

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

**SCHEDULE 874 – Mission Oriented Business Integrated Services
(MOBIS)**

CONTRACT # GS-02F-0154T

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

Contract Period: August 31, 2012 to August 30, 2017

VISAR

VISAR Corporation

1700 Rockville Pike

Suite 260

Rockville MD 20852-1679

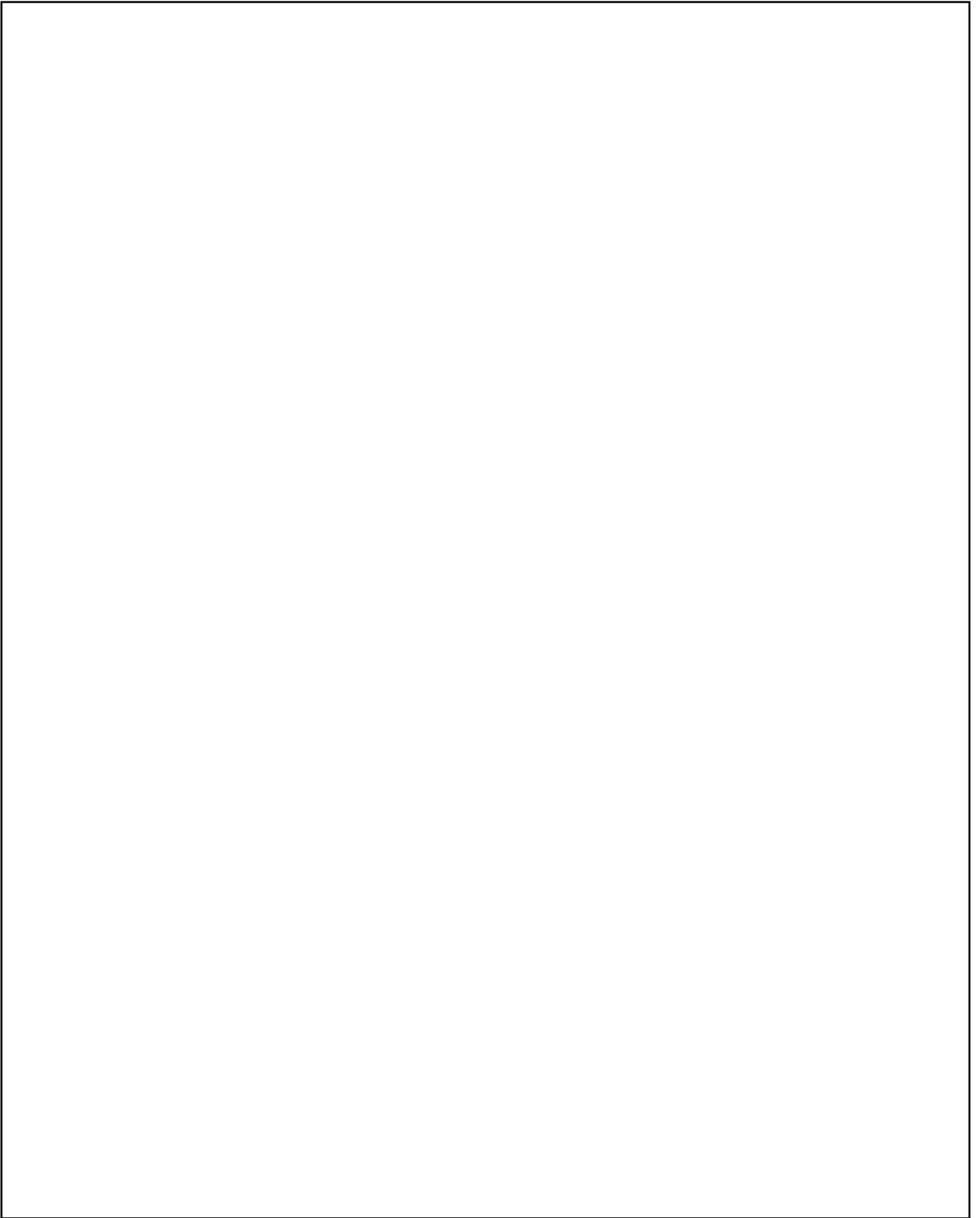
Phone: 301-770-6456 Fax: 301-770-5879

Amber@RIVAINC.com

www.rivainc.com

DUNS # 12-155-2889

Woman Owned Small Business



CONTENTS

CUSTOMER INFORMATION 1

 1a. Awarded Special Item Number(s) 2

 1b. Lowest Priced Model Number and Lowest Unit Price 2

 1c. Hourly rates 2

 2. Maximum Orders 2

 3. Minimum 2

 4. Geographic Coverage 2

 5. Point(s) of Production 2

 6. Discount from List Prices or Statement of Net Price 2

 7. Quantity Discounts 3

 8. Prompt Payment Terms 3

 9a. Government Purchase Cards 3

 9b. Government Purchase Cards 3

 10. Foreign Items 3

 11a. Time of Delivery 3

 11b. Expedited Delivery 3

 11c. Overnight & 2nd Day Delivery 3

 11d. Urgent Requirements 3

 12. F.O.B. Point(s) 4

 13a. Ordering Address(es) 4

 13b. Ordering Procedures 4

 14. Payment Address(es) 4

 15. Warranty Provision(s) 4

 16. Export Packing Charges 4

 17. Terms and Conditions of Government Purchase Card Acceptance 4

 18. Terms and Conditions of Rental, Maintenance, and Repair 4

 19. Terms and Conditions of Installation 4

 20. Terms and Conditions of Repair Parts Indicating Date of parts price lists and Any Discounts from List Prices ... 5

 20a. Terms and Conditions for Any Other Services 5

 21. List of Service and Distribution Points 5

 22. List of Participating Dealers 5

 23. Preventive Maintenance 5

 24a. Environmental Attributes 5

 24b. Section 508 Compliance 5

 25. DUNS Number 5

 26. Central Contractor Registration (CCR) Database 5

SCHEDULE OF ITEMS 6

SCHEDULE PRICING 8

CUSTOMER INFORMATION

In 1982, a training division was added to VISAR Corporation to meet the growing demand from researchers wanting moderator training in constructive and ethical qualitative research techniques. For over 25 years, the purpose for VISAR has not changed: to provide research courses, workshops, and seminars in qualitative methodology, techniques and procedures that will strengthen the skills of those engaged in market and social research and raise the professional standards of the research industry. Those techniques include offering training and services in these areas:

