



General Services Administration Federal Supply Service Authorized Federal Supply Schedule Price List

Online 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.

Schedule Title: 69 Training Aids & Devices, Instructor-Led Training; Course Development; Test Administration; Contracting Curriculum Core GS1102

FSC Group, Part, and Section or Standard Industrial Group (as applicable): Group 69

FSC Class(es)/Product code(s) and/or Service Codes (as applicable): 6930

Contract Number: GS-02F-0074S

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

Contract period: January 30, 2006 through January 30, 2011

E-WRITE, LLC
407 Scott Drive
Silver Spring, MD 20904
Tel. 301-989-4655
Fax 301-989-9583
Toll-free 877-481-1869
<http://www.ewriteonline.com>

**Contract administration source (if different from preceding entry).
Leslie M. O'Flahavan**



Business size: Small, women-owned business

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

Please refer to GSA Price List beginning on page 8 of this document.

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded on 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 refer to GSA Price List beginning on page 8 of this document.

- 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 refer to GSA Price List beginning on page 8 of this document.

2. Maximum order: **\$1,000,000.00**
3. Minimum order: **\$100.00**
4. Geographic coverage (delivery area).

48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories

5. Point(s) of production (city, county, and State or foreign country).



Silver Spring, Montgomery Count, Maryland

- 6. Discount from list prices or statement of net price.

Prices shown here are net (discount deducted).

SIN	GSA Discount
27-200	6% off Commercial List Price
27-400	17.43% to 23% off Commercial List Price
27-500	11% off Commercial List Price

- 7. Quantity discounts.

Please refer to GSA Price List beginning on page 8 of this document.

- 8. Prompt payment terms.

1% - 29 days

- 9a. Notification that Government purchase cards are accepted at or below the micropurchase threshold.

Accepted for orders above and below the micro-purchase threshold.

- 9b. Notification whether Government purchase cards are accepted or not accepted above the micropurchase threshold.

Accepted for orders above and below the micro-purchase threshold.

- 10. Foreign items (list items by country of origin).

None.

- 11a. Time of delivery. (Contractor insert number of days.)



As agreed between the Contractor and the Ordering Office.

11b. Expedited Delivery.

Items available for expedited delivery are noted in this price list and are indicated by the ⚡ symbol.

11c. Overnight and 2-day delivery.

Overnight delivery and 2-day delivery are available. 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 effect a faster delivery.

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. (Telephone 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(s).

Destination.

13a Ordering address(es).

E-WRITE, LLC



**407 Scott Drive
Silver Spring, MD 20904**

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(es).

**E-WRITE, LLC
407 Scott Drive
Silver Spring, MD 20904**

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).

Accepted for orders above and below the micro-purchase threshold.

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).

Not applicable.

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:

125887377



26. Notification regarding registration in Central Contractor Registration (CCR) database.

E-WRITE LLC is registered in the CCR database.



SIN 27 200 – E-WRITE Course Materials

Manufacturer's numbers in red

E-WRITE Course Materials SIN 27 200 All prices include IFF.				10% volume discount	20% volume discount	25% volume discount	30% volume discount
		FORMAT	1-9 copies (each)	10-19 copies (each)	20- 49copies (each)	50- 100 copies (each)	More than 100 (each)
CCC-WKBK <i>Clear, Correct, Concise E-Mail: A Writing Workbook For Customer Service Agents –</i> ISBN 097259860X	★	Print workbook	\$32.85	\$29.56	\$26.27	\$24.63	\$22.98
		2 nd year	\$33.90	\$30.51	\$27.11	\$25.42	\$23.72
		3 rd year	\$34.98	\$31.49	\$27.98	\$26.23	\$24.48
		4 th year	\$36.10	\$32.50	\$28.88	\$27.07	\$25.26
		5 th year	\$37.26	\$33.54	\$29.80	\$27.94	\$26.07
CCC-PDF <i>Clear, Correct, Concise E-Mail: A Writing Workbook For Customer Service Agents –</i> ISBN 097259860X	★	PDF Download	\$28.15	\$25.33	\$22.51	\$21.10	\$19.69
		2 nd year	\$29.05	\$26.14	\$23.23	\$21.78	\$20.32
		3 rd year	\$29.98	\$26.98	\$23.97	\$22.48	\$20.97
		4 th year	\$30.94	\$27.84	\$24.74	\$23.20	\$21.64
		5 th year	\$31.93	\$28.73	\$25.53	\$23.94	\$22.33
EXM-PRNT <i>E-Mail Writing Skills Competency Exam</i>	★	3-ring binder	\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2 nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3 rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4 th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5 th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
EXM-PDF <i>E-Mail Writing Skills Competency Exam</i>	★	PDF Download	\$42.62	\$38.07	\$33.84	\$31.73	\$29.61
		2 nd year	\$43.98	\$39.29	\$34.92	\$32.75	\$30.56
		3 rd year	\$45.39	\$40.55	\$36.04	\$33.80	\$31.54
		4 th year	\$46.84	\$41.85	\$37.19	\$34.88	\$32.55
		5 th year	\$48.34	\$43.19	\$38.39	\$36.00	\$33.59



