GENERAL SERVICES ADMINISTRATION
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

CONTRACT NUMBER: 47QREA20D000X
CONTRACT PERIOD: 05/19/2020 through 05/18/2025
Effective as of Modification PO-0009, dated 10/15/20
and PO-0010, dated 10/16/2020

Federal Supply Schedule
Category H – Professional Services
Subcategory – Training & Business Administrative Services

CONTRACTOR: IP Convergence Corporation
6536 35th Rd N
Arlington, VA 22213
Tel/Fax: (912) 439-3855
Web: http://www.ip-convergence.com

CONTRACT ADMINISTRATOR: Melissa Reinert
Office Manager
6536 35th Rd N
Arlington, VA 22213
Tel/Fax: (912) 439-3855
Admin@ip-convergence.com

BUSINESS SIZE: Small Business, Woman-Owned Small Business

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 GSA Advantage!® is: GSAAdvantage.gov.

For more information on ordering from this Federal Supply Schedule contract, please visit: www.gsa.gov/schedules
Contractor Information

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs):
   - 611430
   - 611430RC
   - 541611
   - 541611RC
   - OLM
   - OLMRC

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH AWARDED SIN: See Appendix A

1c. HOURLY RATES (Services only): See Appendix A

2. MAXIMUM ORDER THRESHOLD: $1,000,000

3. MINIMUM ORDER THRESHOLD: $100.00

4. GEOGRAPHIC COVERAGE: 48 States, DC

5. POINT(S) OF PRODUCTION: Arlington, VA

6. DISCOUNT FROM BEST MARKET RATE: GSA Net Prices can be found in Pricing Matrixes (below). Negotiated discounts have been applied and the Industrial Funding Fee has been added.

7. QUANTITY DISCOUNT(S): 2% > $150,000

8. PROMPT PAYMENT TERMS: Net 30

9.a Government Purchase Cards will be accepted at or below the micro-purchase threshold.

9.b Government Purchase Cards will NOT be accepted above the micro-purchase threshold.

10. FOREIGN ITEMS: None

11a. TIME OF DELIVERY: 30 Days ARO
      Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

11b. EXPEDITED DELIVERY: Contact Contractor if Available

11c. OVERNIGHT AND 2-DAY DELIVERY: Contact Contractor if Available

11d. URGENT REQUIREMENTS: Agencies can contact the Contractor’s representative to affect a faster delivery. Customers are encouraged to contact the Contractor for the purpose of requesting accelerated delivery.

12. FOB POINT: N/A

13a. ORDERING ADDRESS: IP Convergence Corporation
     ATTN: Melissa Reinert
     6536 35th Rd N
     Arlington, VA 22213

13b. 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.

14. PAYMENT ADDRESS: IP Convergence Corporation
     ATTN: Melissa Reinert
     6536 35th Rd N
     Arlington, VA 22213
<table>
<thead>
<tr>
<th></th>
<th><strong>WARRANTY PROVISION:</strong> Standard Commercial</th>
</tr>
</thead>
<tbody>
<tr>
<td>16</td>
<td><strong>EXPORT PACKING CHARGES:</strong> None</td>
</tr>
<tr>
<td>17</td>
<td><strong>TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:</strong> None</td>
</tr>
<tr>
<td>18</td>
<td><strong>TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):</strong> Not Applicable</td>
</tr>
<tr>
<td>19</td>
<td><strong>TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):</strong> Not Applicable</td>
</tr>
<tr>
<td>20</td>
<td><strong>TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):</strong> Not Applicable</td>
</tr>
<tr>
<td>20a</td>
<td><strong>TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):</strong> Not Applicable</td>
</tr>
<tr>
<td>21</td>
<td><strong>LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):</strong> Not Applicable</td>
</tr>
<tr>
<td>22</td>
<td><strong>LIST OF PARTICIPATING DEALERS (IF APPLICABLE):</strong> Not Applicable</td>
</tr>
<tr>
<td>23</td>
<td><strong>PREVENTIVE MAINTENANCE (IF APPLICABLE):</strong> Not Applicable</td>
</tr>
<tr>
<td>24a</td>
<td><strong>SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):</strong> Not Applicable</td>
</tr>
</tbody>
</table>
| 24b | **SECTION 508 COMPLIANCE FOR ELECTRONIC AND INFORMATION TECHNOLOGY (EIT):** Compliant.  
The EIT standards can be found at: www.Section508.gov/.
| 25 | **DUNS NUMBER:** 030023118 |
| 26 | **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** Contractor has an active registration in the System for Award Management (SAM) database.
## Appendix A – Price List

### MILITARY TRAINING COURSES

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Rate w/IFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>ML02 Basic Rifle Marksmanship per FM 3-22.9 (Partial Week)</td>
<td>$ 19,583.60</td>
</tr>
<tr>
<td>ML04 USMC Rifle Marksmanship per Tables 1-5 (Partial Week)</td>
<td>$ 19,583.60</td>
</tr>
<tr>
<td>ML05 OPNAV 3591.1f Rifle Training or Sustainment (Full Week)</td>
<td>$ 24,246.83</td>
</tr>
<tr>
<td>ML06 OPNAV 3591.1f Rifle Training or Sustainment (Partial Week)</td>
<td>$ 19,583.60</td>
</tr>
<tr>
<td>ML08 OPNAV 3591.1f Weapons Sustainment as a Service (Partial Week)</td>
<td>$ 19,583.60</td>
</tr>
<tr>
<td>ML09 Cognitive Agility Under Pressure, (Partial Week)</td>
<td>$ 19,583.60</td>
</tr>
<tr>
<td>ML11 USMC Tactical Implementation of the M240, (Partial Week)</td>
<td>$ 19,583.60</td>
</tr>
<tr>
<td>ML12 Train The Cadre (Partial Week)</td>
<td>$ 13,926.36</td>
</tr>
</tbody>
</table>

