Multiple Award Schedule (MAS)

Federal Supply Group: Industrial Group: Professional Services

Contract Number: GS-00F-061GA

Date of Last Modification: Price list current as of Modification # PO-0013 effective December 7, 2021

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Contract Period: December 7, 2021 – December 6, 2026

Contractor: Training Resources Group, Inc. (d.b.a.) TRG
4301 Wilson Boulevard, Suite 400
Arlington, VA 22203 1820

Business Size: Other than Small

Telephone: (703) 875/8909
FAX Number: (703) 875/9409
Web Site: www.trg-inc.com
Orders: Rene Bernier, Director, Business Development
E-mail: rbernier@trg-inc.com
Contract Administration: Rosario Japson, Director of Contracts
E-mail: rjapson@trg-inc.com
CUSTOMER INFORMATION:

TRG is an employee-owned business with over 30 years of experience providing organizational development, team building, project planning, leadership development, management consulting, and strategic planning services. The focus of TRG’s work is to enable our clients to achieve their business or service goals through better thinking, planning, and communicating. We collaborate with our clients and help them articulate and communicate the results they are trying to achieve, and make sure that leaders and staff have the skills and resources needed to help the organization meet its goals. TRG’s work with our clients has always had a dual focus: internal, in which we provide organizational development, training, strategic planning, and teambuilding services, and external, in which we collaborate with technical experts and partners in program implementation. This dual focus gives us a clear understanding of the goals our clients are trying to achieve and the challenges they face on a day-to-day basis. Our client base includes US Government agencies, multilateral institutions, and a range of associations, nonprofits, and other non-governmental organizations.

1a. Table of Awarded Special Item Number(s):

<table>
<thead>
<tr>
<th>SIN</th>
<th>Recovery</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>OLM</td>
<td>X</td>
<td>OLM Order Level Materials</td>
</tr>
<tr>
<td>541611</td>
<td></td>
<td>Management and Financial Consulting, Acquisition and Grants Management</td>
</tr>
<tr>
<td>611430</td>
<td></td>
<td>Professional and Management Development Training</td>
</tr>
<tr>
<td>611512</td>
<td></td>
<td>Flight Training</td>
</tr>
</tbody>
</table>

1b. See Page 3.

1c. A description of all hourly rates and corresponding labor category titles can be found starting on page 3

2. Maximum Order: $1,000,000.00

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Domestic and Overseas

5. Point(s) of production (city, county, and state or foreign country): Same as company address


7. Quantity discounts: None Offered

8. Prompt payment terms: 1.0% 10 Days Net 30 days (Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.)

9. Foreign items: None

10a. Time of Delivery: Specified on the Task Order

10b. Expedited Delivery: Not applicable

10c. Overnight and 2-day delivery: Not applicable

10d. Urgent Requirements: Not applicable

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 Government purchase card acceptance (any thresholds above the micro-purchase level): Contact Contractor

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

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

18a. 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. 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., contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/.: N/A