SIN 27 200 – E-WRITE Course Materials

Manufacturer's numbers in red

E-WRITE Course Materials SIN 27 200				10% volume discount	20% volume discount	25% volume discount	30% volume discount
All prices include IFF.							
		FORMAT	1-9 copies (each)	10-19 copies (each)	20- 49copies (each)	50- 100 copies (each)	More than 100 (each)
PKG-PRNT PACKAGE: <i>Clear, Correct, Concise E-Mail: A Writing Workbook For Customer Service Agents – PLUS - E-Mail Writing Skills Competency Exam</i>	★	Prt. Workbook, exam binder	\$74.26	\$66.83	\$59.41	\$55.70	\$51.98
		2nd year	\$76.64	\$68.97	\$61.31	\$57.48	\$53.64
		3rd year	\$79.09	\$71.18	\$63.27	\$59.32	\$55.36
		4th year	\$81.62	\$73.46	\$65.29	\$61.22	\$57.13
		5th year	\$84.23	\$75.81	\$67.38	\$63.18	\$58.96
PKG-PDF PACKAGE: <i>Clear, Correct, Concise E-Mail: A Writing Workbook For Customer Service Agents– PLUS E-Mail Writing Skills Competency Exam</i>	★	PDF Download	\$64.86	\$58.37	\$51.89	\$48.65	\$45.40
		2nd year	\$66.94	\$60.24	\$53.55	\$50.21	\$46.85
		3rd year	\$69.08	\$62.17	\$55.26	\$51.82	\$48.35
		4th year	\$71.29	\$64.16	\$57.03	\$53.48	49.90
		5th year	\$73.57	\$66.21	\$58.85	\$55.19	\$51.50



SIN 27 200 – E-WRITE Course Notebooks

Manufacturer's numbers in red

E-WRITE Course Notebooks							
SIN 27 200							
All prices include IFF.							
		FORMAT	1-9 copies (each)	10-19 copies (each) 10% volume discount	20- 49 copie s (each) 20% volume discount	50-100 copies (each) 25% volume discount	100 or more copies (each) 30% volume discount
Notebooks for E-WRITE courses		3-ring binder					
WFW-NTBK Writing For The Web	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
RPD - NTBK Repurposing Print Documents For The Web	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
WCMS - NTBK Writing Well Within A Content Management System	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
WFI - NTBK Writing Content For Your Company's Intranet: How To Reach Your Colleagues	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60



SIN 27 200 – E-WRITE Course Notebooks

Manufacturer's numbers in red

E-WRITE Course Notebooks							
SIN 27 200							
All prices include IFF.							
		FORMAT	1-9 copies (each)	10-19 copies (each) 10% volume discount	20- 49 copie s (each) 20% volume discount	50-100 copies (each) 25% volume discount	100 or more copies (each) 30% volume discount
Notebooks for E-WRITE courses		3-ring binder					
WSS - NTBK Essential Writing Skills To Support Web Self-Service	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
WFR - NTBK Writing For Reuse: How To Write Content That Can Be Published In Multiple Documents And Formats	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
WCCE - NTBK Writing Clear, Correct, Concise E-Mail To Customer	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
WCF - NTBK Writing Customer- Focused E-Mail And Chat	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60



