GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service

Authorized Federal Supply Schedule Price List

GSA SCHEDULE 70

SPECIAL ITEM NUMBER 132-50 – Training Courses

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

American National University
1813 E Main Street
Salem, VA 24153-4524
https://www.an.edu/

Contract Number: GS-35F-469CA
Period Covered by Contract: August 18, 2015 – August 17, 2020
DUNS Number: 058205121
General Services Administration
Federal Acquisition Service
Pricelist current through Modification Award August 18, 2020

Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (http://www.gsaadvantage.gov).

"Prices Shown Herein are NET (discount deducted)"

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APPLICALBE TO ALL SPECIAL ITEM NUMBERS

1a. **Training Courses – Subject to Cooperative Purchasing 132-50**

1b. **IDENTIFICATION OF THE LOWEST PRICED MODEL NUMBER AND LOWEST UNIT PRICE FOR THAT MODEL FOR EACH SPECIAL ITEM NUMBER AWARDED IN THE CONTRACT.**

Microsoft Excel Advanced	This course builds on the skills and concepts taught in Excel 2013: Intermediate. Students will work with advanced formulas, as well as lookup functions such as VLOOKUP, MATCH, and INDEX. In addition, students will learn about data validation and database functions such as DSUM. They will learn how to import and export data, and how to query external databases. Finally, students will learn about the analytical features of Excel (such as Goal Seek and Solver), running and recording macros. Course manual comes with exam prep software (download). This course will help students prepare for the Microsoft Office Specialist core-level exam for Excel 2013 and the Microsoft Office Specialist Expert exam for Excel 2013 (exam 77-420). For comprehensive certification training, students should complete the Basic, Intermediate, and Advanced courses for Excel 2013.	1 day	8	15	**$118.49**

1c. **DESCRIPTION OF IT SERVICES AND PRICING**

Course Title	Course Descriptions	Course Length	Minimum Participants	Maximum Participants	GSA Price Per Student w/ IFF
CCNAX v2.0 - CCNA Routing and Switching Boot Camp	In this course, you will learn how to install, operate, configure, and verify a basic IPv4 and IPv6 network. You will focus on configuring a LAN switch, configuring an IP router, identifying basic	5 days	8	15	**$2,463.58**

	security threats, understanding redundant topologies, troubleshooting common network issues, connecting to a wide-area network (WAN), configuring EIGRP and OSPF in both IPv4 and IPv6, understanding WAN technologies, and getting familiar with device management and Cisco licensing. This training course combines the ICND1 v2 and ICND2 v2 content into a single 5-day fast paced, hand on boot camp designed for ideal CCNA exam preparation. Our course includes a CCNAX composite 200-120 exam voucher. This course prepares you for the CCNA Routing and Switching certification exam (200-120 CCNA).				
Certified Ethical Hacker (CEH)	This class will immerse the students into an interactive environment where they will be shown how to scan, test, hack and secure their own systems. The lab intensive environment gives each student in-depth knowledge and practical experience with the current essential security systems. Students will begin by understanding how perimeter defenses work and then be lead into scanning and attacking their own networks, no real network is harmed. Students then learn how intruders escalate privileges and what steps can be taken to secure a system. Students will also learn about Intrusion Detection, Policy Creation, Social Engineering, DDoS Attacks, Buffer Overflows and Virus Creation. When a student leaves this intensive 5 day class they will have hands on understanding and experience in Ethical Hacking. This course prepares you for EC-Council Certified Ethical Hacker exam 312-50. This course will significantly benefit	5 days	8	15	**$1,466.30**

	security officers, auditors, security professionals, site administrators, and anyone who is concerned about the integrity of the network infrastructure.				
Certified Information System Auditor (CISA)	The CISA certification was developed by ISACA® (Information Systems Audit and Control Association) in 1978 to create a globally accepted standard of achievement among information systems (IS) audit, control and security professionals. The exam is based upon a common framework of knowledge as prescribed by ISACA® and is represented by six content areas.	5 days	8	15	**$1,565.04**
Certified Information System Manager (CISM)	The CISM certification was developed in 2003 by ISACA® to certify experienced IT professionals on the latest "practices and standards" in the security field. It is based upon a general framework of knowledge as prescribed by ISACA® and is represented by 5 practice areas. Individuals seeking the certification must document 5 years of experience in IS related work performed as a security practitioner.	5 days	8	15	**$1,565.04**
Certified Information Systems Security Professional (CISSP)	The CISSP certification was developed by (ISC)^2® to certify experienced IT professionals on the latest "practices and standards" in the security field. It is based upon the Common Body of Knowledge (CBK®) as prescribed by (ISC)^2® and is represented by 10 domains (or key areas). This course helps prepare students for the CISSP exam. Individuals seeking the certification must document four years (five years for candidates without a college degree) of experience in IS related work performed as a practitioner, auditor, consultant, vendor, investigator or instructor. This experience must map	5 days	8	15	**$1,481.11**

