



U.S. General Services Administration

Federal Supply Services

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:

<http://www.gsaadvantage.gov>.

Schedule 874: Mission Oriented Business Integrated Services (MOBIS)

Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration

Contract Number: GS-02F-0153T

Contract Period: September 1, 2007 to August 30, 2012

For more information on ordering from Federal Supply Schedules, click on the FSS Schedules button at: <http://www.fss.gsa.gov>.

For more information, please contact:

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Business Size: Small

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Customer Information

1a. Currently-awarded Special Item Numbers (SIN):

SIN 874-4 - Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration

1b. Please see Appendix A for Price List.

1c. Please see Appendix B for a list of Labor Category Descriptions.

2. Maximum Order Threshold (MOT): \$1,000,000.00 per SIN

3. Minimum Order: \$100.00

4. Geographic Coverage (Delivery Area): Worldwide

5. Point of Production: The primary point of production is the Voluminant, LLC main headquarters located in Arlington, Virginia.

6. Discount from List Prices: All prices listed are Net prices; basic discounts have been deducted.

7. Quantity discounts: Quantity discounts may be offered on a task order basis.

8. Prompt Payment Terms: None

9a. Acceptance of Government Credit Cards at or below the micro-purchase threshold:
Government credit cards will be accepted for orders at or below the micro-purchase threshold.

9b. Acceptance of Government Credit Cards above the micro-purchase threshold:
Government credit cards will be accepted for orders above the micro-purchase threshold.

10. Foreign Items: Not applicable.

11a. Time of Delivery: To be negotiated with ordering agency for each individual task order.

11b. Expedited Delivery: Will be specified in the task order proposal, as applicable.

11c. Overnight and 2-Day Delivery: The schedule customer may contact Voluminant for rates for overnight and 2-day delivery.

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 three (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.

12. F.O.B. point(s): Destination

13a. Ordering Address:

Voluminant, LLC
Attention: Contracts
P.O. Box 100754
Arlington, VA 22210

Phone: (703) 637-0615
Fax: (413) 375-0079
info@voluminant.com

13b. Ordering Procedures: The ordering procedures for supplies and services, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (<http://fss.gsa.gov/schedules>).

14. Payment Address is as Follows:

Payment via Wire Transfer
Financial Institution: PNC Bank
9-Digit ABA routing number: see invoice
Telegraphic abbreviation: PNB
Account number: see invoice

Payment via Check/U.S. Mail
Voluminant, LLC
Attn: Accounts Receivable
P.O. Box 100754
Arlington, VA 22203

ACH Payments
Voluminant, LLC
PNC Bank
ABA routing number: see invoice
Account number: see invoice

15. Warranty Provision: Not applicable.

16. Export Packing Charges: Not applicable.

17. Terms and Conditions of Government Purchase Card Acceptance: Government credit cards will be accepted for orders above and below the micro-purchase threshold. Bank account information will be shown on the invoice.
18. Terms and Conditions of Rental, Maintenance, and Repair: Not applicable.
19. Terms and Conditions of Installation: Not applicable.
20. Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and Any Discounts from List Prices: Not applicable.
- 20a. Terms and Conditions for Any Other Services: Not applicable.
21. List of Service and Distribution Points: Not applicable.
22. List of Participating Dealers: Not applicable.
23. Preventive Maintenance: Not applicable.
- 24a. Environmental Attributes: Not applicable.
- 24b. Section 508: If applicable, Section 508 compliance information on Electronic and Information Technology (EIT) supplies and services will be addressed on a task order basis. The EIT standards can be found at www.Section508.gov.
25. Data Universal Numbering System (DUNS) Number: 153657304
26. Central Contractor Registration (CCR) Database: Voluminant, LLC is registered with the CCR Database.

Why You Should Work with Voluminant

Voluminant’s portfolio of clients spans from the U.S. Department of State to one of Washington, D.C.’s biggest entrepreneurial restaurant groups, Great American. The Voluminant team has designed, developed and delivered innovative, cutting-edge and interactive training programs that range from highly technical and process-driven to interpersonal and tactical – each targeted to helping customers obtain some greater business goal or objective.

Innovative – Voluminant was born as a result of our team’s “step out of the box and try something new” philosophy. To reach the desired impact, we use a proprietary training design process that takes a new and exciting development approach buoyed by interactivity and hands-on learning.

Fast & Responsive – Voluminant is not the biggest contractor you will ever work with. But, as a growing entrepreneurial venture, our goal and desire is to provide results to your complete satisfaction 100% of the time. We work hand-in-hand with our clients to reach quick agreement on project scope and approach, and delivery specifications. Our consolidated “tiger team” approach to every project accelerates ideas into action. Every project proceeds from problem identification to product development and solution implementation pronto.

Original Ideas – We do not take a cookie-cutter approach to our work. Project kickoff – no matter how big or small the project – starts with understanding your stakeholders and leads to internal Voluminant team brainstorming. We’ll figure out how to get from A to Z without going through the whole alphabet and let you sign-off on it. Because we don’t use canned materials from past clients, your finished product or solution will be unique only to your organization, built around your business needs, history and culture.

Easy to work with – Voluminant’s most successful projects have happened with clients who like us. Because each member of our trusted team is empowered to make important project modifications on the spot, this leads to quick and necessary changes to requirements, methodology and scope of work. It has also resulted in a library of successful projects.

Proven Experience – Voluminant has experience in a variety of industries from award-winning government IT departments to commercial delivery drivers. While the nature of work in each was dramatically different, our goal was largely the same: produce solutions to make the operation better, faster, and more efficient while producing deliverables and solutions that scream enhanced performance.

