

GENERAL SERVICES ADMINISTRATION

Federal Supply Service

Authorized Federal Supply Schedule Price List

Schedule Title: Training Aids and Devices; Instructor-Led Training; Course Development & Test Administration

Contract number: GS-02F-0005U

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Contract period: October 11, 2007 to October 10, 2012.

Contractor's name, address, and phone number (include toll-free WATS number and FAX number, if applicable):

Personal Benefit Services of Colorado, Inc.
4875 Ward Road
Suite 100
Wheat Ridge, CO 80033
Direct Line 1-303-991-6408
Toll Free 1-800-892-2632
Fax 1-303-420-8082

Contractor's internet address/web site where schedule information can be found (as applicable):

www.pbscolorado.com

Contract administration source (if different from preceding entry):

Dennis E. Marshall

Business size: Small Business

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s):

| SIN | SEMINAR | COMMERCIAL PRICE | PROPOSED GSA PRICE | PROPOSED GSA PRICE WITH IFF | GSA DISCOUNT |
|--------|---|--------------------------------------|--------------------------------------|--------------------------------------|--------------|
| | LOCATION: Washington, DC, Maryland or Virginia | | | | |
| 27-400 | Federal Pre-Retirement Planning: One-day course (Agency hosted and includes up to 40 attendees) Additional fee, per person, for more than 40 registrants | \$2,500.00 \$80.00 per person | \$1,900.00 \$80.00 per person | \$1,900.00 \$80.00 per person | 24% |
| 27-400 | Federal Pre-Retirement Planning: Two-day course (Agency hosted and includes up to 40 attendees) Additional fee, per person, for more than 40 registrants | \$5,000.00 \$80.00 per person | \$3,800.00 \$80.00 per person | \$3,800.00 \$80.00 per person | 24% |
| 27-400 | Federal Pre-Retirement Planning: Three-day course (Agency hosted and includes up to 40 attendees) Additional fee, per person, for more than 40 registrants | \$7,000.00 \$80.00 per person | \$5,225.00 \$80.00 per person | \$5,225.00 \$80.00 per person | 25.35% |
| 27-200 | Training Manual | \$10.00 per manual | \$9.00 per manual | \$9.00 per manual | 10% |
| | LOCATION: | | | | |

| | All Other States | | | | |
|--------|---|--------------------------------------|--------------------------------------|--------------------------------------|-----|
| 27-400 | Federal Pre-Retirement Planning: One-day course (Agency hosted and includes up to 40 attendees) Additional fee, per person, for more than 40 registrants | \$2,500.00 \$80.00 per person | \$2,250.00 \$80.00 per person | \$2,250.00 \$80.00 per person | 10% |
| 27-400 | Federal Pre-Retirement Planning: Two-day course (Agency hosted and includes up to 40 attendees) Additional fee, per person, for more than 40 registrants | \$5,000.00 \$80.00 per person | \$4,500.00 \$80.00 per person | \$4,500.00 \$80.00 per person | 10% |
| 27-400 | Federal Pre-Retirement Planning: Three-day course (Agency hosted and includes up to 40 attendees) Additional fee, per person, for more than 40 registrants | \$7,000.00 \$80.00 per person | \$6,300.00 \$80.00 per person | \$6,300.00 \$80.00 per person | 10% |
| 27-200 | Training Manual | \$10.00 per manual | \$10.00 per manual | \$9.00 per manual | 10% |

NOTE: Instructor fees, course materials and handouts/manuals for a class of 40 participants are included in the per course price. Spouses may attend for free.

- 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:

| | | | | | |
|--------|---|--------------------------------------|--------------------------------------|--------------------------------------|-----|
| 27-400 | Federal Pre-Retirement Planning: One-day course (Agency hosted and includes up to 40 attendees) Additional fee, per person, for more than 40 registrants | \$2,500.00 \$80.00 per person | \$1,900.00 \$80.00 per person | \$1,900.00 \$80.00 per person | 24% |
|--------|---|--------------------------------------|--------------------------------------|--------------------------------------|-----|

- 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:

"Not applicable"

