



Business Management Research Associates, Inc.  
3949 Pender Drive, Suite 300  
Fairfax, Virginia 22030-6088  
(703) 691-0868  
(703) 692-2731 (FAX)

**GSA** Schedules e-Library  
GSA Federal Supply Service

2 9/10/09  
**APPROVED**

**GENERAL SERVICES ADMINISTRATION  
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 for GSA Advantage!™ is <http://www.gsaadvantage.gov/>.

**Management, Organizational and Business Improvement Services (MOBIS)**

**Federal Supply Group: 874**

**Class: R499**

**Contract #: GS-02F-0185N**

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

**Contract Period: August 21, 2008 through August 19, 2013**

Price List Effective: August 21, 2009

**Contractor:**

Business Management Research Associates, Inc,  
3949 Pender Drive Suite 300  
Fairfax, Virginia 22030-6088  
(703) 691-0868  
(703) 691-2731 (FAX)

**BMRA is a Small, Veteran-owned business**

**CUSTOMER INFORMATION**

**1. BMRA’s quality education programs can be ordered through GSA FSS Contract under Schedule 874 consisting of two SINS:**

**SIN 874-4: Education Programs.** Our quality education programs are available world-wide on your location or in our facilities. See page 3 for details. The included tables show awarded SIN and prices for each course. BMRA will teach these courses in our facilities or at government facilities.

- a. **SIN 874-4:** Courses delivered on BMRA premises or on-line
- b. **SIN 874-4:** Courses delivered on government premises

**SIN 874-4: Course Development Services.** Our course development services will meet or exceed your requirements. See page 9 for details. The included table shows the awarded SIN and the prices for each Labor Category.

**SIN 874-8: Core Contracting Courses** Our quality education programs are available world-wide on your location or in our facilities. See page 3 for details. The included tables show awarded SIN and prices for each course. BMRA will teach these courses in our facilities or at government facilities.

- a. **SIN 874-8:** Courses delivered on BMRA premises or on-line
- b. **SIN 874-8:** Courses delivered on government premises

**2. Maximum Order: \$1,000,000.00**

**3. Minimum Order: \$100.00**

**4. Geographic Coverage (Delivery Area): USA**

**5. Points of Production: USA**

**6. Discounts from list prices: See following tables.**

**7. Additional Discounts: BMRA offers the following (in addition to the GSA discounts shown in the prices lists):**

**Volume discounts (taught @ Government facilities):**

Purchase Orders between \$100,000 and \$250,000:	an additional 2.5% discount
Purchase Orders between \$250,001 and \$450,000:	an additional 3.0% discount
Purchase Orders between \$450,001 and \$700,000:	an additional 3.5% discount
Purchase Orders between \$700,000 and up:	an additional 4% discount

**Volume discounts (taught @ BMRA facilities):**

Purchase Orders between \$100,000 and \$250,000:	an additional 2.75% discount
Purchase Orders between \$250,001 and \$450,000:	an additional 3.25% discount
Purchase Orders between \$450,001 and \$700,000:	an additional 3.75% discount
Purchase Orders between \$700,000 and up:	an additional 4.25% discount

**Agency Multiple Purchases in one year:**

Agency purchase of multiple courses within the same year (Taught at any facility):	
Agency Purchase Quantity between 6 and 10 courses:	an additional 2% discount
Agency Purchase Quantity between 11 and 15 courses:	an additional 3% discount
Agency Purchase Quantity between 16 and 20 courses:	an additional 4% discount
Agency Purchase Quantity between 20 and 25 courses:	an additional 5% discount

**8. Prompt Payment Discount: None**

**9a. Business Management Research Associates, Inc. will accept the Government Commercial Purchase Card for transactions below the micropurchase threshold.**

**9b. Business Management Research Associates, Inc. will accept the Government Commercial Purchase Card for transactions above the micropurchase threshold.**

**10. Foreign Items: N/A**

- 11a. Time of Delivery. 30 days
- 11b. Expedited Delivery: N/A
- 11c. Overnight and 2-day delivery. N/A
- 11d. Urgent Requirements: N/A.
- 12. F.O.B. Point: Destination (Prices exclude reimbursable expenses for instructor travel, including per diem.)
- 13. Ordering Address: Same as company address
- 14. Payment Address: Same as company address
- 15. Warranty Provisions: N/A
- 16. Export Packing Charges: N/A
- 17. Terms and conditions of Government purchase card acceptance: N/A
- 18. Terms and conditions of rental and maintenance: N/A
- 19. Terms and conditions of installation: N/A
- 20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A
- 21. List of service and distribution points (if applicable): N/A
- 22. List of Participating dealers (if applicable): N/A
- 23. Preventive maintenance: N/A
- 24. Year 2000 (Y2K) compliant: Yes
- 25. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A
- 26. DUNS number: 07-781-7385
- 27. Notification regarding registration in Central Contractor Registration (CCR) database: Yes
- 28. Notification regarding registration in the Online Representations and Certifications Application (ORCA) database: Yes