### LAW ENFORCEMENT SIM / SYNTHETIC MARKSMANSHIP AND DECISION MAKING COURSES

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Rate w/IFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>LE01 Designated Marksmanship, Synthetic/Simulation Enabled (4 day package)</td>
<td>$12,725.91</td>
</tr>
<tr>
<td>LE02 Synthetic/Simulation Enhanced Marksmanship for Carbine (4 day package)</td>
<td>$12,725.91</td>
</tr>
<tr>
<td>LE03 Threat Non-Threat Rapid Recognition Under Pressure (4 day package)</td>
<td>$12,725.91</td>
</tr>
<tr>
<td>LE04 Cognitive Agility Under Pressure (11 day package)</td>
<td>$12,725.91</td>
</tr>
</tbody>
</table>

### CIVILIAN TRAINING COURSES

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Rate w/IFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>PD01 Straight Forward Customer Service for Federal Employees, 1 day</td>
<td>$3,908.88</td>
</tr>
<tr>
<td>PD02 Vocabulary Building Workshop for Federal Employees, 1 day</td>
<td>$3,908.88</td>
</tr>
<tr>
<td>PD03 Government Email and Telephone Policy and Etiquette - Best Practices, 1 day</td>
<td>$3,908.88</td>
</tr>
<tr>
<td>PD04 Time Management for Federal Employees, 1 day</td>
<td>$3,908.88</td>
</tr>
<tr>
<td>PD05 Assertiveness Workshop for Federal Employees, 1 day</td>
<td>$3,908.88</td>
</tr>
<tr>
<td>PD06 All-Important Listening Skills for Federal Employees, 1 day</td>
<td>$3,908.88</td>
</tr>
</tbody>
</table>

### GSA Rates w/IFF

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>10/15/20-10/14/21</th>
<th>10/15/21-10/14/22</th>
<th>10/15/22-10/14/23</th>
<th>10/15/23-10/14/24</th>
<th>10/15/24-10/14/25</th>
</tr>
</thead>
<tbody>
<tr>
<td>System Technician**</td>
<td>$ 51.75</td>
<td>$ 53.35</td>
<td>$ 55.00</td>
<td>$ 56.71</td>
<td>$ 58.47</td>
</tr>
<tr>
<td>Weapon Technician**</td>
<td>$ 51.75</td>
<td>$ 53.35</td>
<td>$ 55.00</td>
<td>$ 56.71</td>
<td>$ 58.47</td>
</tr>
<tr>
<td>Metrics Manager**</td>
<td>$ 69.00</td>
<td>$ 71.14</td>
<td>$ 73.35</td>
<td>$ 75.62</td>
<td>$ 77.97</td>
</tr>
<tr>
<td>Instructor**</td>
<td>$ 60.38</td>
<td>$ 62.25</td>
<td>$ 64.18</td>
<td>$ 66.17</td>
<td>$ 68.22</td>
</tr>
<tr>
<td>Lead Instructor**</td>
<td>$ 69.00</td>
<td>$ 71.14</td>
<td>$ 73.35</td>
<td>$ 75.62</td>
<td>$ 77.97</td>
</tr>
<tr>
<td>Site Manager</td>
<td>$ 60.38</td>
<td>$ 62.25</td>
<td>$ 64.18</td>
<td>$ 66.17</td>
<td>$ 68.22</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$ 165.13</td>
<td>$ 170.25</td>
<td>$ 175.53</td>
<td>$ 180.97</td>
<td>$ 186.58</td>
</tr>
<tr>
<td>Program Manager</td>
<td>$ 176.69</td>
<td>$ 182.17</td>
<td>$ 187.82</td>
<td>$ 193.64</td>
<td>$ 199.64</td>
</tr>
<tr>
<td>Sr Program Developer</td>
<td>$ 198.38</td>
<td>$ 204.53</td>
<td>$ 210.87</td>
<td>$ 217.40</td>
<td>$ 224.14</td>
</tr>
<tr>
<td>Educational and Training Expert</td>
<td>$ 215.63</td>
<td>$ 222.31</td>
<td>$ 229.20</td>
<td>$ 236.31</td>
<td>$ 243.63</td>
</tr>
</tbody>
</table>

### SCA Matrix

<table>
<thead>
<tr>
<th>SCA Eligible Labor Category</th>
<th>SCA Equivalent code title</th>
<th>Wage determination no.</th>
</tr>
</thead>
<tbody>
<tr>
<td>System Technician</td>
<td>14041 - Computer Operator I</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Weapon Technician</td>
<td>23391 - Gunsmith I</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Metrics Manager</td>
<td>01052 - Data Entry Operator</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Instructor</td>
<td>15090 - Technical Instructor</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Lead Instructor</td>
<td>15095 - Technical Instructor/Course Developer</td>
<td>2015-4281</td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).
Appendix A – Price List (continued)

**Quarterly Program Services - $28,839.59/quarterly**

Program management services to continually improve and adapt and maintain relevance. Includes implementation processes to maximize training technologies, quality assurance of instructors and data collection processes, consulting on new training methodologies, and both individual and unit level reporting. Program Services include onsite and remote work and focus on both operational and strategic levels of the training program.

