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 GSA Advantage!® is: GSAAAdvantage.gov.

Multiple Award Schedule

Federal Supply Group: Professional Services

Contract Number: GS-10F-0015R

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Contract Period: October 1, 2019 – September 30, 2024

Otto Kroeger Associates, LLC
3605 Chain Bridge Rd
Suite A & C
Fairfax, VA 22030-3245
703-591-6284
www.oka-online.com

Contract Administration Source:
Harris Fanaroff
hfanaroff@oka-online.com

Business Size: Small

Price list current as of Modification #PS-0043 effective May 27, 2021

Prices Shown Herein are Net (discount deducted)
CUSTOMER INFORMATION

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

<table>
<thead>
<tr>
<th>SINs</th>
<th>Recovery</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>333318TDTM</td>
<td>333318TDTM RC</td>
<td>Off-the-Shelf Training Devices and Training Materials</td>
</tr>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>611430</td>
<td>611430RC</td>
<td>Professional and Management Development Training</td>
</tr>
<tr>
<td>611512</td>
<td>611512RC</td>
<td>Flight Training</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order-Level Materials (OLM’s)</td>
</tr>
</tbody>
</table>

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. Please see attached rate table.

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 see attached labor category descriptions.

2. Maximum order:

<table>
<thead>
<tr>
<th>SINs</th>
<th>Maximum Order</th>
</tr>
</thead>
<tbody>
<tr>
<td>333318TDTM</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>541611</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>611430</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>611512</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>OLM</td>
<td>$250,000</td>
</tr>
</tbody>
</table>

3. Minimum order: **$300**

4. Geographic coverage (delivery area). **Worldwide**

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

Otto Kroeger Associates, LLC  
3605 Chain Bridge Rd  
Fairfax, VA 22030-3245
6. Discount from list prices or statement of net price. **Government Net Prices (discounts already deducted.)**

7. Quantity discounts. **None**

8. Prompt payment terms. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. **1%-20, Net 30 days.**

9. Foreign items (list items by country of origin). **Not Applicable**

10a. Time of delivery. (Contractor insert number of days.) **Contact Contractor**

10b. Expedited Delivery. Items available for expedited delivery are noted in this price list. **Contact Contractor**

10c. Overnight and 2-day delivery. **Contact Contractor**

10d. Urgent Requirements. **Contact Contractor**

11. F.O.B. point(s). **Destination**

12a. Ordering address(es):

   Otto Kroeger Associates, LLC  
   3605 Chain Bridge Rd  
   Fairfax, VA 22030-3245

12b. 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.

13. Payment address(es):

   Otto Kroeger Associates, LLC  
   3605 Chain Bridge Rd  
   Fairfax, VA 22030-3245

14. Warranty provision. **Not Applicable**

15. Export packing charges, if applicable. **Not Applicable**

16. Terms and conditions of rental, maintenance, and repair (if applicable). **Not Applicable**

17. Terms and conditions of installation (if applicable). **Not Applicable**

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). **Not Applicable**
18b. Terms and conditions for any other services (if applicable). **Not Applicable**

19. List of service and distribution points (if applicable). **Not Applicable**

20. List of participating dealers (if applicable). **Not Applicable**

21. Preventive maintenance (if applicable). **Not Applicable**

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). **Not Applicable**

22b. 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/](http://www.Section508.gov/). **Not Applicable**

23. Unique Entity Identifier (UEI) Number. **116197997**

24. Notification regarding registration in System for Award Management (SAM) database. **Otto Kroeger Associates, LLC is registered and active in SAM.**
**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS/SCA eligible labor categories. If and/or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.
LABOR CATEGORY DESCRIPTIONS

Subject Matter Expert

Functional Responsibility: Work done within the Subject Matter Expert Labor Category demands expert knowledge of content and process. Leadership, targeted groups, events or selected phases of projects call for the thought leadership and authority that Subject Matter Experts bring with them. Renowned in their field, people who work within the Subject Matter Expert Labor Category are able to keynote, kick-off events, facilitate or emcee large events, provide executive leadership-level work, and assure quality control. Providers who contribute to the Subject Matter Expert Labor Category have advanced degrees, professional certifications, are published in their fields, are master-trainers, and/or have established professional reputations with a minimum of 10 years of professional experience.

Minimum Experience: 10

Minimum Education: Master’s Degree or BA/BS with equivalent field experience or published body of work

Executive Associate

Functional Responsibility: Work done at the Executive Associate Labor Category involves program design, implementation, program delivery and program management. Providers within the Executive Associate Labor Category have extensive professional and educational credentials and a minimum of 8 years of experience in organization development and change management. Work done at the Executive Associate Labor Category is performed by providers who have specialized areas of expertise in a range of organization development, human resources and change management topics, such as leadership development, coaching, communications and conflict management, large and small group intervention approaches and organizational assessment strategies.