## Business Management Research Associates, Inc.

GSA Schedule 874 (GS-02F-0185N)

SIN 874-4 and SIN 874-8

Price List – August 21, 2009

## GSA Price List for Courses Held at BMRA Facilities (6.50% discount)

Offering	No. of Days	Minimum # of Students	Cost per Student	Minimum Total Cost	Maximum # of Students	Maximum Total Cost	SIN
<b>Procurement Curriculum</b>							
<b>Basics of Contracting (Legacy Courses) (formerly CON 101 Equivalent)</b>							
Acquisition Planning I	10	15	\$1,369	\$20,537.89	30	\$41,075.78	874-4
Contract Formation I	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Contract Administration I	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
<b>Principles of Contract Pricing (Legacy Courses) (formerly CON 104 Equivalent)</b>							
Price Analysis	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Cost Analysis (CON 104)	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Federal Contract							
Negotiation Techniques	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
<b>Intermediate Contracting (Legacy Courses) (formerly CON 202 Equivalent)</b>							
Acquisition Planning II	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Contract Formation II	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Contract Administration II	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Intermediate Contracting Pricing (CON 204)	10	15	\$1,369	\$20,537.89	30	\$41,075.78	874-4
<b>Elective Contracting Courses</b>							
Government Contract							
Law (CON 210)	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Sealed Bidding	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Contracting for Architect & Engineering Services							
Construction Contracting (CON 244)	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Contracting for Information Technology							
Basic Simplified	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Acquisition	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Advanced Simplified							
Acquisition	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Advanced Contract Law	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
<b>Emerging Acquisition Processes</b>							
Task Order Contracting	2	15	\$435	\$6,528.60	30	\$13,057.20	874-4
Awarding Contracts for Commercial Items							
Administering Contracts for Commercial Items	3	15	\$551	\$8,266.54	30	\$16,533.08	874-4
Performance-Based							
Service Contracting	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Performance-Based							
Service Contracting Online	66	15	\$786	\$11,787.75	30	\$23,575.50	874-4

Offering	No. of Days	Minimum # of Students	Cost per Student	Minimum Total Cost	Maximum # of Students	Maximum Total Cost	SIN
<b>MANAGEMENT CURRICULUM</b>							
<b>Contracting for Acquisition Managers</b>							
Contracting Officer Representatives	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
The Federal Acquisition System	2	15	\$435	\$6,528.60	30	\$13,057.20	874-4
Contracting for Research & Development	5	15	\$786	\$11,787.75	30	\$23,575.50	874-4
Executive Seminar in Acquisition	3	15	\$551	\$8,266.54	30	\$16,533.08	874-4
<b>Grants and Cooperative Agreements</b>							
Introduction to Grants & Cooperative Agreements	3	15	\$551	\$8,266.54	30	\$16,533.08	874-4
Selecting Appropriate Funding Instruments	1	15	\$317	\$4,760.44	30	\$9,520.88	874-4
Uniform Administrative Requirements for Administration of Grants and Cooperative Agreements	3	15	\$551	\$8,266.54	30	\$16,533.08	874-4
<b>Management Development</b>							
Capitalizing on Diversity	3	15	\$551	\$8,266.54	30	\$16,533.08	874-4
Coaching for Peak Work Performance	3	15	\$551	\$8,266.54	30	\$16,533.08	874-4
Dynamics of Conflict Resolution	3	15	\$551	\$8,266.54	30	\$16,533.08	874-4
Empowering Teams to Work Smart	3	15	\$551	\$8,266.54	30	\$16,533.08	874-4
ISO 9000 Introduction	3	15	\$551	\$8,266.54	30	\$16,533.08	874-4
Managing Transition in the Workplace	3	15	\$551	\$8,266.54	30	\$16,533.08	874-4

