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

Multiple Award Schedule (MAS)
FSC Large and Subgroup:
  Professional Services: Business Administrative Services
  Professional Services: Training
FSC Class(es)/Product Code(s): R408; R410
Contract Number: 47QRAA22D00D6
For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.
Contract Period: July 28, 2022 through July 27, 2027

Contractor:
Enlighteneering, Inc.
717 W Willow Ave STE 6
Duncan, OK 73533-4959

Business Size: Woman Owned Small Business

Telephone: 703-622-7634
FAX Number: 888-519-2556
Web Site: www.enlighteneering.com
E-mail: marilyn@enlighteneering.com
Contract Administration: Marilyn P Wiles
CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to item descriptions and awarded price(s):

541611: Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
611430: Professional and Management Development Training
OLM: Order Level Materials

1b. Identification of the lowest priced service
Consultant: $127.00

1c.

<table>
<thead>
<tr>
<th>LABOR CATEGORY</th>
<th>DESCRIPTION</th>
<th>DEGREE</th>
<th>EXP.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sr. Executive Consultant</td>
<td>Managers have responsibility for the management and supervision of the engagement team, on-site quality control, review and approval of working papers and findings, adherence to applicable standards, report review, and assisting the Partner/Executive in the development of the overall engagement approach.</td>
<td>Masters</td>
<td>10</td>
</tr>
<tr>
<td>Executive Consultant</td>
<td>Leads and directs projects working with C-level or equivalent leaders. Leads project personnel including, but not limited to, Team Lead(s) and Team Member(s). May review the work of other Project Manager(s) and/or oversee multiple engagements. Manages the project schedule, budget, cost and risk management, and delivery of the project. Applies experience in process analysis and redesign, financial management, performance measurement and management, strategy, risk management, organization design/workforce planning or a related functional business field. Interfaces with the client on project-related issues.</td>
<td>Masters</td>
<td>8</td>
</tr>
<tr>
<td>Consultant</td>
<td>Provides specialized experience in process analysis and redesign, financial management, performance measurement and management, strategy, risk management, organization design/workforce planning or a related functional business field. Advises on methodology and team structure while coordinating analyses with other project personnel. Leads research and design activities. Applies technical and analytical approaches to address client issues related to process assessment, strategy and change management for process improvement, organizational transformation, and/or other related areas.</td>
<td>Bachelors</td>
<td>8</td>
</tr>
<tr>
<td>Principal Program Analyst</td>
<td>Plans, conducts and/or contributes to research and design activities. Provides input to methodology.</td>
<td>Bachelors</td>
<td>5</td>
</tr>
<tr>
<td>Position</td>
<td>Responsibilities</td>
<td>Education Level</td>
<td>Hours</td>
</tr>
<tr>
<td>--------------------------</td>
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</tr>
<tr>
<td>Sr. Program Analyst</td>
<td>Applies technical and analytical approaches to address client issues related to process assessment, strategy and change management for process improvement, organizational transformation, and/or other related areas. Prepares and delivers briefings, leads discussions, and facilitates workshops and seminars. Applies analytical and evaluative methods and techniques to assess the efficiency and effectiveness of various programs in areas such as operations, management practices, organizational structure, and/or resource management/acquisition approaches.</td>
<td>Bachelors</td>
<td>3</td>
</tr>
<tr>
<td>Facilitator</td>
<td>Prepares and delivers briefings, leads discussions, and facilitates workshops and seminars. Applies analytical and evaluative methods and techniques to assess the efficiency and effectiveness of various programs in areas such as operations, management practices, organizational structure, and/or resource management/acquisition approaches. Provides tasks that may include facilitation &amp; related decision support services in collaboration efforts, working groups, or integrated product, process, or self-directed teams. Compile, organize and articulate ideas and recommendations to advisory groups and the public, and apply sound judgment to resolve problems or offer alternative solutions to management. Analytical skills necessary to assist with special policies, situations and issues as they arise. Experience in planning, coordinating and facilitating meetings of various entities and government officials. Ability to effectively produce and distribute meeting information for the advisory and decision-making body.</td>
<td>Masters</td>
<td>5</td>
</tr>
<tr>
<td>Sr. Executive Coach</td>
<td>Design and implement leadership coaching programs lasting 6–12 months or more for senior and executive level leaders in private or public sector organizations. Senior Executive Coach must have over 400 coaching hours and be Certified by a Coaching Certification Program.</td>
<td>Masters</td>
<td>10</td>
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<tr>
<td>Executive Coach</td>
<td>Provides expertise in managing change, career development, survey development and assessment, communication skill building, talent management, and performance improvement technologies leading to professional or personal development. Executive Coach must have a minimum of 250 coaching hours and be certified by a Coaching Certification Program</td>
<td>Masters</td>
<td>5</td>
</tr>
<tr>
<td>Coach</td>
<td>Provides expertise in managing change, career development, survey development and assessment, communication skill building, talent management, and performance improvement technologies leading to professional or personal development. Coach must possess a minimum of 100 coaching hours and be certified by a Coaching Certification Program.</td>
<td>Bachelors</td>
<td>1</td>
</tr>
<tr>
<td>Instructional Design</td>
<td>Conducts the research necessary to develop and revise training courses and prepares appropriate training catalogs. Develops all instructor materials (course outline, background materials, and training aids). Develops all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains</td>
<td>Bachelors</td>
<td>7</td>
</tr>
</tbody>
</table>
personnel by conducting formal classroom courses, workshops, seminars, and/or computer-based or computer-aided training. Provided daily supervision and direction to staff. Creates instructional objectives and program plans from identified data or needs.