	into one or more of the domains listed above.				
CISSP - Information Systems Security Architecture Professional (CISSP-ISSAP)	***Topics Covered*** Understand the key concepts and requirements of information security within the framework of architecture and design Be able to demonstrate his or her knowledge of the six domains of the CISSP-ISSAP CBK through various scenarios and models Create a study plan to successfully pass the CISSP-ISSAP Examination ***The six major domains of the CBK covered by CISSP-ISSAP certification are:*** Access Control Systems and Methodology – details the critical requirements to establish adequate and effective access control restrictions for an organization. Access control protects systems, data, physical infrastructure and personnel in order to maintain their integrity, availability, and confidentiality Cryptography - requires the security professional to understand cryptographic methodologies and the use of cryptography to protect an organization's data storage and communications from compromise and misuse Physical Security Integration - recognizes the importance of physical security and personnel controls in a complete information systems security model Requirements Analysis and Security Standards, Guidelines, Criteria – provides diligence and attention to standards, awareness of threats and identification of the risks and values of data Business Continuity Planning (BCP) and Disaster Recovery Planning (DRP) - involves the identification of adverse events that could threaten the ability of the	5 days	8	15	$1,762.52

	organization to continue normal operations. Once identified, the security professional will implement countermeasures to reduce the risk of such incidents from reoccurring Telecommunications and Network Security - addresses the security concerns related to the critical role of telecommunications and networks in today's distributed computing environments. The security professional understands the risks to communications networks across data, voice and multimedia				
CISSP - Information Systems Security Engineering Professional (CISSP-ISSEP)	This 5-day CISSP-ISSEP® Boot Camp is taught by (ISC)²® authorized instructors who employ effective (Lecture | Lab | Review)™ delivery of the curriculum while focusing on preparing you with the knowledge and skills required to pass the rigorous CISSP-ISSEP® examination. The CISSP ISSEP is ideal for: Senior Systems Engineers IA Systems Engineers Information Assurance Officers Information Assurance Analysts Senior Security Analysts	5 days	8	15	**$1,762.52**
CompTIA Advanced Security Professional (CASP)	Cloud Essentials covers the basics of cloud computing and its place in the modern enterprise. Explore public and private clouds; contrast the "as a service" models for PaaS, SaaS, IaaS, or XaaS platforms; plan security; and more. This course covers the exam objectives for the both the CompTIA® Cloud Essentials (Exam CLO-001) exam and the EXIN Cloud Computing Foundation (EX0-116) certification exams and includes suggested exercises and review questions to reinforce your	5 days	8	15	**$1,565.04**

	learning.				
CompTIA Linux+	This course provides a comprehensive guide to common tasks performed by system administrators, including installation, customization, and troubleshooting. Expanded coverage of networking and security provide everything you need to hit the ground running. This course maps to the LX0-101 and LX0-102 Linux+ Powered by LPI exams.	5 days	8	15	**$1,653.90**
CompTIA Network+	This course is designed to provide network technicians and support staff with the foundation-level skills they need to install, operate, manage, maintain, and troubleshoot a corporate network.	5 days	8	15	**$1,234.26**
CompTIA Security+	This course will prepare students to pass the current CompTIA® Security+ SY0-301 certification exam. This course also provides the broad-based knowledge necessary to prepare for further study in specialized security fields, or it can serve as a capstone course that gives a general introduction to the field. Comes with exam prep software (download).	5 days	8	15	**$1,049.12**
Certified Security Software Lifecycle Professional (CSSLP)	The CSSLP CBK® Education Program is the exclusive way to learn security best practices and industry standards for the software lifecycle - critical information to a CSSLP. This is where you will learn tools and processes on how security should be built into each phase of the software lifecycle. The CSSLP CBK contains the largest, most comprehensive, collection of best practices, policies, and procedures, to ensure a security initiative across all phases of application development, regardless of methodology. You will get an in-depth breakdown of the CSSLP Domains, while identifying key study areas, including:	5 days	8	15	**$1,762.52**