23. Unique Entity Identifier: 114391543

24. Notification regarding registration in System for Award Management: Registered

25. Final Pricing: The rates shown below include the Industrial Funding Fee (IFF).
### Pricing

#### Labor Categories Pricing

<table>
<thead>
<tr>
<th>Item</th>
<th>SIN</th>
<th>Awarded Labor Category</th>
<th>Site</th>
<th>12/7/2021 to 12/6/2022</th>
<th>12/7/2022 to 12/6/2023</th>
<th>12/7/2023 to 12/6/2024</th>
<th>12/7/2024 to 12/6/2025</th>
<th>12/7/2025 to 12/6/2026</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>541611</td>
<td>Senior Consultant</td>
<td>Both</td>
<td>$309.74</td>
<td>$315.94</td>
<td>$322.25</td>
<td>$328.70</td>
<td>$335.27</td>
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<tr>
<td>2</td>
<td>541611</td>
<td>Senior Executive Development Specialist</td>
<td>Both</td>
<td>$255.37</td>
<td>$260.48</td>
<td>$265.69</td>
<td>$271.00</td>
<td>$276.42</td>
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<td>3</td>
<td>541611</td>
<td>Senior Facilitator</td>
<td>Both</td>
<td>$247.79</td>
<td>$252.75</td>
<td>$257.80</td>
<td>$262.96</td>
<td>$268.22</td>
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<tr>
<td>4</td>
<td>541611</td>
<td>Senior Organizational Development Specialist</td>
<td>Both</td>
<td>$217.50</td>
<td>$221.85</td>
<td>$226.29</td>
<td>$230.82</td>
<td>$235.43</td>
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<tr>
<td>5</td>
<td>541611</td>
<td>Mid Organizational Development Specialist</td>
<td>Both</td>
<td>$194.36</td>
<td>$198.24</td>
<td>$202.21</td>
<td>$206.25</td>
<td>$210.38</td>
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<tr>
<td>6</td>
<td>541611</td>
<td>Junior Organizational Specialist</td>
<td>Both</td>
<td>$152.36</td>
<td>$155.41</td>
<td>$158.52</td>
<td>$161.69</td>
<td>$164.92</td>
</tr>
<tr>
<td>7</td>
<td>541611 &amp; 611430</td>
<td>Project Manager</td>
<td>Both</td>
<td>$231.64</td>
<td>$236.27</td>
<td>$241.00</td>
<td>$245.82</td>
<td>$250.73</td>
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<tr>
<td>8</td>
<td>541611 &amp; 611430</td>
<td>Sr. Project Associate</td>
<td>Both</td>
<td>$137.66</td>
<td>$140.42</td>
<td>$143.22</td>
<td>$146.09</td>
<td>$149.01</td>
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<tr>
<td>9</td>
<td>541611 &amp; 611430</td>
<td>Project Associate</td>
<td>Both</td>
<td>$77.51</td>
<td>$79.06</td>
<td>$80.64</td>
<td>$82.25</td>
<td>$83.90</td>
</tr>
<tr>
<td>10</td>
<td>541611 &amp; 611430</td>
<td>Project Assistant</td>
<td>Both</td>
<td>$77.78</td>
<td>$79.34</td>
<td>$80.93</td>
<td>$82.55</td>
<td>$84.20</td>
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<tr>
<td>11</td>
<td>611430</td>
<td>Senior Trainer</td>
<td>Both</td>
<td>$204.10</td>
<td>$208.18</td>
<td>$212.35</td>
<td>$216.59</td>
<td>$220.92</td>
</tr>
<tr>
<td>12</td>
<td>611430</td>
<td>Trainer</td>
<td>Both</td>
<td>$194.36</td>
<td>$198.24</td>
<td>$202.21</td>
<td>$206.25</td>
<td>$210.38</td>
</tr>
</tbody>
</table>
Service Contract Labor Standards (SCLS) Matrix

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

Labor Category Descriptions

Senior Consultant
Minimum Education: Bachelors
Minimum Experience: 15 Years
The Senior Consultant provides high-level consulting services to organizations, including but not limited to conducting strategic or management analyses and reviews, assessing, recommending, and implementing efforts to improve systems and processes, organizational and team effectiveness, decision-making, and technical performance. Provides expert assistance and guidance in functional or technical areas of expertise and develops and implements communications programs strategies. Synthesizes and analyzes programmatic and/or organizational information to identify and summarize data patterns and trends to support planning and decision-making. Also provides management of programs and activities and oversight of Contractor personnel. Substitution qualification are an advanced degree and a minimum of ten years of relevant experience.

Senior Executive Development Specialist
Minimum Education: Bachelors
Minimum Experience: 15 Years
The Senior Executive Development Specialist provides services related to strengthening the performance of executive level staff and high-level/complex teams in client organizations. This includes executive coaching, facilitation of planning workshops for senior-level teams, and providing ongoing organizational consulting services for staff at high levels. Also provides management of programs and activities and oversight of Contractor personnel. Substitution qualifications are an advanced degree and a minimum of ten years of relevant experience.

Senior Facilitator
Minimum Education: Bachelors
Minimum Experience: 10 Years
The Facilitator provides a wide variety of planning and facilitation services to organizations, including but not limited to working with clients to identify clarify objectives and participants, developing agendas and session designs, and facilitate meetings and on-going organizational processes. Support may be face-to-face or through virtual platforms. Substitution qualifications are an advanced degree and a minimum of seven years of relevant experience.

Senior Organizational Development Specialist
Minimum Education: Bachelors
Minimum Experience: 10 Years
The Senior Organizational Development Specialist designs and conducts large scale organizational assessments, conducts research and structured data gathering, analyzes findings, and identifies organizational development needs, designs and leads organizational development interventions, and guides and facilitates strategic and program planning activities for organizations. Synthesizes and analyzes programmatic and/or organizational information to identify and summarize data patterns and trends to support planning and decision-making. Strengthens organizational learning management and learning processes; develops tools and guidance to support knowledge management capacity; facilitates adoption of knowledge management and organizational learning best practices.
Provides expert assistance and guidance in functional or technical areas of expertise and develops and implements communications programs strategies. Substitution qualifications are an advanced degree and a minimum of seven years of relevant experience.