**High Availability Machine Gun Service - $64,259.48/annually**

Untethered synthetic weapons, guaranteed to be available for training 95% uptime (19 of 20 training days per month minimum)

OPTIONS:

- 2 M240s plus spares for squad sized employment (with recoil) -OR-
- 1 M2HB plus spare for ROSAM integration (no recoil ROSAM)
Appendix B – Course Descriptions

LIVE-VIRTUAL-CONSTRUCTIVE COURSES

ML02 Basic Rifle Marksmanship per FM 3-22.9 (Partial Week)
Course includes Live-Virtual-Constructive instruction based on Army FM 3-22.9

**Description:** Basic Rifle Marksmanship based on US Army field manual 3-22.9. Five days of instructor led training, made highly efficient through the use of a synthetic or simulation system running IPC’s basic rifle marksmanship courseware.

COURSEWARE: Courseware spans classroom (constructive), simulator (virtual), and optionally to live range (live) for complete LVC offering.

Length: 5 days: 1 day setup, 3 days training, 1 day breakdown.

Minimum/Maximum Trainees:  Option One: up to 90 (30 daily)
Option Two: up to 30 for the whole duration

IPC provides: Onsite setup, use, and breakdown of simulator or synthetic training system, instructor team, instructional materials, RDP compliant courseware, RDP after action report, live range participation.

Government Furnished Equipment: Room with minimum dimensions of 18’ wide x 30’ long x 8’ high ceilings and no direct sunlight. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, electricity, restrooms, sandbags.

Government Furnished Personnel: For setup 3 able bodied personnel. For classroom and simulator based training days government to provide at least 1 instructor qualified individual per 6 trainees (line coaches). For live range operations government must furnish all required logistics, facilities, instruction and safety personnel; IPC provides advisory and course support.

**Objectives:**

- Learn and practice the fundamentals of basic rifle marksmanship.
- Learn and employ support whenever available.
- Zero the weapon, and understand mechanical and electronic calibration.
- Understand and use a solid position/stance (standing, kneeling and prone).
- Employ proper grip.
- Understand and use sight alignment.
- Understand and use proper sight picture.
- Understand and master breath control.
- Understand and master trigger manipulation.
- Develop and practice follow through skills.
- Employ rapid recovery.
- Practice on the synthetic Known Distance popup and AltC courses.
- Engagements from the 50 yard line to the 300 yard line.

**Optional:** Live range training day support. Recommend Thursday (day 4 for live range) allowing for remediation and practice activities in the classroom and on the simulator.
**ML04 USMC Rifle Marksmanship per Tables 1-5 (Partial Week)**

Course includes Live-Virtual-Constructive instruction based on USMC Tables 1-5

**Description:** Rifle Marksmanship based on USMC Tables 1-5. Five days of instructor led training, made highly efficient through the use of a synthetic or simulation system running IPC's basic rifle marksmanship courseware. Note: Table 1 best conducted on live range.

**COURSEWARE:** Courseware spans classroom (constructive), simulator (virtual), and optionally to live range (live) for complete LVC offering.

Length: 5 days: 1 day setup, 3 days training, 1 day breakdown.

Minimum/Maximum Trainees: Option One: up to 90 (30 daily)  
Option Two: up to 30 for the whole duration

IPC provides: Onsite setup, use, and breakdown of simulator or synthetic training system, instructor team, instructional materials, RDP compliant courseware, RDP after action report, live range participation.

Government Furnished Equipment: Room with minimum dimensions of 18’ wide x 30’ long x 8’ high ceilings and no direct sunlight. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, electricity, restrooms, sandbags.

Government Furnished Personnel: For setup 3 able bodied personnel. For classroom and simulator based training days government to provide at least 1 instructor qualified individual per 6 trainees (line coaches). For live range operations government must furnish all required logistics, facilities, instruction and safety personnel; IPC provides advisory and course support.

**Objectives:**

- Learn and practice the fundamentals of basic rifle marksmanship.
- Learn and employ support whenever available.
- Zero the weapon, and understand mechanical and electronic calibration.
- Understand and use a solid position (standing, kneeling and prone).
- Employ steady gun.
- Understand and use sight reference.
- Understand and use proper trigger control.
- Practice on the synthetic Known Distance popup course.
- Engagements from the 50 yard line to the 300 yard line (simulator) and 500 (live range).

**Optional:** Live range training day support. Recommend Thursday (day 4 for live range) allowing for remediation and practice activities in the classroom and on the simulator.
**ML05 OPNAV 3591.1f Rifle Training or Sustainment (Full Week)**

Course includes Live-Virtual-Constructive instruction for CAT I & CAT II

**Description:** Rifle Marksmanship training or supported sustainment based on OPNAV 3591.1f dynamic shooting program covering CAT I & CAT II.

**COURSEWARE:** Courseware/sustainment materials span classroom (constructive), simulator (virtual), and optionally to live range (live) for complete LVC offering.