	post-seminar self-assessment 100% up-to-date material Contributions from CSSLPs, (ISC)2® Authorized Instructors and subject matter experts An overview of the scope of security within software development The prerequisite for this course is Secure Software Development Lifecycle (SSDLC).				
ITIL Intermediate Service Lifecycle: Continual Service Improvement (CSI)	The ITIL® Intermediate Qualification: Continual Service Improvement (CSI) Certificate is a free-standing qualification, but is also part of the ITIL® Intermediate Lifecycle stream, and one of the modules that leads to the ITIL® Expert Certificate in IT Service Management. The purpose of this training module and the associated exam and certificate is, respectively, to impart, test, and validate the knowledge on industry practices in service management as documented in the ITIL® Continual Service Improvement publication. Candidates wishing to be trained and examined for this qualification must already hold the ITIL® Foundation Certificate in IT Service Management which must be presented as documentary evidence to gain admission. Candidates who hold the following ITIL® qualifications are also eligible, and similar evidence will be required: Earlier ITIL® (v2) Foundation plus Foundation Bridge ITIL® Expert Certificate in IT Service Management (achieved via Service Manager or Practitioner bridging routes).	3 days	8	15	**$1,333.00**
ITIL Foundation	The purpose of the ITIL® Foundation certificate in IT Service Management is to certify that the candidate has gained knowledge of the ITIL® terminology, structure and basic concepts and has comprehended the core principles of ITIL® practices for service management.	3 days	8	15	**$1,160.20**

	By the end of the course, students will: Gain knowledge and understanding in the following upon successful completion of the education and examination components related to this certification. Service management as a practice (comprehension) The ITIL® service lifecycle (comprehension) Generic concepts and definitions (awareness) Key principles and models (comprehension) Selected processes (awareness) Selected functions (awareness) Selected roles (awareness) Technology and architecture (awareness) Competence and training (awareness)			
ITIL Managing Across the Lifecycle (MALC)	The intent of the Managing across the Lifecycle (MALC) qualification is to give candidates the skills to support an organization's service delivery by bridging the service lifecycle stages. The qualification demonstrates that candidates have learned the value of one combined service management practice as opposed to separate subject areas. ITIL® processes and practices, as learnt from the lifecycle and capability streams of the intermediate certificates, are put into a context of delivering this value. The learning outcomes are intended to bring a candidate from ITIL® content knowledge to ITIL® content application and integration knowledge, and provide skills that can be used in the workplace in a tangible way. Testing and validation of knowledge take place at Bloom's taxonomy level 4 (analyzing) and level 5 (evaluating), reflecting the focus on integration when compared with the ITIL intermediate qualifications. While MALC encompasses the broadest perspectives of service management skills, for example those related to project management and application design, it is not intended to teach these practices, rather	3 days	8	15	**$1,546.94**

	to refer to them as contexts for ITIL® application. A high-level understanding of these is still expected. This qualification focuses on strategizing, planning, using and measuring ITIL® practices in an integrated functioning model: How the service lifecycle stages form an integrated whole Process integration and interfaces Shared data / information / knowledge. Candidates wishing to be trained and examined for this qualification must already have two (2) credits from the ITIL® Foundation certificate and must, as a minimum, have obtained a further 15 credits to a total of at least 17 credits. 15 credits can be obtained from ITIL® Intermediate qualifications. Some credits from earlier ITIL® qualifications and complementary qualifications can also count towards 15 credits. Holders of ITIL® Expert Certificate in IT Service Management are also eligible. Documentary evidence of all credits must be presented by candidates for the MALC qualification.				
ITIL Intermediate Capability: Operational Support and Analysis (OSA)	The ITIL® Intermediate Qualification: Operational Support and Analysis (OSA) Certificate is a freestanding qualification but is also part of the ITIL® Intermediate Capability stream, and one of the modules that leads to the ITIL® Expert Certificate in IT Service Management. The purpose of this training module and the associated exam and certificate is, respectively, to impart, test, and validate the knowledge on industry practices in service management as documented in the ITIL® Service Lifecycle core publications. The ITIL® Certificate in Operational Support and Analysis is intended to enable the holders of the certificate to apply OSA practices in resolution and support of the service management lifecycle and specifically in the following key ITIL® process, role and function areas: event management, incident management, request	3 days	8	15	**$1,333.00**

