



GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY AND 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 *GSA Advantage!* is: GSAAvantage.gov.

Multiple Award Schedule (MAS)

Category H: Professional Services

SIN	Description
541611	Management and Financial Consulting
611430	Professional & Management Development Training

Contract Number – **GS-02F-027CA**

Contract Option 1 exercised per Modification Number PO-0010

Contract Period – **March 20, 2015 thru March 19, 2025**

Center for Human Capital Innovation

44 Canal Center Plaza, Suite G1
Alexandria, VA, 22314

Telephone: 571-970-4250

Fax: 571-970-4206

Company website: www.centerforhci.org

Business Size: Small Business

INFORMATION FOR ORDERING ACTIVITIES:

- 1a. Awarded Special Item Number.**
 - 541611 Management and Financial Consulting
 - 611430 Professional & Management Development Training
- 1b. Pricelist.** Included
- 1c. Hourly prices.** Included
- 2. Maximum Order.** \$1,000,000.00 USD
- 3. Minimum Order.** \$2,500.00 USD
- 4. Geographic Coverage.** The 48 Contiguous States and the District of Colombia, Alaska, Hawaii,
- 5. Points of Production.** Alexandria, Virginia
- 6. Discount from list prices or statement of net price.** Prices herein are net
- 7. Quantity Discounts.** 4% for orders exceeding \$1,000,000.00
- 8. Prompt Payment Terms.** 3% NET 15 days
- 9a. Government purchase cards are accepted below the micro-purchase threshold.**
- 9b. Government purchase cards are accepted above the micro-purchase threshold.**
- 10. Foreign Item.** Not Applicable
- 11a. Delivery Time.** Will adhere to delivery schedule specified in agency purchase order, etc.
- 11b. Expedited Delivery.** Expedited delivery as negotiated between CHCI and ordering activity
- 11c. Overnight and 2-day Delivery.** Delivery as negotiated between CHCI and ordering activity
- 11d. Urgent Requirements.** Contact CHCI at (571) 970-4250
- 12. FOB Points.** Destination.
- 13a. Ordering Address.**
 - Center for Human Capital Innovation**
 - 44 Canal Center Plaza, Suite G1
 - Alexandria, VA, 22314
- 13b. Ordering procedures.** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
- 14. Payment Address.**
 - Center for Human Capital Innovation**
 - 44 Canal Center Plaza, Suite G1
 - Alexandria, VA, 22314

15. **Warranty Provisions.** Not Applicable
16. **Export Packaging.** Not Applicable
17. **Terms and conditions of Government Credit Cards.** Center for Human Capital Innovation will accept the Government wide Commercial purchase card.
18. **Terms and conditions of rental, maintenance, and repair (if applicable).** Not Applicable.
19. **Terms and conditions of installation (if applicable).** Not Applicable.
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices.** Not Applicable.
- 20a. **Terms and Conditions for Other Services.** Not Applicable.
21. **List of Services and Distribution Points.**
 - Center for Human Capital Innovation**
44 Canal Center Plaza, Suite G1
Alexandria, VA, 22314
22. **List of Participating Dealers.** Not Applicable.
23. **Preventive Maintenance.** Not Applicable.
24. **Special Attributes such as Environmental Attributes.** Not Applicable.
25. **Data Universal Number System (DUNS) number.** DUNS #: 829357065
26. **Notification regarding registration in Central Contractor Registration (CCR) database.** Registered. The CHCI CAGE Code is 5UJ00

Disaster Recovery Purchasing. CHCI has voluntarily accepted the terms of the Disaster Recovery Purchasing modification which authorizes the Administrator of General Services to provide for the use of federal supply schedules by state and local governments for the purchase of products and services to be used to facilitate recovery from major disasters, terrorism, or nuclear, biological, chemical, or radiological attacks.

American Recovery and Reinvestment Act: CHCI has accepted the terms and conditions of mass modification (FX75) and can accept orders under the American Recovery and Reinvestment Act (Recovery Act) of 2009, from Federal, state or local ordering activities via our GSA Schedule contract.

