



Virtual CEO Inc.

The Power of Focus

Accelerating the way organizations evaluate and improve business performance.

Virtual CEO provides products and services in three essential areas: (1) Strategic Planning, (2) Leadership Effectiveness; and (3) Stakeholder Feedback

The Virtual CEO process identifies your organization's key capabilities and constraints. The company's online assessments evaluate, compile and report your performance information in a fraction of the taken by traditional diagnostic methods. The company's knowledge center allows organizations to compare their performance to normative benchmark data collected from over 4,000 clients, including private sector companies, government agencies, and non-profit organizations.

Virtual CEO provides products and services in three essential areas: (1) Strategic Planning, (2) Leadership Effectiveness; and (3) Stakeholder Feedback

VCEO Products include:

- Strategic Business Performance Assessments
- Climate Surveys
- Leadership 360 Assessments
- Board Effectiveness Assessments
- ISO Performance Assessments
- Custom Assessments

Virtual CEO, Inc. offers professional consulting services with highly experienced consultants; facilitation services; and Internet-based survey products.

For more information go to: <http://www.virtualceo.com>

(949) 325-2501

GS-10F-0260M

874-1; 874-2; 874-3; 874-5

CONSULTING SERVICES; FACILITATION SERVICES; SURVEY SERVICES; SUPPORT PRODUCTS

General Services Administration
Federal Supply Service
Schedule Price List

FSC class(es): 874-1, 874-2, 874-3, and 874-5

Contract Number: GS-10F-0260M

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

Contract Period: April 30, 2012 through April 29, 2017

Contractor's Name: Virtual CEO, Inc.

Contractor's Address: 31103 Rancho Viejo Rd, Suite D-2316, San Juan Capistrano, CA 92675

Attn: Guy Greco, Partner

Phone Number: (310) 569-4576 or (949) 433-2433

Fax Number: (949) 248-4501

Contract Administrator: Jeffrey A. Rigsby, Chairman

Business Size: Small – Emerging

INFORMATION FOR ORDERING ACTIVITIES

1. 1a/1b. See Price List and Table of Contents
2. Maximum Order Limitation. \$1,000,000.00 (Orders may exceed this amount; however, this is the threshold where ordering activities may seek a price reduction.)
3. Minimum Order. \$100.00
4. Geographic Coverage (delivery area). All geographic areas.
5. Point(s) of Production. As negotiated in orders, see facilities listing under Item 21.
6. Discount from List Prices or Statement of Net Price. A "Spot Reduction Discount" may be negotiated.
7. Quantity Discounts. Call for Quote.
8. Prompt Payment Terms. Net 30, 1% discount for payments received within 10 days of receipt of invoice. Prompt payment discount does not apply to purchases using the Government Commercial Credit Card.
9. 9a. Government Commercial Credit Card is accepted up to the micro-purchase threshold. Prompt payment discount does not apply to purchases using the Government Commercial Credit Card;
9b. Government Commercial Credit Card is accepted above the micro-purchase level. Prompt payment discount does not apply to purchases using the Government Commercial Credit Card.
10. Foreign Items (list items by country of origin). None.
11. 11a. Time of Delivery. As negotiated in order; 11b. Expedited Delivery. As negotiated in order; 11c. Overnight and 2-day Delivery. As negotiated in order; 11d. Urgent Requirements. As negotiated in order.
12. F.O.B. Point(s). Destination CONUS; for OCONUS FOB Point is closest U.S. Shipping Point.
13. Ordering Address:
Virtual CEO, Inc.
Attn: MOBIS Orders
31103 Rancho Viejo Rd, Suite D-2316
San Juan Capistrano, CA 92675
Phone: (949) 325-2501
Email: admin@virtualceo.com
14. Payment Address(es):
Virtual CEO, Inc.
Attn: MOBIS Receivables
31103 Rancho Viejo Rd, Suite D-2316
San Juan Capistrano, CA 92675
15. Warranty Provision. Customer Acceptance of Complete Performance.