	fulfillment, problem management, access management, service desk, technical management, IT operations management, application management. Candidates wishing to be trained and examined for this qualification must already hold the ITIL® Foundation Certificate in IT Service Management which must be presented as documentary evidence to gain admission. Candidates who hold the following ITIL® qualifications are also eligible, and similar evidence will be required: Earlier ITIL® (V2) Foundation plus Foundation Bridge ITIL® Expert Certificate in IT Service Management (achieved via Service Manager or Practitioner bridging routes).			
ITIL Intermediate Capability: Planning, Protection, and Optimization (PPO)	The ITIL® Intermediate Qualification: Planning, Protection and Optimization (PPO) Certificate is a freestanding qualification, but is also part of the ITIL® Intermediate Capability stream, and one of the modules that leads to the ITIL® Expert Certificate in IT Service Management. The purpose of this training module and the associated exam and certificate is, respectively, to impart, test, and validate the knowledge on industry practices in service management as documented in the ITIL® Service Lifecycle core publications. The ITIL® Certificate in Planning, Protection and Optimization is intended to enable the holders of the certificate to apply PPO practices during the service management lifecycle and specifically in the following key ITIL® process and role areas: Capacity management Availability management IT service continuity management (ITSCM) Information security management Candidates wishing to be trained and examined for this qualification must already hold the ITIL® Foundation Certificate in IT	3 days	8	15	**$1,546.94**

	Service Management which must be presented as documentary evidence to gain admission. Candidates who hold the following ITIL® qualifications are also eligible, and similar evidence will be required: Earlier ITIL® (V2) Foundation plus Foundation Bridge ITIL® Expert Certificate in IT Service Management (achieved via Service Manager or Practitioner bridging routes).				
ITIL Intermediate Capability: Release, Control, and Validation (RCV)	The ITIL® Intermediate Qualification: Release, Control and Validation (RCV) Certificate is a free-standing qualification, but is also part of the ITIL® Intermediate Capability stream, and one of the modules that leads to the ITIL® Expert Certificate in IT Service Management. The purpose of this training module and the associated exam and certificate is, respectively, to impart, test, and validate the knowledge on industry practices in service management as documented in the ITIL Service Lifecycle core publications. The ITIL® Certificate in Release, Control and Validation is intended to enable the holders of the certificate to apply the practices during the service management lifecycle and specifically in the following key ITIL® process, role and function areas: Change management Service asset and configuration management Service validation and testing Release and deployment management Request fulfillment Change evaluation Knowledge management Candidates wishing to be trained and examined for this qualification must already hold the ITIL® Foundation Certificate in IT Service Management which must be presented as documentary evidence to gain admission.	3 days	8	15	**$1,546.94**

	Candidates who hold the following ITIL® qualifications are also eligible, and similar evidence will be required: Earlier ITIL® (V2) Foundation plus Foundation Bridge ITIL® Expert Certificate in IT Service Management (achieved via Service Manager or Practitioner bridging routes).				
ITIL Intermediate Service Lifecycle: Service Design	The ITIL® Intermediate Qualification: Service Design Certificate is a free-standing qualification, but is also part of the ITIL Intermediate Lifecycle stream, and one of the modules that leads to the ITIL® Expert Certificate in IT Service Management. The purpose of this training module and the associated exam and certificate is, respectively, to impart, test, and validate the knowledge on industry practices in service management as documented in the ITIL® Service Design publication. Candidates wishing to be trained and examined for this qualification must already hold the ITIL® Foundation Certificate in IT Service Management which must be presented as documentary evidence to gain admission. Candidates who hold the following ITIL® qualifications are also eligible, and similar evidence will be required: Earlier ITIL® (V2) Foundation plus Foundation Bridge ITIL® Expert Certificate in IT Service Management (achieved via Service Manager or Practitioner bridging routes).	3 days	8	15	**$1,333.00**
ITIL Intermediate Service Lifecycle: Service Operation	The ITIL® Intermediate Qualification: Service Operation Certificate is a free-standing qualification but is also part of the ITIL intermediate lifecycle stream, and one of the modules that leads to the ITIL® Expert Certificate in IT Service Management. The purpose of this training module and the associated exam and certificate is, respectively, to impart, test, and validate the knowledge on industry practices in service management as	3 days	8	15	**$1,333.00**