Introduction

The **Center for Human Capital Innovation** (CHCI) is dedicated to improving organizational performance through improved people management. CHCI provides measurable, real-world strategies that enable your organization to attract and retain high-performing people, build a diverse and inclusive workplace, and maximize individual and team performance throughout the enterprise. CHCI provides leaders with valuable tools to advance the science of people management, leading to improved organizational performance. CHCI is a small business headquartered in Alexandria, Virginia, and currently supports clients across the country and overseas.

CHCI offers government clients the following:

- **Human Capital Consulting**
- **Human Capital Analytics**
- **Certified Human Capital Education**
- **Executive Coaching**
- **Leader Development Training**

Overview

CHCI provides a broad spectrum of products and services focused on improving the performance of federal agencies and other organizations. This MAS contract is an indefinite delivery, indefinite quantity multiple award schedule contract that provides for task orders to be placed as firm fixed-price or time and material using the labor categories and ceiling rates defined in the contract. The order type is at the discretion of the ordering agency.

Under the federal supply schedule program, GSA enters into contracts with commercial firms to provide services and supplies at stated prices for given periods of time. Orders are placed directly with the schedule contractor, and deliveries are made directly to the customer. The federal supply schedule program mirrors commercial buying practices more than any other procurement process in the federal government today. It provides customers with literally millions of state-of-the-art, high-quality services and products at volume discount pricing on a direct delivery basis. The federal supply schedule program also offers the benefits of shorter lead times, lower administrative costs, and reduced inventories.

Multiple award schedule contracts are awarded to contractors supplying comparable commercial supplies and services at government-negotiated, pre-approved prices. They provide federal agencies with the variety and flexibility necessary to select the best-valued professional services to meet their requirements. Consistent with the Competition in Contracting Act, multiple award schedule contracts are competitive in that participation in the program is open to all responsible sources, and orders placed following the procedures in Federal Acquisition Regulation 8.4 result in the lowest overall cost alternative. Therefore, when placing orders under federal supply schedules, ordering offices need not: 1) seek further competition, 2) synopsise the requirement, 3) make a separate determination of fair and reasonable pricing, or 4) consider small business programs. GSA already has determined the prices of items under schedule contracts to be fair and reasonable.

To Place an Order

To obtain GSA services, agencies may work directly with approved GSA contractors such as CHCI. For orders under \$3,000, agencies can simply place an order with their contractor of choice. The following procedure is used to place orders above \$3,000:

Step 1: Customer prepares Statement of Work describing work to be accomplished.

Step 2: Customer conducts a “best value” review of at least three GSA vendors.

Step 3: Customer selects awardee.

Step 4: Awardee undertakes work and invoices customer directly.

Management and Financial Consulting (SIN 541611)

Provide operating advice and assistance on administrative and management issues. Examples include: strategic and organizational planning, business process improvement, acquisition and grants management support, facilitation, surveys, assessment and improvement of financial management systems, financial reporting and analysis, due diligence in validating an agency’s portfolio of assets and related support services, strategic financial planning, financial policy formulation and development, special cost studies, actuarial services, economic and regulatory analysis, benchmarking and program metrics, and business program and project management.

Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award.

Personal services as defined in FAR 37.104 are prohibited.

Center for Human Capital Innovation offers Management and Financial Consulting services under GSA SIN 541611.

CHCI provides expert advice, assistance, or counseling in support of agencies’ management, organizational, and business improvement efforts. Examples of this include, but are not limited to; research, evaluations, studies, analyses, and reports documenting any proposed developmental, consultative, or implementation efforts.

In business and in government, one cannot separate the workforce from strategy . . . in many ways, the workforce *is* the strategy. In government, Chief Human Capital Officers must contribute to, even steer, strategy for their agency based on workforce capabilities, availability, cost and productivity. Global labor trends, organizational competencies, the morale of the workforce and an agency’s ability to attract, develop and retain talent drive the organization’s ability to achieve its mission efficiently and effectively.

A few questions to consider:

- Do leaders view talent as a valuable asset which is critical to achieving the agency’s success?
- What is the strategy to attract, engage, and retain the best talent available?

- Do managers and supervisors know how to manage, engage, and inspire the employees they lead? Do they feel that's a critical role?
- Does an organization know how to assess its talent maturity, foster a culture of innovation, and implement best practices in human capital management from a systems perspective?

