

**ASPE, Inc. TRAINING & SERVICES**

# **GSA PRICE LIST**

[www.aspeinc.com/government](http://www.aspeinc.com/government)



**SPECIAL ITEM NUMBER 132-50 - TRAINING COURSES (FPDS Code U012)**

**Contract # GS-35-0571Y**

**Contract Effective Date: August 21, 2012 - August 20, 2017**

**ASPE's Modification Thru: Mod # PO-0001 effective November 19, 2013**

**American Society of Professional Education, Inc. (ASPE, Inc.)**

**114 Edinburgh South Drive - Suite 200 - Cary, NC - 27511**

**877-800-5221**

**[www.aspeinc.com](http://www.aspeinc.com)**

**General Services Administration**

**Federal Acquisition Service**

**Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsadvantage.gov>).**



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## INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

### SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service ([www.gsaadvantage.gov](http://www.gsaadvantage.gov)). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page ([www.gsa.gov/fas](http://www.gsa.gov/fas)) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

### 1. GEOGRAPHIC SCOPE OF CONTRACT:

*Domestic delivery* is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

*Overseas delivery* is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- ☐ The Geographic Scope of Contract will be domestic and overseas delivery.
- ☐ The Geographic Scope of Contract will be overseas delivery only.
- ☐ The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

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### 2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

*ASPE, INC.*

*114 Edinburgh South Drive, Ste 200*

*Cary, NC 27511*

**Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.**

**The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:**

919-816-1750

When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.

### 3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

### 4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule Contract

Block 16: Data Universal Numbering System (DUNS) Number: 12-672-0759

Block 30: Type of Contractor: **S-Corporation**

Block 31: Woman-Owned Small Business – No

Block 37: Contractor's Taxpayer Identification Number (TIN): **68-0517025**

Block 40: Veteran Owned Small Business (VOSB): No

A: Service Disabled Veteran Owned Small Business

B: Other Veteran Owned Small Business

4a. CAGE Code: 4DRS7

4b. Contractor has registered with the Central Contractor Registration Database.

### 5. FOB DESTINATION

### 6. DELIVERY SCHEDULE

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER

DELIVERY TIME (Days ARO)

132-50

30 Days

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

c. i. SIN 132-54 and SIN 132-55, ACCELERATED SERVICE DELIVERY (7 calendar days or less): the time required for COMSATCOM services to be available after order award. Under Accelerated Service Task Orders, service acceptance testing, unless otherwise required by the satellite provider or host nation, shall be deferred until Ordering Activity operations permit.

ii. SIN 132-54 and SIN 132-55, TIME-CRITICAL DELIVERY (4 hours or less): the time required for COMSATCOM services to be available after order award. Under Time-Critical Task Orders, service acceptance testing unless otherwise required by the satellite provider or host nation shall be deferred until Ordering Activity operations permit. Time-Critical Delivery shall be predicated on the availability of COMSATCOM transponded capacity (contracted bandwidth and power, pre-arranged Host Nation Agreements, frequency clearance) or COMSATCOM subscription services (bandwidth, terminals, network resources, etc.).

iii. For SIN 132-54 and SIN 132-55, EXTENDED SERVICE DELIVERY TIMES: the time required under extenuating circumstances for COMSATCOM services to be available after order award. Such extenuating circumstances may include extended time required for host nation agreements or landing rights, or other time intensive service delivery requirements as defined in the individual requirement. Any such extended delivery times will be negotiated between the Ordering Activity and Contractor.

**7. DISCOUNTS:** Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: \_\_0\_\_% - \_\_30\_\_ days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity
- c. Dollar Volume
- d. Other Special Discounts (i.e. Government Education Discounts, etc.)

*Payment Terms at Net 30, no additional payment discounts are offered.*

**8. TRADE AGREEMENTS ACT OF 1979, as amended:**

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

**9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:**

**10. Small Requirements:** The minimum dollar of orders to be issued is \$1

**11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)**

- a. The Maximum Order for the following Special Item Numbers (SINs) is \$500,000:
  - Special Item Number 132-3 - Leasing of Product
  - Special Item Number 132-4 – Daily / Short Term Rental
  - Special Item Number 132-8 - Purchase of Equipment
  - Special Item Number 132-9 - Purchase of Used or Refurbished Equipment
  - Special Item Number 132-12 - Equipment Maintenance
  - Special Item Number 132-32 - Term Software Licenses
  - Special Item Number 132-33 - Perpetual Software Licenses
  - Special Item Number 132-34 - Maintenance of Software as a Service
  - Special Item Number 132-51 - Information Technology Professional Services
  - Special Item Number 132-52 - Electronic Commerce (EC) Services
  - Special Item Number 132-53 – Wireless Services
  - Special Item Number 132-54 – Commercial Satellite Communications (COMSATCOM) Transponded Capacity

Special Item Number 132-55 – Commercial Satellite Communications (COMSATCOM) Subscription Services

- b. The Maximum Order for the following Special Item Numbers (SINs) is \$25,000:  
Special Item Number 132-50 - Training Courses
- c. The Maximum Order for the following Special Item Numbers (SINs) is \$1,000,000:  
Special Item Number 132-60A-F – Access Certificates for Electronic Services (ACES) Program  
Special Item Number 132-61 – Public Key Infrastructure (PKI) Shared Service Provider (SSP) Program  
Special Item Number 132-62 – HSPD-12 Product and Service Components
- d. The Maximum Order for the following Special Item Numbers (SINs) is \$150,000:  
Special Item Number 132-100 - Ancillary Supplies and/or Services

## **12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS**

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

## **13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS**

**REQUIREMENTS:** ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

### **13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):**

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

**13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):** Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their

applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

**14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)**

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

(k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

**15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:** Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

**16. GSA ADVANTAGE!**

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.gsaadvantage.gov>

**17. PURCHASE OF OPEN MARKET ITEMS**

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.



## **18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS**

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

**c. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.**

## **19. OVERSEAS ACTIVITIES**

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

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Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

## **20. BLANKET PURCHASE AGREEMENTS (BPAs)**

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

## **21. CONTRACTOR TEAM ARRANGEMENTS**

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

## **22. INSTALLATION, DEINSTALLATION, REINSTALLATION**

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply

contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

### **23. SECTION 508 COMPLIANCE.**

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant:

Yes

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): [www.aspeinc.com](http://www.aspeinc.com)

The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).

