

## COMMERCIAL PRICE LIST

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Please note that for each labor category, a general description of primary and additional responsibilities is provided. However, each day category is offered at three different levels, which are distinguished by the required amount of combined experience and education. A table showing the possible combinations of education and relevant experience allowed at each level is provided at the end of the labor category descriptions.

Prices for each labor category are listed in a table at the end of this document. These rates have been established by Project Masters for tasks performed at customer sites. Such work must be performed on a sufficiently continuous basis such that the customer will provide office space, supplies, reproduction, telephone service, laboratory or automated data processing facilities, as required, for the performance of the contract. A sufficiently continuous basis is further clarified as offsite at a customer location for a period of three consecutive months for each assigned employee.

### Analyst

#### Functional Responsibility

Perform analytical takes either independently or as part of a team of analysts conducting management, programmatic, technical, workforce, cost-benefit, earned value management and/or similar studies using approved methods and techniques.

#### Minimum Education/Experience:

Skill Level	Education Requirement	Experience Requirement
Analyst Jr.	BS or BA in relevant field of expertise	1-3 years
Analyst	BS or BA in relevant field of expertise	3-6 years
Analyst Sr.	BS or BA in relevant field of expertise	Over 6 years

### Business Process Analyst

#### Functional Responsibility:

Support a strategic planning unit or program office to assist with reviewing current practices and developing changes to achieve strategic goals. These changes include changes to strategies, structures, policies, processes, and information systems. Business process analyst activities include:

- Understanding the needs of the organization as a whole, its strategic direction, and identifying initiatives that will allow the organization to meet its strategic goals.
- Planning the requirements development process, determining which requirements are the highest priority for implementation, and managing change.
- Describing techniques for collecting requirements from stakeholders in a project or program.
- Working with the client and end-users in mapping functions to organizations and related architectures, analyzing existing processes for potential improvements, and developing written process analysis artifacts for subsequent approval.
- Analyzing objectives, processes and resources, and suggesting ways by which re-design, or improvements could be made.
- Conducting requirements analysis by developing and specifying requirements in enough detail to allow such requirements to be successfully implemented by a project team.

- Describing methods for verifying the correctness of a proposed solution, how to support the implementation of a solution, and how to access possible shortcomings in the implementation.
- Conducting and preparing written research to support and explain business process recommendations.

Minimum Education/Experience:

- Demonstrated excellent analytical, written, and oral communication skills.
- Demonstrated ability to independently prioritize, plan, and execute work tasks in a rapidly changing environment.
- Experience integrating re-designed processes and improvements into service-oriented architectures desired.

Skill Level	Education Requirement	Experience Requirement
Business Process Analyst Jr.	BS or BA in relevant field of expertise	1-3 years
Business Process Analyst	BS or BA in relevant field of expertise	3-6 years
Business Process Analyst Sr.	BS or BA in relevant field of expertise	Over 6 years

### **Investment Management Specialist**

Functional Responsibility:

Support a program, policy, and planning office to assist in management of an enterprise and associated investment management processes. Work as a part of a capital planning, investment management, or program planning team to assist with drafting, executing, and refining capital planning and investment control policies and procedures. Consult with project managers and sponsors on how to build and/or improve capital asset plans and business cases. Specific topics include:

- Developing and implementing approved strategies for justifying investments in terms of alignment with organizations' mission and strategic goals/objectives consistent with Legislative and Executive Branches' agendas.
- Creating performance goals and establishing corresponding performance measures and metrics
- Conducting cost/benefit and alternatives analyses.
- Performing life cycle cost estimates, including total cost, ROI, payback period, and breakdowns between development/modernization/enhancement versus steady state (i.e., operations and maintenance) and cyber security.
- Defining project milestones, establishing schedules, estimating cost per milestone, and reporting planned versus actual cost and schedule performance using Earned Value Management techniques in accordance with ANSI/EIA 748, as amended.
- Mapping and aligning investments to enterprise, privacy, and cyber security architectures.
- Conducting security and privacy planning, including privacy impact assessments, and certifications and accreditations.
- Assessing and managing investment risks, creating mitigation strategies, and reporting status of risks.
- Evaluating capital asset plans/business cases against OMB Circular A-11 and other relevant criteria and provide program/project managers and investment managers with recommendations to improve the quality of the plans. Provide recommendations to investment review boards based on assessments of capital asset plans/business cases for technical merit, strategic alignment, architecture compliance, and return on investment.
- Participating in annual budget formulation activities and cyclical budget execution reviews by creating and updating the investment portfolio and related artifacts.