To support organizations in addressing these questions and other Human Capital needs, **CHCI** offers Human Capital Consulting support throughout all aspects of the human capital life-cycle, to include workforce Planning, Recruiting, Inspiring, Developing, Assigning, Leading, Retaining, and Measuring. CHCI Human Capital Consulting professionals provide:

- Insights about the current state of a human capital system to assist leaders in making informed decisions.
- Recommendations on innovative approaches that will result in talent optimization.
- Assistance in developing organizational "know how" that drives systemic change throughout organizations.

Professional & Management Development Training (**SIN 611430**)

"Services include offering an array of short duration courses and seminars for management and professional development. Training for career development may be provided directly to individuals or through employers' training programs, and courses may be customized or modified to meet the special needs of customers. Instruction may be provided in diverse settings, such as the establishment's or agency's training facilities, and through diverse means, such as correspondence, television, the Internet, or other electronic and distance-learning methods. The training provided may include the use of simulators and simulation methods.

Examples include Training Services that are instructor led Training or Web Based Training of Education Courses, Course Development and Test Administration, Learning Management, and Internships; Environmental Training Services in order to meet Federal mandates and Executive Orders; training of agency personnel to deal with media and media responses; Logistics Training Services related to system operations, automated tools for supply and value chain management, property and inventory management, distribution and transportation management, and maintenance of equipment and facilities; Audit & Financial training services related to course development and instruction required to support audit, review, financial assessment and financial management activities.

Center for Human Capital Innovation offers Professional and Management Development Training support under GSA SIN 611430.

A fundamental aspect of individual and organizational change and improvement is learning and development. Our training services include off-the-shelf instructor-led courses, customized and tailored instructor-led courses, curriculum development, and evaluation in all areas of education.

CHCI course offerings include:

- Modular structure enables custom workshops in areas such as Talent Acquisition, Leadership, Engagement & Retention, Performance Management, and Coaching
- Highly interactive with modern learning techniques including interactive video, video case studies, real-life scenarios, and dynamic assessments

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A complete portfolio of our services, capabilities, clients, and related information is available on our website: centerforhci.org

Labor Categories Descriptions

1. Principal.

Functional Responsibilities: The Principal provides expertise and consulting in outsourcing services, business process redesign, or change management efforts. He or she has overall accountability for business solution programs and is responsible for product delivery and financial management of client engagements. He or she performs independent quality assurance reviews of program performance and deliverables to ensure that contractual obligations are being met and is a recognized expert in the areas of business process redesign, organizational change or specific industries. The Principal brings thought leadership to engagement teams in developing creative solutions to client business problems.

Minimum Years of Relevant Experience: 20 years of experience in government or private sector to include experience as a senior executive. 8 or more years of management experience with projects of increasing size and difficulty.

Minimum Educational / Degree Requirements: Master's Degree

Applicable Training or Certification Requirements: May include Coaching certifications, Facilitation certifications, and Human Resources / Human Capital certifications.

Experience and education substitution (see note below for methodology): Advanced degree with 20 years of experience or Bachelor's Degree with 22 years of experience.

Available in SIN: 541611, 611430

2. Project Leader 1.

Functional Responsibilities: The Project Leader 1 has over 10 years of progressive experience (or equivalent combination of education and experience) in managing, directing, and implementing projects. Relevant experience includes, but is not limited to, experience in managing projects, contracts, funds, and resources. They are experienced in managing a diverse group of functional activities, subordinate groups of technical and administrative personnel. A Project Leader serves as the leader of a delivery/task order and assists the Program Manager in working with the Government's COR, other Government management personnel, and customer agency representatives. Under the guidance of the Program Manager, the Project Leader is responsible for the overall management of the specific task order(s) and ensuring that the technical solutions and schedules in the task order are implemented in a timely manner. The Project Leader performs enterprise-wide horizontal integration planning and interfaces to other functions systems. Project Leaders are senior personnel who not only have responsibility for managing projects, but also, for managing people.

Minimum Years of Relevant Experience: 10 years of experience and 4 or more years of experience in leading increasingly complex projects in functional area described above.