<ul style="list-style-type: none"> • Moderating 	<ul style="list-style-type: none"> • Report Writing & Analysis 	<ul style="list-style-type: none"> • Creative Techniques
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VISAR’s CEO has been in place since 1982, working and crafting a management style focused on making the client the ‘star.’ It has long been a VISAR approach to do more than what is typically expected and to anticipate and clear up problems before they come to the client’s attention.

The training services at VISAR have grown tremendously since 1982, when only one course was offered and held in a hotel. VISAR now offers multiple public course options at our dedicated qualitative research training facilities at VISAR HQ in Rockville, Maryland in the Washington, D.C., metropolitan area. On request, classes are also held at client offices or other sites to save travel costs for participants.

VISAR has trained thousands of researchers and professionals in the skills and techniques of QLMR [Qualitative Market Research] through a variety of courses and VISAR has a national and international reputation for intensive, rigorous training programs.

The core of the VISAR curriculum is our internationally recognized experiential moderator training courses. The classes are small in size, enabling students to receive valuable, personalized feedback from their trainers.

Faculty members include some of the most experienced and respected moderators and researchers in the field. The eighteen VISAR faculty members are an elite group of moderators residing in North America and Europe. They have conducted over 100,000 focus groups and individual in-depth interviews, plus conducted work in non-traditional qualitative marketing research methodologies, such as ethnography, ideation, and on projects with integrated qualitative techniques. Research clients of the VISAR faculty; come from all industry areas, most from Fortune 500 companies, agencies, and government. The diverse experiences of the faculty and the clients they serve give students multiple models to consider as they develop their own research styles.

VISAR course participants benefit from VISAR’s philosophy of experiential, hands-on learning—whether it is writing a moderator’s guide, moderating a focus group, or analyzing a transcript. The question of "How do I use this in the real world?" is eliminated and replaced with "When I do this next time, I will..."