	documented in the ITIL® Service Operation publication. Candidates wishing to be trained and examined for this qualification must already hold the ITIL® Foundation Certificate in IT Service Management which must be presented as documentary evidence to gain admission. Candidates who hold the following ITIL® qualifications are also eligible, and similar evidence will be required: Earlier ITIL® (V2) Foundation plus Foundation Bridge ITIL® Expert Certificate in IT Service Management (achieved via Service Manager or Practitioner bridging routes).				
ITIL Intermediate Service Lifecycle: Service Strategy	The ITIL® Intermediate Qualification: Service Strategy Certificate is a free-standing qualification but is also part of the ITIL intermediate lifecycle stream, and one of the modules that leads to the ITIL® Expert Certificate in IT Service Management. The purpose of this training module and the associated exam and certificate is, respectively, to impart, test, and validate the knowledge on industry practices in service management and strategy as documented in the ITIL® Service Strategy publication. Candidates wishing to be trained and examined for this qualification must already hold the ITIL® Foundation Certificate in IT Service Management which must be presented as documentary evidence to gain admission Candidates who hold the following ITIL® qualifications are also eligible, and similar evidence will be required: Earlier ITIL® (V2) Foundation plus Foundation Bridge ITIL® Expert Certificate in IT Service Management (achieved via Service Manager or Practitioner bridging routes).	3 days	8	15	**$1,333.00**

ITIL Intermediate Capability: Service Offerings and Agreements (SOA)	The ITIL® Intermediate Qualification: Service Offerings and Agreements (SOA) Certificate is a freestanding qualification, but is also part of the ITIL® Intermediate Capability stream, and one of the modules that leads to the ITIL® Expert Certificate in IT Service Management. The purpose of this training module and the associated exam and certificate is, respectively, to impart, test, and validate the knowledge on industry practices in service management as documented in the ITIL® Service Lifecycle core publications. The ITIL® Certificate in Service Offerings and Agreements is intended to enable the holders of the certificate to apply SOA practices service management lifecycle and specifically in the following key ITIL® process, role and function areas: Service portfolio management Service catalogue management Service level management Demand management Supplier management Financial management for IT services Business relationship management Candidates wishing to be trained and examined for this qualification must already hold the ITIL® Foundation Certificate in IT Service Management which must be presented as documentary evidence to gain admission. Candidates who hold the following ITIL® qualifications are also eligible, and similar evidence will be required: Earlier ITIL® (V2) Foundation plus Foundation Bridge ITIL Expert Certificate in IT Service Management (achieved via Service Manager or Practitioner bridging routes).	3 days	8	15	**$1,546.94**
Microsoft Access Advanced	This course builds on the skills and concepts taught in Access 2013: Intermediate. Students will learn how to query with SQL; create crosstab, parameter, and action queries; create macros; import, export, and link database objects; interact	1 day	8	15	**$355.47**

	with XML documents; create hyperlink fields; optimize, split, and back up databases; password-protect and encrypt databases; and set Access options and properties.

This course will help students prepare for the Microsoft Office Specialist exam for Access 2013 (exam 77-424). For comprehensive certification training, students should complete the Basic, Intermediate, and Advanced courses for Access 2013. | | | | |
| Microsoft Access Basic | This course covers the basic functions and features of Access 2013. After an introduction to database concepts and the Access environment and Help systems, students will learn how to design and create databases. Then they will work with tables, fields, and records; sort and filter data; and set field properties and data entry rules. Students will then learn to create queries, forms, and reports.

This course will help students prepare for the Microsoft Office Specialist exam for Access 2013 (exam 77-424). For comprehensive certification training, students should complete the Basic, Intermediate, and Advanced courses for Access 2013. | 1 day | 8 | 15 | **$355.47** |
| Microsoft Access Intermediate | This course builds on the skills and concepts taught in Access 2013: Basic. Students will learn how to normalize data, manage table relationships, and enforce referential integrity; work with Lookup fields and subdatasheets; create join queries, calculated fields, and summary values; add objects to forms and create advanced form types; print reports and labels; create and modify charts; and use PivotTables and PivotCharts.

This course will help students prepare for the Microsoft Office Specialist exam for Access 2013 (exam 77-424). For comprehensive certification training, students should complete the Basic, Intermediate, and Advanced courses for Access 2013. | 1 day | 8 | 15 | **$355.47** |