Minimum Educational / Degree Requirements: Master's Degree

Applicable Training or Certification Requirements: May include Coaching certifications, Facilitation certifications, Human Resources / Human Capital certifications, project management training and certifications.

Experience and education substitution (see note below for methodology): Advanced degree and 10 years of experience or Bachelor's degree and 12 years of experience.

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3. Human Capital Subject Matter Expert 1.

Functional Responsibilities: The Human Capital Subject Matter Expert is recognized as an industry or specialty expert in the human capital area of expertise, through exposure such as publications, research, teaching, and speeches. He / she has over 20 years of progressive experiences (or equivalent combination of education and experience). The Human Capital SME has a great deal of experience that can be leveraged to assist a client or a project. Relevant experience includes, but is not limited to, experience in supporting large projects related to the individual's subject matter expertise. These senior personnel are renowned experts in either functional domains (e.g., Federal Human Capital, Talent Management, facilitation, personnel, acquisition, etc.) or technical disciplines with many years of experience. He / she has expert consulting in a specialized subject matter and provides highly technical specialized guidance with regard to area of expertise. Often called upon as a recognized specialist with unique knowledge and skills, the Human Capital SME must be able to communicate with customer and understand customer requirements. He / she may be tasked with supervisory duties and may be task lead. Human Capital Subject Matter Experts prepare and deliver presentations to colleagues, subordinates, and Government representatives. Human Capital Subject Matter Experts produce or review substantive or complex documentation reflecting detailed knowledge of technical areas as identified in the statement of work.

Minimum Years of Relevant Experience: 20 years of experience and some experience in managing tasks or subtasks requiring expertise in functional areas described above.

Minimum Educational / Degree Requirements: Master's Degree

Applicable Training or Certification Requirements: Specific training and certifications in area of expertise to include: Coaching certifications, Facilitation certifications, Human Resources / Human Capital certifications.

Experience and education substitution (see note below for methodology): Advanced degree and 20 years of experience or Bachelor's degree and 22 years of experience or 26 years of experience with no degree.

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4. Subject Matter Expert 2.

Functional Responsibilities: The Subject Matter Expert 2 is recognized as an industry or specialty expert in area of expertise, through exposure such as publications, research, teaching, and speeches as well experience involving often-unique specialization The SME 2 provides expert consulting in a specialized subject matter and/or technology. He / she provides highly technical specialized guidance with regard to area of expertise and is often called upon as a recognized specialist with unique knowledge and skills. He/ she must be able to communicate with customer and understand customer requirements. The SME may be tasked with supervisory duties or may be task lead.

Minimum Years of Relevant Experience: 15 years of experience and experience in one of the functional areas or related disciplines included in the description of functional expertise.

Minimum Educational / Degree Requirements: Master's Degree

Applicable Training or Certification Requirements: Specific training and certifications in area of expertise to include: Coaching certifications, Facilitation certifications, Human Resources / Human Capital certifications.

Experience and education substitution (see note below for methodology): Advanced degree and 15 years of experience **or** Bachelor's degree and 17 years of experience **or** 21 years of experience with no degree.

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5. Senior Facilitator.

Functional Responsibilities: The Senior Facilitator is responsible for successful delivery of projects through detailed project planning, scheduling, and costing. Leads and guides teams of facilitators, specialists, analysts, and support staff. Maintains detailed project plans, monitors work performed to ensure project stays on schedule, and reports progress of project to the project director on an ongoing basis. Develops process flow diagrams and business requirement specifications. Addresses immediate and long-term solutions to project related issues to support all facilitation requirements. He / she is easily able to communicate with customer and understand customer requirements.

Minimum Years of Relevant Experience: 10 years of experience and experience in one of the functional areas or related disciplines included in the description of functional expertise.

Minimum Educational / Degree Requirements: Master's Degree

Applicable Training or Certification Requirements: Specific training and certifications in area of expertise to include: Coaching certifications, Facilitation certifications, Human Resources / Human Capital certifications.

Experience and education substitution (see note below for methodology): Advanced degree and 10 years of experience **or** Bachelor's degree and 12 years of experience **or** 16 years of experience with no degree.

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6. Senior Analyst 1.