### **24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.**

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order

—

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b) The following statement:

This order is placed under written authorization from \_\_\_\_\_ dated \_\_\_\_\_. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

### **25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)**

**(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.**

**(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—**

**(1) For such period as the laws of the State in which this contract is to be performed prescribe; or**

**(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.**

**(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.**

**26. SOFTWARE INTEROPERABILITY.**

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

**27. ADVANCE PAYMENTS**

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

# **TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF TRAINING COURSES FOR GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT AND SOFTWARE (SPECIAL ITEM NUMBER 132-50)**

## **1. SCOPE**

- a. The Contractor shall provide training courses normally available to commercial customers, which will permit ordering activity users to make full, efficient use of general purpose commercial IT products. Training is restricted to training courses for those products within the scope of this solicitation.
- b. The Contractor shall provide training at the Contractor's facility and/or at the ordering activity's location, as agreed to by the Contractor and the ordering activity.

## **2. ORDER**

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under blanket purchase agreements (BPAs) shall be the basis for the purchase of training courses in accordance with the terms of this contract. Orders shall include the student's name, course title, course date and time, and contracted dollar amount of the course.

## **3. TIME OF DELIVERY**

The Contractor shall conduct training on the date (time, day, month, and year) agreed to by the Contractor and the ordering activity.

## **4. CANCELLATION AND RESCHEDULING**

- a. The ordering activity will notify the Contractor at least seventy-two (72) hours before the scheduled training date, if a student will be unable to attend. The Contractor will then permit the ordering activity to either cancel the order or reschedule the training at no additional charge. In the event the training class is rescheduled, the ordering activity will modify its original training order to specify the time and date of the rescheduled training class.
- b. In the event the ordering activity fails to cancel or reschedule a training course within the time frame specified in paragraph a, above, the ordering activity will be liable for the contracted dollar amount of the training course. The Contractor agrees to permit the ordering activity to reschedule a student who fails to attend a training class within ninety (90) days from the original course date, at no additional charge.
- c. The ordering activity reserves the right to substitute one student for another up to the first day of class.
- d. In the event the Contractor is unable to conduct training on the date agreed to by the Contractor and the ordering activity, the Contractor must notify the ordering activity at least seventy-two (72) hours before the scheduled training date.

## **5. FOLLOW-UP SUPPORT**

The Contractor agrees to provide each student with unlimited telephone support or online support for a period of one (1) year from the completion of the training course. During this period, the student may contact the Contractor's instructors for refresher assistance and answers to related course curriculum questions.

## **6. PRICE FOR TRAINING**

The price that the ordering activity will be charged will be the ordering activity training price in effect at the time of order placement, or the ordering activity price in effect at the time the training course is conducted, whichever is less.

## **7. INVOICES AND PAYMENT**

Invoices for training shall be submitted by the Contractor after ordering activity completion of the training course. Charges for training must be paid in arrears (31 U.S.C. 3324). **PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.**

## **8. FORMAT AND CONTENT OF TRAINING**

- a. The Contractor shall provide written materials (i.e., manuals, handbooks, texts, etc.) normally provided with course offerings. Such documentation will become the property of the student upon completion of the training class.
- b. **\*\*If applicable\*\*** For hands-on training courses, there must be a one-to-one assignment of IT equipment to students.
- c. The Contractor shall provide each student with a Certificate of Training at the completion of each training course.
- d. The Contractor shall provide the following information for each training course offered:
  - (1) The course title and a brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);
  - (2) The length of the course;
  - (3) Mandatory and desirable prerequisites for student enrollment;
  - (4) The minimum and maximum number of students per class;
  - (5) The locations where the course is offered;
  - (6) Class schedules; and
  - (7) Price (per student, per class (if applicable)).
- e. For those courses conducted at the ordering activity's location, instructor travel charges (if applicable), including mileage and daily living expenses (e.g., per diem charges) are governed by Pub. L. 99-234 and FAR Part 31.205-46, and are reimbursable by the ordering activity on orders placed under the Multiple Award Schedule, as applicable, in effect on the date(s) the travel is performed. Contractors cannot use GSA city pair contracts. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- f. For Online Training Courses, a copy of all training material must be available for electronic download by the students.

## **9. "NO CHARGE" TRAINING**

The Contractor shall describe any training provided with equipment and/or software provided under this contract, free of charge, in the space provided below.

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## **USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS**

### **PREAMBLE**

ASPE, Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

### **COMMITMENT**

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact **ASPE, Inc., Jennifer Zacke, 919-816-1750**



BPA NUMBER\_\_\_\_\_

**ASPE, Inc.**  
**BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s)\_\_\_\_\_, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

- (2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

- (3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.

- (4) This BPA does not obligate any funds.

- (5) This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.

- (6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);



- (e) Purchase Order Number;
- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

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### **BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”**

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.