Microsoft Excel Advanced	This course builds on the skills and concepts taught in Excel 2013: Intermediate. Students will work with advanced formulas, as well as lookup functions such as VLOOKUP, MATCH, and INDEX. In addition, students will learn about data validation and database functions such as DSUM. They will learn how to import and export data, and how to query external databases. Finally, students will learn about the analytical features of Excel (such as Goal Seek and Solver), running and recording macros. Course manual comes with exam prep software (download). This course will help students prepare for the Microsoft Office Specialist core-level exam for Excel 2013 and the Microsoft Office Specialist Expert exam for Excel 2013 (exam 77-420). For comprehensive certification training, students should complete the Basic, Intermediate, and Advanced courses for Excel 2013.	1 day	8	15	**$118.49**
Microsoft Excel Basic	This course teaches the basic functions and features of Excel 2013. After an introduction to spreadsheet terminology and Excel's window components, students will learn how to use the Help system and navigate worksheets and workbooks. Then they will enter and edit text, values, formulas, and pictures, and they will save workbooks in various formats. Students will also move and copy data, learn about absolute and relative references, and work with ranges, rows, and columns. This course also covers simple functions, basic formatting techniques, and printing. Finally, students will create and modify charts, and learn how to manage large workbooks. Course manual comes with exam prep software (download). This course will help students prepare for the Microsoft Office Specialist core-level exam for Excel 2013 and the Microsoft Office Specialist Expert exam for Excel 2010 (exam 77-420). For comprehensive certification training, students should complete the Basic, Intermediate, and	1 day	8	15	**$118.49**

	Advanced courses for Excel 2013.				
Microsoft Excel Intermediate	This course builds on the skills and concepts taught in Excel 2013: Basic. Students will learn how to use multiple worksheets and workbooks efficiently, and they will start working with more advanced formatting options including styles, themes, and backgrounds. They will also learn how to create outlines and subtotals, how to create and apply cell names, and how to work with tables. Students will save workbooks as Web pages, insert and edit hyperlinks, and learn to share workbooks by email. Course manual comes with exam prep software (download). This course will help students prepare for the Microsoft Office Specialist core-level exam for Excel 2013 and the Microsoft Office Specialist Expert exam for Excel 2013 (exam 77-420). For comprehensive certification training, students should complete the Basic, Intermediate, and Advanced courses for Excel 2013.	1 day	8	15	**$118.49**
Microsoft PowerPoint Advanced	This course builds on the skills and concepts taught in PowerPoint 2010: Basic. Students will customize PowerPoint by modifying the Ribbon and changing application settings. They will also apply themes and templates, and they will work with SmartArt graphics and tables. Students will add multimedia content and interactive elements to slides, and they will learn about presentation distribution options including PDF, HTML, and online broadcasts. Finally, students will integrate PowerPoint with Word and Excel. Course manual comes with exam prep software (download). This course will help students prepare for the Microsoft Office Specialist exam for PowerPoint 2010 (exam 77-883). For comprehensive certification training, students should complete the Basic and Advanced courses for PowerPoint 2010.	1 day	8	15	**$118.49**
Microsoft PowerPoint Basic	This course covers the basic functions and features of PowerPoint 2013. After an introduction to PowerPoint's window components and Help system, students will	1 day	8	15	**$118.49**

	learn to create, save, and rearrange presentations. Then they will format text, use drawing objects, work with graphics, and insert tables and charts. They will then learn to use templates and themes, slide masters, and transition effects. Finally, students will learn to proof, run, and print presentations.				
Microsoft Project	This course teaches the basic commands and features of Microsoft Project 2010. Students will learn how to create and modify task lists, establish a project schedule, create calendars, assign resources to tasks, track costs, and work with different views and tables. Students will also apply filters and groups, and sort task and resource data. Finally, they will learn how to resolve resource conflicts. Comes with pre and post-assessment software (download).	2 days	8	15	**$197.48**
Microsoft Word Advanced	This course builds on the skills and concepts taught in Word 2013: Intermediate. Students will perform mail merges, create and use forms, and create master documents that include a table of contents, a table of figures, footnotes, endnotes, an index, bookmarks, cross-references, and Web frames. They will also create macros, customize the ribbon and Quick Access toolbar, and work with XML documents.	1 day	8	15	**$118.49**
Microsoft Word Basic	This course covers the basic functions and features of Word 2013. After an introduction to Word's window components, students will learn how to use the Help system and navigate documents. Then they will enter and edit text, create and save documents, and learn how to enhance the appearance of a document by using various formatting options. They will also create tables, insert headers and footers, proof and print documents, and insert graphics	1 day	8	15	**$118.49**
Microsoft Word Intermediate	This course builds on the skills and concepts taught in Word 2013: Basic, First Look Edition. Students will work with styles, sections, and columns and will use the Navigation pane to work with outlines. They will format tables, print labels and envelopes, and work with graphics. They	1 day	8	15	**$118.49**