Offering	No. of Days	Minimum # of Students	Cost per Student	Minimum Total Cost	Maximum # of Students	Maximum Total Cost	SIN
<b>DAU Mission Focused Curriculum</b>							
Shaping Smart Business Arrangements (CON 100) Mission Focused	5	15	\$786	\$11,787.75	30	\$23,575.50	874-8
Contracting for Civilian Agencies (CON 120)	10	15	\$2,033	\$30,497.03	30	\$60,994.05	874-8
Intermediate Contracting (CON 202)	10	15	\$1,369	\$20,537.89	30	\$41,075.78	874-8
Advanced Business Solutions for Mission Support (CON353)	10	15	\$2,059	\$30,889.95	30	\$61,779.90	874-8
Intermediate Contracting Pricing (CON 204)	10	15	\$1,369	\$20,537.89	30	\$41,075.78	874-8
Government Contract Law (CON 210)	5	15	\$786	\$11,787.75	30	\$23,575.50	874-8
Intermediate Contracting for Mission Support (CON 215)	8	15	\$2,033	\$30,497.03	30	\$60,994.05	874-8
Advanced Contracting for Mission Support (CON 218)	10	15	\$2,033	\$30,497.03	30	\$60,994.05	874-8
Small Business Socioeconomic Program (CON 260)	5	15	\$786	\$11,787.75	30	\$23,575.50	874-8

The GSA price includes Industrial Funding Fee (0.75%).

**NOTE:**

\* BMRA will honor these discounts even if there are less than 15 students in a requested class the 15-student price is the cost for any number of students up to and including 15 students, at the specified discount rate. For example, if a customer scheduled a class for 5 students, the cost of the class would be the per-student cost times 15 students, less the applicable discount (e.g., Contractor site or Governmental facility).

\* The current *Commercial* policy is that no classes will be scheduled for less than 15 students. The government offer allows a government agency to schedule a class for less than 15 students, subject to the price considerations mentioned above.

\* The maximum students per class cannot exceed 30 in any class.

## Business Management Research Associates, Inc.

GSA Schedule 874 (GS-02F-0185N)

SIN 874-4 and SIN 874-8

Price List – August 21, 2009

## GSA Price List for Courses Held at Government Facilities (12.75% discount)

Offering	No. of Days	Minimum # of Students	Cost per Student	Minimum Total Cost	Maximum # of Students	Maximum Total Cost	SIN
<b>Procurement Curriculum</b>							
<b>Basics of Contracting (Legacy Courses) (formerly CON 101 Equivalent)</b>							
Acquisition Planning I	10	15	\$1,278	\$19,162.65	30	\$38,325.30	874-4
Contract Formation I	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Contract Administration I	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
<b>Principles of Contract Pricing (Legacy Courses) (formerly CON 104 Equivalent)</b>							
Price Analysis	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Cost Analysis (CON 104)	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
<b>Federal Contract Negotiation Techniques</b>							
Negotiation Techniques	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
<b>Intermediate Contracting (Legacy Courses) (formerly CON 202 Equivalent)</b>							
Acquisition Planning II	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Contract Formation II	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Contract Administration II	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Intermediate Contracting Pricing (CON 204)	10	15	\$1,278	\$19,162.65	30	\$38,325.30	874-4
<b>Elective Contracting Courses</b>							
<b>Government Contract Law (CON 210)</b>							
Sealed Bidding	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Contracting for Architect & Engineering Services	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Construction Contracting (CON 244)	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Contracting for Information Technology Basic Simplified Acquisition	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Advanced Simplified Acquisition	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Advanced Contract Law	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
<b>Emerging Acquisition Processes</b>							
Task Order Contracting	2	15	\$406	\$6,090.34	30	\$12,180.68	874-4
Awarding Contracts for Commercial Items	3	15	\$515	\$7,722.49	30	\$15,444.98	874-4
Administering Contracts for Commercial Items	3	15	\$515	\$7,722.49	30	\$15,444.98	874-4
Performance-Based Service Contracting	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Performance-Based Service Contracting Online	66	15	\$733	\$11,001.90	30	\$22,003.80	874-4

Offering	No. of Days	Minimum # of Students	Cost per Student	Minimum Total Cost	Maximum # of Students	Maximum Total Cost	SIN
<b>MANAGEMENT CURRICULUM</b>							
<b>Contracting for Acquisition Managers</b>							
Contracting Officer Representatives	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
The Federal Acquisition System	2	15	\$406	\$6,090.34	30	\$12,180.68	874-4
Contracting for Research & Development	5	15	\$733	\$11,001.90	30	\$22,003.80	874-4
Executive Seminar in Acquisition	3	15	\$515	\$7,722.49	30	\$15,444.98	874-4
<b>Grants and Cooperative Agreements</b>							
Introduction to Grants & Cooperative Agreements	3	15	\$515	\$7,722.49	30	\$15,444.98	874-4
Selecting Appropriate Funding Instruments	1	15	\$296	\$4,443.08	30	\$8,886.15	874-4
Uniform Administrative Requirements for Administration of Grants and Cooperative Agreements	3	15	\$515	\$7,722.49	30	\$15,444.98	874-4
<b>Management Development</b>							
Capitalizing on Diversity	3	15	\$515	\$7,722.49	30	\$15,444.98	874-4
Coaching for Peak Work Performance	3	15	\$515	\$7,722.49	30	\$15,444.98	874-4
Dynamics of Conflict Resolution	3	15	\$515	\$7,722.49	30	\$15,444.98	874-4
Empowering Teams to Work Smart	3	15	\$515	\$7,722.49	30	\$15,444.98	874-4
ISO 9000 Introduction	3	15	\$515	\$7,722.49	30	\$15,444.98	874-4
Managing Transition in the Workplace	3	15	\$515	\$7,722.49	30	\$15,444.98	874-4