Functional Responsibilities: Serves as Lead Analyst or instructor. Provides specific expertise required for a task, including but not limited to high-level analytical assignments. Uses a wide application of principles, theories, concepts, and techniques to develop innovative solutions to problems. Applies expert knowledge to gather facts, research and analyze the data, and develop conclusions and recommendations.

Minimum Years of Relevant Experience: 12 years of experience and experience in one of the functional areas or related disciplines included in the description of functional expertise.

Minimum Educational / Degree Requirements: Master's Degree

Applicable Training or Certification Requirements: May include training and certifications in Human Resources / Human Capital management and analytics, instructional systems design, teaching and facilitation.

Experience and education substitution (see note below for methodology): Advanced degree and 12 years of experience or Bachelor's degree and 14 years of experience or 18 years of experience with no degree.

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7. Senior Analyst 3.

Functional Responsibilities: Serves as Lead Analyst or instructor. Provides specific expertise required for a task, including but not limited to high-level analytical assignments. Uses a wide application of principles, theories, concepts, and techniques to develop innovative solutions to problems. Applies expert knowledge to gather facts, research and analyze the data, and develop conclusions and recommendations.

Minimum Years of Relevant Experience: 6 years of experience and experience in one of the functional areas or related disciplines included in the description of functional expertise.

Minimum Educational / Degree Requirements: Master's Degree

Applicable Training or Certification Requirements: May include training and certifications in Human Resources / Human Capital management and analytics, instructional systems design, teaching and facilitation.

Experience and education substitution (see note below for methodology): Advanced degree and 6 years of experience or Bachelor's degree and 8 years of experience or 12 years of experience with no degree.

Available in SIN: 541611, 611430

8. Analyst 1.

Functional Responsibilities: Serves as a project team member. Uses a wide application of principles, theories, concepts, and techniques to develop innovative solutions to problems. Applies expert knowledge to gather facts, research and analyze the data, and develop conclusions and recommendations.

Minimum Years of Relevant Experience: 6 year of experience.

Minimum Educational / Degree Requirements: Bachelor's degree

Applicable Training or Certification Requirements: May include training and certifications in Human Resources / Human Capital management and analytics, instructional systems design, teaching and facilitation.

Experience and education substitution (see note below for methodology): Bachelor's degree and 6 years of experience or 10 years of experience with no degree.

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9. Analyst 3.

Functional Responsibilities: Serves as a project team member. Uses a wide application of principles, theories, concepts, and techniques to develop innovative solutions to problems. Applies expert

knowledge to gather facts, research and analyze the data, and develop conclusions and recommendations.

Minimum Years of Relevant Experience: 2 years of experience.

Minimum Educational / Degree Requirements: Bachelor's Degree

Applicable Training or Certification Requirements: May include training and certifications in Human Resources / Human Capital management and analytics, instructional systems design, teaching and facilitation.

Experience and education substitution (see note below for methodology): Bachelor's degree and 2 years of experience or 6 years of experience with no degree.

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10. Research Specialist.

Functional Responsibilities: Provides research support to projects. May include database management, social media, graphics, and computer support. Provides meeting and event planning support.

Minimum Years of Relevant Experience: 0 to 1 years of experience, includes summer interns with technical backgrounds.

Minimum Educational / Degree Requirements: Bachelor's Degree.

Applicable Training or Certification Requirements: N/A

Experience and education substitution (see note below for methodology): Bachelor's degree with 0 experience or Associate Degree with 2 years of experience or high school diploma / equivalent with 4 years of experience.

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11. Research Assistant.

Functional Responsibilities: Provides general research support to projects. May include database management, social media, graphics, and computer support. Provides meeting and event planning support.

Minimum Years of Relevant Experience: 0 to 1 years of experience

Minimum Educational / Degree Requirements: Associate Degree

Applicable Training or Certification Requirements: N/A

Experience and education substitution (see note below for methodology): Associate Degree with 0-1 years of experience or high school diploma / equivalent with 2 years of experience.

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12. Administrative Support.

Functional Responsibilities: Prepares graphical and print/production-ready materials, integrates material from various sources, and provides meeting and event planning support.