	will also use document templates, manage document revisions, and work with Web features				
Project Management Professional (PMP)	This course prepares students for the Project Management Professional (PMP®) certification examination. This course provides an exhaustive overview of the PMP® exam subject matter. In all of the exam subjects the student is provided with training, applications, and performance feedback through a series of instructor led discussions. After each discussion session the student works a series of carefully targeted diagnostic questions. The questions probe for any indications of weaknesses in recognizing and applying PMI® standards/practices. Students get into "problem attack" and "test taking" mode through repeated exposure to questions formatted in the same format as the actual examination. Extensive use of stories and anecdotes from workplace experience is used to vividly illustrate concepts in tangible every day terms. At the end of the course students can develop action plans to enable them to prepare for the exam and confirm that they are ready to test. Students attending this course will develop the ability to discern project management practices which do, and which do not comply with Project Management Institute (PMI®) expectations as outlined in the Project Management Body of Knowledge (PMBOK®). The course also covers strategies, concepts, definitions, and practices whose understanding is required to pass the PMI® Project Management Professionals (PMP®) examination. Upon successful completion of this course, the student will be able to: Have a better understanding of the project management process and tasks involved. Learn the tools to assist with the planning and executing of the project. Understand the methodology to manage multiple projects at once	5 days	8	15	**$1,184.89**
Vmware vSphere 5.0 Fast Track	This 5-day training course focuses on installation, configuration, and management of VMware® vSphere	5 days	8	15	**$1,562.98**

	. he course is based on VMware® ESXi™ 5.0 and VMware® vCenter Server™ 5.0. This course also covers some advanced topics such as, High Availability, Scaling, and configuring for fault tolerance. By the end of the course, students will: Create Virtual machines. Configure & manage ESXi networking & storage. Manage users. Deployment Provisioning Implement VMware High Availability. Implement Host Profiles. Implement Distributed switches. Apply patches using vCenter. Use Image Builder. Use Auto Deploy for provisioning hosts.				
Windows Server 2012 Intro	Windows® Server 2012 is a highly configurable operating system that allows organizations to expand the availability and flexibility of their current framework and reduce costs with both physical and virtual servers. This course provides the fundamental knowledge and skills to install, configure and support this complex operating system in an enterprise environment. By the end of the course, students will learn how to: Install, configure and troubleshoot Windows Server 2012 R2 Manage the Active Directory with graphical and PowerShell tools Set up folder security, file filtering and disaster recovery backup plans Configure servers with Group Policies and delegate tasks Virtualize servers with Hyper-V and build fault-tolerant replica servers	4 days	8	15	**$1,234.26**

2.   **Maximum Order (All dollar amounts are exclusive of any discount for prompt payment):**

The maximum dollar value of orders to be issued is $500,000.00

3.   Minimum Order:

The minimum dollar value of orders to be issued is $<u>100.00</u>

4.   Geographic Coverage (Delivery Area):

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:
[ ]   The Geographic Scope of Contract will be domestic and overseas delivery.
[ ]   The Geographic Scope of Contract will be overseas delivery only.
[X]   The Geographic Scope of Contract will be domestic delivery only.

5.   Point(s) of Production: **American National University 1813 E Main Street Salem, VA 24153-4524**

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

7.   Quantity Discounts: Additional 1.5% for participants 11-15 enrolled in a course.

8.   Prompt Payment Terms: None

9a.   Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders

9b.   Credit cards will not be acceptable for payment above the micro-purchase threshold.

10.   Foreign Items (list items by country of origin): N/A

11a.   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 NUMBER   DELIVERY TIME (Days ARO)
   __132-50_____   **To Be Negotiated**

11b.   Expedited Delivery:

   __132-50_____   **To Be Negotiated**

11c.   **Overnight and 2-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 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.   F.O.B. Point(s): N/A

13a.   Ordering Address:
American National University 1813 E Main Street Salem, VA 24153-4524

13b.   Ordering Procedures:
Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies for services. These procedures apply to all schedules.
   a.   FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.

   b.   FAR 8.405-2 Ordering procedures for services requiring a statement of work.
       The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

14. Payment Address:
 Same as ordering address

15. Warranty Provision: N/A

16. Export packing charges: N/A

17. Credit cards will not be acceptable for payment above the micro-purchase threshold.

18. Terms and conditions of rental, maintenance and repair: N/A

19. Terms and Conditions of Installation
 INSTALLATION, DEINSTALLATION, REINSTALLATION
The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of $2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the

prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds $2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

20. Terms and conditions of repair part indicating date of parts price list and any discounts from list prices – N/A

20a. Terms and conditions of any other services – N/A

21. List of service and distribution points (if applicable): N/A

22. List of participating dealers (if applicable): N/A

23. Preventative maintenance (if applicable): N/A

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants.): N/A

24b. SECTION 508 COMPLIANCE
If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

The EIT standard can be found at: www.Section508.gov/.

