

**GENERAL SERVICES ADMINISTRATION
Federal Supply Service
Authorized Federal Supply Schedule Price List**

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 for GSA *Advantage!* is: GSAAdvantage.gov.

SCHED 874 MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)

**FSC Group: N/A
Standard Industry Group: 874
Service Codes: R499**

SIN 874-4 TRAINING SERVICES: INSTRUCTOR LED TRAINING, WEB BASED TRAINING AND EDUCATION COURSES, COURSE DEVELOPMENT AND TEST ADMINISTRATION
SIN 874-9 OFF-THE-SHELF AND CUSTOMIZABLE PRINT, AUDIO, AND VISUAL INSTRUCTIONAL TRAINING DEVICES

Contract Number: GS-02F-0077S

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

Effective: DOA – February 2, 2016

Option Period One

Pricelist current through Modification #PO-0013



**CPP, Inc
1055 Joaquin Road
Mountain View, CA 94043
Phone: (650) 969-8901
Fax: (650) 969-8608
<http://www.cpp.com>**

Business Size: Large

CUSTOMER INFORMATION

- 1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).**
SIN 874-4 Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration
SIN 874-9 Off-the-Shelf and Customizable Print, Audio, and Visual Instructional Training Devices
- 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.**
See Government Discounted Prices below.
- 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 - (Renegotiation point only)**
\$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. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.
- 5. Point(s) of production (city, county, and State or foreign country).**
1055 Joaquin Road
Mountain View, CA 94043
Phone: (650) 969-8901
Fax: (650) 969-8608

- 6. Discount from list prices or statement of net price.**
All prices herein are net government prices.
- 7. Quantity discounts.**
On purchase orders of \$100,000 or more, CPP will grant ordering activities a 1% discount off the prices shown in the GSA Schedule pricelist.
- 8. Prompt payment terms.**
Net 30 days.
- 9a. Government purchase cards are accepted at or below the micro-purchase threshold.**
- 9b. Government purchase cards are accepted above the micro-purchase threshold.**
- 10. Foreign items (list items by country of origin).**
Not Applicable.
- 11a. Time of delivery.**
As negotiated between the ordering agency and CPP, Inc
- 11b. Expedited Delivery.**
As negotiated between the ordering agency and CPP, Inc
- 11c. Overnight and 2-day delivery.**
Contact CPP for availability.
- 11d. Urgent Requirements.**
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. (Telephonic 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. Ordering Agency can contact Contractor to effect a faster delivery.
- 12. F.O.B. point.**
Destination

13a. Ordering address(es).

CPP, Inc
1055 Joaquin Road
Mountain View, CA 94043
Fax: (650) 969-8901

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).

14. Payment address.

CPP, Inc
1055 Joaquin Road
Mountain View, CA 94043
Attn.: Finance Office

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).

The Government purchase card is accepted above 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 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.

02-887-3719

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

CPP, Inc. has registered with the System for Award Management database. The CAGE code is 66412.

GSA Price List: Modification #PO-0013

CERTIFICATION COURSES	SIN	DESCRIPTION	GSA PRICE (INCL IFF)
MBTI® Public Certification Program	874-4	Per Participant	\$1,315.83
MBTI® In-house Certification Program	874-4	For up to ten (10) participants	\$ 13,359.45
MBTI® In-house Certification Program	874-4	Each Additional participant after ten (10)	\$ 667.97
CPI®260 Public Certification Program	874-4	Per Participant	\$ 935.16
CPI®260 In-house Certification Program	874-4	For up to five (5) Participants	\$ 4,675.81
CPI®260 In-house Certification Program	874-4	Each Additional participant after five (5)	\$ 667.97
APPLICATION TRAINING SERVICES	SIN	DESCRIPTION	GSA PRICE (INCL IFF)
Application Training Services	874-4	Per Day	\$2,997.31
Application Training Services	874-4	Hourly Rate	\$ 214.09
PRODUCTS	SIN	DESCRIPTION	GSA PRICE (INCL IFF)
iStartStrong	874-9	Each	\$ 7.52
Introduction to Type® and Reintegration	874-9	Each	\$ 13.55
Introduction to Type® and Reintegration	874-9	10/pack	\$ 95.56

MBTI® In-House & Public Certification Program Description

Participants will:

1. Complete 10 hours of required pre-work in order to attend the workshop and are provided materials at least three weeks prior to the workshop.
2. Attend a four-day MBTI® Certification Program that teaches participants how to professionally and ethically administer and interpret the MBTI instrument.

Participants will complete short daily exams and must achieve a cumulative score of 80% or higher

3. in order to pass the course. Upon successful completion of the program, participants will receive an MBTI® Step I Certification Certificate and an MBTI® Step II Certificate of Completion. With these designations participants will be eligible to purchase and use all the MBTI assessments and reports.

Location: In-house certification programs to be conducted at a site to be determined in consultation with the client. Public certification programs to be conducted at multiple locations throughout the continental United States.