Minimum Education/Experience:

- Experience in the planning, management, control or financing of IT programs.

- Must be experienced in planning and/or executing Capital Planning and Investment Control or Information Technology Investment Management processes.
- Demonstrated excellence in analytical, written, and oral communication skills.
- Demonstrated ability to independently perform critical analyses, and prioritize, plan, and execute work tasks in a rapidly changing, fast-paced environment.

Skill Level	Education Requirement	Experience Requirement
Investment Management Specialist Jr.	BS or BA in relevant field of expertise	3-5 years
Investment Management Specialist	BS or BA in relevant field of expertise	5-10 years
Investment Management Specialist Sr.	BS or BA in relevant field of expertise	Over 10 years

### Master Scheduler

#### Functional Responsibility:

Support a program or project office to continuously develop and update activity schedules to track program work used to project time-phased resource utilization requirements, provide a basis for visually tracking performance, and estimating costs. Developed schedules serve as master plans from which both the customer (i.e., end-user) and management have an up-to-date picture of operations.

Scheduler responsibilities include:

- Identifying all major events and dates.
- Documenting the exact sequence of work taking into account inter-relationships between events.
- Relating schedules to the Work Breakdown Structure (WBS) clearly defining when all tasks start and finish.
- Identifying and documenting time constraints, and, if possible, those resources required for each event.
- Obtaining program and/or project managers' approval(s) of each draft schedule before finalization.
- Coordinating scheduled activities to complete program or project objectives within the best time, least cost, and least risk.
- Developing a master schedule considering the total demand on program or project resources, including capacity of the organization and participating vendors, finished product or service delivery, maintenance and support needs, and any inter-program or inter-project needs.
- Preparing status briefings articulating manpower levels, investments, and cash flow; overall performance based on approved measures; and data for subsequent material and capacity planning.

#### Minimum Education/Experience:

Skill Level	Education Requirement	Experience Requirement
Master Scheduler Jr.	BS or BA in relevant field of expertise	3-5 years with simple to moderately complex programs/projects
Master Scheduler	BS or BA in relevant field of expertise	5-10 years with moderately complex programs/projects
Master Scheduler Sr.	MS, MA, or BA in relevant field of expertise	Over 10 years with extremely complex programs/projects

### Professional/Technical Expert

**Functional Responsibility:**

Develops requirements and implements such requirements throughout the project's life-cycle from inception to conclusion and closeout. Specific work includes:

- Conducting analyses, evaluations, and providing recommendations for improvements, optimization, development, and/or maintenance efforts for customer-specific, system-specific, or mission-critical proficiencies.
- Consulting with customer to define the need or problem, conducting studies and surveys to obtain data, and analyzing data to advise on or recommend solutions.
- Coordinating and managing the preparation and performance of analyses, evaluations, and recommendations for proper implementation of programs and systems specifications in the areas of risk management, life-cycle management, policy development, methodologies, and modeling and simulation in the functional area being addressed.
- Providing technical demonstration of concepts using various proof-of-concept methodologies.
- Providing subject-matter expertise to incorporate best practices and industry standards during problem solving.