25. Data Universal Number System (DUNS): 058205121
Type of Contractor – Small Business

26. Contractor has registered in the System for Award Management (SAM) Database

**TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF
TRAINING COURSES FOR GENERAL PURPOSE COMMERCIAL
INFORMATION TECHNOLOGY EQUIPMENT AND SOFTWARE
(SPECIAL ITEM NUMBER 132-50)**

1. SCOPE

a.   The Contractor shall provide training courses normally available to commercial customers, which will permit ordering activity users to make full, efficient use of general purpose commercial IT products. Training is restricted to training courses for those products within the scope of this solicitation.

b.   The Contractor shall provide training at the Contractor's facility and/or at the ordering activity's location, as agreed to by the Contractor and the ordering activity.

2. ORDER

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under blanket purchase agreements (BPAs) shall be the basis for the purchase of training courses in accordance with the terms of this contract. Orders shall include the student's name, course title, course date and time, and contracted dollar amount of the course.

3. TIME OF DELIVERY

The Contractor shall conduct training on the date (time, day, month, and year) agreed to by the Contractor and the ordering activity.

4. CANCELLATION AND RESCHEDULING

a.   The ordering activity will notify the Contractor at least seventy-two (72) hours before the scheduled training date, if a student will be unable to attend. The Contractor will then permit the ordering activity to either cancel the order or reschedule the training at no additional charge. In the event the training class is rescheduled, the ordering activity will modify its original training order to specify the time and date of the rescheduled training class.

b.   In the event the ordering activity fails to cancel or reschedule a training course within the time frame specified in paragraph a, above, the ordering activity will be liable for the contracted dollar amount of the training course. The Contractor agrees to permit the ordering activity to reschedule a student who fails to attend a training class within ninety (90) days from the original course date, at no additional charge.

c.   The ordering activity reserves the right to substitute one student for another up to the first day of class.

d.   In the event the Contractor is unable to conduct training on the date agreed to by the Contractor and the ordering activity, the Contractor must notify the ordering activity at least seventy-two (72) hours before the scheduled training date.

5. FOLLOW-UP SUPPORT

The Contractor agrees to provide each student with unlimited telephone support or online support for a period of one (1) year from the completion of the training course. During this period, the student may contact the Contractor's instructors for refresher assistance and answers to related course curriculum questions.

6. PRICE FOR TRAINING

The price that the ordering activity will be charged will be the ordering activity training price in effect at the time of order placement, or the ordering activity price in effect at the time the training course is conducted, whichever is less.

7. INVOICES AND PAYMENT

Invoices for training shall be submitted by the Contractor after ordering activity completion of the training course. Charges for training must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

8. FORMAT AND CONTENT OF TRAINING

a.   The Contractor shall provide written materials (i.e., manuals, handbooks, texts, etc.) normally provided with course offerings, printed and copied two-sided on paper containing 30% postconsumer materials (fiber). Such documentation will become the property of the student upon completion of the training class.

b.   **If applicable** For hands-on training courses, there must be a one-to-one assignment of IT equipment to students.

c.   The Contractor shall provide each student with a Certificate of Training at the completion of each training course.

d.   The Contractor shall provide the following information for each training course offered:

(1)   The course title and a brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);

(2)   The length of the course;

(3)   Mandatory and desirable prerequisites for student enrollment;

(4)   The minimum and maximum number of students per class;

(5)   The locations where the course is offered;

(6)   Class schedules; and

(7)   Price (per student, per class (if applicable)).

e.   For those courses conducted at the ordering activity's location, instructor travel charges (if applicable), including mileage and daily living expenses (e.g., per diem charges) are governed by Pub. L. 99-234 and FAR Part 31.205-46, and are reimbursable by the ordering activity on orders placed under the Multiple Award Schedule, as applicable, in effect on the date(s) the travel is performed. Contractors cannot use GSA city pair contracts. The Industrial Funding Fee does NOT apply to travel and per diem charges.

f.   For Online Training Courses, a copy of all training material must be available for electronic download by the students.

9. **"NO CHARGE" TRAINING**

The Contractor shall describe any training provided with equipment and/or software provided under this contract, free of charge, in the space provided below.

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