1A. AWARDED SPECIAL ITEM NUMBER(S)

[SIN 874-4 Instructor Led Training](#)

1B. LOWEST PRICED MODEL NUMBER AND LOWEST UNIT PRICE

SIN	Service	Course	Price/Student
874-4	Instructor Led Training	RIVA 201	\$3,496.00
874-4	Instructor Led Training	RIVA 202	\$3,496.00
874-4	Instructor Led Training	RIVA 211	\$2,753.00
874-4	Instructor Led Training	RIVA 241	\$2,647.00
874-4	Instructor Led Training	RIVA 242	\$2,647.00
874-4	Instructor Led Training	RIVA 303	\$3,496.00
874-4	Instructor Led Training	RIVA 433	\$2,647.00
874-4	Instructor Led Training	Mastery in Action	450.00
874-4	Instructor Led Training	Agency/Company Specific Course – One Day	\$1,061.00
874-4	Instructor Led Training	Agency/Company Specific Course – Two Day	\$2,334.00
874-4	Instructor Led Training	Agency/Company Specific Course – Three Day	\$3,500.00

1C. HOURLY RATES

N/A

2. MAXIMUM ORDERS

The maximum order limit for this contract is \$1,000,000.00.

3. MINIMUM

The minimum order limit for this contract is \$100.00.

4. GEOGRAPHIC COVERAGE

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

5. POINT(S) OF PRODUCTION

Rockville, Montgomery County, Maryland

6. DISCOUNT FROM LIST PRICES OR STATEMENT OF NET PRICE

Prices shown herein are net (discounts deducted).

7. QUANTITY DISCOUNTS

2% volume discount on cumulative orders of \$15,000 or more in a calendar year.

8. PROMPT PAYMENT TERMS

Payment terms are net 30 days.

9A. GOVERNMENT PURCHASE CARDS

VISAR Corporation accepts Government purchase cards up to the micro-purchase threshold (\$3,000.00).

9B. GOVERNMENT PURCHASE CARDS

Government purchase cards are accepted above the micro-purchase threshold.

10. FOREIGN ITEMS

N/A

11A. TIME OF DELIVERY

Within 30-days

11B. EXPEDITED DELIVERY

N/A

11C. OVERNIGHT & 2ND DAY DELIVERY

N/A

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.

Delivery for all SINs will be as specified on Task Order.

12. F.O.B. POINT(S)

Destination

13A. ORDERING ADDRESS(ES)

VISAR Corporation
1700 Rockville Pike
Suite 260
Rockville MD 20852-1679

Amber@RIVAinc.com

13B. ORDERING PROCEDURES

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (www.fss.gsa.gov/schedules).

14. PAYMENT ADDRESS(ES)

VISAR Corporation
1700 Rockville Pike
Suite 260
Rockville MD 20852-1679

15. WARRANTY PROVISION(S)

N/A

16. EXPORT PACKING CHARGES

N/A

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE

VISAR Corporation will accept government purchase cards above the micro-purchase threshold, no discounts offered.

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR

N/A

19. TERMS AND CONDITIONS OF INSTALLATION

N/A

20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES

N/A

20A. TERMS AND CONDITIONS FOR ANY OTHER SERVICES

N/A

21. LIST OF SERVICE AND DISTRIBUTION POINTS

N/A

22. LIST OF PARTICIPATING DEALERS

N/A

23. PREVENTIVE MAINTENANCE

N/A

24A. ENVIRONMENTAL ATTRIBUTES

N/A

24B. SECTION 508 COMPLIANCE

N/A

25. DUNS NUMBER

12-155-2889

26. CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE

VISAR Corporation, is registered in the CCR database

SCHEDULE OF ITEMS

VISAR's Training Mission:

Through courses, workshops and seminars based on proven QLMR methodologies VISAR Training will strengthen and support the personal, intrinsic and professional skills of those engaged in market and social research.

We are committed to raising and maintaining high professional standards in the qualitative research industry.

We teach what we do & do what we teach.

VISAR's Training Beliefs

VISAR believes that moderating and interviewing skills are based on a science and executed as an art, much like a medical doctor or musician. To that end, we believe that in order to bring your work as a researcher and moderator to excellence it is necessary to continue to renew, refresh, and recreate yourself.

A VISAR Training course does not solely benefit researchers and moderators. Many of our students come to us from the client side. Understanding moderating methodology and techniques allow clients to better choose more productive moderators to conduct the fullest research for their needs.

VISAR offers an array of courses to suit your qualitative training needs. We hold public training courses in the DC Metro Area, Dallas, San Diego, Las Vegas, and Philadelphia and will soon be expanding overseas.