**Minimum Education/Experience:**

<b>Skill Level</b>	<b>Education Requirement</b>	<b>Experience Requirement</b>
Professional/Technical Expert Jr.	BS or BA in relevant field of expertise	3-5 years with simple to moderately complex systems
Professional/Technical Expert	BS or BA in relevant field of expertise	5-10 years with moderately complex systems
Professional/Technical Expert Sr.	MS, MA, or MBA in relevant field of expertise	Over 10 years with extremely complex systems

**Risk Manager****Functional Responsibility:**

Responsible for risk management throughout the project life-cycle, including planning for risk, assessing risk issues, developing risk mitigation and handling strategies, and monitoring risks to determine how they have changed. The incumbent is responsible for risk management tasks, including:

- Developing or refining risk planning into a program of action that includes development and documentation of an organized, comprehensive, and interactive risk management strategy; determining the methods to be used to execute a program's risk management strategy; and planning for adequate resources.
- Implementing processes and procedures to monitor risk across major programs or projects.
- Communicating necessary information to the affected program areas and related personnel.
- Assessing impact of changes in all functional and technical areas.
- Performing risk assessments to identify, define, and analyze program or project issues in terms of probability and consequences, and possibly other considerations (e.g., the time to impact).
- Establishing an iterative process for and identifying all known risk issues, including cost, funding, schedule, contract relationships, and political risks, based on program, customer, and user concerns and problems.
- Creating and maintaining a risk management plan and risk register to handle known risks.
- Correlating identified risks to data sources, including systems engineering documentation, life-cycle cost analysis, project plan/WBS decomposition, schedule analysis, baseline cost estimates, requirements documents, lessons learned files, assumption analysis, trade studies/analyses, technical performance measurement planning/analysis, models, decision drivers, and expert judgment.

- Developing strategies to facilitate management’s decision-making during risks based on approved criterion, such as Hurwicz (i.e., maximax), Wald (i.e., maximin), Savage (i.e., minimax), or Laplace criterion.
- Analyzing risks based on cost, schedule and technical evaluation characteristics using approved techniques, such as comparisons with similar systems, relevant lessons-learned studies, experience, results from tests and prototype development, data from engineering or other models, specialist and expert judgments, analysis of plans and related documents, modeling and simulation, and sensitivity analysis of alternatives.

Minimum Education/Experience:

- Experience in at least one factor of risk management.
- Demonstrated excellent analytical, written, and oral communication skills.
- Experience applying risk management techniques within lifecycle methodologies.
- Risk management in a structured environment demonstrated by use of standards-based approaches, such as PMI, NIST, and ISO.

Skill Level	Education Requirement	Experience Requirement
Risk Manager Jr.	BS or BA in relevant field of expertise	3-5 years
Risk Manager	BS or BA in relevant field of expertise	5-10 years
Risk Manager Sr.	BS or BA in relevant field of expertise	Over 10 years

**Systems Engineer**

Functional Responsibility:

Support a Program Management Office (PMO) to assist in managing and coordinating major cross-cutting or enterprise-wide initiatives that include use of Information Technology (IT) to accomplish mission objectives.

- Work as part of a systems development team to oversee compliance with and evaluate standards, requirements, and schedules of multiple projects.
- Assess technical and functional requirements for alignment to customer needs, mission objectives, and conformance to controlling doctrines.
- Manage development schedules and assure conformance to performance measures.
- Provide seamless integration and coordination between projects.
- Ensure technical and programmatic baselines of ongoing client initiatives are consistent across all program development efforts, anticipate system interface requirements, assess risks, and enforce configuration control and change management processes.

Minimum Education/Experience:

- Experience in the planning, management, or control of IT programs in performance-based.
- Demonstrated excellent analytical, written, and oral communication skills.
- Functional expertise in one or more of the following: system design; configuration management; risk management; enterprise architecture management; quality assurance; and interface/integration management.
- Expertise in applying IT lifecycle methodologies required.
- Expertise in performance-based organizations and operational environments is desired.
- IT project management in a structured environment demonstrated by use of standards-based approaches, such as ANSI/EIA, IEEE, CMMi, PMI, or NIST standards is desired.