Minimum Experience: 8

Minimum Education: Master’s Degree or BA/BS with equivalent field experience or published body of work

Senior Associate

Functional Responsibility: Work done within Senior Associate Labor Category involves light program design, limited implementation, targeted program delivery and program management. Providers within the Senior Associate Labor Category have appropriate professional and educational credentials and a minimum of 5 years of experience in organization development and/or change management. Work done at the Senior Associate Labor Category is performed by providers who have required expertise in a range of training and development topics and areas, including targeted tools and models (for instance, the MBTI, EQ-i, Generations, et cetera).
**Minimum Experience:** 5

**Minimum Education:** BA/BS Degree and requisite field experience

**Manager**

Work done within the Manager Labor Category involves lower-level project and course design and management. Manager-level work includes limited client-facing tasks, defining and producing client deliverables, basic/lower-level training and skills coaching, project scheduling, report writing and client briefing. Work done within the Manager Labor Category will be done by a provider with appropriate credentials and certifications (given the task and tools in question) and at least 2 years of training and development experience.

**Minimum Experience:** 2

**Minimum Education:** BA/BS Degree
COURSE DESCRIPTIONS

Emotional Intelligence EQ-i 2.0/ 360 Certification Workshop

Length of course: 2 days

Minimum/Maximum number of Participants: 10/30

Price per participant: $1,350.00 per person

Included materials:
- EQ-i 2.0 Assessment (online administration)
- EQ-i 2.0 Modules (via MHS learning portal)
- OKA’s EQ tutorial (on-line)
- Assessment Results - phone feedback
- Personalized EQ-i 2.0 Workplace Report (Client and Coach report)
- OKA’s EQ Workbook by Hile Rutledge
- EQ Edge book
- Hardcopy course material including exam study material On-line exam (via MHS portal)
- Certification certificate (EQ-i 2.0/ 360 qualification)

Workshop Description:
Certify your team to use today’s leading Emotional Intelligence Assessment – the EQ-i 2.0/ 360 qualification. Today, Emotional Intelligence (EQ) is recognized as essential to successful leadership, team and individual performance. In fact, we know that EQ is a better predictor of workplace success than IQ! The EQ-i 2.0 is widely acknowledged as today’s leading Emotional Intelligence assessment instrument and is being used by government and commercial organizations across the globe for leadership development, selection, organizational development, executive coaching and team development.

This 2 day workshop certifies participants to use the EQ-i 2.0 (workplace report, leadership report, group report) and the EQ360 (workplace and leadership) assessment instruments. Taught by the North America’s leading EQ-i trainer, this interactive, experiential approach to certification includes OKA designed support tools and exercises to support individual and group application. OKA master trainers also bring extensive practical experience applying the EQ-i for powerful results within organizations and teams– including military and government organizations. OKA master trainers will travel to your location to deliver this powerful 2 day certification workshop. Travel expenses outside the Washington DC Metro area are not included in GSA pricing.

Pearman Personality Integrator Certification Workshop

Length of course: 2 days

Minimum/Maximum number of Participants: 10/30
Price per participant: $1,275.00 Per person

Included materials:

- Pearman Personality Integrator (online administration)
- Pre-work modules (via MHS portal)
- Assessment Results - phone feedback
- Personalized Workplace Report (Client and Coach)
- Hardcopy course material including exam study material
- On-line exam (via MHS portal)
- Certification certificate

Workshop Description:

Certify your team to use the newest Personality Type assessment – the Pearman Personality Integrator. This 2 day workshop certifies participants to use the Pearman Personality Integrator (workplace report and leadership report) assessment instrument. This newest Type tool offers unique individual and team self-awareness and development insights not directly possible with other Type assessments such as the MBTI. These include the ability to assess type along a continuum (ie… from very natural to very unnatural), differentiate between natural preferences and demonstrated behaviors, the ability to assess all eight cognitive functions (ie.. Extroverted Sensing and Introverted Sensing) and the ability to measure mental agility, flexibility and resilience through the FlexIndex.

Taught by renowned Type experts, this interactive, experiential approach to certification includes OKA designed support tools and exercises to support individual and group applications. OKA master trainers also bring extensive practical experience applying Type for powerful results within organizations and teams– including military and government organizations. OKA master trainers will travel to your location to deliver this powerful 2 day certification workshop. Travel expenses outside the Washington DC Metro area are not included in GSA pricing.

Emotional Intelligence Workshop

Length of course: 1 day

Minimum/Maximum number of Participants: 10/35

Workshop Design and Delivery: $3,240.00

Price for each participant: (see 333318TDTM training materials)

Workshop Description:

Improve individual and team performance with the power of Emotional Intelligence insight and practical developmental actions. The Emotional Intelligence Workshop provides a brief history of emotional intelligence, a personal EQ-i Report and a number of experiential exercises to support the understanding and application of the EQ-i and emotional intelligence content.
Each participant takes the EQ-i online as pre-work and receives his/her results during this session. The focus of the Emotional Intelligence Workshop is both awareness and application of the rich data provided by the EQ-i, processed on both the individual and group/organization levels. As with all OKA courses, the Emotional Intelligence Workshop design is interactive and practical. Travel expenses outside the Washington DC Metro area are not included in GSA pricing.

