



**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA *Advantage!*, a menu-driven database system. The Internet address for GSA *Advantage!* is: gsaadvantage.gov.

**INSTRUCTOR-LED TRAINING;
COURSE DEVELOPMENT & TEST ADMINISTRATION**

FSC GROUP 6930

CONTRACT NUMBER: GS-02F-0216S

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.fss.gsa.gov>.

Period Covered by Contract: September 1, 2006 through August 31, 2011

Howard Community College

10901 Little Patuxent Parkway

Columbia, MD 21044

P: 410.772.4459

F: 410.772.4986

<http://www.howardcc.edu/>

General Services Administration

Business Size: Large

- 1a. Authorized Special Item Numbers (SIN's)
Special Item No. 874-4 Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration
- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. Please see attached price list.
- 1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. Please see attached price list.
2. Maximum order:
\$1,000,000
3. Minimum order:
\$100
4. Geographic coverage (delivery area):
Continental United States of America (CONUS)
5. Point(s) of production (city, county, and state or foreign country):
Columbia, Howard County, Maryland
6. Discount from list prices or statement of net price:
Prices shown are net negotiated discount
7. Quantity discounts:
5% volume discount for task orders of \$15,000 or greater
8. Prompt payment terms:
Net 30 Days
- 9a. Government purchase cards **are** accepted below the micropurchase threshold.
- 9b. Government purchase cards **are not** accepted above the micropurchase threshold.
10. Foreign items (list items by country of origin):
Not Applicable

- 11a. Time of delivery (Contractor insert number of days):
As Negotiated between Contractor and Ordering Activity
- 11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery.
- 11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.
- 11d. Urgent Requirements. The Contractor will note in its price list the "Urgent Requirements" clause of its contract and advise agencies that they can also contact the Contractor's representative to affect a faster delivery.

C.2.52 I-FSS-140-B URGENT REQUIREMENTS (JAN 1994)

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies 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 agency, 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.

12. F.O.B. Point:
Destination
13. Ordering address:
**Sharrie Hornak
Howard Community College
10901 Little Patuxent Parkway
Columbia MD 21044
ATTN: Business Training Center**
14. Payment Address:
**Howard Community College
10901 Little Patuxent Parkway
Columbia, MD 21044
Attn: Accounts Payable**

15. Warranty Provision:
Not Applicable
16. Export packing charges, if applicable:
Not Applicable
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):
Government Credit Cards not accepted above micro-purchase level
18. Terms and conditions of rental, maintenance, and repair (if applicable):
Not Applicable
19. Terms and Conditions of installation (if applicable):
Not Applicable
20. Terms and conditions of repair parts indicating date of parts price list and any discounts from list prices (if applicable):
Not Applicable
21. List of service and distribution points (if applicable):
**Charles I. Ecker Business Training Center, 6751 Columbia Gateway Drive,
Columbia, MD 21046
Laurel College Center, 3112 Marshall Avenue, Laurel MD 20707**
22. List of participating dealers (if applicable):
Not Applicable
23. Preventive maintenance (if applicable):
Not Applicable
24. Special attributes such as environmental attributes:
Not Applicable
25. Data Universal Number System (DUNS) number:
074938804
26. Howard Community College is registered in the Central Contractor Registration (CCR) database.
Cage Code: 1XHR2



HOURLY LABOR CATEGORY FEES – All fees listed here are “Per Hour”

SIN	Labor Category	Hourly Instructor Fee
874-4	Instructor of Soft Skills Courses	\$253.65
874-4	Instructor of Basic Computer Skills Courses	\$126.83
874-4	Instructor of Advanced and Certificated Computer Skills Courses	\$380.48
874-4	Instructional Designer and Developer	\$140.05
874-4	Subject Matter Expert	\$380.48
874-4	Administrative Assistant (This category will only be used to support the categories list above and will not be sold separately.)	\$114.15
Contract Scope is Domestic		
All Travel and per diem rates will be negotiated outside the scope of this contract		