Length: 7 days: 1 day setup, 5 days training, 1 day breakdown.

Minimum/Maximum Trainees: Option One: up to 150 (30 daily)

Option Two: up to 30 for the whole duration

IPC provides: Onsite setup, use, and breakdown of simulator or synthetic training system, instructor team, instructional materials, RDP compliant courseware, RDP after action report, live range participation.

Government Furnished Equipment: Room with minimum dimensions of 18’ wide x 30’ long x 8’ high ceilings and no direct sunlight. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, electricity, restrooms, sandbags.

Government Furnished Personnel: For setup 3 able bodied personnel. For classroom and simulator based training days government to provide at least 1 instructor qualified individual per 6 trainees (line coaches). For live range operations government must furnish all required logistics, facilities, instruction and safety personnel; IPC provides advisory and course support. SAMI qualified personnel required if Sustainment is included.

**Objectives:**

- Learn and practice the fundamentals of dynamic marksmanship per 3591 instruction.
- Zero the weapon, and understand mechanical and electronic calibration.
- Understand and use a solid position (standing, kneeling and prone).
- Employ steady gun.
- Understand and use sight reference.
- Understand and use proper trigger control.
- Practice on numerous skill building
- Conduct Sustainment activities (requires SAMI)

**Optional:** Live range training days support. Recommend Thursday (day 4 for live range) allowing for remediation and practice activities in the classroom and on the simulator.
**LIVE-VIRTUAL-CONSTRUCTIVE COURSES**

**ML06 OPNAV 3591.1f Rifle Training or Sustainment (Partial Week)**

Course includes Live-Virtual-Constructive instruction for CAT I & CAT II

**Description:** Rifle Marksmanship training or supported sustainment based on OPNAV 3591.1f dynamic shooting program covering CAT I & CAT II.

**COURSEWARE:** Courseware/sustainment materials span classroom (constructive), simulator (virtual), and optionally to live range (live) for complete LVC offering.

Length: 5 days: 1 day setup, 3 days training, 1 day breakdown.

**Minimum/Maximum Trainees:** Option One: up to 90 (30 daily)

Option Two: up to 30 for the whole duration

IPC provides: Onsite setup, use, and breakdown of simulator or synthetic training system, instructor team, instructional materials, RDP compliant courseware, RDP after action report, live range participation.

Government Furnished Equipment: Room with minimum dimensions of 18’ wide x30’ long x 8’ high ceilings and no direct sunlight. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, electricity, restrooms, sandbags.

Government Furnished Personnel: For setup 3 able bodied personnel. For classroom and simulator based training days government to provide at least 1 instructor qualified individual per 6 trainees (line coaches). For live range operations government must furnish all required logistics, facilities, instruction and safety personnel; IPC provides advisory and course support. SAMI qualified personnel required if Sustainment is included.

**Objectives:**

- Learn and practice the fundamentals of dynamic marksmanship per 3591 instruction.
- Zero the weapon, and understand mechanical and electronic calibration.
- Understand and use a solid position (standing, kneeling and prone).
- Employ **steady gun**.
- Understand and use **sight reference**.
- Understand and use proper **trigger control**.
- Practice on numerous skill building
- Conduct Sustainment activities (requires SAMI)

**Optional:** Live range training days support. Recommend Thursday (day 4 for live range) allowing for remediation and practice activities in the classroom and on the simulator.
### ML08 OPNAV 3591.1f Weapons Sustainment as a Service
(Partial Week)

Course includes Live-Virtual-Constructive instruction for CAT III & CAT IV

<table>
<thead>
<tr>
<th><strong>Description:</strong> Sustainment based on OPNAV 3591.1f Small Arms Training and Qualification. Three days of instructor led training and sustainment activities, made highly efficient through the use of a simulation system running courseware specifically designed for OPNAV3591.1f CAT I &amp; II or CAT III &amp; IV standards. Includes the ability to train on a single type of weapon system for larger throughput of personnel (100) or multiple weapons systems for a smaller group (30) based upon needs. Pistol, Rifle, Machinegun available.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Courseware:</strong> Courseware/sustainment materials span classroom (constructive), simulator (virtual), and optionally to live range (live) for complete LVC offering.</td>
</tr>
<tr>
<td><strong>Length:</strong> 5 day total duration: 1 day setup, 3 days training, 1 day breakdown/after action.</td>
</tr>
</tbody>
</table>
| **Minimum/Maximum Trainees:** Option 1: single weapon system for 100 total trainees across the three day span, max given day capacity is 40.
Option 2: mix & match weapons for a group of 30 max, attending all three days. |
| **IPC provides:** Onsite service (government provided location) or at an IPC provided location, simulator training system, simulation weapons, instructor(s), instructional materials, RDP compliant courseware, RDP after action report, live range participation (if desired). |
| **Government Furnished Equipment:** Room with minimum dimensions of 18’ wide x 30’ long x 8’ high ceilings, ample power outlets, and no direct sunlight. If desired, please inquire about IPC provided locations. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, electricity, restrooms, sandbags. |
| **Government Furnished Personnel:** Government personnel must provide facilities access prior to setup, during training, and during breakdown. For live range operations government must furnish all required logistics, facilities, and safety personnel; IPC provides instructors/ facilitators and course support. Small Arms Marksmanship Instructor SAMI (for CAT I & II) or Expeditionary Small Arms Marksmanship Instructor ESAMI (for CAT III & IV) qualified personnel required to provide independent verification. |
| **Objectives:** |
| - Engagements for rifle and pistol from the 3 yard line to the simulated 100 yard line (all distances mirror actual OPNAV 3591.1f requirements for each stage). |
| - Engagements for machine gun on 10m and simulated 400m courses of fire. |
| - Qualify or Sustain CAT I/II or CAT III/ IV with rifle, pistol, light/ medium machine guns and the M2 heavy machine gun. |
| **Optional:** Live range must be provided by customer. |
**LIVE-VIRTUAL-CONSTRUCTIVE COURSES**

