



American Management  
Association

American Management Association (AMA)

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Business Size: Large Business



Schedule

***Mission Oriented Business Integrated Services (MOBIS)  
Federal Supply Schedule Industrial Group 874,  
Industrial Class 8742  
Authorized Pricelist***

**Federal Supply Service**

U.S. General Services Administration

**AUTHORIZED FEDERAL SUPPLY SERVICE  
MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)  
SCHEDULE PRICELIST**

Contract Number: GS-10F-0083S

Period Covered by Contract: January 2, 2006 - January 1, 2011

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

**General Services Administration  
Federal Supply Service**

Pricelist current through PO-0006 dated June 2007. 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-driving s database system. Agencies can access *GSA Advantage!* via the Internet at <http://www.GSAAdvantage.gov>

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**1 CUSTOMER INFORMATION**

**1. SPECIAL ITEM NUMBERS (SINS):**

- a. Table of awarded SINS

SIN 874-4	Training Services
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- b. Prices shown in the pricelist are net.

- c. Not applicable.

**2. MAXIMUM ORDER:** Orders exceeding the maximum order threshold may be placed in accordance with clause I-FSS-125, Requirements Exceeding the Maximum Order.

- a. The Maximum Order value for the following Special Item Number is \$1,000,000.

SIN 874-4: Training Services

**3. MINIMUM ORDER:**

- a. The Minimum Order for the following Special Item Number is \$300.00

SIN 874-4: Training Services

**4. GEOGRAPHIC COVERAGE:** The Geographic Scope of Contract is domestic delivery only.

**5. PRODUCTION POINTS:** Washington, DC; Atlanta, GA; Chicago, IL; New York, NY; and San Francisco, CA

**6.** Prices shown are NET Prices; Basic Discounts have been deducted.

**7. DISCOUNTS:**

- a. Quantity -- None  
b. Dollar Volume -- None

**8. PROMPT PAYMENT:** 0 % 30 days from receipt of invoice or date of acceptance, whichever is later.

**9. GOVERNMENT PURCHASE CARDS:**

- a. Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders.

- b. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

**10. FOREIGN ITEMS:** Not applicable.

**11. DELIVERY SCHEDULE:**

- a. **TIME OF DELIVERY:** The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBERS

SIN 874-4,

DELIVERY TIME (DAYS ARO)

As negotiated between AMA and Ordering Activity

- b. **EXPEDITED DELIVERY:** As negotiated between AMA and Ordering Activity.
- c. **OVERNIGHT and TWO-DAY DELIVERY:** As negotiated between AMA and Ordering Activity.
- d. **URGENT REQUIREMENTS:** When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities 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 activity, 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. FOB:** Destination

**13. ORDERING INFORMATION:**

- a. Agencies should address all orders to the following address:

American Management Association

440 First Street N.W.

Washington, DC 20001

- b. For supplies and services, the order procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

**14. PAYMENT INFORMATION:**

- a. Agencies should address all payments to the following address:

American Management Association  
600 AMA Way  
Saranac Lake, NY 12983-5534

- b. The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

**Ordering Assistance**

Telephone: (202) 662-1411

Fax: (202) 347-2438

E-mail: [dmorton@amanet.org](mailto:dmorton@amanet.org)

**Technical Assistance**

Telephone: (202) 662-1411

Fax: (202) 347-2438

E-mail: [dmorton@amanet.org](mailto:dmorton@amanet.org)

**15. WARRANTY PROVISION:**

American Management Association guarantees the satisfactory completion of all services performed under the contract, and shall exercise sufficient diligence to ensure the technical correctness and accuracy of the services performed. AMA shall perform, at its sole expense, any services that are determined by the government to be deficient, in order to ensure the satisfactory completion of such service.

**16. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:**

Not applicable.

**17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE ABOVE THE MICROPURCHASE THRESHOLD**

**552.232-77 PAYMENT BY GOVERNMENT COMMERCIAL PURCHASE CARD (MAR 2000) (ALTERNATE I—MAR 2000)**

- (a) Definitions.

“*Government-wide commercial purchase card*” means a uniquely numbered credit card issued by a contractor under GSA's Government-wide Contract for Fleet, Travel, and purchase Card Services to named individual Government employees or entities to pay for official Government purchases.

“*Oral order*” means an order placed orally either in person or by telephone.