16. Export Packing Charges. Not Applicable.
17. Terms and Conditions of Government Commercial Credit Card Acceptance. Applicable and determined on a case-by-case basis.
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 (if applicable). Not Applicable.
21. List of service and distribution points (if applicable).
31103 Rancho Viejo Rd, Suite D-2316
San Juan Capistrano, CA 92675
22. List of participating dealers (if applicable). APEX, Inc.
23. Preventive maintenance (if applicable). Not Applicable.
24. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants. As negotiated in each order.
25. Data Universal Number System (DUNS) Number: 85-969-0005.
26. Virtual CEO, Inc. has registered in the Central Contractor Registration (CCR) database.
27. Uncompensated Overtime. Virtual CEO, Inc. follows total time accounting procedures. Professional staff are exempt from overtime pay provisions under the FLSA and applicable state laws. Non-exempt employees who work in excess of eight (8) hours per day or forty (40) hours per week receive overtime pay.

LABOR CATEGORIES AND RATES

Labor Category	2012	
	Hourly	Daily
Subject Matter Expert	\$290.95	\$2,327.60
Principal	\$254.86	\$2,038.88
Manager	\$194.87	\$1,558.96
Senior Trainer/Consultant	\$151.47	\$1,211.76
Internet Engineer	\$145.16	\$1,161.28
Senior Programmer	\$137.99	\$1,103.92
Database Administrator	\$120.86	\$966.88
Research Analyst	\$105.50	\$844.00
Junior Programmer	\$93.18	\$745.44
Associate	\$86.90	\$695.20
Administrative Assistant	\$62.27	\$498.16



Virtual CEO, Inc.

List of Labor Categories with Descriptions

Labor Category	Description	Educational Preferences
Subject Matter Expert	Company Senior Managers who specialize in particular a field, such as Strategic Planning, Finance, Marketing, Leadership Effectiveness, Human Resources and so on. Minimum 20 years experience in their field.	MBA Masters in HR Masters in Finance Bachelors Degree in Organizational Development
Principal	Internal or external company resource that provides exceptional depth and experience in on field; minimum 15 years experience and real-time application of skills.	Masters in area required by the client
Manager	Team member assisting Senior Manager from Virtual CEO or associated firm during long-term on-site project with a client; minimum 10 years experience and real-time application of skills.	Bachelors degree related to needs required by the client
Senior Trainer/Consultant	Conducts on-site training programs; provides some facilitation of client assessment and report outcomes; minimum 5 years experience as a trainer with field experience.	Bachelors Degree in Human Resources or Organizational Development preferred
Associate	Other company members who may assist with particular aspects of a client engagement; could include meeting organizing and logistics; preparation of materials; session note taking; etc.; minimum 2 years experience with client engagements.	Bachelors Degree preferred
Administrative Assistant	Provides ancillary support for all engagements, to include travel arrangements, shipping of meeting or course materials, and client support; minimum 2 years experience with engagement support.	Bachelors Degree preferred

Database Administrator	Designs and maintains Virtual CEO database for assessments, reports, and other client data; minimum 5 years experience in developing, revising and modifying databases.	Bachelors Degree in Information Technology, with emphasis in database development and management.
Senior Programmer	Designs computer software programs; develops user requirements; manages software projects; manages quality assurance; minimum 10 years experience as a programmer and 5 year experience leading software developing teams.	Masters Degree in Information Technology
Junior Programmer	Provides software programming content; participates in QA; reports to Senior Programmer; minimum 5 years experience as a programmer	Bachelors Degree in Information Technology
Internet Engineer	Designs and develops web-based interfaces based on company and client requirements; Updates and maintains company website and all web-based products; minimum 3 years experience with web design and database interfaces.	Bachelors Degree in Information Technology
Research Analyst	Ensure statistically validity and reliability of all Virtual CEO reports; Conducts research using Virtual CEO data for purposes of parametric and nonparametric correlations; minimum 5 years research experience.	Masters or PhD in Quantitative Measures