**MBTI Type Workshop**

**Length of course:** 1 day

**Minimum/Maximum number of Participants:** 10/35

**Workshop Design and Delivery:** $3,240.00

**Price for each participant:** (see 333318TDTM training materials)

**Workshop Description:**

Improve self-awareness, self-management and team performance with the power of Personality Type insights and practical application recommendations. The MBTI Type Workshop provides an introduction to Personality Type, our “hard-wired” preferences for taking in data and making decisions, and how our Type impacts the way we live, work and engage people and the world around us. Understanding Type, your individual preferences and the accompanying benefits and potential pitfalls is important to self-awareness and effective self-management. It also provides a powerful lens and framework for understanding and appreciating differences, managing conflict and building effective teams.

This interactive program helps individuals and teams leverage the power of personality Type to improve individual and team development. As with all OKA courses, the MBTI Type Workshop design is interactive and practical. Each participant takes the MBTI online as pre-work and receives his/her results during this session. Travel expenses outside the Washington DC Metro area are not included in GSA pricing.

**Custom Application Workshop**

**Length of course:** 1 day

**Minimum/Maximum number of Participants:** 10/35

**Workshop Design and Delivery:** $3,600.00

**Price for each participant:** (see 333318TDTM training materials)

**Workshop Description:**
The Custom Application Workshop provides the opportunity to create a tailored development program for your team – selecting from OKA’s list of full day workshops or combining (2) ½ day workshops into a powerful, custom individual and team development experience. A brief history of selected topic and/or instrument (such as Generations, Conflict, Team Dynamics, Type), a personal report and/or feedback, experiential exercises to support the topic/content, and a portrait/exploration of the group’s collective results.

Each participant receives his/her results during this session, and time is devoted to understanding the session’s content, the report forms (when applicable) and the application of this material. The focus of the Custom Application Workshop is both awareness and application of the selected content. As with all OKA courses, the designs of all Custom Application Workshops are interactive and practical. Travel expenses outside the Washington DC Metro area are not included in GSA pricing.
# RATE CHARTS

<table>
<thead>
<tr>
<th>SIN(s)</th>
<th>Course Title</th>
<th>Course Length</th>
<th>Minimum Participants</th>
<th>Maximum Participants</th>
<th>Price Offered to GSA (including IFF)</th>
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</thead>
<tbody>
<tr>
<td>611430</td>
<td>EQ I 2.0/360 Certification Workshop</td>
<td>2 Days</td>
<td>10</td>
<td>30</td>
<td>$1,350.00</td>
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<tr>
<td>611430</td>
<td>Pearson Personality Integrator Certification Workshop</td>
<td>2 Days</td>
<td>10</td>
<td>30</td>
<td>$1,275.00</td>
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<tr>
<td>611430</td>
<td>Emotional Intelligence Workshop</td>
<td>1 Day</td>
<td>10</td>
<td>35</td>
<td>$3,240.00</td>
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<tr>
<td>611430</td>
<td>MBTI Type Workshop</td>
<td>1 Day</td>
<td>10</td>
<td>35</td>
<td>$3,240.00</td>
</tr>
<tr>
<td>611430</td>
<td>Custom Application</td>
<td>1 Day</td>
<td>10</td>
<td>35</td>
<td>$3,600.00</td>
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<table>
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<tr>
<th>SIN(s)</th>
<th>Support Item</th>
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<tr>
<td>333318TDTM</td>
<td>Emotional Intelligence Workshop Materials</td>
<td>$85.64</td>
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<td>333318TDTM</td>
<td>Custom Application Workshop Materials</td>
<td>$14.51</td>
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<td>333318TDTM</td>
<td>Optional Custom Application Workshop Material - Pearman Personality Integrator Assessment</td>
<td>$60.45</td>
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<td>333318TDTM</td>
<td>MBTI Type Workshop Material</td>
<td>$29.22</td>
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<table>
<thead>
<tr>
<th>SIN(s)</th>
<th>Labor Category</th>
<th>GSA Hourly Price</th>
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<tbody>
<tr>
<td>541611</td>
<td>Subject Matter Expert</td>
<td>$315.00</td>
</tr>
<tr>
<td>541611</td>
<td>Executive Associate/Consultant</td>
<td>$216.35</td>
</tr>
<tr>
<td>541611</td>
<td>Senior Associate/Consultant</td>
<td>$173.08</td>
</tr>
<tr>
<td>541611</td>
<td>Manager</td>
<td>$155.77</td>
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