

REGENTS UNIVERSITY OF COLORADO DBA: DENVER CAMP

GENERAL SERVICES ADMINISTRATION FEDERAL SUPPLY SERVICE AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST 2012-2017



On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option create an electronic delivery order are available through GSA Advantage! TM, a menu-driven database system. The INTERNET address for GSA Advantage!TM is: http://www.fss.qsa.qov

Schedule Title: Mission Oriented Business Integrated Services

(MOBIS)

FSC Class: 874

Multiple Award Schedule: 874 (MOBIS)

Contract Number: GS-02F-0055M

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

Contract Period: August 9, 2012 through August 8, 2017

Contractor's Name: Regents University of Colorado,

DBA: Denver Camp

Contractor's Address: 3401 Quebec Street, Suite 5000

Denver, CO 80204

Contractor's Phone: 303-315-2200

Contractor's Fax: 303-315-2222

Contractor's Administration Source: Joseph R. Lasky

Joseph.Lasky@ucdenver.edu

Business Size: Large

Customer Information for Ordering Activities

1a. Special Items Number: 874-4

1b. Price Identification: \$3,721 for 1 day course

2. ALL SIN(s) Maximum Order: \$1,000,000.00

3. Minimum Order Limitation: \$3,721

4. Geographic coverage (Delivery

Area):

Domestic or Worldwide

5. Point of Production: University of Colorado Denver

National Learning Center

3401 Quebec Street, Suite 5000

Denver, CO 80207

Joseph.Lasky@ucdenver.edu

6. Discount from list prices or

statement of net prices:

Net 30 Days

7. Quantity Discounts: None

8. Prompt Payment Terms: 30 days after service delivered

9a. Notification that Government purchase cards are accepted up to

the micro-purchase threshold:

Yes, Government Purchase Cards are

accepted up to the micro-purchase threshold.

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase

threshold.

Yes, Government Purchase Cards are accepted above the micro-purchase

threshold.

10. Foreign items: n/a

11a. Time of Delivery: 30 days after order

11b. Expedited Delivery: n/a

11c. Overnight Delivery: n/a

11d. Urgent Requirements: n/a

12. F.o.b. Points: FOB Destination – including or not including Hawaii, Alaska & Puerto Rico. University of Colorado Denver 13. Ordering Address: National Learning Center 3401 Quebec Street, Suite 5000 Denver, CO 80207 Joseph.Lasky@ucdenver.edu 14. Payment Address: University of Colorado Denver National Learning Center 3401 Quebec Street, Suite 5000 Denver, CO 80207 Joseph.Lasky@ucdenver.edu 15. Warranty Provisions: n/a 16. Export packing charges: n/a 17. Terms and Conditions of Government Purchase Government Purchase Card: Cards are accepted 18. Terms and Conditions of Rental, n/a Maintenance: 19. Terms and Conditions of n/a Installation: 20. Terms and conditions of repair n/a parts indicating date of parts lists and any discounts from list price: 20b. Terms and conditions for any n/a other services (if applicable): 21. List of Service and Distribution n/a Points: 22. List of Participating Dealers: n/a 23: Preventive Maintenance: n/a 24. Year 2000 (Y2K) compliant: n/a 25. Environmental Attributes: n/a 26. DUNS Number: 041096314 27. Notification regarding registration Yes in Central Contractor Registration (CCR) database:

The below costs do not include the costs associated with participant and trainer travel, meals, hotel and meeting space.

Advanced Case Management (Part Number: ACM)

1 and ½ day course \$5,616 for 24 participants \$15 material cost for each participant over 24 participants

Description: Focuses on a review of the case management process, then concentration on assessment and documentation. For DVOPs / LVERs who have attended Case Management and have actively done case management for 6 months or more.

Advanced Grants Management (Part Number: AGM)

5 day course and e-Learning Requirements \$23,491 for 24 participants \$15 material cost for each participant over 24 participants

The Advanced Grants Management course is designed for DOL VETS Federal staff that monitor the Jobs for Veterans' State Grants. This course is a blended training. Participants are required to complete the prerequisite basic online grants management course. It is a hands-on course practicing analyzing and writing quarterly reports, grant modifications, also a review of the audit process and the various VPLs and DM's that are relevant to managing the grant.

Advanced Promoting Partnerships for Employment (Part Number: APPE)

1 and ½ day course \$5,616 for 24 participants \$15 material cost for each participant over 24 participants

This course enhances local veterans employment representatives' (LVER) skill set in employment outreach by creating and maintaining business connections using a variety of techniques aimed at increasing veteran placements.

Alternative Job Placement Strategies and Disability Awareness (Part Number: Disability)

1 day course \$3,721 for 24 participants \$15 material cost for each participant over 24 participants

Description: The course focuses on the needs and concerns of individuals with a disability (concentrating on Post Traumatic Stress Disorder (PTSD), Traumatic Brain Injury (TBI), Amputations, and Deafness) transitioning from the military and alternative strategies for helping these and other populations get employment. The class is given examples of job proposals, and how to approach employers as business people who are always looking at a better way to do business that result in a better bottom line.