Expanding from our publicly offered courses, VISAR Training also is available to specifically design a course for a client's needs at a chosen location. Some of our clients that we've conducted private trainings for in both the public and government arena include: Booz Allen Hamilton, General Mills, Astrazeneca, John Deere, Centex Homes, Verizon, The Internal Revenue Service, The Social Security Administration, and many more.

SCHEDULE PRICING

Services Priced Other than by Hourly Rate
for SIN 874-4 Instructor-Led Training

VISAR Pricing for Years 1-5, Cost is Per Person

RIVA 201 “Fundamentals of Moderating” is a three-day course for individuals working in research arenas who have never moderated or have just begun building skills as interviewers or moderators.

Prerequisite: Approval of the Director

SIN 874-4 Instructor Led Training	Course Name	GSA Price
August 31, 2012 to August 30, 2013	RIVA 201	\$3,496.00
August 31, 2013 to August 30, 2014	RIVA 201	\$3,496.00
August 31, 2014 to August 30, 2015	RIVA 201	\$3,636.00
August 31, 2015 to August 30, 2016	RIVA 201	\$3,636.00
August 31, 2016 to August 30, 2017	RIVA 201	\$3,636.00

RIVA 202 “Skill Acceleration” is a three-day course for moderators who have conducted at least 25 focus groups and yet have never had formal moderator training.

Prerequisite: Approval of the Director

SIN 874-4 Instructor Led Training	Course Name	GSA Price
August 31, 2012 to August 30, 2013	RIVA 202	\$3,496.00
August 31, 2013 to August 30, 2014	RIVA 202	\$3,496.00
August 31, 2014 to August 30, 2015	RIVA 202	\$3,636.00
August 31, 2015 to August 30, 2016	RIVA 202	\$3,636.00
August 31, 2016 to August 30, 2017	RIVA 202	\$3,636.00

RIVA 211 “Coaching to Excellence” is private, personal coaching by a Coach™ and Trainer. This course requires no travel and is for active moderators who want their own expert coach and Trainer to help them realize their personal goals.
 Prerequisite: Completed at least one RIVA 200-level course

SIN 874-4 Instructor Led Training	Course Name	GSA Price
August 31, 2012 to August 30, 2013	RIVA 211	\$2,753.00
August 31, 2013 to August 30, 2014	RIVA 211	\$2,753.00
August 31, 2014 to August 30, 2015	RIVA 211	\$2,863.00
August 31, 2015 to August 30, 2016	RIVA 211	\$2,863.00
August 31, 2016 to August 30, 2017	RIVA 211	\$2,863.00

RIVA 241 “Qualitative Analysis and Reporting” is a hybrid distance-learning class, with one day on VISAR’s site. After the first day on-site, students return to their own locations to prepare and then submit an assigned report for review and critique. It is returned with Trainer notes and feedback. This course is for beginning and intermediate-level researchers, analysts, and moderators.

Prerequisite: Completion of 201 or 202, or a minimum of three months experience in applied qualitative research

SIN 874-4 Instructor Led Training	Course Name	GSA Price
August 31, 2012 to August 30, 2013	RIVA 241	\$2,647.00
August 31, 2013 to August 30, 2014	RIVA 241	\$2,647.00
August 31, 2014 to August 30, 2015	RIVA 241	\$2,753.00
August 31, 2015 to August 30, 2016	RIVA 241	\$2,753.00
August 31, 2016 to August 30, 2017	RIVA 241	\$2,753.00

RIVA 242 “Qualitative Toolbox” provides multiple tools for moderators to use. Attendees work with each other and their trainers to build skills on the application of special techniques for effective qualitative data gathering.

Prerequisite: RIVA 201 or 202, or Approval of the Director

SIN 874-4 Instructor Led Training	Course Name	GSA Price
August 31, 2012 to August 30, 2013	RIVA 242	\$2,647.00
August 31, 2013 to August 30, 2014	RIVA 242	\$2,647.00
August 31, 2014 to August 30, 2015	RIVA 242	\$2,753.00
August 31, 2015 to August 30, 2016	RIVA 242	\$2,753.00
August 31, 2016 to August 30, 2017	RIVA 242	\$2,753.00

RIVA 303 “Advanced Moderating” is a three-day course for experienced moderators who want to hone their moderating skills.