Skill Level	Education Requirement	Experience Requirement
System Engineer Jr.	BS or BA in relevant field of expertise	3-5 years
System Engineer	BS or BA in relevant field of expertise	5-10 years
System Engineer Sr.	BS or BA in relevant field of expertise	Over 10 years

<b>Commercial Price List for</b>	
<b>Consulting Services</b>	
Service Title	Per hour Cost
Analyst, Jr.	\$123.00
Analyst	\$148.00
Analyst, Sr.	\$175.00
Business Process Analyst, Jr.	\$200.00
Business Process Analyst	\$250.00
Business Process Analyst, Sr.	\$300.00
Consultant, Jr.	\$250.00
Consultant	\$312.50
Consultant, Sr.	\$375.00
Investment Management Specialist, Jr.	\$200.00
Investment Management Specialist	\$250.00
Investment Management Specialist, Sr.	\$300.00
Professional / Technical Expert, Jr.	\$250.00
Professional / Technical Expert	\$312.00
Professional / Technical Expert, Sr.	\$374.56
Systems Engineer, Jr.	\$150.00
Systems Engineer	\$175.00
Systems Engineer, Sr.	\$200.00

<b>Commercial Price List for</b>	
<b>Program Integration and Project Management Service</b>	
Service Title	Per hour Cost
Master Scheduler, Jr.	\$100.00
Master Scheduler	\$150.00
Master Scheduler, Sr.	\$200.00
Program Manager	\$375.00
Project Manager, Jr.	\$187.50
Project Manager	\$250.00
Project Manager, Sr.	\$312.50
Risk Manager, Jr.	\$116.60
Risk Manager	\$150.00
Risk Manager, Sr.	\$200.00

### SCHEDULE OF TRAINING COURSES (Course Price Data Sheet)

The prices for all courses are inclusive of all training materials except where explicitly noted. There is an additional cost for the commercially available textbooks required for the CAPM Certification Program and PMP Certification Programs.

The price to customize course content \$313.50 per hour commercial rate.

Title of Course:	Project Management for Executives, PMGNFE	Length of Course (# of Hrs/Days):	1 Day
Commercial Price:	\$3,500.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$350.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 6			
Description of course: The participants will learn how to interface with the project manager on every phase of the project. They will also learn how to talk the project manager's language so they can understand the PM reports. Participants learn about:			
<ul style="list-style-type: none"> <li>• What project management is</li> <li>• How to support your project manager</li> <li>• How to get the most out of your project manager</li> <li>• How to reinforce the right behaviors from your project manager</li> <li>• The right way to do project management</li> <li>• Proper change control methods</li> <li>• To identify areas of improvement with in projects</li> <li>• The process of evaluating project management maturity</li> </ul>			

Title of Course:	Earned Value Management and Project Performance, ADEV22	Length of Course (# of Hrs/Days):	2 Days
Commercial Price:	\$7,000.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum per day (if applicable)	\$700.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 12			
Description of course: This introduction to Earned Value provides participants with a clear understanding of Earned Value principles and methods applied to projects. Participants are expected to have a good understanding of standard project management and will learn about:			
<ul style="list-style-type: none"> <li>• Understanding what Earned Value means</li> <li>• Understanding the history and rationale of Earned Value Reporting</li> <li>• Using the DBS and WBS to capture and report Earned Value information</li> <li>• Using Earned value methodology to predict project performance</li> <li>• Learning how to avoid including information in the WBS which distorts Earned Value calculations</li> <li>• Understanding the use of multiple cost account codes for Earned Value reporting</li> <li>• Understanding the formula &amp; use of Schedule Variance(SV) and Cost Variance(CV)</li> <li>• Understanding the use and calculation of Schedule Performance Index(SPI) and Cost Performance Index(CPI)</li> <li>• Understanding the use of Estimate At Complete(EAC) and Estimate To Complete(ETC)</li> <li>• Understanding of the PMI Earned Value Management(EVM) Standard</li> </ul>			