SIN	Product #	Couse Type	Course Name	Course Length (Days)	Minimum Participants	Maximum Participants	GSA Price (including IFF)	GSA Price Per student over 10*
132-50	10200	Public	Advanced Project Management Techniques	2	1	N/A	\$ 1,046.25	
132-50	10400	Public	Managing Vendor Relationships	2	1	N/A	\$ 1,046.25	
132-50	10500	Public	Managing Real World Projects and Processes with Metrics	2	1	N/A	\$ 1,046.25	
132-50	10600	Public	Introduction to SDLC Project Management (1 Day)	1	1	N/A	\$ 671.25	
132-50	10700	Public	Project Management 101: The Fundamentals of Project Management	2	1	N/A	\$ 1,046.25	
132-50	10800	Public	Program Management Professional (PgMP) Exam Boot Camp (the)	3	1	N/A	\$ 1,346.25	
132-50	11000	Public	Hands-On Extreme Programming Workshop	3	1	N/A	\$ 1,346.25	
132-50	11100	Public	Managing Outsource/Offshore Projects	2	1	N/A	\$ 1,046.25	
132-50	11200	Public	Introduction to Project Management	2	1	N/A	\$ 1,046.25	
132-50	11300	Public	Time Management Workshop (the)	2	1	N/A	\$ 1,046.25	
132-50	11400	Public	Deploying Enterprise Software Solutions	2	1	N/A	\$ 1,046.25	
132-50	11500	Public	Harnessing IT for Business Success	2	1	N/A	\$ 1,046.25	
132-50	11600	Public	Professional Skills Boot Camp	3	1	N/A	\$ 1,346.25	
132-50	11700	Public	Leadership Skills for the 21 <sup>st</sup> Century Multi-Generational Workforce	2	1	N/A	\$ 1,046.25	
132-50	11900	Public	PMP (5-day version)	5	1	N/A	\$ 1,946.25	
132-50	12000	Public	Project Management Professional Certification Exam Boot Camp (the)	4	1	N/A	\$ 1,871.25	
132-50	12100	Public	Fundamentals of Project Scheduling	2	1	N/A	\$ 1,046.25	
132-50	12200	Public	Understanding Project Financials for SDLC Professionals	2	1	N/A	\$ 1,046.25	
132-50	13500	Public	Applied Project Management	3	1	N/A	\$ 1,346.25	
132-50	14000	Public	Managing Offshore Software Projects	2	1	N/A	\$ 1,046.25	
132-50	14500	Public	Hands-On IT Project Management	2	1	N/A	\$ 1,046.25	
132-50	15000	Public	Risk Management	1	1	N/A	\$ 896.25	
132-50	15500	Public	Jumpstart in PM	2	1	N/A	\$ 1,046.25	
132-50	16000	Public	Implementing a Value Added PMO	2	1	N/A	\$ 1,046.25	
132-50	17000	Public	Technical Writing for Project Managers	2	1	N/A	\$ 1,046.25	
132-50	20200	Public	Designing & Facilitating JAD/Workshops	2	1	N/A	\$ 1,046.25	
132-50	20300	Public	Defining Business Systems with UML	2	1	N/A	\$ 1,046.25	
132-50	20400	Public	Object-Orientated Analysis and Design with UML	3	1	N/A	\$ 1,346.25	
132-50	20600	Public	Business Systems Analyst Requirements	2	1	N/A	\$ 1,046.25	
132-50	20700	Public	Project, Business and Management Professional's Toolkit (the)	2	1	N/A	\$ 1,046.25	
132-50	20800	Public	Reinventing the IT Professional	2	1	N/A	\$ 1,046.25	
132-50	20900	Public	Effective Meeting Design and Facilitation	2	1	N/A	\$ 1,046.25	
132-50	21000	Public	Data-Driven Decision Making	2	1	N/A	\$ 1,046.25	
132-50	21100	Public	Creating a Business Case with Enterprise Analysis	2	1	N/A	\$ 1,046.25	
132-50	21400	Public	Enterprise Business Analysis Boot Camp	3	1	N/A	\$ 1,346.25	
132-50	22000	Public	Business Analyst Fundamentals	2	1	N/A	\$ 1,046.25	
132-50	22500	Public	Critical Skills for Writing Better Business Requirements	2	1	N/A	\$ 1,046.25	
132-50	23000	Public	Developing Requirements with Use Cases	2	1	N/A	\$ 1,046.25	
132-50	23200	Public	Business Modeling Fundamentals	2	1	N/A	\$ 1,046.25	
132-50	23500	Public	Business Process Analysis & Design	2	1	N/A	\$ 1,046.25	
132-50	24000	Public	Business Analyst Boot Camp	4	1	N/A	\$ 1,871.25	
132-50	24500	Public	CBAP/CCBA Certification Prep Boot Camp	4	1	N/A	\$ 1,871.25	
132-50	25000	Public	Recognizing & Controlling Requirements Risk	2	1	N/A	\$ 1,046.25	
132-50	25500	Public	Requirements Management and Communication	2	1	N/A	\$ 1,046.25	
132-50	26000	Public	Building the Logical Data Model	2	1	N/A	\$ 1,046.25	
132-50	26490	Public	Mastering Requirements Modeling Techniques in Practice	3	1	N/A	\$ 1,346.25	19

SIN	Product #	Couse Type	Course Name	Course Length (Days)	Minimum Participants	Maximum Participants	GSA Price (including IFF)	GSA Price Per student over 10*
132-50	26500	Public	Business Analysis Modeling Boot Camp	3	1	N/A	\$ 1,346.25	
132-50	27000	Public	Enterprise Architecture: Modeling the Enterprise	2	1	N/A	\$ 1,046.25	
132-50	27500	Public	Establishing and Maintaining a Business Analysis Center of Excellence	2	1	N/A	\$ 1,046.25	
132-50	28000	Public	Prototyping Workshop for BAs	2	1	N/A	\$ 1,046.25	
132-50	28300	Public	Elicitation	1	1	N/A	\$ 896.25	
132-50	28500	Public	Business Analysis Work Plan	2	1	N/A	\$ 1,046.25	
132-50	29000	Public	Data Analytics Boot Camp	2	1	N/A	\$ 1,046.25	
132-50	29050	Public	Technical Writing for Business Analysts	2	1	N/A	\$ 1,046.25	
132-50	29100	Public	Technical Writing	2	1	N/A	\$ 896.25	
132-50	29300	Public	Solutions Architecture	2	1	N/A	\$ 1,046.25	
132-50	29500	Public	Business Case Development for Business & IT Professionals	2	1	N/A	\$ 1,046.25	
132-50	30000	Public	Fundamentals of Software Testing	2	1	N/A	\$ 1,046.25	
132-50	30500	Public	Planning Effective Software Testing (Test Plan)	2	1	N/A	\$ 1,046.25	
132-50	30700	Public	Software Tester Certification Boot Camp	3	1	N/A	\$ 1,421.25	
132-50	31000	Public	Test Automation Workshop (the)	2	1	N/A	\$ 1,046.25	
132-50	31500	Public	Developing and Writing Testable Business Requirements for Software Development and Testi	2	1	N/A	\$ 1,046.25	
132-50	32000	Public	Web Testing Core Fundamentals	2	1	N/A	\$ 1,046.25	
132-50	32500	Public	Proactive User Acceptance Testing	1	1	N/A	\$ 971.25	
132-50	33500	Public	Creating Secure Code in Java	2	1	N/A	\$ 1,046.25	
132-50	34000	Public	Software Project Management	2	1	N/A	\$ 1,046.25	
132-50	34500	Public	Managing Software Development with Metrics	2	1	N/A	\$ 1,046.25	
132-50	35000	Public	Hands on Ruby Programming	2	1	N/A	\$ 1,046.25	
132-50	35500	Public	Legacy Modernization	2	1	N/A	\$ 1,046.25	
132-50	38000	Public	Risk-Based Testing	2	1	N/A	\$ 1,046.25	
132-50	40200	Public	Certified Scrum Product Owner	2	1	N/A	\$ 1,346.25	
132-50	40300	Public	Agile for Product Owners	2	1	N/A	\$ 1,046.25	
132-50	40400	Public	Agile Essentials for Management 1 day	1	1	N/A	\$ 596.25	
132-50	40700	Public	Agile Project Management for VersionOne Users	2	1	N/A	\$ 1,046.25	
132-50	41000	Public	Agile Boot Camp	3	1	N/A	\$ 1,346.25	
132-50	41100	Public	Agile Boot Camp for Distributed Teams	3	1	N/A	\$ 1,346.25	
132-50	41200	Public	Agile Boot Camp for Government	3	1	N/A	\$ 1,346.25	
132-50	41500	Public	Collaborating & Communicating Agile Requirements	2	1	N/A	\$ 1,046.25	
132-50	42000	Public	Agile Testing	2	1	N/A	\$ 1,046.25	
132-50	42200	Public	Scaled Agile Framework	2	1	N/A	\$ 1,046.25	
132-50	42400	Public	Agile Project Management	2	1	N/A	\$ 1,046.25	
132-50	42500	Public	Agile Project Management Certification (PMI-ACP)	3	1	N/A	\$ 1,196.25	
132-50	42700	Public	User Stories - An In-Depth Look	2	1	N/A	\$ 1,046.25	
132-50	43000	Public	Introduction to Agile (formerly Agile Essentials)	1	1	N/A	\$ 596.25	
132-50	43500	Public	Hands-On Lean Agile Project Management	2	1	N/A	\$ 1,046.25	
132-50	43700	Public	Non-Certified ScrumMaster Workshop	2	1	N/A	\$ 1,046.25	
132-50	44000	Public	Certified ScrumMaster Workshop	2	1	N/A	\$ 1,121.25	
132-50	44500	Public	Transitioning from Waterfall to Agile	2	1	N/A	\$ 1,046.25	
132-50	45000	Public	Certified Scrum Developer Workshop: Hands-On Agile Engineering	3	1	N/A	\$ 1,346.25	
132-50	45400	Public	Introduction to Agile Engineering	1	1	N/A	\$ 596.25	
132-50	45500	Public	Agile for Executives	1	1	N/A	\$ 896.25	
132-50	45600	Public	Agile Estimates	1	1	N/A	\$ 896.25	20