Dates: To be negotiated with client

Pre-work:

Begins at least three (3) weeks prior to onsite training. Participants will complete 10 hours of pre-work:

- Complete two versions of the MBTI® assessment on SkillsOne®, CPP's assessment administration web site
- Complete introductory reading assignment
- Participants must complete the required pre-work in order to attend the workshop and are provided materials at least three weeks prior to the workshop.

Program requirements:

- Program requirements and curriculum may not be modified
- Participants must complete 10 hours of required pre-work in order to attend the workshop and are provided materials at least three weeks prior to the workshop
- Participants will complete short daily exams and must achieve a cumulative score of 80% or higher on the MBTI® Step I and MBTI® Step II Learning Modules in order to pass the course
- Participants who pass the course will earn an MBTI® Step I Certification Certificate and an MBTI® Step II Certificate of Completion

Program Objectives:

- Introduces a suite of MBTI on-line and pencil-and-paper assessments
 - MBTI® Complete
 - MBTI® Form M Self-scorable
 - MBTI® Step II
- Provides a thorough understanding of type theory, type dynamics, and instrument validity and reliability
- Enables participants to learn and practice MBTI assessment interpretation
- Outlines key MBTI applications: team building, leadership and management development

- Uses interactive exercises that aid in learning and can be used by participants in conducting their own workshops
- Prepares participants to use “Presenting Type in Organizations”, a PowerPoint® presentation on CD-ROM that participants may use to conduct their own workshops
- Meets the educational requirements to earn an MBTI® Step I Certification Certificate and an MBTI® Step II Certificate of Completion

Program Schedule:

Four full-day on-site sessions, from 8:30 a.m. to 5:30 p.m. with a one hour lunch break.

Method:

- Workshop is interactive and includes lecture and individual and small group exercises.
- Participants will complete short daily exams and must achieve a cumulative score of 80% or higher on the MBTI® Step I and MBTI® Step II Learning Modules in order to pass the course

Participant Materials (per participant)

- Assessments:
 - MBTI® Complete
 - MBTI® Step II
 - MBTI® Form M Self-scorable
- Books and Booklets:
 - MBTI® Manual
 - MBTI® Step II Manual
 - Introduction to Type®
 - Understanding Your MBTI® Step II Results
 - Gifts Differing
- MBTI® Certification Program Participant’s Resource Guide
- Presenting Type in Organizations (presentation on CD-ROM)

CPI® 260 In-House & Public Certification Program Description

Become a CPI 260® Certified Practitioner and administer the leading instrument for developing high-performing individuals and leaders

The CPI 260 instrument is more than just a tool. It is a powerful, versatile solution that can help you address a wide range of individual and organizational challenges—and develop the leaders that organizations need. The CPI 260 Certification Program is designed to equip you with the information and experience you need to professionally and ethically administer the CPI 260 instrument and interpret results. The interactive

workshop covers instrument design, scoring and interpretation with a focus on the key applications of individual and leadership development. Upon successful completion of the program, you will receive a CPI 260 Certification certificate and be eligible to purchase and use the CPI 260 assessment and reports.

Location: In-house certification programs to be conducted at a site to be determined in consultation with the client. Public certification programs to be conducted at multiple locations throughout the continental United States.

Dates: To be negotiated with client

Topics Covered:

Introduction to the CPI 260 Assessment

- Brief history and background to the assessment
- Definitions and purposes of the instrument and how it does what it does
- Practical validity and the basic statistics needed to understand reports and interpret results
- Introduction to the 29 scales

Administering the CPI 260 Assessment

- Ethical considerations and professional use
- Administering the assessment
- Introducing the assessment to clients

Interpretation Basics

- Four steps to a CPI 260 interpretation
- Ipsative, normative, and configural approaches
- Case Study Presentations

Applications of the CPI 260 Assessment in Business Settings

- Leadership
- Problem-solving and decision-making
- Interpersonal effectiveness
- Motivation and drive
- Need for structure and administrative style
- Self-awareness and adaptability

Introduction to the *CPI 260® Coaching Report for Leaders*

- Introduction to the logic and presentation of the *CPI 260® Coaching Report for Leaders*
- Tools for understanding the results

- Using the *CPI 260® Client Feedback Report* and *CPI 260® Coaching Report for Leaders*
 - Some approaches to help clients make sense of their results
 - Using the CPI 260 assessment with other assessments and tools
 - Addressing frequently asked questions

Program Schedule:

Two full and one half-day sessions with a one hour lunch break each full day.

Method:

- Workshop is interactive and includes lecture and individual and small group exercises.
- At the end of the program, participants will complete a short written exam and must achieve a cumulative score of 80% or higher on the exam in order to become certified.

Application Training Services

These services involve the development and delivery of workshops and customized training in the direct application of various assessments to real world issues of individual and organizational development. These workshops support clients in maximizing the value of assessments within their training and leadership development programs.