**ML09 Cognitive Agility Under Pressure (Partial Week)**
Course includes Live-Virtual-Constructive instruction for CAT III & CAT IV

**Description:** Cognitive agility is a critical aspect of both survivability and lethality. This course uses simulation to max effect as implemented by experienced instructors with combat experience.

**COURSEWARE:** Courseware/sustainment materials span classroom (constructive), simulator (virtual), and optionally to live range (live) for complete LVC offering.

**Length:** 5 days: 1 day setup, 3 days training, 1 day breakdown.

**Minimum/Maximum Trainees:** 30 max, returning for all three training days.

**IPC provides:** Onsite setup, use, and breakdown of simulator or synthetic training system, instructor team, instructional materials, RDP compliant courseware, RDP after action report, live range participation.

**Government Furnished Equipment:** Room with minimum dimensions of 18' wide x 30' long x 8' high ceilings and no direct sunlight. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, electricity, restrooms, sandbags.

**Government Furnished Personnel:** For setup 3 able bodied personnel. For classroom and simulator based training days government to provide at least 1 instructor qualified individual per 6 trainees (line coaches). For live range operations government must furnish all required logistics, facilities, instruction and safety personnel; IPC provides advisory and course support.

**Objectives:**
- Communication
- Movement
- Decision Making
- Threat no threat reaction
- Problem Solving

**Optional:** Live range training days support. Recommend Thursday (day 3 for shoot house or MOUTs).
LIVE-VIRTUAL-CONSTRUCTIVE COURSES

ML11 USMC Tactical Implementation of the M240 (Partial Week)
Course includes Live-Virtual-Constructive instruction for squad level training of machine gunnery

Description: Individual, team, and squad crew served training spanning classroom, workshop, synthetic/simulator and optional live range. Training covers T&E manipulation, rates of fire, putting into action, removing from action, principles of machine gun employment, and mounted and dismounted TTPs and SOPs.

COURSEWARE: Courseware/sustainment materials span classroom (constructive), simulator (virtual), and optionally to live range (live) for complete LVC offering.

Length: 5 days: 1 day setup, 3 days training, 1 day breakdown.

Minimum/Maximum Trainees: Option One: up to 90 (30 daily)
Option Two: up to 30 for the whole duration

IPC provides: Onsite setup, use, and breakdown of simulator or synthetic training system, instructor team, instructional materials, RDP compliant courseware, RDP after action report, live range participation.

Government Furnished Equipment: Room with minimum dimensions of 18' wide x 30' long x 8' high ceilings and no direct sunlight. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, electricity, restrooms, sandbags.

Government Furnished Personnel: For setup 3 able bodied personnel. For classroom and simulator based training days government to provide at least 1 instructor qualified individual per 6 trainees (line coaches). For live range operations government must furnish all required logistics, facilities, instruction and safety personnel; IPC provides advisory and course support.

Objectives:

• Communication
• Movement
• Decision Making
• Threat no threat reaction
• Problem Solving

Optional: Live range training days support. Recommend Thursday (day 3 for shoot house or MOUTs).
# LIVE-VIRTUAL-CONSTRUCTIVE COURSES

## ML12 Train the Cadre (Partial Week)
Course includes training of resident cadre with the skills transfer necessary to implement a results driven training program.

### Description:
Onsite instructor development course includes implementation of simulators and/or synthetic systems, data collection processes, and the 4 roles required for results driven training.

### Courseware:
Comprehensive courseware including printed materials, simulator based activities, and team based competitions.

### Length:
5 day total duration: 1 day setup, 3 days training, 1 day breakdown/after action.

### Minimum/Maximum Trainees:
Up to 20 trainees

### Suggested personnel:
A mix of skill set, in order for personnel to perform the four required roles, instructors, weapons technician, systems technician, and metric manager.

### IPC provides:
Onsite (government provided location), simulator training system, simulation-compatible weapons, instructional materials, RDP compliant courseware, RDP after action report, live range participation, optional. IPC provides instructor(s)/ facilitator(s) and course support.

### Government Furnished Equipment:
Room with minimum dimensions of 18’ wide x30’ long x 8’ high ceilings, power outlets, and no direct sunlight. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, electricity, restrooms, sandbags. AC power. Government provides live-fire range, if included.

### Government Furnished Personnel:
Government personnel must provide facilities access prior to setup, during training, and during breakdown. For live range operations, government must furnish all required logistics, facilities, and safety personnel. For best results, a group of trainees will be instructed by the local cadre as part of the course activities on day three of instruction (typically Thursday).