Voluminant’s Training Service Offering

The Voluminant team has tackled multiple training course design projects over the past several years, and built on decades of experience. These training programs were not developed for “training’s sake” – they supported some larger organizational or business objective for the client.

Training Services: Instructor Led Training, Web Based Training and Education Courses, Course Development and Test Administration (SIN 874-4):

- Client interface
- Training need identification
- Internal brainstorming
- Idea conception & presentation
- Program development
- Supporting material development
- Training course dry-run delivery
- Program modification
- Training measurement/ROI analysis

Terms and Conditions

GSA multiple award schedule contracts are awarded in accordance with the provisions of the Acquisition Regulation Part 12 Acquisition of Commercial Items. To the maximum extent practicable, GSA multiple award schedule contracts include only those clauses and terms and conditions, either required to implement provisions of law or executive orders applicable to the acquisition of commercial items, or determined to be consistent with customary commercial Ordering agencies may incorporate provisions in their task orders that are essential to their specific requirements (i.e., security, hazardous material handling, key personnel, etc.), provided they conflict with the terms and conditions of the contract. These provisions, when required, must be included in the individual task order, and any costs necessary to comply with the provision(s) prohibited by law. The terms and conditions of Voluminant’s MOBIS contract are current through Refresh 14 to Solicitation Number TFTP-MC-000874-B. An electronic version of the solicitation may be found at FedBizOpps by following this link:

https://www.fbo.gov/index?s=opportunity&mode=form&id=de7d42941a77217e17b317513086a778&tab=core&_cvview=1

Appendix A

Contractor Labor Rates – Option Year Two Pricing

Item No.	Labor Category	Labor Rate
1.	Program Manager	\$166.30
2.	Project Director	\$137.90
3.	Instructional Designer, Sr.	\$121.68
4.	Trainer/Facilitator, Sr.	\$109.51
5.	Graphics Designer, Sr.	\$105.46
6.	Instructional Designer	\$77.06
7.	Trainer/Facilitator	\$77.06
8.	Quality Management Auditor	\$73.01
9.	Graphics Designer	\$64.90
10.	Technical/Creative Writer	\$56.78

Appendix B

Labor Category Descriptions

Each training course design labor category is defined with consideration given to education, general and specialized training, and the assignments typically assigned to a resource in each category. Voluminant recognizes that the right capability, skills and applied work experience are necessary for successful job performance and client satisfaction.

Program Manager – Master’s Degree or higher with a minimum of ten (10) years of applied work experience managing work in a project-driven environment. Responsible for the oversight and management aspects of several projects, including tasks such as project budgeting, adherence to delivery schedules staff hiring and training, achieving project deliverables and milestones, and overall project quality assurance.

Project Director – Bachelor’s degree or higher. Experience includes five to eight (5-8) years of applied project management experience. Responsible for the oversight and management aspects of projects, including controlling project budgets, maintaining delivery schedules, managing staff, and the satisfactory completion of project deliverables.

Senior Instructional Designer – Bachelor’s degree or higher. Experience includes eight to ten (8-10) years of experience developing training course content across topics. The ability to facilitate expert groups in specialized areas and develop information into curriculum. Knowledgeable in the design of interactive training programs, including classroom, interactive role playing, gaming, case study, and Web-based curriculum. Proven experience developing training content based on advanced adult learning principles.

Senior Trainer/Facilitator – Master’s degree with ten (10) or more years experience in classroom training delivery. Has extensive experience on topics on which training is being delivered. Responsible for planning, directing and implementing overall class training and Web-based courses, as well as the performance of trainers. Coordinates training activities.

Senior Graphics Designer – Bachelor's degree or its equivalent and ten to fifteen (10-15) years of experience in a design environment. Creates and manipulates graphic images, page layout and text into consolidated and seamless training materials. Uses knowledge of current graphic design software to produce graphic art and visual materials for training manuals, packaging, and other informative and instructional material through a variety of media including print, Web and CD-ROMs.

Instructional Designer – Bachelor's degree or higher and four to eight (4-8) years of experience working in training course design and development. Experience developing curriculum on a variety of topics. Able to facilitate expert discussions in specialized areas and convert content into manageable and presentable training programs. Knowledgeable in multiple modes of delivery including classroom, interactive case studies, gaming and Web-based content. Experience developing curriculum around adult learning principles.

Trainer/Facilitator – Bachelor’s degree or higher, including three (3) or more years experience in facilitating training in a classroom, online or one-on-one coaching environment. May have experience in a formal classroom role or making presentations to management groups. Prepares materials for instruction and delivers content in an interactive manner.

Quality Management Auditor – Bachelor’s degree or higher with four to six (4-6) years of experience in a project management environment. Administers project risk management programs. Modifies policies to comply with industry best practices. Familiar with a variety of project management-related quality assurance concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals.

Graphic Designer – Bachelor’s degree and four to nine (4-9) years of experience. Familiar with design software, industry standard concepts, practices, and procedures within the graphic arts community. Designs and produces graphics in support of training development projects. Provides technical knowledge and expertise on computer graphics, digital photography, videography, Flash animations, etc.

Technical/Creative Writer – Bachelor's degree and two to four (2-4) years of experience in the technical and creative writing fields. Writes a variety of technical articles, reports, manuals and documentation for trainee use and internal training course marketing. May work with project teams to brainstorm storylines and ideas in the authoring of original entertaining and relevant creative content. May be responsible for coordinating the display of text, graphics and production of documents.

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