Offering	No. of Days	Minimum # of Students	Cost per Student	Minimum Total Cost	Maximum # of Students	Maximum Total Cost	SIN
<b>DAU Mission Focused Curriculum</b>							
Shaping Smart Business Arrangements (CON 100)	5	15	\$733	\$11,001.90	30	\$22,003.80	874-8
Mission Focused Contracting for Civilian Agencies (CON 120)	10	15	\$1,898	\$28,471.95	30	\$56,943.90	874-8
Intermediate Contracting (CON 202)	10	15	\$1,278	\$19,162.65	30	\$38,325.30	874-8
Advanced Business Solutions for Mission Support (CON353)	10	15	\$1,922	\$28,834.65	30	\$57,669.30	874-8
Intermediate Contracting Pricing (CON 204)	10	15	\$1,278	\$19,162.65	30	\$38,325.30	874-8
Government Contract Law (CON 210)	5	15	\$733	\$11,001.90	30	\$22,003.80	874-8
Intermediate Contracting for Mission Support (CON 215)	8	15	\$1,898	\$28,471.95	30	\$56,943.90	874-8
Advanced Contracting for Mission Support (CON 218)	10	15	\$1,898	\$28,471.95	30	\$56,943.90	874-8
Small Business Socioeconomic Program (CON 260)	5	15	\$733	\$11,001.90	30	\$22,003.80	874-8

The GSA price includes Industrial Funding Fee (0.75%).

**NOTE:**

\* BMRA will honor these discounts even if there are less than 15 students in a requested class the 15-student price is the cost for any number of students up to and including 15 students, at the specified discount rate. For example, if a customer scheduled a class for 5 students, the cost of the class would be the per-student cost times 15 students, less the applicable discount (e.g., Contractor site or Governmental facility).

\* The current *Commercial* policy is that no classes will be scheduled for less than 15 students. The government offer allows a government agency to schedule a class for less than 15 students, subject to the price considerations mentioned above.

\* The maximum students per class cannot exceed 30 in any class.

Commercial and GSA Discounted Prices  
(by Course Length & DAU-specific courses)

Course/ Length (days)	Commercial Price	Schedule Price	Schedule Price
		BMRA Site Disc:6.50%	Federal Site Disc:12.75%
10	\$1,442	\$1,369	\$1,278
5	\$828	\$786	\$733
4	\$705	\$659	\$615
3	\$581	\$551	\$515
2	\$459	\$435	\$406
1	\$335	\$317	\$296
CON 100	\$828	\$786	\$733
CON 120	\$2,142	\$2,033	\$1,898
CON 202	\$1,442	\$1,369	\$1,278
CON 353	\$2,169	\$2,059	\$1,922
CON 204	\$1,442	\$1,369	\$1,278
CON 210	\$828	\$786	\$733
CON 215	\$2,142	\$2,033	\$1,898
CON 218	\$2,142	\$2,033	\$1,898
CON 260	\$828	\$786	\$733

**Business Management Research Associates, Inc.**  
 GSA Schedule 874 (GS-02F-0185N)  
**SIN 874-4**  
 Price List – August 21, 2009  
**Labor Rates for Course Development and Customization**  
 (Discount: 10.25%)

<b>Labor Category</b>	<b>Commercial Hourly Rate</b>	<b>GSA Hourly Rate</b>
Senior Project Manager	\$237	\$214
Junior Project Manager	\$139	\$125
Senior Researcher	\$127	\$114
Research Assistant	\$86	\$78
Senior Consultant	\$201	\$181
Instructional Technology Specialist	\$133	\$120
Senior Computer Programmer	\$179	\$161
Graphic Designer	\$127	\$114
Graphic Artist	\$98	\$88
Word Processing Specialist	\$81	\$73
Senior Technical Editor	\$154	\$139
Technical Editor	\$86	\$78
Administrative Assistant	\$71	\$63

The GSA price includes Industrial Funding Fee (0.75%).