



**MOBIS SCHEDULE
CONTRACT # GS-10F-0163N**

Labor Category Offered	Government Hourly Rate Offered	Government Daily Rate Offered	Commercial Price List Hourly Rate	Commercial Price List Daily Rate	Government Percentage Discount Offered
Labor Categories					
Senior Executive Consultant	\$175.00	\$1400.00	\$215.00	\$1720.00	18.6%
Executive Consultant	\$155.00	\$1240.00	\$195.00	\$1560.00	20.5%
Principal Consultant	\$ 132.98	\$ 1063.84	\$160.00	\$1280.00	16.9%
Senior Management Consultant	\$112.20	\$ 897.60	\$134.00	\$1072.00	16.3%
Management Consultant	\$90.83	\$ 726.64	\$109.00	\$872.00	16.7%
Senior Training Mgt. Consultant	\$132.98	\$ 1063.84	\$160.00	\$1280.00	16.9%
Senior Instructor/Trainer	\$112.20	\$897.60	\$134.00	\$1072.00	16.3%
Senior Admin Assistant	\$45.00	\$360.00	\$55.00	\$440.00	18.2%
Admin Assistant	\$ 35.26	\$282.08	\$44.00	\$352.00	19.9%
Sr. Research Consultant	\$ 132.98	\$ 1063.84	\$160.00	\$1280.00	16.9%
Senior Technology Consultant	\$ 132.98	\$ 1063.84	\$160.00	\$1280.00	16.9 %
Database Designer	\$ 111.50	\$ 892.00	\$140.00	\$1120.00	20.4%
Infrastructure Architect	\$ 102.89	\$ 823.12	\$129.00	\$1032.00	20.2%
Research Consultant	\$ 96.17	\$ 769.36	\$119.00	\$952.00	19.2%
Technology Consultant	\$ 96.17	\$ 769.36	\$119.00	\$952.00	19.2%
Senior Systems Analyst	\$ 96.17	\$ 769.36	\$119.00	\$952.00	19.2%
Database Analyst	\$ 96.17	\$ 769.36	\$119.00	\$952.00	19.2%
Management Analyst	\$65.00	\$520.00	\$80.00	\$640.00	18.8%
Computer Programmer	\$ 80.14	\$ 641.12	\$98.00	\$784.00	18.2%
Technical Operations Manager	\$ 80.14	\$ 641.12	\$98.00	\$784.00	18.2%
Technical Editor	\$ 80.14	\$ 641.12	\$98.00	\$784.00	18.2%
Systems Analyst	\$ 80.14	\$ 641.12	\$98.00	\$784.00	18.2%
Technical Writer	\$ 69.45	\$ 555.60	\$83.00	\$664.00	16.3%



Title of Course:	SUPER-vision	Length of Course(# of Hrs/Days):	1 day
Total Price of Course:	\$1500	Minimum Number of Participants:	6
Price Per Participant			
Commercial Price:	\$2000	Maximum Number of Participants:	18
<u>Description of Class</u>			
Workshop Objectives			
<p>SUPER-vision is designed to introduce new and soon-to-be supervisors to the responsibilities involved in supervisory positions and to provide an opportunity to practice some of the most critical of the required skills – delegating, managing information, and giving and receiving feedback. Participants will also self-assess and identify and plan for areas to improve.</p>			
Duration			
This is a one-day program. There are optional pre- and post-seminar assignments.			
Workshop Outcomes			
At the end of this program, participants will be able to:			
Identify and understand the responsibilities of the role of the supervisor			
<ul style="list-style-type: none"> • Make a successful transition from individual contributor to supervisor • Delegate effectively • Effectively manage information to make decisions • Give and receive feedback with staff and management • Identify additional areas for development and make a development plan 			
* This program can be customized for a specific audience.			
<u>Quantity or Other Applicable Discounts (Explain)</u>			
N/A			



Title of Course:	Essentials of Management	Length of Course(# of Hrs/Days):	2 days
Total Price of Course:	\$3000	Minimum Number of Participants:	6
Price Per Participant			
Commercial Price:	\$4000	Maximum Number of Participants:	18

Description of Class

Workshop Objectives

The purpose of Essentials of Management is to provide new managers with information and skills needed to be successful in the early stages of their assignments as full-time managers. Program topics are explored through a variety of learning methods including group discussion, team exercises, management simulation, self-assessment profiling and skill practice.