SIN 27 200 – E-WRITE Course Notebooks

Manufacturer's numbers in red

E-WRITE Course Notebooks							
SIN 27 200							
All prices include IFF.							
		FORMAT	1-9 copies (each)	10-19 copies (each) 10% volume discount	20- 49 copie s (each) 20% volume discount	50-100 copies (each) 25% volume discount	100 or more copies (each) 30% volume discount
Notebooks for E-WRITE courses		3-ring binder					
WPBE - NTBK Writing Powerful Business E-Mail	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
MWO- NTBK Managing The Writing Of Others	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
EFS- NTBK E-Mail Writing Essentials For Supervisors: How To Assess And Improve Customer Service Agents' E-Mail Writing Skills	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
WST- NTBK Essential Writing Skills For "Techies"	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60



SIN 27 200 – E-WRITE Course Notebooks

Manufacturer's numbers in red

E-WRITE Course Notebooks SIN 27 200 All prices include IFF.							
		FORMAT	1-9 copies (each)	10-19 copies (each) 10% volume discount	20- 49 copie s (each) 20% volume discount	50-100 copies (each) 25% volume discount	100 or more copies (each) 30% volume discount
Notebooks for E-WRITE courses		3-ring binder					
PWD- NTBK Planning And Writing Reader-Focused Documents	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2 nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3 rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4 th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5 th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
TWP- NTBK Technical Writing For Professionals	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2 nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3 rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4 th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5 th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
WRP- NTBK Writing Refresher For Professionals	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2 nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3 rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4 th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5 th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
ECA- NTBK Editing For Clarity And Accuracy	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2 nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3 rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4 th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5 th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60



SIN 27 200 – E-WRITE Course Notebooks

Manufacturer's numbers in red

E-WRITE Course Notebooks SIN 27 200 All prices include IFF.							
		FORMAT	1-9 copies (each)	10-19 copies (each) 10% volume discount	20- 49 copie s (each) 20% volume discount	50-100 copies (each) 25% volume discount	100 or more copies (each) 30% volume discount
Notebooks for E-WRITE courses		3-ring binder					
WC- NTBK Writing Correspondence: E-Mail, Letters, And Memos	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2 nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3 rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4 th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5 th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
PWP- NTBK Punctuating With Precision	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2 nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3 rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4 th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5 th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
BWS- NTBK Basic Writing Skills For Administrative Staff	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2 nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3 rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4 th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5 th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60
PW- NTBK Persuasive Writing: How To Write A Proposal That Gets Accepted	★		\$47.35	\$42.62	\$37.88	\$35.51	\$33.15
		2 nd year	\$48.87	\$43.98	\$39.09	\$36.65	\$34.21
		3 rd year	\$50.43	\$45.39	\$40.34	\$37.82	\$35.30
		4 th year	\$52.04	\$46.84	\$41.63	\$39.03	\$36.43
		5 th year	\$53.71	\$48.34	\$42.96	\$40.28	\$37.60



SIN 27 200 – E-WRITE Curriculum Licenses

Manufacturer’s numbers in red

Curriculum Licenses			
SIN 27 200			
All prices include IFF.			
License	Format	GSA Fee	
CCC-UUL Unlimited Use License <i>to Clear, Correct, Concise E-Mail: A Writing Workbook for Customer Service Agents</i> for a six-month period	Signed license agreement between E-WRITE and Federal Agency; E-WRITE grants the Agency permission to make print copies from the PDF Download	\$947.05 for each six-month period.	
		2nd year	\$977.36
		3rd year	\$1,008.64
		4th year	\$1,040.92
		5th year	\$1,074.23
EXM-UUL Unlimited Use License <i>to the E-Mail Writing Skills Competency Exam</i> for a six-month period	Signed license agreement between E-WRITE and Federal Agency; E-WRITE grants the Agency permission to make print copies from the PDF Download	\$236.76 for each six-month period.	
		2nd year	\$244.34
		3rd year	\$252.16
		4th year	\$260.23
		5th year	\$268.56