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Minimum Years of Relevant Experience: 4 years of experience

Minimum Educational / Degree Requirements: Bachelor's Degree.

Applicable Training or Certification Requirements:

Experience and education substitution (see note below for methodology): Bachelor's degree with 4 years of experience **or** Associate Degree with 6 years of experience **or** 8 years of relevant experience in administrative support activities.

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Note: Experience and education may be substituted for one another. 4 years of experience is equivalent to a bachelor's degree; 2 years of experience is equivalent to each advanced degree. Likewise, a bachelor's degree is equivalent to 4 years of experience and each advanced degree is equivalent to 2 years of experience.

Prices for Awarded SIN-541611 Management and Financial Consulting

CHCI has an extensive cadre of staff who has experience working with all levels of Federal employees from upper level executives and management to entry-level personnel in a variety of consulting capacities.

Pricing Table for SIN 541611								
#	Labor Category	Education Level	Years of Experience	Contractor Site Rates				
				March 20, 2020 thru March 19, 2021	March 20, 2021 thru March 19, 2022	March 20, 2022 thru March 19, 2023	March 20, 2023 thru March 19, 2024	March 20, 2024 thru March 19, 2025
1	Principal	Masters	20	\$ 386.47	\$ 396.91	\$ 407.62	\$ 418.63	\$ 429.93
2	Project Leader 1	Masters	10	\$ 227.99	\$ 234.15	\$ 240.47	\$ 246.96	\$ 253.63
3	Human Capital Subject Matter Expert	Masters	20	\$ 302.35	\$ 310.51	\$ 318.90	\$ 327.51	\$ 336.35
4	Subject Matter Expert 2	Masters	15	\$ 256.82	\$ 263.76	\$ 270.88	\$ 278.19	\$ 285.70
5	Senior Facilitator	Masters	10	\$ 180.44	\$ 185.32	\$ 190.32	\$ 195.46	\$ 200.74
6	Senior Analyst 1	Masters	12	\$ 164.16	\$ 168.59	\$ 173.14	\$ 177.81	\$ 182.62
7	Senior Analyst 3	Masters	6	\$ 136.73	\$ 140.43	\$ 144.22	\$ 148.11	\$ 152.11
8	Analyst 1	Bachelor	6	\$ 120.55	\$ 123.80	\$ 127.15	\$ 130.58	\$ 134.11
9	Analyst 3	Bachelor	2	\$ 96.07	\$ 98.66	\$ 101.32	\$ 104.06	\$ 106.87
10	Research Specialist	Bachelor	1	\$ 81.44	\$ 83.64	\$ 85.90	\$ 88.22	\$ 90.60
11	Research Analyst**	Associate	1	\$ 44.50	\$ 45.70	\$ 46.94	\$ 48.20	\$ 49.50
12	Administrative Support **	Bachelor	4	\$ 89.83	\$ 92.26	\$ 94.75	\$ 97.31	\$ 99.93

** Service Contract Act

Service Contract Act

SCA Matrix

SCA Eligible Contract Labor Category	SCA Equivalent Code - Title	WD Number
Administrative Support	01020 – Administrative Assistance	05-2103
Research Assistant	0113 – General Clerk III	05-2103
The Service Contract Act (SCA) is applicable to this contract and includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the matrix. The prices offered are based on the preponderance of where the work is performed and should work be performed in an area with lowered SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly		

Training Course Descriptions

Foundations of Human Capital Management in Government.

Foundations of Human Capital Management in Government is a CHCI-developed, commercially-available, off-the-shelf, certified educational human capital course. The course is provided as Instructor-led course in a classroom setting. The course is certified by the Society of Human Resources Management's (SHRM) Human Resources Certification Institute (HRCI). CHCI tailors the course to support a client's specific needs.

The CHCI instructional staff has over 80 years of combined leadership, human capital management and educational experience in the federal government to include senior executive experience.

The objectives of *Foundations of Human Capital Management in Government* course are to equip the students to become the sought-out expert on their respective teams. Our training gives human capital employees the tools and knowledge to develop data-driven, evidence-based solutions that will have a substantive impact on workforce processes.