### Objectives:
- Cadre learns how to make maximum use of training technology.
- Cadre takes control of their own training by learning the four required roles.
- Cadre understands the capabilities and limitations of the equipment
- Cadre has hands-on experience with weapons maintenance.
- Cadre understands how to implement the RDP processes.
LE01 Designated Marksmanship, Synthetic/Simulation Enabled

**Description:**
LAW ENFORCEMENT VERSION. Two days of instructor led training courses made highly efficient through the use of a synthetic or simulation system running IPC’s designated marksmanship courseware. Courseware is compliant with the Results Driven Program (RDP) enabling follow-on metrics analysis. Course held at government customer site.

**COURSEWARE:** Designated Marksmanship for Law Enforcement

Length: 4 days consisting of 1 day setup (Monday), 2 days training (Tuesday, Wednesday), 1 day breakdown (Thursday).
Minimum/Maximum Participants: 1 to 40 (20 daily)
IPC provides: Onsite setup, use and breakdown of simulator or synthetic training system, instructor team, instructional materials, RDP compliant courseware, RDP after action report
Government Furnished Equipment: Room with minimum dimensions of 18’ wide x30’ long x 8’ high ceilings and no direct sunlight. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, sandbags
Optional Equipment: cones, wrestling mats

**Objectives:**
- Learn and practice the fundamentals of designated marksmanship.
- Learn and employ support whenever available.
- Zero the weapon, and understand mechanical and electronic calibration.
- Understand and use a solid position (standing, kneeling and prone).
- Scenarios with moving targets
- Scenarios requiring trainee movement
- Employ **steady gun**.
- Understand and use **sight reference**.
- Understand and use proper **trigger control**.
- Qualify on the synthetic ALT C course of fire.
- Qualify on the synthetic Known Distance popup course.
- Engagements from the simulated 25 yard line to the simulated 300 yard line.

**Optional:** Employ the fundamentals under stress course conditions.

RDP Compliant refers to the ADDIE development method, coupled with data metrics requirements that this course fulfills.
**LE02 Synthetic/Simulation Enhanced Marksmanship for Carbine**

**Description:**
LAW ENFORCEMENT VERSION. Two days of instructor led training, made highly efficient through the use of a synthetic or simulation system running IPC’s “Enhanced Marksmanship for Carbine” courseware. Particular focus placed on target recognition and threat – no threat reaction under pressure. Courseware is compliant with the Results Driven Program (RDP) enabling follow-on metrics analysis, however these services must be specifically requested at the time of contract award or during the planning conference call prior to the training session. Course held at law enforcement customer site.

**COURSEWARE:** Law Enforcement Version of Cognitive Agility Under Pressure

Length: 4 days consisting of 1 day setup (Monday), 2 days training (Tuesday, Wednesday), 1 day breakdown (Thursday).
Minimum/Maximum Participants: 1 to 40 (20 daily)

IPC provides: Onsite setup, use and breakdown of simulator or synthetic training system, instructor team, instructional materials, RDP compliant courseware, RDP after action report

Government Furnished Equipment: Room with minimum dimensions of 18’ wide x 30’ long x 8’ high ceilings and no direct sunlight. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, sandbags

Optional Equipment: cones, wrestling mats, weights, dumbbells, drag dummies

**Objectives:**
- Zero the weapon, and understand mechanical and electronic calibration.
- Learn sight reference and what is acceptable to make the shot.
- Master the fundamentals and progress into more advanced topics.
- Move and shoot, barrel site relationship drills, reactive shooting, shoot /don’t shoot.
- Combine cognitive physical and marksmanship tasks in a single stress course.
- Engagements from the 7 yard line to the simulated 200 yard line.

**Optional:** Employ the fundamentals under stress course conditions.

RDP Compliant refers to the ADDIE development method, coupled with data metrics requirements that this course fulfills.
**LE03 Threat Non-Threat Rapid Recognition Under Pressure**

**Description:**
LAW ENFORCEMENT VERSION. Two days of instructor led training made highly efficient through the use of a synthetic or simulation system running IPC’s “Enhanced Marksmanship for Carbine” courseware. Particular focus placed on target recognition and threat – no threat reaction under pressure. Courseware is compliant with the Results Driven Program (RDP) enabling follow-on metrics analysis, however these services must be specifically requested at the time of contract award or during the planning conference call prior to the training session. Course held at law enforcement customer site.

**COURSEWARE:** Threat Non-Threat rapid recognition under pressure

Length: 4 days consisting of 1 day setup (Monday), 2 days training (Tuesday, Wednesday), 1 day breakdown (Thursday).

Minimum/Maximum Participants: 1 to 40 (20 daily)

IPC provides: Onsite setup, use and breakdown of simulator or synthetic training system, instructor team, instructional materials, RDP compliant courseware, RDP after action report.

Government Furnished Equipment: Room with minimum dimensions of 18' wide x 30' long x 8' high ceilings and no direct sunlight. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, sandbags.

Optional Equipment: cones, wrestling mats, weights, dumbbells, drag dummies.

**Objectives:**
- Master the fundamentals and progress into more advanced topics.
- Low percentage drills (mechanical)
- Rapid threat reaction (human target/tactical)
- Move and shoot, barrel site relationship drills, reactive shooting, shoot /don’t shoot.
- Combine cognitive, physical and marksmanship tasks in a single stress course.
- Engagements from the 7 yard line to the simulated 200 yard line.