SIN 27 400 – E-WRITE Courses Held at Government Facilities

Courses Held at Government Facilities SIN 27 400	GSA Course Fee (includes materials) All prices include IFF.			Discounts offered to GSA All prices include IFF.					
I. Full-day courses held at government facilities for up to 25 participants Please see PAGE 17 for manufacturer's numbers.	\$2911.62. \$75 per participant over the limit of 25 participants per course			<ul style="list-style-type: none"> For any agency scheduling 10 full-day courses or more in a 12-month period, E-WRITE will reduce the course fee for each course by 15%. The fee for each course would be \$2474.88. For any agency scheduling 5 full-day courses or more in a 12-month period, E-WRITE will reduce the course fee for each course by 10%. The total fee for each full-day course would be \$2620.46. 					
		Course	ea over						
	2nd year	\$3004.79	\$77.40						
	3rd year	\$3100.94	\$79.88						
	4th year	\$3200.17	\$82.44						
	5th year	\$3302.58	\$85.08						
							10 courses (each)	5 courses (each)	
							2nd year	\$2554.08	\$2704.31
							3rd year	\$26.35.81	\$2790.85
							4th year	\$2720.16	\$2880.16
			5th year	\$2807.21	\$2972.33				



**Manufacturer’s Numbers for SIN 27 400 –
Full-Day Courses Held at Government Facilities**

Manufacturer’s Number	Course Title
WSS – FDCGOV	Essential Writing Skills To Support Web Self-Service
WFR – FDCGOV	Writing For Reuse: How To Write Content That Can Be Published In Multiple Documents And Formats
WCCE – FDCGOV	Writing Clear, Correct, Concise E-Mail To Customer
WCF – FDCGOV	Writing Customer-Focused E-Mail And Chat
WSS – FDCGOV	Essential Writing Skills To Support Web Self-Service
WFR – FDCGOV	Writing For Reuse: How To Write Content That Can Be Published In Multiple Documents And Formats
WCCE – FDCGOV	Writing Clear, Correct, Concise E-Mail To Customer
WCF – FDCGOV	Writing Customer-Focused E-Mail And Chat
WPBE – FDCGOV	Writing Powerful Business E-Mail
MWO- FDCGOV	Managing The Writing Of Others
EFS- FDCGOV	E-Mail Writing Essentials For Supervisors: How To Assess And Improve Customer Service Agents’ E-Mail Writing Skills
WST- FDCGOV	Essential Writing Skills For “Techies”
PWD- FDCGOV	Planning And Writing Reader-Focused Documents
TWP- FDCGOV	Technical Writing For Professionals
WRP- FDCGOV	Writing Refresher For Professionals
ECA- FDCGOV	Editing For Clarity And Accuracy
WC- FDCGOV	Writing Correspondence: E-Mail, Letters, And Memos
PWP- FDCGOV	Punctuating With Precision
BWS- FDCGOV	Basic Writing Skills For Administrative Staff
PW- FDCGOV	Persuasive Writing: How To Write A Proposal That Gets Accepted



SIN 27 400 – E-WRITE Courses Held at Government Facilities

Courses Held at Government Facilities SIN 27 400	GSA Course Fee (includes materials) All prices include IFF.		Discounts offered to GSA All prices include IFF.			
II. Half-day course held at government facilities for up to 25 participants Please see PAGE 19 for manufacturer's numbers.	\$2065.37. \$75 per participant over the limit of 25 participants per course		<ul style="list-style-type: none"> For any agency scheduling 10 half-day courses or more in a 12-month period, E-WRITE will reduce the course fee for each course by 15%. The total fee for each course would be \$1755.57. For any agency scheduling 5 half-day courses or more in a 12-month period, E-WRITE will reduce the course fee for each course by 10%. The total fee for each full-day course would be \$1858.84. 			
		Course			ea over	
	2nd year	\$2131.46			\$77.40	
	3rd year	\$2199.67			\$79.88	
	4th year	\$2270.06			\$82.44	
	5th year	\$2342.70	\$85.08			
					10 courses (each)	5 courses (each)
				2nd year	\$1811.75	\$1918.32
				3rd year	\$1869.73	\$1979.71
				4th year	\$1929.56	\$2043.06
			5th year	\$1991.31	\$2108.44	