Trainer Daily Rate – includes reasonable collaborative efforts with clients, for design and development of curriculum, with associated audio visual presentation, course delivery, evaluation, and follow-up (up to 8 hours.)

Trainer Hourly Rate – this rate only applies where the facilitator decides an extra charge is in order after meeting with the client and evaluating their needs, goals, and expectations in light our existing body of slide and program content.

MBTI® Step I Application Training Understanding & Applying MBTI® Step I™ Results

MBTI® Step I Workshop: Introduction to the MBTI® Tool

- Understand introductory personality type concepts. Identify a few of your potential strengths and challenges. Identify ways to use differences constructively.

MBTI® Step I Workshop: Communication

- Use type preferences to help people understand their communication strengths and offer practical tips for communicating more effectively with others.

MBTI® Step I Workshop: Coaching

- Increase leadership effectiveness by providing specific coaching guidelines for each unique employee.

MBTI® Step I Workshop: Leadership Development

- Help leaders become more effective through an awareness of type and the implications for setting direction, inspiring others, and mobilizing the accomplishment of goals.

MBTI® Step I Workshop: Problem Solving

- Leverage your personality preferences to improve problem solving through tailored communication and decision making techniques.

MBTI® Step I Workshop: Stress Management

- Help individuals to recognize the circumstances or events that trigger stress and provide them with information and tips on how to deal most effectively with the challenges they present.

MBTI® Step I Workshop: Team Development

- Help teams understand their strengths and challenges, decrease conflict, communicate more effectively, and increase their problem solving abilities.

MBTI® Step I Workshop: Conflict Management

- Help employees manage conflict by offering tips on how to better approach conflict situations, communication strategies, and ways to resolve conflict in work situations.

MBTI® Step I Workshop: Project Management

- Increase understanding of type's influence on project management skills and behaviors. Understand the impact bias, driving motivators and values have on project management. Learn a practical method for refraining and flexing communication to improve project management.

MBTI® Step II Application Training Understanding & Applying MBTI® Step II™ Results

The Step II™ magnifies the power of the MBTI® Step I by showing individual results on five different facets of each of the MBTI instrument's four pairs of opposite preferences. These 20 facets of personality help us to better understand unclear preferences, type differences, and assist with individual development possibilities.

MBTI® Step II

This session provides the certified MBTI practitioners the tools necessary to provide a Step II™ interpretation. Facilitators will learn how to read the clarity index, set up team sessions using the facet tally worksheets (analyzing a team's facet results), how to explain out-of-preference and mid-zone results, as well as understand how to answer frequently asked questions.

This is a supplementary course designed to provide MBTI certified practitioners with a deeper understanding of the Step II™, as well as providing them with practical tools for successfully incorporating the Step II™ into their training programs. Activities focus on understanding and applying facet differences in the workplace.

Applying MBTI® Step II Results Workshops

- Leadership Development
- Communication
- Conflict Management
- Decision Making
- Change Management

Fundamental Interpersonal Relations Orientation™ FIRO® Application Training

Introduction to the FIRO-B (or FIRO Business)

- Foundations of assessment. This workshop will cover theory of interpersonal needs, results and score interpretation. Concepts such as team formation, compatibility and leadership styles will be covered.
- Activities and exercises - team chemistry, leadership roles and one-to-one coaching.
- This one day program is available only to current certified MBTI practitioners. All others will need to attend the 2 day FIRO Certification Program (covers both FIRO-B and FIRO Business).

FIRO-B (or FIRO Business) - Understanding your Interpersonal Needs (individual development, team building, leadership)

- Utilizing either FIRO
- -B or FIRO Business, you will gain valuable insight into your interpersonal needs and how they impact your participation on a team, how you lead others and what you expect from others. This insight will help you develop behaviors to improve how you interact with others.

Thomas-Kilmann Conflict Mode Inventory (TKI) Application Training

TKI – Intro to Conflict Management

The TKI is recognized as the premier instrument for understanding the dynamics of interpersonal conflict and provides individuals with greater awareness of how to recognize conflict styles and manage conflict effectively. The objective of this workshop is to build the capabilities to be more aware of conflict styles, recognize the conflict styles of others, assess the appropriate use of conflict styles in different conflict situations, and practice using different conflict styles.

This workshop is designed to provide facilitators with understanding the elements of the Thomas-Kilmann conflict modes, how to present these modes in a workshop setting, and activities to use with participants.

California Psychological Inventory (CPI® 260) Application Training

CPI® 260 – Leadership Development/Coaching

Built on 50-plus years of exceptional history, validity, and reliability, the California Psychological Inventory™ (CPI™) assessments are powerful leadership development and selection tools that help individuals and leaders improve their performance.

Strong Interest Inventory® Application Training

Strong Interest Inventory - Career Development

The Strong interest Inventory is one of the most widely used career-planning tools in publication. Using responses to questions about interests, activities, subjects, and job activities, answers are compared to a national database to identify career similarities.