SIN	Product #	Couse Type	Course Name	Course Length (Days)	Minimum Participants	Maximum Participants	GSA Price (including IFF)	GSA Price Per student over 10*
132-50	45700	Public	Kanban	1	1	N/A	\$ 596.25	
132-50	46000	Public	Scrum Essentials (1 Day)	1	1	N/A	\$ 896.25	
132-50	46100	Public	Test Driven Development	3	1	N/A	\$ 1,346.25	
132-50	46500	Public	Business Analysis in Agile Projects	2	1	N/A	\$ 1,046.25	
132-50	46600	Public	Contracting Agile Services	2	1	N/A	\$ 1,046.25	
132-50	46700	Public	Agile in the Federal Environment	2	1	N/A	\$ 1,046.25	
132-50	46800	Public	Agile ITIL	1	1	N/A	\$ 596.25	
132-50	46900	Public	Managing Agile Projects in a CMMI-Rated Organization	2	1	N/A	\$ 1,046.25	
132-50	47200	Public	Iterative for Project Managers	2	1	N/A	\$ 1,046.25	
132-50	47300	Public	Iterative for Project Teams	2	1	N/A	\$ 1,046.25	
132-50	48000	Public	Continuous Integration	1	1	N/A	\$ 596.25	
132-50	49100	Public	Intact Team Training	1	1	N/A	\$ 596.25	
132-50	50000	Public	Roadmap to Service Oriented Architecture	2	1	N/A	\$ 1,046.25	
132-50	50100	Public	Fundamentals of SDLC	2	1	N/A	\$ 1,046.25	
132-50	60500	Public	Understanding Cloud Computing	3	1	N/A	\$ 896.25	
132-50	62000	Public	Planning & Executing eDiscovery & Data Recovery Strategies	2	1	N/A	\$ 1,121.25	
132-50	62100	Public	Cyber Security Boot Camp	4	1	N/A	\$ 1,871.25	
132-50	64100	Public	Introduction to Business Intelligence	2	1	N/A	\$ 1,121.25	
132-50	66010	Public	SQL Server 2008 Reporting Services	2	1	N/A	\$ 1,121.25	
132-50	66100	Public	Mastering SQL Server Administration & Optimization	2	1	N/A	\$ 1,121.25	
132-50	71000	Public	ITIL 2011 Foundation	2	1	N/A	\$ 1,121.25	
132-50	71100	Public	ITIL v3 Foundations Exam Preparation Boot Camp - 3 days	3	1	N/A	\$ 1,346.25	
132-50	72000	Public	VMware vSphere v4.1 Boot Camp	5	1	N/A	\$ 2,096.25	
132-50	73000	Public	Applied Excel for Statistical Analysis and Better Business Decisions	2	1	N/A	\$ 1,121.25	
132-50	73100	Public	Excel Power Skills	2	1	N/A	\$ 1,046.25	
132-50	80010	Public	Microsoft Project Server 2010 Administration	2	1	N/A	\$ 1,121.25	
132-50	80700	Public	Managing Projects with Microsoft Project Server 2010	3	1	N/A	\$ 1,421.25	
132-50	80850	Public	Microsoft Project Server 2013 Administration	2	1	N/A	\$ 1,121.25	
132-50	80900	Public	Managing Projects with Microsoft Project Server 2013	3	1	N/A	\$ 1,421.25	
132-50	81200	Public	Hands-On Installing, Administering & Supporting Microsoft Windows 7 (3 Days)	3	1	N/A	\$ 1,421.25	
132-50	82100	Public	MS Project Pro 2010 Fast Track	2	1	N/A	\$ 1,121.25	
132-50	82200	Public	Mastering MS Project 2003, 2007 or 2010	2	1	N/A	\$ 1,121.25	
132-50	90200	Public	SharePoint for Business Intelligence	3	1	N/A	\$ 1,421.25	
132-50	90700	Public	Hands-On Microsoft SharePoint 2007 Administration	3	1	N/A	\$ 1,421.25	
132-50	90750	Public	Hands-On Mastering SharePoint 2007 Customization	3	1	N/A	\$ 1,421.25	
132-50	90800	Public	SharePoint 2013 for Business Intelligence	3	1	N/A	\$ 1,421.25	
132-50	91500	Public	Mastering SharePoint 2010 Customization	3	1	N/A	\$ 1,421.25	
132-50	91650	Public	Document Management and Records Management Systems in SharePoint 2010	4	1	N/A	\$ 1,796.25	
132-50	92100	Public	Mastering SharePoint 2010 Governance	2	1	N/A	\$ 1,046.25	
132-50	92500	Public	SharePoint Designer Workshop (one day)	1	1	N/A	\$ 596.25	
132-50	93000	Public	SharePoint 2010 Boot Camp	4	1	N/A	\$ 1,871.25	
132-50	93100	Public	SharePoint 2013 Boot Camp	4	1	N/A	\$ 1,871.25	
132-50	94000	Public	SharePoint 2010 for Web Development	3	1	N/A	\$ 1,421.25	
132-50	94100	Public	SharePoint 2013 for Developers	3	1	N/A	\$ 1,421.25	
132-50	94500	Public	Developing SharePoint Business Solutions with Agile	3	1	N/A	\$ 1,421.25	
132-50	95490	Public	SharePoint 2007 Power User Boot Camp	3	1	N/A	\$ 1,421.25	21