**Optional:** Employ the fundamentals under stress course conditions.

RDP Compliant refers to the ADDIE development method, coupled with data metrics requirements that this course fulfills.
# LE04 Cognitive Agility Under Pressure

**Description:**
LAW ENFORCEMENT VERSION. Four two-day instructor led courses offered throughout a two-week training block. Course made highly efficient through the use of a synthetic or simulation system running IPC’s “Law Enforcement Cognitive Agility Under Pressure” courseware. Also includes optional “Bounding by Fire”, and “Cognitive Agility” stress shoots. Courseware is compliant with the Results Driven Program (RDP) enabling follow-on metrics analysis. Course held at government customer site.

**COURSEWARE:** Law Enforcement Version of Cognitive Agility Under Pressure

Length: 11 days consisting of 2 days setup (Sunday, Monday), 4 days of training split into two courses (Tuesday/Wednesday and Thursday/Friday), 4 additional training days split into two courses the following week (Monday/Tuesday and Wednesday/Thursday), 1 day breakdown (Friday).

Minimum/Maximum Participants: 80 total, 20 per two day course

IPC provides: Onsite setup, use and breakdown of simulator or synthetic training system, instructor team, instructional materials, RDP compliant courseware, RDP after action report

Government Furnished Equipment: Room with minimum dimensions of 18’ wide x 30’ long x 8’ high ceilings and no direct sunlight. Holsters, slings, unit specific optics, full tactical gear for each trainee to include helmet, access to trash cans, sandbags

Optional Equipment: cones, wrestling mats

**Objectives:**
- Train for mission essential skills typically prevented by safety concerns.
- Build mental, physical and judgmental skills while under pressure.
- Learn sight reference and what is acceptable to make the shot.
- Master the fundamentals and progress into more advanced topics.
- Combine cognitive, physical and marksmanship tasks in multiple stress courses.
- Engagements from the 7 yard line to the simulated 200 yard line.

**Optional:** Employ Instructor-on-Force I-o-F or Martial Arts/Combatives into this package.

RDP Compliant refers to the ADDIE development method, coupled with data metrics requirements that this course fulfills.
## PD01 Straight Forward Customer Service for Federal Employees

**Description:**
*Designed to assist Federal employees understand the legal requirements of Federal customer service and develop good customer service practices.*

**Length:** 1 Day  
**Minimum/Maximum Participants:** 1 to 25  
**IPC provides:** Participant guides and all necessary handouts  
**Government Furnished Equipment:** One computer running MS Office, a projector, a screen and a flipchart with paper.  
**Trainer:** Qualified trainer in area of expertise, trainer with OUTSTANDING ratings from this training.

**Objectives:**
- Define customer service.  
- Discover the legal reasons why Federal employees should be concerned with good customer service.  
- Identify your customers – internal as well as external.  
- Discover the techniques that make all the difference in good customer service.  
- Learn the importance of establishing customer expectations.  
- Examine the various approaches to customer service situations.  
- Explore how to combine great service with program regulations.  
- Examine some special customer needs.

## PD02 Vocabulary Building Workshop for Federal Employees

**Description:**
*Designed to introduce participants to the various methods of vocabulary development and to increase their ability to communicate more professionally.*

**Length:** 1 Day  
**Minimum/Maximum Participants:** 1 to 25  
**IPC provides:** Participant guides and all necessary handouts.  
**Government Furnished Equipment:** One computer running MS Office, a projector, a screen and a flipchart with paper.  
**Trainer:** Qualified trainer in area of expertise, trainer with OUTSTANDING ratings from this training.

**Objectives:**
- Develop an understanding of how vocabulary increases.  
- Practice various techniques to increase your vocabulary.  
- Learn how to select the right word for the right meaning.  
- Increase your vocabulary for both writing use and reading comprehension.  
- Discuss how reading can expand your vocabulary.  
- Look at root words, prefixes, and suffixes.  
- Discover how spelling effects meaning.  
- Understand how vocabulary development is a life-long activity.
PD03 Government Email and Telephone Policy and Etiquette - Best Practices

**Description:**
*Designed to introduce participants to the Federal policies on email and the accepted etiquette for using email in the workplace.*

**Length:** 1 Day  
**Minimum/Maximum Participants:** 1 to 25  
IPC provides: Participant guides and all necessary handouts.  
Government Furnished Equipment: One computer running MS Office, a projector, a screen and a flipchart with paper.  
Trainer: Qualified trainer in area of expertise, trainer with OUTSTANDING ratings from this training.

**Objectives:**
- Learn how your emails are affected by Federal regulations.  
- Discover when to use email, phone, or face-to-face communications.  
- Discuss use of upper-case, lower-case, fonts, and colors.  
- Learn all about the all-important “subject” line.  
- Discuss work emails and personal emails.  
- Explore the use of the signature block.  
- Examine various email greetings.  
- Learn the general “do's” and “don'ts” of email requests.

PD04 Time Management for Federal Employees

**Description:**
*Designed to assist participants in managing their time and directing their attention, so they can be more productive at work.*

**Length:** 1 Day  
**Minimum/Maximum Participants:** 1 to 25  
IPC provides: Participant guides and all necessary handouts.  
Government Furnished Equipment: One computer running MS Office, a projector, a screen and a flipchart with paper.  
Trainer: Qualified trainer in area of expertise, trainer with OUTSTANDING ratings from this training.