**Manufacturer’s Numbers for SIN 27 400 –
Half-Day Courses Held at Government Facilities**

Manufacturer’s Number	Course Title
WSS – HDCGOV	Essential Writing Skills To Support Web Self-Service
WFR – HDCGOV	Writing For Reuse: How To Write Content That Can Be Published In Multiple Documents And Formats
WCCE – HDCGOV	Writing Clear, Correct, Concise E-Mail To Customer
WCF – HDCGOV	Writing Customer-Focused E-Mail And Chat
WSS – HDCGOV	Essential Writing Skills To Support Web Self-Service
WFR – HDCGOV	Writing For Reuse: How To Write Content That Can Be Published In Multiple Documents And Formats
WCCE – HDCGOV	Writing Clear, Correct, Concise E-Mail To Customer
WCF – HDCGOV	Writing Customer-Focused E-Mail And Chat
WPBE – HDCGOV	Writing Powerful Business E-Mail
MWO- HDCGOV	Managing The Writing Of Others
EFS- HDCGOV	E-Mail Writing Essentials For Supervisors: How To Assess And Improve Customer Service Agents’ E-Mail Writing Skills
WST- HDCGOV	Essential Writing Skills For “Techies”
PWD- HDCGOV	Planning And Writing Reader-Focused Documents
TWP- HDCGOV	Technical Writing For Professionals
WRP- HDCGOV	Writing Refresher For Professionals
ECA- HDCGOV	Editing For Clarity And Accuracy
WC- HDCGOV	Writing Correspondence: E-Mail, Letters, And Memos
PWP- HDCGOV	Punctuating With Precision
BWS- HDCGOV	Basic Writing Skills For Administrative Staff
PW- HDCGOV	Persuasive Writing: How To Write A Proposal That Gets Accepted



SIN 27 400 – E-WRITE Courses Held at Government Facilities

Courses Held at Government Facilities SIN 27 400	GSA Course Fee (includes materials) <i>All prices include IFF.</i>		Discounts offered to GSA <i>All prices include IFF.</i>										
III. Two half-day courses held at government facilities, booked on same day. Each can have up to 25 participants Please see PAGE 21 for manufacturer's numbers.	\$1515.28 for each half day course. \$75 per participant over the limit of 25 participants per course.		Any agency booking two half-day courses scheduled for delivery on the same day will be charged \$1515.28 for each course delivery, not \$2065.37 (the fee for half-day courses delivered on separate days.) This price (\$1515.28 per course delivery when two half-day courses are booked on the same day) represents a 27% volume discount. The total fee for two half-day courses scheduled for delivery on the same day is \$3030.56										
		<table border="1"> <thead> <tr> <th data-bbox="721 705 862 772">Course</th> <th data-bbox="867 705 1015 772">Each over</th> </tr> </thead> <tbody> <tr> <td data-bbox="721 779 862 846">2nd year</td> <td data-bbox="867 779 1015 846">\$1563.77 \$77.40</td> </tr> <tr> <td data-bbox="721 852 862 919">3rd year</td> <td data-bbox="867 852 1015 919">\$1613.81 \$79.88</td> </tr> <tr> <td data-bbox="721 926 862 993">4th year</td> <td data-bbox="867 926 1015 993">\$1665.45 \$82.44</td> </tr> <tr> <td data-bbox="721 999 862 1066">5th year</td> <td data-bbox="867 999 1015 1066">\$1718.74 \$85.08</td> </tr> </tbody> </table>		Course	Each over	2 nd year	\$1563.77 \$77.40	3 rd year	\$1613.81 \$79.88	4 th year	\$1665.45 \$82.44	5 th year	\$1718.74 \$85.08
	Course	Each over											
	2 nd year	\$1563.77 \$77.40											
	3 rd year	\$1613.81 \$79.88											
	4 th year	\$1665.45 \$82.44											
5 th year	\$1718.74 \$85.08												
2 nd year	\$1563.77 \$77.40												
3 rd year	\$1613.81 \$79.88												
4 th year	\$1665.45 \$82.44												
5 th year	\$1718.74 \$85.08												



