




Authorized Federal Supply Service Information Technology Price List
General Purpose Commercial Information Technology
Equipment, Software & Services

SIN 132-50
Training Courses for Information Technology Equipment and Software
FPDS Code U012012

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Company Information

Founded in 1992, we are an 8(a) certified, woman-owned minority small business located in Rockville, State of Maryland with extensive experience, expertise and a history of continuous progressive growth. In our 15-year existence, we have trained in excess of 15,000 Government, Commercial professionals and University students/faculty in various IT disciplines. Our certified multilingual instructors conduct training either at our facility, the customer's premise, or at their designated locations. In conjunction with courses and training, ASM's students have attained over a 92% passing rate for major technology certifications on their first attempt, yielding an astounding 100% student return rate.

Specific corporate information is as follows:

- Tax ID: 52-2079617
- CCR Registered
- DUNS: 879885002
- Cage Code: 1QNX3
- GSA Schedule: GS-35F-0744M (expires 08/28/2008)
- Bonded SBA Small Disadvantaged Business
- MBE in State of MD Woman-Owned, 8(a) Certified

Our NAICS codes are -- 611420, 611430, 611410, 611691, 611710, 541511, 541512, 541513, 541519, 541600, 541613, 518210, 518210, 541930, 514191, 514199, 514210, and 511210

In addition, ASM also has the following credentials:

- Maryland Higher Education Commission Board Certified
- Microsoft Certified Member
- Cisco® Authorized Training Center and Reseller
- Computing Technology Industry Association (CompTIA) Member
- SCP™ Authorized Training Partner
- EC-Council® Accredited Training Provider
- CWNP® Learning Partner
- Extensively qualified and experienced in conducting HP, Sun, Oracle, Unix and many others IT training courses
- Authorized Pearson VUE and Thompson Prometric Testing Center
- Proud participant with all the One-Stop Centers in the Greater Washington Metropolitan Area operating under the Workforce Investment Act (WIA) program. Greater than 80% job placement success with over 100 participants from this program
- Have a strategic relationship with Strayer University wherein students receive college credit for courses taken at ASM
- Approved by US Immigration and Naturalization Services (INS) to issue I-20 forms for foreign students from around the world to attend classes at ASM. Very few centers have such an authorization
- Offer highly skilled and extensively trained executives with over 110 years of combined management experience.

A partial list of our clients include: Department of Justice, US Army, NASA, SAIC, FBI, US Air Force, AOL, Lockheed Martin,

USDA, US Navy, IBM, Verizon, US Department of Labor, Department of Homeland Security, among others.

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Contract Information

GSA Contract Number: GS35F0744M
Status: AWARDED 2002/08
CAGE Code: 1QNX3
DUNS number: 87-988-5002

Schedule Number: 70
Vendor:

ASM Educational Center
11200 Rockville Pike, Suite 220
Rockville, MD 20852
Phone: (301) 984 7400
Fax: (301) 984 7401
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Web Site: www.asmed.com

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Courses Description

CompTIA A+ Certification Training Program This course is designed to provide the student with the background necessary to understand how to install, upgrade, maintain, troubleshoot and repair personal computers.

Audience: Support professionals who are interested in the field of PC repair and troubleshooting

Prerequisite: Proof of High School Diploma or a minimum score of 17 out of 50 questions (34%) on the Wonderlic Personnel Test

Certification exam: This course helps you prepare for both A+ Certification exams.

Course Content: The CompTIA A+ Certification is divided in two parts: Core Hardware and Operating Systems Technologies. Our CompTIA A+ Certification Training Program matches the requisites of both modules. View the **Course Outline** of our CompTIA A+ Certification Training.

CompTIA Network+ Certification Training Program As a networking professional, the student will cultivate industry-supported skills and credentials that he/she will be able to transfer to future employment opportunities. With the Network + Certification, the student will be able to demonstrate and promote the fact that he/she have the necessary skills to do the job effectively.

Audience: Network Administrator (Those who are interested for Cisco® CCNA® Certification)

Prerequisite: Student need to have the knowledge of personal computers, DOS, Windows, and Computer hardware (A+ Certification is recommended). Proof of High School Diploma or a minimum score of 17 out of 50 questions (34%) on the Wonderlic Personnel Test

Certification exam: This course helps you prepare for the Network+ Certification exam.

Course Content: Through the CompTIA Network+ Certification Training Program the student will be prepared for the certification exam and will learn about the features and functions of networking components, Also will possess the knowledge and skills needed to install, configure and troubleshoot basic networking hardware, protocols and services. Please, take a look in the CompTIA Network+ Certification Training Program **Course Outline**.

Microsoft MCSA Certification Training Program will provide you with skills to successfully implement, manage, and troubleshoot the needs of Microsoft Windows 2003–based operating environments. The credentials offers IT professionals a competitive edge in today's constantly changing business environment by validating the specific experience required by the network and systems administrator job role.