Participants are exposed first-hand to the innovative tools needed to lead agencies and departments to the forefront of human capital innovation and workforce productivity. The training content and interactive teaching models include video, case studies, discussion, and exercises developed to support human capital transformations across the federal government. The organization of the course includes the following subjects:

- Introduction to Human Capital Management in Government
- Current Federal Government Landscape
- Competency Management
- Workforce/Succession Planning
- Talent Acquisition
- Onboarding

- Employee Engagement & Retention
- Leadership
- Learning & Development
- Performance Management & Summary

Course Specifics:

1	Course Title	Foundations of Human Capital Management in Government
2	Length of Course (hours / days)	16 hours / 2 days
3	Minimum / Maximum Number of Participants	20 / 30
4	Price for additional Students Above Minimum	None
5	Support Materials Provided	Student handbook
6	Per Course Price	\$29,319.90

Human Capital Analytics.

Human Capital Analytics course is a CHCI-developed, commercially-available, off-the-shelf, certified educational human capital course. The course is provided as Instructor-led course in a classroom setting. The course is certified by the Society of Human Resources Management’s (SHRM) Human Resources Certification Institute (HRCI). CHCI tailors the course to support a client’s specific needs.

The CHCI instructional staff has over 80 years of combined leadership, human capital management and educational experience in the federal government to include senior executive experience.

The *Human Capital Analytics* course provides a comprehensive human capital management foundation with a focus on data driven decision making that drives effective solutions.

The purpose of this course is to shift the human resources professional and/or operational manager away from transactional human resource thinking toward the strategic capabilities and value of human capital leaders. *Human Capital Analytics* is updated constantly to reflect changing policy and to incorporate new best and next practices. Videos, practical exercises, discussion sessions and case studies make the course interactive and dynamic.

Course objectives:

- Think critically and creatively about collecting, analyzing, synthesizing and applying human capital data
- Understand that human capital data is best applied proactively and strategically instead of reactively and in support of one-time transactions
- Develop ability to present arguments about the capabilities of the organization’s workforce in the context of evidence and supported by data
- Develop an understanding for what it takes to become a trusted advisor among leaders who develop strategies and visions that are supported by a fully capable workforce

The course uses several interactive teaching methodologies that challenge participants to think critically and creatively, hone the full range of their managerial skills, and create a holistic view of government workforce challenges ahead. In addition, the course includes an Analytics Workbook comprised of over 25 analytical exercises and serves as the foundation of the educational experience. The organization of the course includes the following subjects:

- The Evolution and Importance of Human Capital Analytics
- The Analytic Mindset
- Analytics and Workforce Planning
- Analytics and Talent Management
- High Impact Human Capital Management
- Building the Data Driven Business Case
- Designing a Human Capital Management and Analytics Program

Course Specifics:

1	Course Title	Human Capital Analytics
2	Length of Course (hours / days)	16 hours / 2 days
3	Minimum / Maximum Number of Participants	20 / 30
4	Price for additional Students Above Minimum	None
5	Support Materials Provided	Student handbook
6	Per Course Price	\$29,319.90

The Leadership Journey.

The Leadership Journey is a commercially-available, off-the-shelf, leader development program that is affordable, scalable to a leader’s ability and potential, tied to your agency’s strategy, and designed to generate measurable outcomes. The course includes a custom blend of monthly facilitator-led interactive live and virtual learning sessions, individual assessments/feedback and small team outcome-driven assignments.

Leadership is a critical factor in determining an organization's success. Accepting a management position is the first step in leading others; becoming a leader though is more difficult. It involves understanding yourself, defining success, creating a winning culture, setting the right goals, communicating a vision, and delivering results.

To facilitate this leadership transformation, managers will participate in *The Leadership Journey*; a fast-paced and highly experiential forum that spans over six months. We understand budgets are tight and organizations cannot afford to send personnel to in-residence leader development training for several weeks.