**Manufacturer’s Numbers for SIN 27 400 –
Two Half-Day Courses Held on the Same Day at Government Facilities**

Manufacturer’s Number	Course Title
WSS – 2HDCGOV	Essential Writing Skills To Support Web Self-Service
WFR – 2HDCGOV	Writing For Reuse: How To Write Content That Can Be Published In Multiple Documents And Formats
WCCE – 2HDCGOV	Writing Clear, Correct, Concise E-Mail To Customer
WCF – 2HDCGOV	Writing Customer-Focused E-Mail And Chat
WSS – 2HDCGOV	Essential Writing Skills To Support Web Self-Service
WFR – 2HDCGOV	Writing For Reuse: How To Write Content That Can Be Published In Multiple Documents And Formats
WCCE – 2HDCGOV	Writing Clear, Correct, Concise E-Mail To Customer
WCF – 2HDCGOV	Writing Customer-Focused E-Mail And Chat
WPBE – 2HDCGOV	Writing Powerful Business E-Mail
MWO- 2HDCGOV	Managing The Writing Of Others
EFS- 2HDCGOV	E-Mail Writing Essentials For Supervisors: How To Assess And Improve Customer Service Agents’ E-Mail Writing Skills
WST- 2HDCGOV	Essential Writing Skills For “Techies”
PWD- 2HDCGOV	Planning And Writing Reader-Focused Documents
TWP- 2HDCGOV	Technical Writing For Professionals
WRP- 2HDCGOV	Writing Refresher For Professionals
ECA- 2HDCGOV	Editing For Clarity And Accuracy
WC- 2HDCGOV	Writing Correspondence: E-Mail, Letters, And Memos
PWP- 2HDCGOV	Punctuating With Precision
BWS- 2HDCGOV	Basic Writing Skills For Administrative Staff
PW- 2HDCGOV	Persuasive Writing: How To Write A Proposal That Gets Accepted



SIN 27 400 – E-WRITE Courses Held at E-WRITE Facilities

Courses Held at E-WRITE Facilities SIN 27 400	GSA Tuition (includes materials) <i>All prices include IFF.</i>	Discounts offered to GSA <i>All prices include IFF.</i>								
<p>I. Full-day course held at E-WRITE facilities in Washington, DC</p> <p>Please see PAGE 23 for manufacturer's numbers.</p>	<p>\$234.80 per student.</p> <table border="1" data-bbox="594 688 740 867"> <tr> <td>2nd year</td> <td>\$242.31</td> </tr> <tr> <td>3rd year</td> <td>\$250.06</td> </tr> <tr> <td>4th year</td> <td>\$258.06</td> </tr> <tr> <td>5th year</td> <td>\$266.32</td> </tr> </table>	2nd year	\$242.31	3rd year	\$250.06	4th year	\$258.06	5th year	\$266.32	<ul style="list-style-type: none"> • 20% discount for any individual student enrolled in 3 courses during one year: \$187.84 per student per full-day course. The student must enroll in all 3 courses at one time to receive this discount. • 20% discount for any 3 students from the same agency enrolled in any one course: \$187.84 per student per full-day course. All 3 students must enroll in the same course at one time to receive this discount.
2nd year	\$242.31									
3rd year	\$250.06									
4th year	\$258.06									
5th year	\$266.32									
<p>II. Half-day course held at E-WRITE facilities in Washington, DC</p> <p>Please see PAGE 24 for manufacturer's numbers.</p>	<p>\$116.37 per student. <i>23% discount on commercial price.</i></p> <table border="1" data-bbox="594 1293 740 1472"> <tr> <td>2nd year</td> <td>\$120.09</td> </tr> <tr> <td>3rd year</td> <td>\$123.93</td> </tr> <tr> <td>4th year</td> <td>\$127.90</td> </tr> <tr> <td>5th year</td> <td>\$131.99</td> </tr> </table>	2nd year	\$120.09	3rd year	\$123.93	4th year	\$127.90	5th year	\$131.99	<ul style="list-style-type: none"> • 20% discount for any individual student enrolled in 3 courses during one year: \$93.10 per student per half-day course. The student must enroll in all 3 courses at one time to receive this discount. • 20% discount for any 3 students from the same agency enrolled in any one course: \$93.10 per student per half-day course. All 3 students must enroll in the same course at one time to receive this discount.
2nd year	\$120.09									
3rd year	\$123.93									
4th year	\$127.90									
5th year	\$131.99									