2. Maximum order: 1,000,000.00
3. Minimum order: \$100.00
4. Geographic coverage (delivery area): Domestic delivery only.
5. Point(s) of production (city, county, and State or foreign country): Wheat Ridge, Jefferson County, Colorado.
6. Discount from list prices or statement of net price: GSA is being offered a discount for Special Item Number 27-400, for locations in Washington, DC, Maryland or Virginia, a 24% discount off of commercial price list for one (1) and Two (2) day seminars, and a 25.35% discount for the three (3) day seminar for the above mentioned locations. For the same locations listed above a 10% discount is offered on Special Item Number 27-200, additional seminar books. Locations in all other States a 10% discount is being offered for both 27-400 & 27-200.
7. Quantity discounts (net price):

Provided a federal customer purchases five (5) or more seminars to be held over the course of a calendar year and said seminars are paid for by the customer in full and in advance, Personal Benefit Services of Colorado, Inc. will offer a 10% discount off the total cost of seminars purchased by such customers (for Special Item Number 27-400 and 27-200). This discount is in addition to the basic discount offered for one (1), two (2) and three (3) day seminars for locations in Washington, DC, Maryland, Virginia, and all other States for both SIN 27-200 and 27-400. In the event that a customer receives the 10% discount offered in this paragraph, it would not also be entitled to Personal Benefit Services, Inc.'s dollar volume discount outlined below.

Personal Benefit Services of Colorado, Inc. will offer customers a 5% dollar volume discount for any single task order of \$25,000 or more, an 11% dollar volume discount for single tasks orders in dollar amounts between \$25,001 and \$75,000; and a 16% discount for single task orders in dollar amounts in excess of \$75,000. These discounts are in addition to the basic discounts offered for one (1), two (2) and three (3) day seminars for locations in Washington, DC, Maryland, Virginia, and all other States for both SIN 27-200 and 27-400. Customers receiving the dollar volume discounts outlined in this paragraph would not also be entitled to the 10% discount offered in the preceding Section 7.

8. Prompt payment terms: NET-30 Days
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: Personal Benefit Services of Colorado, Inc. will accept Government purchase cards at or below the micro-purchase threshold.
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Personal Benefit Services of Colorado, Inc. will accept Government purchase cards at or above the micro-purchase threshold.
10. Foreign items (list items by country of origin): Not applicable.
- 11a. Time of delivery. (Contractor insert number of days.): 30-Day ARO
- 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: Scheduling must be done by contacting Personal Benefit Services of Colorado representative at 1-800-892-2632 or direct at 1-303-991-6408.

- 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: Scheduling must be done by contacting Personal Benefit Services of Colorado representative at 1-800-892-2632 or direct at 1-303-991-6408.
- 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 effect a faster delivery: Scheduling must be done by contacting Personal Benefit Services of Colorado representative at 1-800-892-2632 or direct at 1-303-991-6408.
12. F.O.B. point(s): Destination for the 48 contiguous states and FOB terms Origin to Alaska, Hawaii and Puerto Rico.

13a. Ordering address(es):

Personal Benefit Services of Colorado, Inc.
4875 Ward Road
Suite 100
Wheat Ridge, CO 80033-1943

- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules). Contactor is to simply include this statement as Item 13b:

N/A

14. Payment address(es):

Personal Benefit Services of Colorado, Inc.
4875 Ward Road
Suite 100
Wheat Ridge, CO 80033-1943

15. Warranty provision: No 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): Personal Benefit Services of Colorado, Inc. will accept Government purchase cards. There are no thresholds above or below the 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 lists and any discounts from list prices (if applicable): Not applicable.
- 20a. Terms and conditions for any other services (if applicable): Rescheduling must be no later than 30 days prior to the course. Cancellation policy is as follows: 1 to 30 days, 100% of purchase order will be due, 31 to 90 days, 75% of purchase order will be due, 91 to 180 days, 50% of purchase order will be due.
21. List of service and distribution points (if applicable): Not applicable.
22. List of participating dealers (if applicable): Not applicable.
23. Preventive maintenance (if applicable): Not applicable.
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not applicable.
- 24b. 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/: Not applicable.
25. Data Universal Number System (DUNS) number: 17-880-2547
26. Notification regarding registration in Central Contractor Registration (CCR) database: Active in CCR; Registration valid until 07/19/2008.