**Objectives:**
- Discover your most productive time of day.  
- Examine your current use of time – at work and at home.  
- Understand how evaluate work assignments based on importance.  
- Look at procrastination and see how it can keep you from getting ahead.  
- Learn when you are to establish priorities and when you need to have them established for you.  
- Learn to examine a task carefully to determine the actual amount of time needed.  
- Look at ways of handling multiple bosses.  
- Discover the power of language in managing your time.  
- Take a quick look at some of the biggest workplace time wasters and time savers.
**PD05 Assertiveness Workshop for Federal Employees**

**Description:**
*Designed to examine the many benefits derived from behaving assertively, from dealing with difficult people to addressing everyday work situations.*

**Length:** 1 Day  
**Minimum/Maximum Participants:** 1 to 25  
**IPC provides:** Participant guides and all necessary handouts.  
**Government Furnished Equipment:** One computer running MS Office, a projector, a screen and a flipchart with paper.  
**Trainer:** Qualified trainer in area of expertise, trainer with OUTSTANDING ratings from this training.

**Objectives:**
- Define assertive and see what assertive behavior looks like.  
- Discover why passive behavior is not a good thing.  
- Understand how aggressive behavior can occur while outwardly seeming passive.  
- Discuss the dangers of aggressive behavior in the workplace today.  
- Discover the danger of engaging in inappropriate, immediately gratifying, behavior.  
- Learn how maturity and assertiveness go hand-in-hand.  
- See what assertive behavior can do for your career.  
- Learn when to raise an issue and when to let it go.

---

**PD06 All-Important Listening for Federal Employees**

**Description:**
*Designed to introduce participants to the various listening techniques and practices to enhance their work performance.*

**Length:** 1 Day  
**Minimum/Maximum Participants:** 1 to 25  
**IPC provides:** Participant guides and all necessary handouts.  
**Government Furnished Equipment:** One computer running MS Office, a projector, a screen and a flipchart with paper.  
**Trainer:** Qualified trainer in area of expertise, trainer with OUTSTANDING ratings from this training.

**Objectives:**
- Assess of your current listening habits.  
- Understand the difference between hearing and listening.  
- Discover the four primary types of listening and techniques for improving each.  
- Look at common distractions to good listening, both external and internal.  
- Learn good feedback techniques enhance your listening abilities.  
- Take a look at bad listening behaviors and ways to avoid them.  
- Discover how listening and memory are linked.  
- Learn the ways you take in information and make a memory.  
- Discover the key component to remembering.  
- Learn and practice the fundamental techniques for improving memory.
## Appendix B – Labor Category Descriptions

**System Technician**  
**Education:** High School Diploma  
**Experience:** 4 Years  
**Job duties:** Maintains the simulation system/computer and alerts management if there is a system failure.

**Weapon Technician**  
**Education:** High School Diploma  
**Experience:** 4 Years  
**Job duties:** Inspects, maintains, and keeps records of weapons performance and malfunction.

**Metrics Manager**  
**Education:** High School Diploma  
**Experience:** 4 Years  
**Job duties:** Establishes a tracking system to gather training data. Gathers and manages paper and electronic training metrics.

**Instructor**  
**Education:** High School Diploma  
**Experience:** 4 Years  
**Certification:** Live fire qualified, NRA certified  
**Job duties:** Executes Teach-Coach-Mentor (TCM) for the safe live fire TTP’s, weapons handling to include LOAD / UNLOAD, the fundamentals of marksmanship. Reports to Lead Instructor.

**Lead Instructor**  
**Education:** High School Diploma  
**Experience:** 8 Years  
**Certification:** Live fire qualified, NRA certified  
**Job duties:** Executes Teach-Coach-Mentor (TCM) for the safe live fire TTP’s, weapons handling to include LOAD / UNLOAD, the fundamentals of marksmanship, content development.

**Site Manager**  
**Education:** High School Diploma  
**Experience:** 4 Years  
**Job duties:** Manages the overall training operation associated with the synthetic system at site locations, in connection with training for weapons readiness. Performs or manages others in the four required areas needed to operate the readiness training: System Tech, Weapons Tech, Metrics Manager, Instructor.

**Project Manager**  
**Education:** Bachelor’s Degree  
**Experience:** 4 Years  
**Job duties:** Initiates, plans, executes, and monitors projects; develops workable processes for teams.
Program Manager
Education: Bachelor’s Degree
Experience: 8 Years
Job duties: Designs, coordinates, and improves the internal and external programs of the organization or client. Works across a range of areas to deliver programs that align to the strategic vision.

Sr Program Developer
Education: Bachelor’s Degree
Experience: 8 Years
Certification: Project Management Professional
Job duties: Sets a professional workplace employee standard, develops project budgets, documents project activities, plans and defines scope, conducts resource planning, develops schedules, monitors and reports progress, conducts project risk analysis and manages the risk issues, conducts strategic planning, partners with associated businesses, develops and implements quality control measures.

Educational and Training Expert
Education: Bachelor’s Degree
Experience: 8 Years
Job duties: Manages the gathering of client requirements, researches training methodologies, designs/reviews courseware for applicability, monitors training delivery, analyzes results driven methods.