SIN	Product #	Couse Type	Course Name	Course Length (Days)	Minimum Participants	Maximum Participants	GSA Price (including IFF)	GSA Price Per student over 10*
132-50	95500	Public	SharePoint 2010 Power User Boot Camp	3	1	N/A	\$ 1,421.25	
132-50	95600	Public	SharePoint 2013 Power User Boot Camp	3	1	N/A	\$ 1,421.25	
132-50	95700	Public	Using SharePoint 2013 or Office 365 SharePoint	4	1	N/A	\$ 1,796.25	
132-50	96000	Public	Hands-On SharePoint 2010 Administration (5-day)	5	1	N/A	\$ 2,096.25	
132-50	97000	Public	SharePoint 2010 Business Process Automation	3	1	N/A	\$ 1,421.25	
132-50	97100	Public	SharePoint 2013 for Business Process Automation	3	1	N/A	\$ 1,421.25	
132-50	98000	Public	SharePoint for End Users	1	1	N/A	\$ 596.25	
132-50	99500	Public	SharePoint 2010 for Project Management (3-day)	3	1	N/A	\$ 1,421.25	
132-50	99600	Public	Using SharePoint 2013 for Project Management (3-day)	3	1	N/A	\$ 1,421.25	
132-50	M1000	Public	Internet Marketing Implementation	2	1	N/A	\$ 896.25	
132-50	M1100	Public	Writing for the Web	2	1	N/A	\$ 971.25	
132-50	M1200	Public	Content Marketing	2	1	N/A	\$ 971.25	
132-50	M1300	Public	Marketing Strategy: A Playbook for Business Success	2	1	N/A	\$ 971.25	
132-50	M2000	Public	Google Marketing Boot Camp	3	1	N/A	\$ 1,121.25	
132-50	M2500	Public	YouTube Marketing Boot Camp	3	1	N/A	\$ 1,121.25	
132-50	M3000	Public	Search Engine Optimization Boot Camp	3	1	N/A	\$ 1,121.25	
132-50	M3100	Public	SEO for Developers	2	1	N/A	\$ 971.25	
132-50	M4000	Public	Mobile Marketing Boot Camp	3	1	N/A	\$ 1,121.25	
132-50	M5000	Public	Mastering Google AdWords	3	1	N/A	\$ 1,121.25	
132-50	M5100	Public	Google Search Advertising Certification – Advanced AdWords Workshop	1	1	N/A	\$ 596.25	
132-50	M5200	Public	Google Display Advertising Certification – Advanced AdWords Workshop	1	1	N/A	\$ 596.25	
132-50	M6000	Public	Mastering Google Analytics	3	1	N/A	\$ 1,121.25	
132-50	M7000	Public	Social Media Boot Camp	3	1	N/A	\$ 1,346.25	
132-50	M7200	Public	Sales Success Utilizing Social Media	2	1	N/A	\$ 971.25	
132-50	M8000	Public	Online Marketing Lead Generation Boot Camp	3	1	N/A	\$ 1,121.25	
132-50	M8100	Public	High Impact Email Marketing	2	1	N/A	\$ 971.25	
132-50	M8300	Public	Customer Retention for Sales	2	1	N/A	\$ 971.25	
132-50	M9050	Public	Twitter for Marketing Professionals Workshop (one day)	1	1	N/A	\$ 596.25	
132-50	M9100	Public	Facebook for Marketing Professionals Workshop (one day)	1	1	N/A	\$ 596.25	
132-50	M9200	Public	Google Plus for Business: Getting Started	1	1	N/A	\$ 596.25	
132-50	M9300	Public	LinkedIn Workshop for Professionals	1	1	N/A	\$ 596.25	
132-50	M9400	Public	Agile Marketing Boot Camp	2	1	N/A	\$ 1,121.25	
132-50	M9500	Public	Agile Creativity	2	1	N/A	\$ 1,121.25	
132-50	M9600	Public	Agile for Product Managers	2	1	N/A	\$ 1,121.25	
132-50	M9700	Public	Product Management Essentials	3	1	N/A	\$ 1,121.25	
132-50	F0050	Public	Finance for the Non-Financial Executives	2	1	N/A	\$ 1,046.25	
132-50	F0100	Public	Financial Modeling & Valuation Boot Camp (the)	2	1	N/A	\$ 1,196.25	
132-50	F0200	Public	Financial Modeling in Excel	2	1	N/A	\$ 1,721.25	
132-50	F0250	Public	Achieving Hedge Fund Alpha	2	1	N/A	\$ 1,046.25	
132-50	F0275	Public	Risk: Supply Chain Management	2	1	N/A	\$ 1,046.25	
132-50	F0400	Public	Planning, Financing and Executing Infrastructure Projects	2	1	N/A	\$ 1,046.25	
132-50	F0425	Public	Introduction to IFRS	2	1	N/A	\$ 1,346.25	
132-50	F0500	Public	The Empowered Manager	2	1	N/A	\$ 1,046.25	
132-50	10200P	Private	Advanced Project Management Techniques	2	10	24	\$ 8,075.00	\$ 595.00
132-50	10400P	Private	Managing Vendor Relationships	2	10	24	\$ 8,075.00	\$ 595.00
132-50	10500P	Private	Managing Real World Projects and Processes with Metrics	2	10	24	\$ 8,075.00	\$ 22 595.00