**Manufacturer’s Numbers for SIN 27 400 –
Full-Day Courses Held at E-WRITE Facilities**

Manufacturer’s Number	Course Title
WSS – FDCEWR	Essential Writing Skills To Support Web Self-Service
WFR – FDCEWR	Writing For Reuse: How To Write Content That Can Be Published In Multiple Documents And Formats
WCCE – FDCEWR	Writing Clear, Correct, Concise E-Mail To Customer
WCF – FDCEWR	Writing Customer-Focused E-Mail And Chat
WSS – FDCEWR	Essential Writing Skills To Support Web Self-Service
WFR – FDCEWR	Writing For Reuse: How To Write Content That Can Be Published In Multiple Documents And Formats
WCCE – FDCEWR	Writing Clear, Correct, Concise E-Mail To Customer
WCF – FDCEWR	Writing Customer-Focused E-Mail And Chat
WPBE – FDCEWR	Writing Powerful Business E-Mail
MWO- FDCEWR	Managing The Writing Of Others
EFS- FDCEWR	E-Mail Writing Essentials For Supervisors: How To Assess And Improve Customer Service Agents’ E-Mail Writing Skills
WST- FDCEWR	Essential Writing Skills For “Techies”
PWD- FDCEWR	Planning And Writing Reader-Focused Documents
TWP- FDCEWR	Technical Writing For Professionals
WRP- FDCEWR	Writing Refresher For Professionals
ECA- FDCEWR	Editing For Clarity And Accuracy
WC- FDCEWR	Writing Correspondence: E-Mail, Letters, And Memos
PWP- FDCEWR	Punctuating With Precision
BWS- FDCEWR	Basic Writing Skills For Administrative Staff
PW- FDCEWR	Persuasive Writing: How To Write A Proposal That Gets Accepted



**Manufacturer’s Numbers for SIN 27 400 –
Half-Day Courses Held at E-WRITE Facilities**

Manufacturer’s Number	Course Title
WSS – HDCEWR	Essential Writing Skills To Support Web Self-Service
WFR – HDCEWR	Writing For Reuse: How To Write Content That Can Be Published In Multiple Documents And Formats
WCCE – HDCEWR	Writing Clear, Correct, Concise E-Mail To Customer
WCF – HDCEWR	Writing Customer-Focused E-Mail And Chat
WSS – HDCEWR	Essential Writing Skills To Support Web Self-Service
WFR – HDCEWR	Writing For Reuse: How To Write Content That Can Be Published In Multiple Documents And Formats
WCCE – HDCEWR	Writing Clear, Correct, Concise E-Mail To Customer
WCF – HDCEWR	Writing Customer-Focused E-Mail And Chat
WPBE – HDCEWR	Writing Powerful Business E-Mail
MWO- HDCEWR	Managing The Writing Of Others
EFS- HDCEWR	E-Mail Writing Essentials For Supervisors: How To Assess And Improve Customer Service Agents’ E-Mail Writing Skills
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TWP- HDCEWR	Technical Writing For Professionals
WRP- HDCEWR	Writing Refresher For Professionals
ECA- HDCEWR	Editing For Clarity And Accuracy
WC- HDCEWR	Writing Correspondence: E-Mail, Letters, And Memos
PWP- HDCEWR	Punctuating With Precision
BWS- HDCEWR	Basic Writing Skills For Administrative Staff
PW- HDCEWR	Persuasive Writing: How To Write A Proposal That Gets Accepted



SIN 27 500 – E-WRITE Course Development and Test Administration

Course Development and Test Administration SIN 27 500 Labor Categories All prices include IFF.	GSA Hourly Rate	
1. Senior Course Developer		\$112.08
	2nd year	\$115.67
	3rd year	\$119.37
	4th year	\$123.19
	5th year	\$127.13
2. Senior Writer/Editor		\$89.67
	2nd year	\$92.54
	3rd year	\$95.50
	4th year	\$98.56
	5th year	\$101.71
3. Curriculum Development Assistant		\$58.28
	2nd year	\$60.14
	3rd year	\$62.06
	4th year	\$64.05
	5th year	\$66.10