<ul style="list-style-type: none"> <li>• Understanding of the ANSI/Electronic Industries Alliance (EIA) Standard 748, as amended</li> <li>• Understanding EVM reporting</li> </ul>	
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Title of Course:	Advanced Earned Value Management	Length of Course (# of Hrs/Days):	2 Days
Commercial Price:	\$7,000.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$700.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 12			
<p>Description of course: The participants in this intermediate level course will gain a clear understanding of Earned Value principles and methods. The Earned Value principles are expanded from a project-centric focus to the program level. Participants are expected to have a good understanding of standard project management and will learn about:</p> <ul style="list-style-type: none"> <li>• Understanding what Earned Value means</li> <li>• Understanding the history and rationale of Earned Value Reporting</li> <li>• Using the DBS and WBS to capture and report Earned Value information</li> <li>• Using Earned value methodology to predict project performance</li> <li>• Learning how to avoid including information in the WBS which distorts Earned Value calculations</li> <li>• Understanding the use of multiple cost account codes for Earned Value reporting</li> <li>• Understanding the formula &amp; use of Schedule Variance(SV) and Cost Variance(CV)</li> <li>• Understanding the use and calculation of Schedule Performance Index(SPI) and Cost Performance Index(CPI)</li> <li>• Understanding the use of Estimate At Complete(EAC) and Estimate To Complete(ETC)</li> <li>• Understanding of the PMI Earned Value Management(EVM) Standard</li> <li>• Understanding of the ANSI/Electronic Industries Alliance (EIA) Standard 748, as amended</li> <li>• Understanding EVM reporting</li> </ul>			

Title of Course:	Advanced Earned Value Management, PMAEVM	Length of Course (# of Hrs/Days):	3 Days
Commercial Price:	\$10,500.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$1,050.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 18			
<p>Description of course: Participants will learn to manage an Earned Value Management (EVM) implementation across the program spectrum using advanced program management skills with extensive EVM capabilities. Participants are expected to have extensive working knowledge of program and project management, and understand basic EVM principles. Participants will learn to:</p> <ul style="list-style-type: none"> <li>• Prepare to use EVM</li> <li>• Establish the Performance Measurement Baseline (PMB)</li> <li>• Negotiate and set baselines</li> <li>• Conduct an Integrated Baseline Review 9</li> <li>• Understand the mechanics of EVM</li> <li>• Conduct in-depth analysis of EVM reports generated by wInsight</li> <li>• Combine Earned Value with other tools and reports</li> <li>• Integrate EVM into the organizational structure and culture</li> </ul>			

Title of Course:	Integrating Project Management Basics with MS Project, PMGNAA	Length of Course (# of Hrs/Days):	5 Days
Commercial Price:	\$17,500.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$1,750.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 30			
<p>Description of course: This course combines our 2-day "Project Management Basics" course with our 3-day "Microsoft Project" course. By doing so, the participants will gain unprecedented understanding of project management. The participants will learn the project manager's role in every phase of the project. Participants learn to:</p> <ul style="list-style-type: none"> <li>• Develop a Work Breakdown Structure (WBS)</li> <li>• Develop a project plan</li> <li>• Develop a schedule</li> <li>• Manage a project</li> <li>• Track project progress</li> <li>• Manage project cost</li> <li>• Manage project risk</li> <li>• Use Triple Constraints</li> <li>• Use Critical Path Method (CPM)</li> <li>• Use Earned Value Method</li> <li>• Schedule and track projects</li> <li>• Define project goal</li> <li>• Identify the parts of a project</li> <li>• Understand project management terms and concepts</li> <li>• Open and save a project file</li> <li>• Change views and move a project schedule around</li> <li>• Adjust the Gantt Chart timescale</li> <li>• Create headers and footers for printing</li> <li>• Preview and print views and reports</li> <li>• Create a summary activity</li> <li>• Indent activities</li> <li>• Hide and show sub activities in the outline</li> <li>• Create a new project file and enter project properties information</li> <li>• Enter activities and durations to create an activities list</li> <li>• Arrange the activity list and specify activity dependencies</li> <li>• Format the Gantt Chart to display the critical path</li> <li>• Create a list of resources</li> <li>• Assign resources to activities</li> <li>• Enter detailed information</li> <li>• Assign cost to resource activities</li> <li>• Assign variable resource pay rate and cost rate tables</li> </ul>			

