/PM IT Core-Plus: IT Management, Security, and Performance	6019	\$749.13	\$14,982.00	\$616.84	\$15,421.00	\$528.83	\$15,864.00
FAC-P/PM-IT Core-Plus: IT Infrastructure and Architectural Design	6020	\$749.13	\$14,982.00	\$616.84	\$15,421.00	\$528.83	\$15,864.00
Fundamentals of Leading Projects and Programs	6876	\$468.59	\$9,371.00	\$385.84	\$9,646.00	\$330.79	\$9,923.00
Fundamentals of Business, Cost & Financial Management	6877	\$565.84	\$11,316.00	\$465.92	\$11,648.00	\$399.45	\$11,983.00
Fundamentals of Contracting	6878	\$565.84	\$11,316.00	\$465.92	\$11,648.00	\$399.45	\$11,983.00
Fundamentals of Project & Program Management	6879	\$684.87	\$13,697.00	\$563.92	\$14,098.00	\$483.47	\$14,504.00
Applied Leadership in Projects & Programs	6886	\$468.59	\$9,371.00	\$385.84	\$9,646.00	\$330.79	\$9,923.00
Applications in Business, Cost & Financial Management	6887	\$565.84	\$11,316.00	\$465.92	\$11,648.00	\$399.45	\$11,983.00
Applications in Contracting	6888	\$565.84	\$11,316.00	\$465.92	\$11,648.00	\$399.45	\$11,983.00
Applications in Project & Program Management	6889	\$684.87	\$13,697.00	\$563.92	\$14,098.00	\$483.47	\$14,504.00
Progressive Leadership in Program Management	6891	\$535.24	\$10,704.00	\$440.72	\$11,018.00	\$377.84	\$11,335.00
Progressive Business, Cost & Financial Management	6892	\$629.77	\$12,595.00	\$518.56	\$12,964.00	\$444.57	\$13,337.00
Progressive Contracting Strategies for Programs	6893	\$629.77	\$12,595.00	\$518.56	\$12,964.00	\$444.57	\$13,337.00
Progressive Concepts in Program Management	6894	\$780.41	\$15,608.00	\$642.60	\$16,065.00	\$550.91	\$16,527.00



Price Notes

^Orders for this number of student seats per order may be placed for private group customer on-site (OS) delivery only as provided at <https://www.managementconcepts.com/Training/Training-Modalities/Private-Group-Training>. For in-person training, a flat fee of \$1,150 will be added to the tier prices above (any discounts offered to customers will be for the course price only and not for the flat fee unless otherwise agreed to by Management Concepts). For orders of in-person OS deliveries, 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). 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 = \$600/day; 25-Max students = \$800/day; and \$1,000/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.



SIN 611430 – Labor Categories, Rates, and Descriptions for Course Development and Test Administration

Labor Categories, Rates, and Descriptions

Labor Categories	Hourly Rate
Project Manager	\$216.09
Deputy Project Manager	\$128.62
Task Leader	\$91.14
Senior Subject Matter Expert	\$216.09
Subject Matter Expert	\$146.12
Senior Practitioner	\$93.10
Practitioner	\$73.50
Researcher	\$58.80
Business Analyst	\$77.18
Sr. Instructional Technologist	\$117.60
Instructional Technologist	\$67.62
Senior Instructional Designer	\$91.14
Instructional Designer	\$65.66
Senior Computer Programmer	\$164.64
Computer Programmer	\$128.63
Programmer	\$77.18
Graphic Designer	\$65.66
Graphic Artist	\$52.92
Technical Editor	\$55.86
Testing Analyst	\$87.47
Administrative Specialist	\$49.98
Administrative Assistant	\$45.08

* 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/configured course is requested by the client under this SIN, additional OLMs related to course materials, production, training content usage charges, and shipping may apply.

* Non-COTS classes configured/developed/delivered under SINs 611430 and 611TRAINAW can be delivered at the client site. Ordering entities may alternatively request that classes be delivered at Management Concepts facilities. The additional price for delivery of a course at a Management Concepts facility is: 1-24 students = \$600/day; 25-Max students = \$800/day; and \$1,000/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.

Labor Category	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. Includes experience in highly technical fields that also may require unique professional credentials/security clearances. Experience: 7 or more years.
Deputy Project Manager	Undergraduate degree in business administration, public administration, management, or relevant technical discipline or equivalent work experience. 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. Includes experience in technical fields that also may require specific professional credentials/security clearances. Experience: 3 or more years.
Task Leader	Undergraduate degree or equivalent work experience. Responsible for managing and directing specific or all elements of a project. Such projects may include providing technical and/or subject matter assistance for a training deliverable. Does not require experience in technical fields that also may require specific professional credentials/security clearances. Experience: 2 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. Subject matter expertise is in a unique domain area and/or requires unique professional credentials/security clearances. Experience: 10 or more years.
Subject Matter Expert	Undergraduate degree in relevant field or equivalent work experience. Provides subject matter expertise for training, educational or professional development projects, including content review and feedback to development staff, performance of development work that requires a high level of skill, as well as delivery of training. Subject matter expertise is in a technical domain area, technical skill set, and/or requires specific professional credentials/security clearances. Experience: 10 or more years.
Senior Practitioner	Undergraduate degree in relevant field or equivalent work experience. Provides expertise required for training, educational or professional development projects, including content review and feedback to development staff, as well as delivery of training. Also may directly perform elements of training development projects. Experience: 5 or more years.
Practitioner	Undergraduate degree in relevant field or equivalent work experience. Provides expertise required for training, educational or professional development projects, including content review and feedback to development staff, as well as delivery of training. Also may directly perform elements of training development projects. Experience: Up to 4 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.