The major topics covered include:

- Transition Issues
- Managing Teams
- Delegation
- Personal and Management Style
- Communication and Feedback

Duration

This program is two days with optional pre- and post-seminar assignments.

Workshop Outcomes

At the end of the seminar, participants will be able to:

- Determine the actions needed to transition from individual contributor to manager
- Describe the core behaviors required of managers
- Be aware of their personal style and how it influences management style
- Demonstrate open and effective communication skills
- Effectively represent their team to peers, higher level managers
- Plan and manage the team's objectives

* This program can be customized for a specific audience.

Quantity or Other Applicable Discounts (Explain)

N/A



Title of Course:	Leading Teams	Length of Course(# of Hrs/Days):	2 Days
Total Price of Course:	\$3000	Minimum Number of Participants:	6
Price Per Participant			
Commercial Price:	\$4000	Maximum Number of Participants:	18

Description of Class

Workshop Objectives

This team-building seminar design uses Group Development theory as an overarching theme. The commonly accepted Group Development Stages of Orientation, Dissatisfaction, Resolution, and Production (also known as Forming, Storming, Norming, Performing) are used to form the daily agendas.

Team leaders are taught to observe, assess and appropriately lead teams through all stages of group development. The ultimate goal for the team leader is to create an environment where team responsibilities are shared equally and the team is self-leading.

Duration

This seminar is planned for two days. A four day option is available, which increases opportunity for skill practice and application.

Workshop Outcomes

At the end of the seminar, participants will be able to:

- Describe what makes a group of people a team
- Explain and identify the stages of team development
- Apply the appropriate leadership style to each stage of team development
- Understand and value the impact of diversity within a team
- Facilitate team progress
- Manage challenging situations which may occur within a team
- Use team tools in an effective way

* This program can be modified and used with an intact team, focusing on team member and leader behavior.

Quantity or Other Applicable Discounts (Explain)

N/A



Title of Course:	Creating a Feedback Culture	Length of Course(# of Hrs/Days):	4 Hours
Total Price of Course:	\$750	Minimum Number of Participants:	6
Price Per Participant			
Commercial Price:	\$1000	Maximum Number of Participants:	18
<u>Description of Class</u>			
<p>Workshop Objectives</p> <p>“Creating a Feedback Culture” provides managers and supervisors with a framework for giving and receiving feedback to achieve a business initiative consistent with best practices performance management and coaching competencies. Emphasis is placed on developing the skills necessary to effectively give and receive feedback as a normal part of doing business.</p> <p>During the program, participants learn and use feedback. Instructional methods include presentation as well as experiential activities and skill practice.</p> <p>The four-hour module is intended to be flexible so that it can be delivered within a line of business, tailored to the business' specific needs.</p> <p>Duration</p> <p>This ½ day format allows organizations the flexibility to schedule at their convenience.</p> <p>Workshop Outcomes</p> <ul style="list-style-type: none"> • At the conclusion of the program, participants will be able to: • Define the elements of effective feedback. • Discuss the benefits of open, honest, timely feedback. • Use a process for giving and receiving feedback. • Demonstrate giving and receiving feedback. • Commit to a few behavior changes that encourage a feedback culture. 			
<u>Quantity or Other Applicable Discounts (Explain)</u>			
N/A			