Title of Course:	Project Management Basics, PMGNAA	Length of Course (# of Hrs/Days):	2 Days
Commercial Price:	\$7,000.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$700.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 12			
<p>Description of course: The participant will learn every phase of the project. Participants learn to:</p> <ul style="list-style-type: none"> <li>• Develop a Work Breakdown Structure (WBS)</li> <li>• Develop a project plan</li> <li>• Develop a schedule</li> <li>• Manage a project</li> <li>• Track project progress</li> <li>• Manage project cost</li> <li>• Manage project risk</li> <li>• Use Triple Constraints</li> <li>• Use Critical Path Method (CPM)</li> <li>• Use Earned Value Method</li> </ul>			

Title of Course:	The CAPM Certification Program, PMCAPM	Length of Course (# of Hrs/Days):	5 Days
Commercial Price:	\$17,500.00 <sup>1</sup>	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$1,750.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 30			
<p>Description of course: The participants will gain a comprehensive understanding of all aspects of project management in order to be prepared for the CAPM exam. This intensive course covers the entire Project Management Body of Knowledge (PMBOK), and includes practice exam questions, and personal assistance with the application of project management principles. Each class consists of lecture, open discussion, and small group exercises to vary the pace, keep the participants' attention, and provide credibility and relevance by applying the topics to the participants' situations.</p> <p><sup>1</sup> The price of the course includes all training materials except for <i>A Guide to Project Management Body of Knowledge (PMBOK)</i>. The PMBOK textbook will be provided and billed as a direct cost based on current commercial rates to acquire the book at the time of training. For budgetary planning purposes, the estimated cost of the PMBOK is \$65.00 each.</p>			

Title of Course:	5 Day PMP Certification Program, PMP5DAY	Length of Course (# of Hrs/Days):	5 Days
Commercial Price:	\$17,500.00 <sup>1</sup>	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$1,750.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 35			
<p>Description of course: The participants will review all material covered in the Project Management Book of Knowledge (PMBOK), and review and discuss practice test questions for a comprehensive understanding of what to expect when taking the PMP Exam. Some after-hours reading and additional study may be required for certain participants to keep pace with the class depending on their project management experience. This intensive course enables participants</p>			

<p>to learn about:</p> <ul style="list-style-type: none"> <li>• Scope management</li> <li>• Time management</li> <li>• Risk management</li> <li>• Cost management</li> <li>• Procurement planning and contract administration</li> <li>• Quality assurance, management, and control</li> <li>• Human resources management</li> <li>• Communication management</li> <li>• Integration management and change control</li> </ul> <p><sup>1</sup> The price of the course includes all training materials except for <i>A Guide to Project Management Body of Knowledge (PMBOK)</i> and <i>PMP Exam Prep</i> textbooks. The textbooks will be provided and billed as a direct cost based on current commercial rates to acquire the book at the time of training. For budgetary planning purposes, the estimated cost of the PMBOK is \$65.00 each and the PMP Exam Prep is \$90.00 each.</p>	
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Title of Course:	The PMP Certification Program, PMGNCP	Length of Course (# of Hrs/Days):	7 Days
Commercial Price:	\$27,000.00 <sup>1</sup>	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$2,700.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 42			
<p>Description of course: The participants will gain a comprehensive understanding of all aspects of project management in order to be prepared for the PMP exam. The entire Project Management Body of Knowledge (PMBOK) Guide will be covered, as well as, practice exam questions. In addition, personal assistance with the application required by the Project Management Institute (PMI) in order to be eligible to take the PMP exam is also offered. Each class consists of lecture, open discussion, and small group exercises to vary the pace, keep the participant's attention and provide credibility and relevance by applying the topics to the participant's situation. Participants will learn about:</p> <ul style="list-style-type: none"> <li>• Project Overview and Scope Management</li> <li>• Managing the Project's Time</li> <li>• Managing the Project's Human Resource</li> <li>• Managing the Project's Risk and Code of Ethics</li> <li>• Project Cost Management and Communication Management</li> <li>• Managing the Project's Procurement</li> <li>• Managing the Project's Quality and Integration</li> </ul> <p>The price of the course includes all training materials except for <i>A Guide to Project Management Body of Knowledge (PMBOK)</i> and <i>PMP Exam Prep</i> textbooks. The textbooks will be provided and billed as a direct cost based on current commercial rates to acquire the book at the time of training. For budgetary planning purposes, the estimated cost of the PMBOK is \$65.00 each and the PMP Exam Prep is \$90.00 each.</p>			