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The Leadership Journey is structured to address your work schedules and requirements and adult learning methods. We do not take students away from their job or the teams they lead. Students participate over a six month period with a custom blend of facilitator-led monthly interactive live learning sessions, individual assessments/feedback and small team outcome-driven assignments. It is uniquely designed to equip your managers and leaders with the capabilities necessary to lead successfully at the personal, interpersonal and team level. *The Leadership Journey* progresses through four milestones:

- Milestone 1: Commit to Excellence
- Milestone 2: Define Success
- Milestone 3: Unleash Talent
- Milestone 4: Drive Innovation

The final activity is called “Innovation in Action” in which student teams use all the tools and strategies learned in the course to create a viable plan for success on a project that is defined by the organization’s leadership as one of the its top challenges.

The instructor team conducts another assessment for each individual six months after course completion to help reinforce course objectives.

The Leadership Journey is designed for GS-13 through 1st tier Senior Executives in groups of 25. The students can be either from the same organization or from interagency partners depending on specific objectives.

Course Specifics:

1	Course Title	The Leadership Journey
2	Length of Course (hours / days)	32 hours over a 180 day period
3	Minimum / Maximum Number of Participants	25 / 30
4	Price for additional Students Above Minimum	N/A Per student Pricing
5	Support Materials Provided	Student handouts
6	Per Student Price	\$3,415.77

Prices for Awarded General SIN-611430 Professional & Management Development Training

Pricing Table for SIN 611430								
#	Labor Category	Education Level	Years of Experience	Contractor Site Rates				
				March 20, 2020 thru March 19, 2021	March 20, 2021 thru March 19, 2022	March 20, 2022 thru March 19, 2023	March 20, 2023 thru March 19, 2024	March 20, 2024 thru March 19, 2025
1	Principal	Masters	20	\$ 386.47	\$ 396.91	\$ 407.62	\$ 418.63	\$ 429.93
2	Project Leader 1	Masters	10	\$ 227.99	\$ 234.15	\$ 240.47	\$ 246.96	\$ 253.63
3	Human Capital Subject Matter Expert	Masters	20	\$ 302.35	\$ 310.51	\$ 318.90	\$ 327.51	\$ 336.35
4	Subject Matter Expert 2	Masters	15	\$ 256.82	\$ 263.76	\$ 270.88	\$ 278.19	\$ 285.70
5	Senior Facilitator	Masters	10	\$ 180.44	\$ 185.32	\$ 190.32	\$ 195.46	\$ 200.74
6	Senior Analyst 1	Masters	12	\$ 164.16	\$ 168.59	\$ 173.14	\$ 177.81	\$ 182.62
7	Senior Analyst 3	Masters	6	\$ 136.73	\$ 140.43	\$ 144.22	\$ 148.11	\$ 152.11
8	Analyst 1	Bachelor	6	\$ 120.55	\$ 123.80	\$ 127.15	\$ 130.58	\$ 134.11
9	Analyst 3	Bachelor	2	\$ 96.07	\$ 98.66	\$ 101.32	\$ 104.06	\$ 106.87
10	Research Specialist	Bachelor	1	\$ 81.44	\$ 83.64	\$ 85.90	\$ 88.22	\$ 90.60
11	Research Analyst**	Associate	1	\$ 44.50	\$ 45.70	\$ 46.94	\$ 48.20	\$ 49.50
12	Administrative Support **	Bachelor	4	\$ 89.83	\$ 92.26	\$ 94.75	\$ 97.31	\$ 99.93

** Service Contract Act

Service Contract Act

SCA Matrix

SCA Eligible Contract Labor Category	SCA Equivalent Code - Title	WD Number
Administrative Support	01020 – Administrative Assistance	05-2103
Research Assistant	0113 – General Clerk III	05-2103
<p>The Service Contract Act (SCA) is applicable to this contract and includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the matrix. The prices offered are based on the preponderance of where the work is performed and should work be performed in an area with lowered SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly</p>		

Prices for Awarded General SIN-611430 Professional & Management Development Training

Training Pricing							
	Course Title	Course Length	Minimum Participants	Maximum Participants	Location	Pricing	Price
611430	Human Capital Analytics	16 Hours / 2 Days	20	30	Customer Site	Per Course	\$ 29,319.90
611430	Foundations of Human Capital Management	16 Hours / 2 Days	20	30	Customer Site	Per Course	\$ 29,319.90
611430	Leadership Journey	32 hours over 6 Months	24	30	Customer Site	Per Person	\$ 3,415.77