SIN	Product #	Couse Type	Course Name	Course Length (Days)	Minimum Participants	Maximum Participants	GSA Price (including IFF)	GSA Price Per student over 10*
132-50	10600P	Private	Introduction to SDLC Project Management (1 Day)	1	10	24	\$ 3,400.00	\$ 340.00
132-50	10700P	Private	Project Management 101: The Fundamentals of Project Management	2	10	24	\$ 8,075.00	\$ 595.00
132-50	10800P	Private	Program Management Professional (PgMP) Exam Boot Camp (the)	3	10	24	\$ 9,775.00	\$ 722.50
132-50	11000P	Private	Hands-On Extreme Programming Workshop	3	10	24	\$ 9,775.00	\$ 722.50
132-50	11100P	Private	Managing Outsource/Offshore Projects	2	10	24	\$ 8,075.00	\$ 595.00
132-50	11200P	Private	Introduction to Project Management	2	10	24	\$ 8,075.00	\$ 595.00
132-50	11300P	Private	Time Management Workshop (the)	2	10	24	\$ 8,075.00	\$ 595.00
132-50	11400P	Private	Deploying Enterprise Software Solutions	2	10	24	\$ 8,075.00	\$ 595.00
132-50	11500P	Private	Harnessing IT for Business Success	2	10	24	\$ 8,075.00	\$ 595.00
132-50	11600P	Private	Professional Skills Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	11700P	Private	Leadership Skills for the 21 <sup>st</sup> Century Multi-Generational Workforce	2	10	24	\$ 8,075.00	\$ 595.00
132-50	11900P	Private	PMP (5-day version)	5	10	24	\$ 12,750.00	\$ 1,020.00
132-50	12000P	Private	Project Management Professional Certification Exam Boot Camp (the)	4	10	24	\$ 11,050.00	\$ 850.00
132-50	12100P	Private	Fundamentals of Project Scheduling	2	10	24	\$ 8,075.00	\$ 595.00
132-50	12200P	Private	Understanding Project Financials for SDLC Professionals	2	10	24	\$ 8,075.00	\$ 595.00
132-50	13500P	Private	Applied Project Management	3	10	24	\$ 9,775.00	\$ 722.50
132-50	14000P	Private	Managing Offshore Software Projects	2	10	24	\$ 8,075.00	\$ 595.00
132-50	14500P	Private	Hands-On IT Project Management	2	10	24	\$ 8,075.00	\$ 595.00
132-50	15000P	Private	Risk Management	1	10	24	\$ 3,400.00	\$ 340.00
132-50	15500P	Private	Jumpstart in PM	2	10	24	\$ 8,075.00	\$ 595.00
132-50	16000P	Private	Implementing a Value Added PMO	2	10	24	\$ 8,075.00	\$ 595.00
132-50	17000P	Private	Technical Writing for Project Managers	2	10	24	\$ 8,075.00	\$ 595.00
132-50	20200P	Private	Designing & Facilitating JAD/Workshops	2	10	24	\$ 8,075.00	\$ 595.00
132-50	20300P	Private	Defining Business Systems with UML	2	10	24	\$ 8,075.00	\$ 595.00
132-50	20400P	Private	Object-Orientated Analysis and Design with UML	3	10	24	\$ 9,775.00	\$ 722.50
132-50	20600P	Private	Business Systems Analyst Requirements	2	10	24	\$ 8,075.00	\$ 595.00
132-50	20700P	Private	Project, Business and Management Professional's Toolkit (the)	2	10	24	\$ 8,075.00	\$ 595.00
132-50	20800P	Private	Reinventing the IT Professional	2	10	24	\$ 8,075.00	\$ 595.00
132-50	20900P	Private	Effective Meeting Design and Facilitation	2	10	24	\$ 8,075.00	\$ 595.00
132-50	21000P	Private	Data-Driven Decision Making	2	10	24	\$ 8,075.00	\$ 595.00
132-50	21100P	Private	Creating a Business Case with Enterprise Analysis	2	10	24	\$ 8,075.00	\$ 595.00
132-50	21400P	Private	Enterprise Business Analysis Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	22000P	Private	Business Analyst Fundamentals	2	10	24	\$ 8,075.00	\$ 595.00
132-50	22500P	Private	Critical Skills for Writing Better Business Requirements	2	10	24	\$ 8,075.00	\$ 595.00
132-50	23000P	Private	Developing Requirements with Use Cases	2	10	24	\$ 8,075.00	\$ 595.00
132-50	23200P	Private	Business Modeling Fundamentals	2	10	24	\$ 8,075.00	\$ 595.00
132-50	23500P	Private	Business Process Analysis & Design	2	10	24	\$ 8,075.00	\$ 595.00
132-50	24000P	Private	Business Analyst Boot Camp	4	10	24	\$ 11,050.00	\$ 850.00
132-50	24500P	Private	CBAP/CCBA Certification Prep Boot Camp	4	10	24	\$ 11,050.00	\$ 850.00
132-50	25000P	Private	Recognizing & Controlling Requirements Risk	2	10	24	\$ 8,075.00	\$ 595.00
132-50	25500P	Private	Requirements Management and Communication	2	10	24	\$ 8,075.00	\$ 595.00
132-50	26000P	Private	Building the Logical Data Model	2	10	24	\$ 8,075.00	\$ 595.00
132-50	26490P	Private	Mastering Requirements Modeling Techniques in Practice	3	10	24	\$ 9,775.00	\$ 722.50
132-50	26500P	Private	Business Analysis Modeling Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	27000P	Private	Enterprise Architecture: Modeling the Enterprise	2	10	24	\$ 8,075.00	\$ 595.00
132-50	27500P	Private	Establishing and Maintaining a Business Analysis Center of Excellence	2	10	24	\$ 8,075.00	\$ 595.00