Title of Course:	ABC's of Performance Management	Length of Course(# of Hrs/Days):	2 Days
Total Price of Course:	\$1500	Minimum Number of Participants:	6
Price Per Participant			
Commercial Price:	\$2000	Maximum Number of Participants:	18
<u>Description of Class</u>			
<p>Workshop Objectives</p> <p>This seminar provides managers and supervisors with the tools to ensure meeting department performance goals in a way that develops careers, helps employees meet personal goals, and enhances the role of manager. This program provides a structure and coaching skills to help ensure success. In linking objective setting, development planning, coaching and feedback skills and performance appraisal as a process, this program provides a systemic look at performance management.</p> <p>Duration</p> <p>This is a two-day program that allows for sufficient skill practice opportunities.</p> <p>Workshop Outcomes</p> <p>At the end of this seminar, participants will be able to:</p> <ul style="list-style-type: none"> • Use the performance management process to help employees achieve high levels of performance and business results • Use communication skills to motivate and empower employees • Prepare for and conduct performance and development discussions with employees • Identify development needs of employees • Provide appropriate feedback, coaching, and support as needed • Assess employee performance against objectives • Conduct candid and helpful performance appraisal discussions • Link reward and recognition efforts with performance <p>* Strongly recommended that this program be customized to client's own process/procedure.</p>			
<u>Quantity or Other Applicable Discounts (Explain)</u>			
N/A			



Title of Course:	Difficult Performance Decisions	Length of Course(# of Hrs/Days):	2 Days
Total Price of Course:	\$3000	Minimum Number of Participants:	6
Price Per Participant			
Commercial Price:	\$4000	Maximum Number of Participants:	18
<u>Description of Class</u>			
Workshop Objectives			
<p>The purpose of this seminar is to provide managers and supervisors the knowledge, skills, and tools for managing individual performance within difficult performance situations, making appropriate managerial decisions and handling the discussions that follow. These situations include performance issues that have not been resolved through coaching, performance problems that are caused or complicated by personal problems, and terminations for cause.</p>			
Duration			
<p>This program requires two days to allow for sufficient skill practice.</p>			
Workshop Outcomes			
<p>At the end of this seminar, participants will be able to:</p> <ul style="list-style-type: none"> • Understand the organizational and personal costs when managers avoid confronting difficult performance situations • Understand the components of effective performance management • Use effective communication skills and organizational resources to take appropriate corrective action to improve performance. • Recognize and apply appropriate resources when personal problems affect performance • Manage terminations due to performance 			
<u>Quantity or Other Applicable Discounts (Explain)</u>			
N/A			



Title of Course:	What's My Type?: A Myers Briggs Workshop	Length of Course(# of Hrs/Days):	1 Day
Total Price of Course:	\$2500	Minimum Number of Participants:	5
Price Per Participant			
Commercial Price:	\$3000	Maximum Number of Participants:	18
<u>Description of Class</u>			
Workshop Objectives			
<p>This purpose of this workshop is self-knowledge. The main tool used, the Myers Briggs Type Indicator (MBTI) is a powerful and widely used personality instrument for learning about oneself and others. Once a participant has a level of self-knowledge, this information can be used to enhance communication with others, problem solve more effectively, and used for development in becoming more effective in organizations and teams.</p>			
Duration			
<p>This program is presented in one-day. Optional pre- and post-workshop assignments are available.</p>			
Workshop Outcomes			
<p>At the end of this program, participants will:</p> <ul style="list-style-type: none"> • Enrich self-awareness and confirm self-perception • Discover differences in people concerning: <ul style="list-style-type: none"> ○ Energy source ○ Information gathering ○ Decision making ○ View of the world • Appreciate and capitalize on own/others' strengths • Adopt communication strategies based on preferences of others • Improve ability to solve problems and make quality decisions 			
<u>Quantity or Other Applicable Discounts (Explain)</u>			
N/A			



Title of Course:	MBTI Team Building Program	Length of Course(# of Hrs/Days):	1 Day
Total Price of Course:	\$2500	Minimum Number of Participants:	6
Commercial Price:	\$3000	Maximum Number of Participants:	12

Description of Class

Workshop Objectives

The purpose of this workshop is to apply the Myers-Briggs Type Indicator© (MBTI©) in team building. MBTI will be applied in a variety of ways: to analyze the team, clarify the problem (if any), determine interventions, heighten team awareness, and help the team deal with issues like communication, change, or leadership. There is an emphasis not only on any current issues of the team, but anticipating problems.

This program is taught by a MBTI certified Instructor

Duration

This is a one-day program.