Prerequisites: RIVA 201 or 202 and Approval of the Director

SIN 874-4 Instructor Led Training	Course Name	GSA Price
August 31, 2012 to August 30, 2013	RIVA 303	\$3,496.00
August 31, 2013 to August 30, 2014	RIVA 303	\$3,496.00
August 31, 2014 to August 30, 2015	RIVA 303	\$3,636.00
August 31, 2015 to August 30, 2016	RIVA 303	\$3,636.00
August 31, 2016 to August 30, 2017	RIVA 303	\$3,636.00

RIVA 433 “Mastery in Action” is a two-day course for highly experienced, trained moderators and researchers who want to garner techniques of master moderators through feedback, observation, and modeling in an experiential environment.

Prerequisites: Admission in the Master Moderator Certificate Program™, a minimum of 200 focus groups or their equivalent, and approval of the Director

SIN 874-4 Instructor Led Training	Course Name	GSA Price
August 31, 2012 to August 30, 2013	RIVA 433	\$2,647.00
August 31, 2013 to August 30, 2014	RIVA 433	\$2,647.00
August 31, 2014 to August 30, 2015	RIVA 433	\$2,753.00
August 31, 2015 to August 30, 2016	RIVA 433	\$2,753.00
August 31, 2016 to August 30, 2017	RIVA 433	\$2,753.00

RIVA Master Moderator™ Certificate Exam is awarded to those who complete training in a series of courses, workshops and private study and then demonstrate skills and knowledge to an objective examination panel through both written and practicum examinations.

SIN 874-4 Instructor Led Training	Course Name	GSA Price
August 31, 2012 to August 30, 2013	Master Moderator Certificate Exam	\$450.00
August 31, 2013 to August 30, 2014	Master Moderator Certificate Exam	\$450.00
August 31, 2014 to August 30, 2015	Master Moderator Certificate Exam	\$468.00
August 31, 2015 to August 30, 2016	Master Moderator Certificate Exam	\$468.00
August 31, 2016 to August 30, 2017	Master Moderator Certificate Exam	\$468.00

RIVA “Agency/Company Specific Course – One Day” is customized to meet the companies/agencies specific training needs or objectives.

SIN 874-4 Instructor Led Training	Course Name	GSA Price
August 31, 2012 to August 30, 2013	Agency/Company Specific Course – 1 day	\$1,061.00
August 31, 2013 to August 30, 2014	Agency/Company Specific Course – 1 day	\$1,061.00
August 31, 2014 to August 30, 2015	Agency/Company Specific Course – 1 day	\$1,103.00
August 31, 2015 to August 30, 2016	Agency/Company Specific Course – 1 day	\$1,103.00
August 31, 2016 to August 30, 2017	Agency/Company Specific Course – 1 day	\$1,103.00

RIVA “Agency/Company Specific Course – Two Day” is customized to meet the companies/agencies specific training needs or objectives.

SIN 874-4 Instructor Led Training	Course Name	GSA Price
August 31, 2012 to August 30, 2013	Agency/Company Specific Course – 2 day	\$2,334.00
August 31, 2013 to August 30, 2014	Agency/Company Specific Course – 2 day	\$2,334.00
August 31, 2014 to August 30, 2015	Agency/Company Specific Course – 2 day	\$2,427.00
August 31, 2015 to August 30, 2016	Agency/Company Specific Course – 2 day	\$2,427.00
August 31, 2016 to August 30, 2017	Agency/Company Specific Course – 2 day	\$2,427.00

RIVA “Agency/Company Specific Course – Three Day” is customized to meet the companies/agencies specific training needs or objectives.

SIN 874-4 Instructor Led Training	Course Name	GSA Price
August 31, 2012 to August 30, 2013	Agency/Company Specific Course – 3 day	\$3,500.00
August 31, 2013 to August 30, 2014	Agency/Company Specific Course – 3 day	\$3,500.00
August 31, 2014 to August 30, 2015	Agency/Company Specific Course – 3 day	\$3,640.00
August 31, 2015 to August 30, 2016	Agency/Company Specific Course – 3 day	\$3,640.00
August 31, 2016 to August 30, 2017	Agency/Company Specific Course – 3 day	\$3,640.00

NOTES:

1. Prices shown are per person for VISAR classes.
2. For Agency/Company Specific Course there is a minimum of 8 students that need to be enrolled. Fewer than 8 students will be priced the same as 8 students.
3. Travel and per diem are negotiated outside of contract.
4. IFF fee is included in price.