SIN	Product #	Couse Type	Course Name	Course Length (Days)	Minimum Participants	Maximum Participants	GSA Price (including IFF)	GSA Price Per student over 10*
132-50	28000P	Private	Prototyping Workshop for BAs	2	10	24	\$ 8,075.00	\$ 595.00
132-50	28300P	Private	Elicitation	1	10	24	\$ 3,400.00	\$ 340.00
132-50	28500P	Private	Business Analysis Work Plan	2	10	24	\$ 8,075.00	\$ 595.00
132-50	29000P	Private	Data Analytics Boot Camp	2	10	24	\$ 8,075.00	\$ 595.00
132-50	29050P	Private	Technical Writing for Business Analysts	2	10	24	\$ 8,075.00	\$ 595.00
132-50	29100P	Private	Technical Writing	2	10	24	\$ 8,075.00	\$ 595.00
132-50	29300P	Private	Solutions Architecture	2	10	24	\$ 8,075.00	\$ 595.00
132-50	29500P	Private	Business Case Development for Business & IT Professionals	2	10	24	\$ 8,075.00	\$ 595.00
132-50	30000P	Private	Fundamentals of Software Testing	2	10	24	\$ 8,075.00	\$ 595.00
132-50	30500P	Private	Planning Effective Software Testing (Test Plan)	2	10	24	\$ 8,075.00	\$ 595.00
132-50	30700P	Private	Software Tester Certification Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	31000P	Private	Test Automation Workshop (the)	2	10	24	\$ 8,075.00	\$ 595.00
132-50	31500P	Private	Developing and Writing Testable Business Requirements for Software Development and Testi	2	10	24	\$ 8,075.00	\$ 595.00
132-50	32000P	Private	Web Testing Core Fundamentals	2	10	24	\$ 8,075.00	\$ 595.00
132-50	32500P	Private	Proactive User Acceptance Testing	1	10	24	\$ 3,400.00	\$ 340.00
132-50	33500P	Private	Creating Secure Code in Java	2	10	24	\$ 8,075.00	\$ 595.00
132-50	34000P	Private	Software Project Management	2	10	24	\$ 8,075.00	\$ 595.00
132-50	34500P	Private	Managing Software Development with Metrics	2	10	24	\$ 8,075.00	\$ 595.00
132-50	35000P	Private	Hands on Ruby Programming	2	10	24	\$ 8,075.00	\$ 595.00
132-50	35500P	Private	Legacy Modernization	2	10	24	\$ 8,075.00	\$ 595.00
132-50	38000P	Private	Risk-Based Testing	2	10	24	\$ 8,075.00	\$ 595.00
132-50	40200P	Private	Certified Scrum Product Owner	2	12	24	\$ 10,625.00	\$ 722.50
132-50	40300P	Private	Agile for Product Owners	2	10	24	\$ 8,075.00	\$ 595.00
132-50	40400P	Private	Agile Essentials for Management 1 day	1	10	24	\$ 3,400.00	\$ 340.00
132-50	40700P	Private	Agile Project Management for VersionOne Users	2	10	24	\$ 8,075.00	\$ 595.00
132-50	41000P	Private	Agile Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	41100P	Private	Agile Boot Camp for Distributed Teams	3	10	24	\$ 9,775.00	\$ 722.50
132-50	41200P	Private	Agile Boot Camp for Government	3	10	24	\$ 9,775.00	\$ 722.50
132-50	41500P	Private	Collaborating & Communicating Agile Requirements	2	10	24	\$ 8,075.00	\$ 595.00
132-50	42000P	Private	Agile Testing	2	10	24	\$ 8,075.00	\$ 595.00
132-50	42200P	Private	Scaled Agile Framework	2	12	24	\$ 10,625.00	\$ 722.50
132-50	42400P	Private	Agile Project Management	2	10	24	\$ 8,075.00	\$ 595.00
132-50	42500P	Private	Agile Project Management Certification (PMI-ACP)	3	10	24	\$ 9,775.00	\$ 722.50
132-50	42700P	Private	User Stories - An In-Depth Look	2	10	24	\$ 8,075.00	\$ 595.00
132-50	43000P	Private	Introduction to Agile (formerly Agile Essentials)	1	10	24	\$ 3,400.00	\$ 340.00
132-50	43500P	Private	Hands-On Lean Agile Project Management	2	10	24	\$ 8,075.00	\$ 595.00
132-50	43700P	Private	Non-Certified ScrumMaster Workshop	2	10	24	\$ 8,075.00	\$ 595.00
132-50	44000P	Private	Certified ScrumMaster Workshop	2	12	24	\$ 10,625.00	\$ 722.50
132-50	44500P	Private	Transitioning from Waterfall to Agile	2	10	24	\$ 8,075.00	\$ 595.00
132-50	45000P	Private	Certified Scrum Developer Workshop: Hands-On Agile Engineering	3	10	24	\$ 9,775.00	\$ 722.50
132-50	45400P	Private	Introduction to Agile Engineering	1	10	24	\$ 3,400.00	\$ 340.00
132-50	45500P	Private	Agile for Executives	1	10	24	\$ 3,400.00	\$ 340.00
132-50	45600P	Private	Agile Estimates	1	10	24	\$ 3,400.00	\$ 340.00
132-50	45700P	Private	Kanban	1	10	24	\$ 3,400.00	\$ 340.00
132-50	46000P	Private	Scrum Essentials (1 Day)	1	10	24	\$ 3,400.00	\$ 340.00
132-50	46100P	Private	Test Driven Development	3	10	24	\$ 9,775.00	\$ 24 722.50



SIN	Product #	Couse Type	Course Name	Course Length (Days)	Minimum Participants	Maximum Participants	GSA Price (including IFF)	GSA Price Per student over 10*
132-50	46500P	Private	Business Analysis in Agile Projects	2	10	24	\$ 8,075.00	\$ 595.00
132-50	46600P	Private	Contracting Agile Services	2	10	24	\$ 8,075.00	\$ 595.00
132-50	46700P	Private	Agile in the Federal Environment	2	10	24	\$ 8,075.00	\$ 595.00
132-50	46800P	Private	Agile ITIL	1	10	24	\$ 3,400.00	\$ 340.00
132-50	46900P	Private	Managing Agile Projects in a CMMI-Rated Organization	2	10	24	\$ 8,075.00	\$ 595.00
132-50	47200P	Private	Iterative for Project Managers	2	10	24	\$ 8,075.00	\$ 595.00
132-50	47300P	Private	Iterative for Project Teams	2	10	24	\$ 8,075.00	\$ 595.00
132-50	48000P	Private	Continuous Integration	1	10	24	\$ 3,400.00	\$ 340.00
132-50	49100P	Private	Intact Team Training	1	10	24	\$ 3,400.00	\$ 340.00
132-50	50000P	Private	Roadmap to Service Oriented Architecture	2	10	24	\$ 8,075.00	\$ 595.00
132-50	50100P	Private	Fundamentals of SDLC	2	10	24	\$ 8,075.00	\$ 595.00
132-50	60500P	Private	Understanding Cloud Computing	3	10	24	\$ 9,775.00	\$ 722.50
132-50	62000P	Private	Planning & Executing eDiscovery & Data Recovery Strategies	2	10	24	\$ 8,075.00	\$ 595.00
132-50	62100P	Private	Cyber Security Boot Camp	4	10	24	\$ 11,050.00	\$ 850.00
132-50	64100P	Private	Introduction to Business Intelligence	2	10	24	\$ 8,075.00	\$ 595.00
132-50	66010P	Private	SQL Server 2008 Reporting Services	2	10	24	\$ 8,075.00	\$ 595.00
132-50	66100P	Private	Mastering SQL Server Administration & Optimization	2	10	24	\$ 8,075.00	\$ 595.00
132-50	71000P	Private	ITIL 2011 Foundation	2	10	24	\$ 8,075.00	\$ 595.00
132-50	71100P	Private	ITIL v3 Foundations Exam Preparation Boot Camp - 3 days	3	10	24	\$ 9,775.00	\$ 722.50
132-50	72000P	Private	VMware vSphere v4.1 Boot Camp	5	10	24	\$ 12,750.00	\$ 1,020.00
132-50	73000P	Private	Applied Excel for Statistical Analysis and Better Business Decisions	2	10	24	\$ 8,075.00	\$ 595.00
132-50	73100P	Private	Excel Power Skills	2	10	24	\$ 8,075.00	\$ 595.00
132-50	80010P	Private	Microsoft Project Server 2010 Administration	2	10	24	\$ 8,075.00	\$ 595.00
132-50	80700P	Private	Managing Projects with Microsoft Project Server 2010	3	10	24	\$ 9,775.00	\$ 722.50
132-50	80850P	Private	Microsoft Project Server 2013 Administration	2	10	24	\$ 8,075.00	\$ 595.00
132-50	80900P	Private	Managing Projects with Microsoft Project Server 2013	3	10	24	\$ 9,775.00	\$ 722.50
132-50	81200P	Private	Hands-On Installing, Administering & Supporting Microsoft Windows 7 (3 Days)	3	10	24	\$ 9,775.00	\$ 722.50
132-50	82100P	Private	MS Project Pro 2010 Fast Track	2	10	24	\$ 8,075.00	\$ 595.00
132-50	82200P	Private	Mastering MS Project 2003, 2007 or 2010	2	10	24	\$ 8,075.00	\$ 595.00
132-50	90200P	Private	SharePoint for Business Intelligence	3	10	24	\$ 9,775.00	\$ 722.50
132-50	90700P	Private	Hands-On Microsoft SharePoint 2007 Administration	3	10	24	\$ 9,775.00	\$ 722.50
132-50	90750P	Private	Hands-On Mastering SharePoint 2007 Customization	3	10	24	\$ 9,775.00	\$ 722.50
132-50	90800P	Private	SharePoint 2013 for Business Intelligence	3	10	24	\$ 9,775.00	\$ 722.50
132-50	91500P	Private	Mastering SharePoint 2010 Customization	3	10	24	\$ 9,775.00	\$ 722.50
132-50	91650P	Private	Document Management and Records Management Systems in SharePoint 2010	4	10	24	\$ 11,050.00	\$ 850.00
132-50	92100P	Private	Mastering SharePoint 2010 Governance	2	10	24	\$ 8,075.00	\$ 595.00
132-50	92500P	Private	SharePoint Designer Workshop (one day)	1	10	24	\$ 3,400.00	\$ 340.00
132-50	93000P	Private	SharePoint 2010 Boot Camp	4	10	24	\$ 11,050.00	\$ 850.00
132-50	93100P	Private	SharePoint 2013 Boot Camp	4	10	24	\$ 11,050.00	\$ 850.00
132-50	94000P	Private	SharePoint 2010 for Web Development	3	10	24	\$ 9,775.00	\$ 722.50
132-50	94100P	Private	SharePoint 2013 for Developers	3	10	24	\$ 9,775.00	\$ 722.50
132-50	94500P	Private	Developing SharePoint Business Solutions with Agile	3	10	24	\$ 9,775.00	\$ 722.50
132-50	95490P	Private	SharePoint 2007 Power User Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	95500P	Private	SharePoint 2010 Power User Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	95600P	Private	SharePoint 2013 Power User Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	95700P	Private	Using SharePoint 2013 or Office 365 SharePoint	4	10	24	\$ 11,050.00	\$ 25 850.00