Workshop Outcomes

Use of the MBTI in teams aids people on teams by:

- Reducing unproductive work by improving communication
- Identifying individual and team areas of strength and weakness
- Clarifying team behavior
- Helping match specific task assignments to certain MBTI types
- Building an objective framework for dealing with conflict
- Helping individuals understand how different perspectives and methods can lead to effective problem solving
- Predicting potential problem areas
- Teaching team members to value and work with the strengths of others

*This program will be customized to client's specific work team

Quantity or Other Applicable Discounts (Explain)

N/A



Title of Course:	Communicating for Results	Length of Course(# of Hrs/Days):	2 Days
Total Price of Course:	\$3000	Minimum Number of Participants:	6
Price Per Participant			
Commercial Price:	\$4000	Maximum Number of Participants:	15
<u>Description of Class</u>			
Workshop Objectives			
<p>Going beyond the conventional modalities of conceptual and behavioral training, Communicating for Results© includes awareness building. By enabling participants to become more aware of their behavior, especially during stressful moments, the concepts of communicating become increasingly clear and the skills are more useable. This awareness building allows for transformative change and truly distinguishes Communicating for Results© from more traditional offerings. Topics include assertiveness, listening, and conflict resolution. Participants learn a process for opening and sustaining a dialogue.</p> <p>*This is a vendor program.</p>			
Duration			
This is a two-day program.			
Workshop Outcomes			
Participants gain:			
<ul style="list-style-type: none"> • Greater awareness of the communications style and behaviors used when stressed • More insight into others and why they behave the way they do • Techniques to effectively assert yourself when needed • How to handle tense situations and aggressive behavior • Sophisticated conflict resolution techniques • Effective listening skills • Tools to create “win/win” situations – even when you don’t agree with the other person • How to deal with hostile or resistant groups • How to continue to grow as a communicator long after the seminar is over 			
<u>Quantity or Other Applicable Discounts (Explain)</u>			
N/A			



Title of Course:	Eagle Time Management: How to Increase Your Personal and Professional Productivity	Length of Course(# of Hrs/Days):	4 hours
Total Price of Course:	\$1200	Minimum Number of Participants:	N/A
Price Per Participant			
Commercial Price:	\$1500	Maximum Number of Participants:	18
<u>Description of Class</u>			
<p>Workshop Objectives</p> <p>This core skills training has been designed for individuals who need information and skills for increased productivity in the areas of daily planning, task completion, information management, multi-task management, and meeting management.</p> <p>Topics include: Principles of Time Management, Practice of Time Management and “Fast Forward” Goal Setting</p> <p>Participants receive an Eagle Planner as workshop materials.</p> <ul style="list-style-type: none"> • This is a vendor program 			
<p>Duration</p> <p>This is designed to be a four-hour program.</p>			
<p>Workshop Outcomes</p> <p>Participants acquire tangible time management skills, which, when practiced over time, increase their productivity by as much as 34%.</p> <p>Success can be tracked by Eagle through re-order information.</p>			
<u>Quantity or Other Applicable Discounts (Explain)</u>			
N/A			



Title of Course:	Successful Communication	Length of Course(# of Hrs/Days):	2 Hours
Total Price of Course:	\$500	Minimum Number of Participants:	6
Price Per Participant		Maximum Number of Participants:	24
Commercial Price:	\$750		
<u>Description of Class</u>			
Workshop Objectives			
<p>This workshop is designed to provide knowledge and skills in the area of interpersonal communication. It introduces a communication model which is used during the program to illustrate the need for skills in listening, speaking, and providing feedback. This is an informative course.</p>			
Duration			
<p>This workshop is two hours long. It can easily be expanded to provide more skill practice for participants.</p>			
Workshop Outcomes			
<p>At the end of this workshop, participants will be able to:</p>			
<p>Identify sender and receiver roles and responsibilities in a communication transaction.</p> <ul style="list-style-type: none"> • Describe personal styles which respond to, and often block, messages • Identify typical listening blocks • List personal listening blocks which are consciously or unconsciously used by the participant • Demonstrate effective communication tools • Identify some organizational issues in communication • Write an effective and organized memo • Plan for an “upward” feedback conversation 			
<u>Quantity or Other Applicable Discounts (Explain)</u>			
N/A			