Title of Course:	Program Manager Certification (PgMP), PMPMCA	Length of Course (# of Hrs/Days):	4 Days
Commercial Price:	\$14,000.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$1,400.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 24			
<p>Description of course: Participants will learn about the Program Management Standard promulgated by the Project Management Institute in preparation for the Program Manager Certification (PgMP) exam. Strong working knowledge of project management is required for this advanced course. Participants will learn to:</p> <ul style="list-style-type: none"> <li>• Coordinate an integrated master plan for lifecycle management and support</li> <li>• Assess/Oversee application of organizational financial policies and directives</li> <li>• Direct and maintain risk management processes</li> <li>• Administer a comprehensive Testing and Evaluation Program</li> <li>• Examine and implement innovative, alternative, logistical support practices</li> <li>• Plan for adequate staffing/resources across the program lifecycle</li> </ul>			

Title of Course:	Project Management Fundamentals, PMGBTT	Length of Course (# of Hrs/Days):	4 Days
Commercial Price:	\$14,000.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$1,400.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 24			
<p>Description of course: Participants will learn about every phase of a project, including how to:</p> <ul style="list-style-type: none"> <li>• Develop a Work Breakdown Structure (WBS)</li> <li>• Develop a project plan</li> <li>• Develop a schedule</li> <li>• Manage a project</li> <li>• Track project progress</li> <li>• Manage project cost</li> <li>• Manage project risk</li> <li>• Use Triple Constraint</li> <li>• Use Critical Path Method (CPM)</li> <li>• Use Earned Value Method</li> </ul>			

Title of Course:	Advanced Project Schedule Oversight, ADGNOF	Length of Course (# of Hrs/Days):	5 Days
Commercial Price:	\$17,500.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$1,750.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 30			
<p>Description of course: Participants will learn the project manager's role in project schedule oversight. Participants should have a good understanding of project management and working knowledge of using project schedules. Participants will learn:</p> <ul style="list-style-type: none"> <li>• Apply the critical path method</li> <li>• Risk adjust the schedule</li> </ul>			

<ul style="list-style-type: none"> <li>• Estimate accurate activity durations</li> <li>• Baseline project schedule path critical method (CPM)</li> <li>• Apply variance analysis to schedule</li> <li>• Use change control system</li> <li>• Evaluate project schedule at close-out</li> </ul>	
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Title of Course:	Performance Based Contracts, PMPBCC	Length of Course (# of Hrs/Days):	1 Days
Commercial Price:	\$3,500.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$350.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 6			
<p>Description of course: This one-day seminar will examine Performance-Based Contracting (PBC) from a federal contractor perspective. Concepts found primarily in the General Services Administration's on-line tutorial, Seven Steps to Performance Acquisition (PBA), and the Department of Defense's Guidebook for Performance Based Acquisition are used as a starting point to examine how the contractor should perform within a PBC setting. Classroom activities emphasize small group exercises and group discussions. These exercises will highlight student concerns and issues associated with PBC. Students will then develop strategies, and techniques to deal with identified concerns through class discussions. Participants should be experienced project managers, team leads, subject matter experts, acquisition support personnel, or other members of the contractor team who have or are currently working on performance-based acquisitions within their company. Participants will learn to:</p> <ul style="list-style-type: none"> <li>• Understand the basics of PBA and PBC</li> <li>• Understand the perspective of government personnel working within the PBA environment</li> <li>• Obtain a high-level view of the federal acquisition process as it relates to the bid, selection, and contract management processes</li> <li>• Identify top contractor concerns and issues associated with PBC</li> <li>• Develop strategies and techniques to deal with selected identified concerns and issues</li> </ul>			