**Mid Organizational Development Specialist**
Minimum Education: Bachelors
Minimum Experience: 8 Years
The Mid-level Organizational Development Specialist conducts organizational assessments, analyzes findings and identifies organizational development needs, and assists with the design and implementation of organizational development interventions and strategic planning activities. Synthesizes and analyzes programmatic and/or organizational information to identify and summarize data patterns and trends to support planning and decision-making. Strengthens learning management and learning processes; develops tools and guidance to support knowledge management capacity, and facilitates adoption of knowledge management and organizational learning best practices. Provides assistance in functional or technical area of expertise and develops and implements communications programs strategies. Substitution qualifications are an advanced degree and a minimum of four years of relevant experience.

**Junior Organizational Specialist**
Minimum Education: Bachelors
Minimum Experience: 4 Years
The Organizational Development Specialist conducts organizational assessments, analyzes findings and identifies organizational development needs, and assists with the design and implementation of organizational development interventions and strategic planning activities. Synthesizes and analyzes programmatic and/or organizational information to identify and summarize data patterns and trends to support planning and decision-making. Supports the strengthening of learning management and learning processes; develops tools, materials and guidance to support knowledge management capacity; assists with documentation and dissemination of knowledge management and organizational learning best practices. Provides assistance in functional or technical area of expertise and supports the development and implementation of communications programs strategies and activities. Substitution qualifications are an advanced degree and a minimum of two years of relevant experience.

**Project Manager**
Minimum Education: Bachelors
Minimum Experience: 15 Years
The Project Manager serves as senior manager for an activity and is authorized to represent the corporation on task orders. Has authority to commit resources to meet the needs of the client organization. Oversees implementation teams and monitors contract deliverables, budgets, and timelines. Provides a full range of management and organizational consulting, training, and facilitation services as required by the task order. Substitution qualifications includes an advanced degree and a minimum of eight years of relevant experience.

**Sr. Project Associate**
Minimum Education: Bachelors
Minimum Experience: 4 Years
Provides support to activity implementation including, but not limited to, assisting with the collection, collation, analysis and presentation of data, and the development of materials to support organizational development interventions, training events, and evaluations/assessments. Prepares written and multimedia materials. Designs, develops, and implements a range of technology-focused data gathering, learning, and communications products for clients, including multimedia and on-line learning products, virtual collaboration tools, and survey and assessment tools. Supports web site and content management, communications of program planning and other duties assigned. Substitution qualifications include an advanced degree and a minimum of two years of relevant experience.

**Project Associate**
Minimum Education: Bachelors
Minimum Experience: 2 Years
Provides support to activity implementation teams including, but not limited to, assisting with the collection, collation, analysis and presentation of data, the development of materials to support organizational development interventions, learning programs, training events, and evaluations/assessments, and other duties as assigned.

**Project Assistant**
Minimum Education: Bachelors
Minimum Experience: 0
Provides administrative, logistical, or other communications support, and other services. May assist in meeting planning and facilitation, documenting meeting outcomes, messaging and other duties as assigned.

**Senior Trainer**
Minimum Education: Bachelors
Minimum Experience: 12
The Senior Trainer designs and conducts complex training needs assessments and develops and implements courses and a range of learning and professional development activities for client organizations. Develops long term learning strategies and leads and manages teams in the design and implementation of learning activities. Strengthens learning management and learning processes; develops tools and guidance to support knowledge management capacity; keeps abreast of knowledge management and organizational learning best practices. Provides expert assistance in functional or technical area of expertise. Provides management of programs and activities and oversight of Contractor personnel. Substitution qualifications include an advanced degree and a minimum of seven years of relevant experience.

**Trainer**
Minimum Education: Bachelors
Minimum Experience: 8
The Trainer designs and conducts complex training needs assessments and develops and implements courses and a range of learning and professional development activities for client organizations. Develops long term learning strategies and leads and manages teams in the design and implementation of learning activities. Strengthens learning management and learning processes; develops tools and guidance to support knowledge management capacity; keeps abreast of knowledge management and organizational learning best practices. Provides assistance in functional or technical area of expertise. Substitution qualifications include an advanced degree and a minimum of four years of relevant experience.