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 solution. Experience: 3 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: 5 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 4 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: 5 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, measures and evaluates effectiveness of training, and implements/tests quality control of training deliverables. Experience: Up to 4 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. Provides high level of skill to support technology assisted training projects. 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. Creates high-level eLearning interactivity such as animation. Experience: Up to 5 years.
Programmer	Develops, implements, maintains and/or manages training tools, aids, curriculums and/or deliveries using state of the art technologies. 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.
Technical Editor	Undergraduate degree or equivalent work experience. Responsible for editing, proofreading and correcting technical documents prior to publication. Experience: Up to 3 years.

Testing Analyst	Undergraduate degree or equivalent work experience. Responsible for designing and developing assessment instruments, strategies, methodologies, and measuring instruments. Also responsible for testing training content/functionality and compliance with curriculum design documents. 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.

SIN 611TRAINAW: DAU and FAI Certified DAWIA and FAC Acquisition Workforce Training for GS-1102 and non-1102 Personnel

DAU AND FAI CERTIFIED DAWIA ACQUISITION WORKFORCE TRAINING COURSES – PRICING

Course Title	Course #	Private Group Training (Virtual Delivery)^					
		Price Per Seat (15-20)	Price for 15-20 Tier	Price Per Seat (21-25)	Price for 21-25 Tier	Price Per Seat (26-30)	Price for 26-30 Tier
CON 244: Construction Contracting	1021	\$520.87	\$10,417.00	\$471.26	\$11,781.00	\$421.66	\$12,649.00
CON 243: Architect-Engineer Services Contracting	1032	\$520.87	\$10,417.00	\$471.26	\$11,781.00	\$421.66	\$12,649.00
CON 091: Contract Fundamentals	1093	\$1,305.93	\$26,118.00	\$1,181.57	\$29,539.00	\$1,057.22	\$31,716.00
CON 100: Shaping Smart Business Arrangements (5-day)	1100	\$444.84	\$8,896.00	\$402.47	\$10,061.00	\$360.11	\$10,803.00
CON 100: Shaping Smart Business Arrangements (4-day)	1101	\$444.84	\$8,896.00	\$402.47	\$10,061.00	\$360.11	\$10,803.00
CON 170: Fundamentals of Cost and Price Analysis	1170	\$990.06	\$19,801.00	\$895.78	\$22,394.00	\$801.50	\$24,045.00
CON 090: FAR Fundamentals	1190	\$1,501.26	\$30,025.00	\$1,358.30	\$33,957.00	\$1,215.35	\$36,460.00
FCN 190: FAR Fundamentals	1191	\$1,131.19	\$22,623.00	\$1,023.48	\$25,587.00	\$915.76	\$27,472.00
CON 200: Business Decisions for Contracting	1200	\$382.67	\$7,653.00	\$346.23	\$8,655.00	\$309.78	\$9,293.00
CON 216: Legal Considerations In Contracting	1216	\$520.87	\$10,417.00	\$471.26	\$11,781.00	\$421.66	\$12,649.00
CON 1100: Contract Fundamentals	1231	\$1,167.32	\$23,346.00	\$1,056.16	\$26,404.00	\$945.00	\$28,350.00
CON 1200: Contract Pre-award	1232	\$1,167.32	\$23,346.00	\$1,056.16	\$26,404.00	\$945.00	\$28,350.00
CON 1300: Contract Award	1233	\$1,167.32	\$23,346.00	\$1,056.16	\$26,404.00	\$945.00	\$28,350.00
CON 1400: Contract Post-Award	1234	\$1,167.32	\$23,346.00	\$1,056.16	\$26,404.00	\$945.00	\$28,350.00
ACQ 265: Mission-Focused Services Acquisition	1265	\$496.92	\$9,938.00	\$449.60	\$11,240.00	\$402.28	\$12,068.00
CON 270: Intermediate Cost and Price Analysis	1270	\$1,131.19	\$22,623.00	\$1,023.48	\$25,587.00	\$915.76	\$27,472.00

CON 280: Source Selection and the Administration of Service Contracts	1280	\$1,131.19	\$22,623.00	\$1,023.48	\$25,587.00	\$915.76	\$27,472.00
CON 290: Contract Administration and Negotiation Techniques in a Supply Environment	1290	\$1,131.19	\$22,623.00	\$1,023.48	\$25,587.00	\$915.76	\$27,472.00
CON 121: Contract Planning	1321	\$355.78	\$7,115.00	\$321.90	\$8,047.00	\$288.02	\$8,640.00
CON 124: Contract Execution	1324	\$355.78	\$7,115.00	\$321.90	\$8,047.00	\$288.02	\$8,640.00
CON 127: Contract Management	1327	\$355.78	\$7,115.00	\$321.90	\$8,047.00	\$288.02	\$8,640.00
CON 360: Contracting for Decision Makers	1360	\$990.06	\$19,801.00	\$895.78	\$22,394.00	\$801.50	\$24,045.00
ACQ 370: Acquisition Law	1370	\$535.98	\$10,719.00	\$484.95	\$12,123.00	\$433.90	\$13,017.00

Price Notes

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Service Contract Labor Standards:The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.