Audience: Network administrators, network engineers, systems administrators, IT engineers, information systems administrators, network technicians, and technical support specialists. IT professionals working in the typically complex computing environment of medium-to-large organizations.

Prerequisite: Completion of Network+ or documentation of equivalent experience.

Certification exam: This course helps you prepare for the four MCSA Certification exams.

Course Content: The Microsoft MCSA Certification Training Program will prepare IT professionals to effectively plan, implement, maintain, and support information systems in a wide range of computing environments using the Microsoft Windows 2003 Server and the Microsoft .NET integrated family of server products. The Microsoft MCSA Certification Training Program is divided on 4 modules. View a complete **Course Outline** of our Microsoft MCSA Certification Training Program.

Microsoft MCSE Certification Training Program A Microsoft Certified Systems Engineer (MCSE) Certification qualifies IT professionals to effectively plan, implement, maintain, and support information systems in a wide range of computing environments using the Microsoft Windows 2003 Server and the Microsoft .NET integrated family of server products. This Microsoft Certification is one of the most comprehensive programs for assessing and maintaining software-related skills in the IT industry.

Audience: Network administrators, network engineers, systems administrators, IT engineers, information systems administrators, network technicians, and technical support specialists. IT professionals working in the typically complex computing environment of medium-to-large organizations.

Prerequisite: Completion of Network+ or documentation of equivalent experience. We recommend that an MCSE on Windows 2003 have at least one year of experience implementing and administering a network operating system.

Certification exam: This course prepares you for the seven MCSE Certification exams.

Course Content: The Microsoft MCSE Certification Training Program is composed by 7 modules and will prepare students to effectively plan, implement, maintain, and support information systems in a wide range of computing environments using the Microsoft Windows 2003 Server and the Microsoft .NET integrated family of server products. View a complete [Course Outline](#) of our Microsoft MCSE Certification Training Program.

Cisco® CCNA® Certification Training Program Gain the knowledge and skills to design, implement, and support your Cisco® routers in multiprotocol networks. Commands ranging from address configuration to management and verification testing will be demonstrated and discussed. You will earn the powerful feature of RIP, IGRP, as well as be able to configure your router for IP, IPX, and AppleTalk routing.

Audience: System Engineer and Technician who configure and support multiprotocol internetwork.

Prerequisite: An understanding of OSI reference model and completion of course: Microsoft TCP/IP is an excellent foundation. Proof of MCSE Certification, Network+ Certification, or documentation of equivalent experience.

Certification exam: This course prepares you for the CCNA® Certification exam.

Course Content: The Cisco® CCNA® Certification Authorized Training focuses on using Cisco® Catalyst switches and Cisco® routers connected in local-area networks (LANs) and wide-area networks (WANs) typically found at small to medium network sites. Upon completion of this training course, you will be able to select, connect, configure, and troubleshoot the various Cisco® networking devices. View the [Course Outline](#) of our Cisco® CCNA® Certification Authorized Training.

Cisco® CCNP® Certification Training Program The CCNP® certification (Cisco® Certified Network Professional) indicates advanced or journeyman knowledge of networks. With a CCNP, a network professional can install, configure, and troubleshoot local and wide area networks for enterprise organizations with networks from 100 to more than 500 nodes. The content emphasizes topics such as security, converged networks, quality of service (QoS), virtual private networks (VPN) and broadband technologies.

Audience: System Engineers and Technicians who configure and support multiprotocol internetwork.

Prerequisite: Proof of MCSE Certification, Network + Certification, or documentation of equivalent experience; Strong hands-on experience in computer networking and networking protocols; Strong hands-on TCP/IP, Subnetting, and OSI model knowledge and skills.

Certification exam: This course prepares you for the four CCNP® Certification exams.

Course Content: The Cisco® CCNP® Certification Authorized Training is composed of 4 modules:

1. BSCI - Building Scalable Cisco® Internetwork
2. BCMSN - Building Cisco® Multilayer Switched Networks
3. ISCW - Implementing Secure Converged Wide Area Networks
4. ONT - Optimizing Converged Cisco® Networks

View a complete [Course Outline](#) of our Cisco® CCNP® Certification Authorized Training.

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Price List

Course Title	Length Lecture/Lab	Students per Class	Price
CompTIA A+ Certification Training Program	52/52 hours	5~10	\$954.70
CompTIA Network+ Certification Training Program	12/28 hours	5~10	\$766.64
Microsoft MCSA Certification Training Program	72/72 hours	5~10	\$2873.70
Microsoft MCSE Certification Training Program	124/124 hours	5~10	\$4792.70
Cisco® CCNA® Certification Training Program	20/20 hours	5~10	\$954.70
Cisco® CCNP® Certification Training Program	80/80 hours	5~10	\$4792.70

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Point of Contact

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Ordering Information

Contractor's Ordering Address and Payment Information:

ASM Educational Center
11200 Rockville Pike, Suite 220
Rockville, MD 20852

Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number can be used by ordering agencies to obtain technical and/or ordering assistance:

(301) 984 7400

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Terms & Conditions

Scope

- a. The Contractor shall provide training courses normally available to commercial customers, which will permit Government users to make full, efficient use of general purpose commercial IT products. Training is restricted to training courses for those products within the scope of this solicitation.
- b. The Contractor shall provide training at the Contractor's facility and/or at the Government's location, as agreed to by the Contractor and the Government.