- (b) The Contractor must accept the Government-wide commercial purchase card for payments equal to or less than the micro-purchase threshold (see Federal Acquisition Regulation 2.101) for oral or written orders under this contract.
  - (c) The Contractor and the ordering agency may agree to use the Government-wide commercial purchase card for dollar amounts over the micro-purchase threshold, and the Government encourages the Contractor to accept payment by the purchase card. The dollar value of a purchase card action must not exceed the ordering agency's established limit. If the Contractor will not accept payment by the purchase card for an order exceeding the micro-purchase threshold, the Contractor must so advise the ordering agency within 24 hours of receipt of the order.
  - (d) The Contractor shall not process a transaction for payment through the credit card clearinghouse until the purchased supplies have been shipped or services performed. Unless the cardholder requests correction or replacement of a defective or faulty item under other contract requirements, the Contractor must immediately credit a cardholder's account for items returned as defective or faulty.
  - (e) Payments made using the Government-wide commercial purchase card are not eligible for any negotiated prompt payment discount. Payment made using a Government debit card will receive the applicable prompt payment discount.
- 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. SERVICE AND DISTRIBUTION POINTS:** Not applicable.
- 22. PARTICIPATING DEALERS:** Not applicable.
- 23. PREVENTATIVE MAINTENANCE:** Not applicable.
- 24a. ENVIRONMENTAL ATTRIBUTES:** Not applicable.
- 24b. SECTION 508 COMPLIANCE:** Not applicable.
- 25. DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER:** 06-493-0233
- 26. Contractor HAS registered with the Central Contractor Registration Database.**

**27. UNCOMPENSATED OVERTIME:** Not Applicable

## 2. MOBIS SCHEDULE PRICELIST

SIN	CLIN	Description	GSA Price Inc. .75% IFF	Delivery Commence
		<b>Strategic Planning Certificate Courses:</b>		
874-4	ESPCC	Executive Strategic Planning Certificate Course	\$20,000.00	TBD/ Ordering Activity & Contractor
874-4	SPCCPS	Strategic Planning Certificate Course for the Public Sector	\$30,800.00	TBD/ Ordering Activity & Contractor
874-4	OS-TRN	On Site Training Courses	\$3,505.00 per day	TBD/ Ordering Activity & Contractor
874-4	PR-TRN	Pre-Training Analysis	\$1,820.00 per day	TBD/ Ordering Activity & Contractor
874-4	NDAS-NW	Needs Assessment (non-web)	\$2,093.00 per day	TBD/ Ordering Activity & Contractor

Note: Travel and expenses associated with services performed at the end user's site are not included and shall be invoiced separately on an open market basis as incurred.

### 3. DESCRIPTIONS

Title of Course:	Executive Strategic Planning Certificate Course	Length of Course: (# of Hrs/Days):	7/5
Total Price of Course:	\$20,000.00	Minimum Number of Participants:	12
Price per additional participant beyond the maximum (if applicable)	\$125.00	Maximum Number of Participants:	24
Description of Class:			
<p>This program is designed for executives who want to learn a logical approach to understanding and implementing the strategic planning process. The course covers the same topics as the Strategic Planning Certificate Course (the basics of strategic planning, tools and techniques for creating a strategic plan, and skills for structuring, facilitating, and implementing the plan), but the material has been compressed for the Executive level student.</p>			

Title of Course:	Strategic Planning Certificate Course for the Public Sector	Length of Course: (# of Hrs/Days):	7/5
Total Price of Course:	\$30,800.00	Minimum Number of Participants:	12
Price per additional participant beyond the maximum (if applicable)	\$125.00	Maximum Number of Participants:	24
Description of Class:			
<p>This program is designed for managers and action officers who want to learn a logical approach to understanding and implementing the strategic planning process. The course teaches the basics of strategic planning, tools and techniques for creating a strategic plan, and skills for structuring, facilitating, and implementing the plan.</p>			

## **On Site Training Courses**

All standard AMA courses can be delivered for up to twenty participants at a client site. This allows our clients the flexibility of scheduling seminars when they are the most convenient. AMA provides the instructor and materials; the client provides the facilities and classroom support, such as audio-visual. On-site training can reduce or eliminate client travel and per diem costs as well as time away from the office—giving AMA clients greater value for their training investment.

## **Pre-Training Analysis**

To allow the instructor to better tailor delivery of the material to the specific audience, pre-training analysis provides for communication directly with the client prior to the training event concerning the audience needs, preferences, and expected outcomes.

## **Needs Assessment (non-web)**

In order for training to be effective, it must be designed and developed based on the needs of both the organization and its employees. Needs assessment includes an in depth analysis with the client to determine the needs of an organization as a specific solution or set of solutions is pursued.