Coaching Foundations Course

This course teaches the foundations of coaching in accordance with International Coach Federation (ICF) Core Competencies. This course is approved by ICF and provides the 60 hours of training leading to certification as an ACC. The course provides the student with the understanding what executive coaching is or isn’t, what is involved in coaching, tools and techniques of coaching, and how to ask powerful questions to move a client toward organizational, professional, and personal successes. Learn how to use coaching as a leadership skill and how to effectively coach difficult employees, build strong teams, strategically align the workforce to create mission success. This course provides an introductory overview of concepts, approaches, methodologies and tools for improving personal and professional performance. The emphasis of this course is to learn the ICF core competencies, the international code of ethics, gaining coaching experience required to pass the Knowledge Assessment exam for the ACC.

2. Maximum Order:

541611: $1M
611430: $1M
OLM: $250K

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): 50 United States; DC; Puerto Rico

5. Point(s) of production (city, county, and state or foreign country): N/A

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).

7. Quantity discounts:

   • 1% for each task order valued at $25,000.00 - $50,000.00
   • 2% for each task order valued at $51,000.00 - $75,000.00
   • 3% for each task order exceeding a valued of $75,000.00

8. Prompt payment terms: Net 30. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign items (list items by country of origin): None

10a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

10b. 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 list that have expedited delivery: Contact Contractor
10c. 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: Contact Contractor

10d. 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 effect a faster delivery: Contact Contractor

11. F.O.B Points(s): Destination

12a. Ordering Address(es): Same as Contractor

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address(es): Same as company address

14. Warranty provision: Contractor's standard commercial warranty.

15. Export Packing Charges (if applicable): N/A

16. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

17. Terms and conditions of installation (if applicable): N/A

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

18b. Terms and conditions for any other services (if applicable): N/A

19. List of service and distribution points (if applicable): N/A

20. List of participating dealers (if applicable): N/A

21. Preventive maintenance (if applicable): N/A

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). N/A

22b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor's website or other location.) The EIT standards can be found at: www.Section508.gov/. www.enlighteneering.com

23. UEI number: EMLEYLW1XXD7

24. Notification regarding registration in System for Award Management (SAM) database: Registered
**Final Pricing:**
The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>Sr. Executive Consultant</td>
<td>$265.87</td>
<td>$273.04</td>
<td>$280.42</td>
<td>$287.99</td>
<td>$295.76</td>
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<tr>
<td>541611</td>
<td>Executive Consultant</td>
<td>$221.56</td>
<td>$227.54</td>
<td>$233.68</td>
<td>$239.99</td>
<td>$246.47</td>
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<tr>
<td>541611</td>
<td>Consultant</td>
<td>$127.00</td>
<td>$130.43</td>
<td>$133.95</td>
<td>$137.57</td>
<td>$141.28</td>
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<tr>
<td>541611</td>
<td>Principal Program Analyst</td>
<td>$148.75</td>
<td>$152.77</td>
<td>$156.89</td>
<td>$161.13</td>
<td>$165.48</td>
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<tr>
<td>541611</td>
<td>Sr. Program Analyst</td>
<td>$164.70</td>
<td>$169.15</td>
<td>$173.71</td>
<td>$178.40</td>
<td>$183.22</td>
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<td>541611</td>
<td>Facilitator</td>
<td>$200.00</td>
<td>$205.40</td>
<td>$210.95</td>
<td>$216.64</td>
<td>$222.49</td>
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<tr>
<td>541611</td>
<td>Sr. Executive Coach</td>
<td>$425.00</td>
<td>$436.48</td>
<td>$448.26</td>
<td>$460.36</td>
<td>$472.79</td>
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<tr>
<td>541611</td>
<td>Executive Coach</td>
<td>$300.00</td>
<td>$308.10</td>
<td>$316.41</td>
<td>$324.96</td>
<td>$333.73</td>
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<td>541611</td>
<td>Coach</td>
<td>$260.00</td>
<td>$267.02</td>
<td>$274.23</td>
<td>$281.64</td>
<td>$289.24</td>
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<tr>
<td>541611</td>
<td>Instructional Design</td>
<td>$166.50</td>
<td>$171.00</td>
<td>$175.61</td>
<td>$180.35</td>
<td>$185.22</td>
</tr>
<tr>
<td>611430</td>
<td>Coaching Foundation Course</td>
<td>$5,000.00</td>
<td>$5,135.00</td>
<td>$5,273.65</td>
<td>$5,416.03</td>
<td>$5,562.27</td>
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</table>