Order

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

Time of Delivery

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

Cancellation and Rescheduling

- a. The Government will notify the Contractor at least seventy-two (72) hours before the scheduled training date, if a student will be unable to attend. The Contractor will then permit the Government to either cancel the order or reschedule the training at no additional charge. In the event the training class is rescheduled, the Government will modify its original training order to specify the time and date of the rescheduled training class.
- b. In the event the Government fails to cancel or reschedule a training course within the time frame specified in paragraph a, above, the Government will be liable for the contracted dollar amount of the training course. The Contractor agrees to permit the Government to reschedule a student who fails to attend a training class within ninety (90) days from the original course date, at no additional charge.
- c. The Government reserves the right to substitute one student for another up to the first day of class.
- d. In the event the Contractor is unable to conduct training on the date agreed to by the Contractor and the Government, the Contractor must notify the Government at least seventy-two (72) hours before the scheduled training date.

Follow-up Support

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

Price for Training

The price that the Government will be charged will be the Government training price in effect at the time of order placement, or the Government price in effect at the time the training course is conducted, whichever is less. [See Price List.](#)

Invoices and Payment

- a. The Contractor shall provide written materials (i.e., manuals, handbooks, texts, etc.) normally provided with course offerings. Such documentation will become the property of the student upon completion of the training class.
- b. For hands-on training courses, there must be a one-to-one assignment of IT equipment to students.
- c. The Contractor shall provide each student with a Certificate of Training at the completion of each training course.
- d. The Contractor shall provide the following information for each training course offered:

- The course title and a brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training): [See Courses Description](#)
- The length of the course: [See Table](#)
- Mandatory and desirable prerequisites for student enrollment: [See Courses Description](#)
- The minimum and maximum number of students per class: [See Table](#)
- Class schedules: As agreed upon by the client and ASM. [See current schedules](#)
- Price (per student, per class (if applicable)): [See Price List](#)
- The locations where the course is offered:

ASM Educational Center
11200 Rockville Pike, Suite 220
Rockville, MD 20852

Note: In addition to the location shown above, course locations may be set as agreed upon between Agency/Client and ASM Educational Center.

- e. For those courses conducted at the Government's location, instructor travel charges (if applicable), including mileage and daily living expenses, must be indicated below. Rates paid as a result of travel must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Contractors cannot use GSA city pair contracts. Rates in accordance with current JTR per diem.

SIN 132-50 (Training) - Terms and Conditions Applicable to Training

- Cost of books included in tuition cost.
- No fee required for Registration, Application of Enrollment.
- Student may withdraw from a program and receive a full tuition refund:
 - within seven (7) calendar days from the date of Registration for the program or
 - anytime prior to the first class of the program. Students are strongly encouraged, but not required, to notify the center's Director of Intentions to withdraw.
- Prometric and VUE Certification fees are Not included in the tuition cost and are, therefore, outside of the scope of this contract.

Refund Policy

1. If ASM Educational Center closes or discontinue a program for any reason ASM shall refund any currently enrolled student any monies paid by the student for tuition and fees and monies for which the student is liable for tuition and fees. Any books purchased by students from ASM Educational Center for use in the program may be returned for a full refund.
2. If a student chooses not to enroll in or to withdraw from any program:
 - within seven (7) days after the date of registration for the program, or
 - prior to the first day of classes for the program, ASM Education Center will provide a full refund of any tuition and fees paid. Refunds shall be issued for any books, supplies, or materials purchased through ASM Education Center for use in the program.
3. If a student withdraws form any course or program for any reason after the first day of classes of the program, tuition refund shall be pro-rated and based on the full tuition price (contract price) for the program. No refunds shall be issued for books, supplies, or materials purchased through ASM Education Center for use in the program. All pro-rated refunds shall be calculated from the student's Date of withdrawal using the Refund Calculation table, shown below. The Date of Withdrawal is defined as the date of the last class attended by the withdrawing student.
4. In case of a leave of Absence, if a student fails to return to training by the end of the leave of absence, the refund due a student shall be base on the Date of Withdrawal and paid within 60 days of the scheduled last day of the leave of absence.

Proportion of Total Program Taught by Date of Withdraw	Tuition Refund
Less than 10%	90%
10% up to but not including 20%	80%
20% up to but not including 30%	60%
30% up to but not including 40%	40%
40% up to but not including 50%	20%
More than 50%	No Refund

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