SIN	Product #	Couse Type	Course Name	Course Length (Days)	Minimum Participants	Maximum Participants	GSA Price (including IFF)	GSA Price Per student over 10*
132-50	96000P	Private	Hands-On SharePoint 2010 Administration (5-day)	5	10	24	\$ 12,750.00	\$ 1,020.00
132-50	97000P	Private	SharePoint 2010 Business Process Automation	3	10	24	\$ 9,775.00	\$ 722.50
132-50	97100P	Private	SharePoint 2013 for Business Process Automation	3	10	24	\$ 9,775.00	\$ 722.50
132-50	98000P	Private	SharePoint for End Users	1	10	24	\$ 3,400.00	\$ 340.00
132-50	99500P	Private	SharePoint 2010 for Project Management (3-day)	3	10	24	\$ 9,775.00	\$ 722.50
132-50	99600P	Private	Using SharePoint 2013 for Project Management (3-day)	3	10	24	\$ 9,775.00	\$ 722.50
132-50	M1000P	Private	Internet Marketing Implementation	2	10	24	\$ 8,075.00	\$ 595.00
132-50	M1100P	Private	Writing for the Web	2	10	24	\$ 8,075.00	\$ 595.00
132-50	M1200P	Private	Content Marketing	2	10	24	\$ 8,075.00	\$ 595.00
132-50	M1300P	Private	Marketing Strategy: A Playbook for Business Success	2	10	24	\$ 8,075.00	\$ 595.00
132-50	M2000P	Private	Google Marketing Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	M2500P	Private	YouTube Marketing Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	M3000P	Private	Search Engine Optimization Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	M3100P	Private	SEO for Developers	2	10	24	\$ 8,075.00	\$ 595.00
132-50	M4000P	Private	Mobile Marketing Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	M5000P	Private	Mastering Google AdWords	3	10	24	\$ 9,775.00	\$ 722.50
132-50	M5100P	Private	Google Search Advertising Certification – Advanced AdWords Workshop	1	10	24	\$ 3,400.00	\$ 340.00
132-50	M5200P	Private	Google Display Advertising Certification – Advanced AdWords Workshop	1	10	24	\$ 3,400.00	\$ 340.00
132-50	M6000P	Private	Mastering Google Analytics	3	10	24	\$ 9,775.00	\$ 722.50
132-50	M7000P	Private	Social Media Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	M7200P	Private	Sales Success Utilizing Social Media	2	10	24	\$ 8,075.00	\$ 595.00
132-50	M8000P	Private	Online Marketing Lead Generation Boot Camp	3	10	24	\$ 9,775.00	\$ 722.50
132-50	M8100P	Private	High Impact Email Marketing	2	10	24	\$ 8,075.00	\$ 595.00
132-50	M8300P	Private	Customer Retention for Sales	2	10	24	\$ 8,075.00	\$ 595.00
132-50	M9050P	Private	Twitter for Marketing Professionals Workshop (one day)	1	10	24	\$ 3,400.00	\$ 340.00
132-50	M9100P	Private	Facebook for Marketing Professionals Workshop (one day)	1	10	24	\$ 3,400.00	\$ 340.00
132-50	M9200P	Private	Google Plus for Business: Getting Started	1	10	24	\$ 3,400.00	\$ 340.00
132-50	M9300P	Private	LinkedIn Workshop for Professionals	1	10	24	\$ 3,400.00	\$ 340.00
132-50	M9400P	Private	Agile Marketing Boot Camp	2	10	24	\$ 8,075.00	\$ 595.00
132-50	M9500P	Private	Agile Creativity	2	10	24	\$ 8,075.00	\$ 595.00
132-50	M9600P	Private	Agile for Product Managers	2	10	24	\$ 8,075.00	\$ 595.00
132-50	M9700P	Private	Product Management Essentials	3	10	24	\$ 9,775.00	\$ 722.50
132-50	F0050P	Private	Finance for the Non-Financial Executives	2	10	24	\$ 8,075.00	\$ 595.00
132-50	F0100P	Private	Financial Modeling & Valuation Boot Camp (the)	2	10	24	\$ 8,075.00	\$ 595.00
132-50	F0200P	Private	Financial Modeling in Excel	2	10	24	\$ 8,075.00	\$ 595.00
132-50	F0250P	Private	Achieving Hedge Fund Alpha	2	10	24	\$ 8,075.00	\$ 595.00
132-50	F0275P	Private	Risk: Supply Chain Management	2	10	24	\$ 8,075.00	\$ 595.00
132-50	F0400P	Private	Planning, Financing and Executing Infrastructure Projects	2	10	24	\$ 8,075.00	\$ 595.00
132-50	F0425P	Private	Introduction to IFRS	2	10	24	\$ 8,075.00	\$ 595.00
132-50	F0500P	Private	The Empowered Manager	2	10	24	\$ 8,075.00	\$ 595.00