Title of Course:	Advanced Acquisition Management III, PMAAQM	Length of Course (# of Hrs/Days):	3 Days
Commercial Price:	\$10,500.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$1,050.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 18			
<p>Description of course: Participants will learn about fundamental precepts and basics of Federal Acquisition Management, the diverse, interrelated, and changing nature in the different disciplines 14 of Federal Acquisition Management, basic regulations and governing structures of Federal Acquisition Management, the difference between project, program and portfolio management, and how Project Management Institute (PMI) and Government standards complement each other. Participants will be prepared to:</p> <ul style="list-style-type: none"> <li>• Deliver and manage a Departmental/Agency effort</li> <li>• Manage development of concepts, requirements and documents related to the program</li> <li>• Manage the preparation of a program management strategy</li> <li>• Maximize use of performance-based acquisition principles</li> </ul>			

<ul style="list-style-type: none"> <li>• Manage team activities in appropriate market research and acquisition of commercial items in accordance with FAR Parts 10 and 12</li> <li>• Manage requirements baselining, change processes and resourcing</li> </ul>	
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Title of Course:	Comprehensive Microsoft Project, PMGNVB/PMGNMS	Length of Course (# of Hrs/Days):	2 Days
Commercial Price:	\$7,000.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$700.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 12			
Description of course: Participants will gain advanced working knowledge of Microsoft Project, including use of Visual Basic Applications with Microsoft Project. Participants will learn to: <ul style="list-style-type: none"> <li>• Add powerful capabilities to Microsoft Project</li> <li>• Automate common tasks</li> <li>• Integrate Microsoft Project into your enterprise</li> <li>• Use new ways to obtain and share project information</li> <li>• Perform interoperability tasks such as starting, activating and closing applications</li> <li>• Use forms in Microsoft Project</li> <li>• Connect to data sources</li> </ul>			

Title of Course:	Microsoft Project, PMGNMS	Length of Course (# of Hrs/Days):	3 Days
Commercial Price:	\$10,500.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$1,050.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 18			
Description of course: Participants will gain introductory to intermediate skills in Microsoft Project. Participants will learn how to: <ul style="list-style-type: none"> <li>• Apply project management methodology</li> <li>• Create a project schedule</li> <li>• Modify task relationships</li> <li>• Assign project resources</li> <li>• Print and view reports</li> <li>• Resolve resource conflicts</li> <li>• Filter and sort tasks</li> <li>• Track progress</li> <li>• Create custom tools</li> <li>• Work with multiple projects</li> </ul>			

Title of Course:	Microsoft Project Server, PMMSPS	Length of Course (# of Hrs/Days):	3 Days
Commercial Price:	\$10,500.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$1,050.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 18			
Description of course: Participants will gain a working knowledge of Microsoft Project Server to			

<p>manage multiple projects. Participants will learn to:</p> <ul style="list-style-type: none"> <li>• Standardize projects in the enterprise environment</li> <li>• Manage enterprise resources related to projects</li> <li>• Manage project portfolios</li> <li>• Use the administering enterprise features</li> <li>• Define the enterprise user profile</li> <li>• Manage multiple projects using Microsoft Project portfolio</li> <li>• Manage risk using Issue Management</li> </ul>	
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Title of Course:	Requirements Gathering and Development, PMRGDP	Length of Course (# of Hrs/Days):	2 Days
Commercial Price:	\$7,000.00	Minimum Number of Participants:	10
Price per each additional participant in excess of the minimum (if applicable)	\$700.00	Maximum Number of Participants:	25
Professional Development Units (PDUs): 12			
<p>Description of course: Participants will learn about a project manager's role in requirements gathering and development of the requirements into usable documentation. Participants will learn to:</p> <ul style="list-style-type: none"> <li>• Create measurements for requirements</li> <li>• Reuse requirements</li> <li>• Evaluate specifications</li> <li>• Use the requirements process</li> <li>• Gather requirements</li> <li>• Write specification</li> </ul>			