Basic Transition and Employment Management (Part Number: BTEM)

4 and ½ day course \$19,375 for 24 participants \$30 material cost for each participant over 24 participants

Participants gain the following:

- Understanding and knowledge of the role of the Department of Labor (DOL),
 DoD, & VA in relation to the transition process
- Knowledge and skills necessary to conduct a general assessment on a customer preparing for a career change
- Knowledge and skills necessary for conducting vocational exploration for customers.
- Knowledge and skills necessary to assist a customer with a job search using various mediums such as web-based, job fairs, networking, etc.
- Knowledge and understanding of information and resources available to customers exploring self-employment options.
- Knowledge and skills in order to prepare and conduct proactive Transition and Employment focused workshops.
- Knowledge and understanding of resume preparation, salary negotiations, and job retention.
- Knowledge and understanding of how to articulate/translate volunteer skills to marketable job skills for customers.

Case Management (Part Number: CM)

3 and $\frac{1}{2}$ day course plus 1 and $\frac{1}{2}$ day of e-Learning \$18,250 for 24 participants \$15 material cost for each participant over 24 participants

Description: Course reviews each step of the case management process, utilizing exercises to clarifying the practice, then using specific skill building activities to reinforce the information. The skill building activities are observed and reviewed by their peers and NLC trainers. Course includes the basics of case management, conflict management, motivation and goal setting, assessment, documentation, confidentiality and ethics, as well as case closure.

This Course is designed DVOPs and others doing Case Management.

Case Management Distance (Part Number: CM MAINE)

3 weeks of e-Learning \$18,250 for 24 participants

Description: This e-Learning course covers all the content covered in the CM classroom course.

Case Management Overview (Part Number: CMO)

6 hour course \$3,721 for 24 participants \$15 material cost for each participant over 24 participants

Description: A course that addresses the basic concepts of the case management process. Assessment, note taking, IDPs, confidentially and other topics are covered. Designed for staff who have not taken case management training. Great for conferences.

Developing the Career Readiness Coach (Part Number: CCoach)

3 and ½ day course \$18,250 for 24 participants This course will provide the foundation of an effective Career Readiness Coach. At the end of this training participants will be able to:

- Explain how career theory benefits a job seeker
- Interpret a formal assessment instrument for the job seeker
- Develop an informal assessment tool for the job seeker
- Practice tried and true one-on-one facilitation skills that will help the job seeker improve his/her communication skills
- Interpret and extrapolate local Labor Market Information data using a practice exercise
- Apply established methods for utilizing social media
- Design and develop a standard resume template using established resume writing principles
- Practice answering difficult interview questions using the four stages of the interview process
- Develop an awareness regarding employee retention using the employer's perspective as the basis for establishing work ethic skills

This course is interactive and driven toward helping the career coach become the premier applicant mentor in your office.

Dimensions of Diversity (Part Number: Diversity)

6 hour course \$3,721 for 24 participants

What makes us different from one another can either help us connect or can tear us apart. Effective diversity training does not seek to replace individual belief systems; rather it helps people develop an understanding of one's self and one another that leads to increased respect, cooperation, and productivity.

The framework is set to bring people together who might otherwise be separated by cultural barriers or belief systems. Let's shatter those old views and put into practice a new level of respect, caring and civility for an amazing workplace culture.

Unsure how to accomplish this? We'll guide you through activities designed to identify biases in a non-threatening environment and help you implement strategies to support internal and external customer service while enhancing interpersonal workplace relationships.

Workplace utopia doesn't exist, but we can almost guarantee you'll see positive changes in your professional atmosphere which can't help but transfer over into all aspects of your daily lives.

Effective Business Outreach Strategies (Part Number: EBOS)

6 hour course \$3,721 for 24 participants \$15 material cost for each participant over 24 participants

Description: This seminar is designed from the perspective of businesses and their hiring needs. The seminar will begin with an understanding of how hiring authorities find job candidates and fill position openings in the hidden job market. By the end of the

training, each participant will have the knowledge to incorporate top skill sets used by the most successful job developers.

They will leave with proven techniques for expanding their network and positioning themselves as a valued hiring resource.

Practical applications include telephone presentations for an initial contact, the use of email as a communication tool, creating powerful follow-ups and handling objections.

Employer Outreach (Part Number: EO)

3.5 day Course \$18,250 for 24 participants

Course Competencies:

- 1. Participants will increase their knowledge of strategies for creating a broad awareness about the value veterans can bring to businesses as employees, as well as the value of the services provided by American Job Centers (AJC).
- 2. Participants will gain the knowledge needed to consult with individual employers to promote the hiring of individual veterans.
- 3. Participants will learn how to collaborate with employers in the planning and implementation of job club workshops and job fairs.
- 4. Participants will gain the knowledge needed to educate federal contractors about ways American Job Centers can help them comply with regulatory requirements.
- 5. Participants will learn how to engage in continuing self-directed professional development upon return to their AJC.

Emotional Intelligence at Work (Part Number: EI)

1 day course \$3,721 for 24 participants \$15 material cost for each participant over 24 participants

Description: Do you think the key to success is a high IQ or luck? Well, plenty of people with high IQs are not successful and many successful people did not become successful simply because of luck.

"Among the ingredients for success, researchers now generally agree that IQ counts for about 20%." - The EQ Factor, Time Magazine, 1995.

Just as with individual success, a high functioning team requires Emotional Intelligence. Unlike IQ, Emotional Intelligence can be improved. Research has shown that successful people and teams have common traits. Learn what those traits are and improve these skills in yourself and as a team.

Participants will gain a better understanding of their own and their team's strengths and weaknesses as it relates to Emotional Intelligence and how to improve them.

Facilitating Veteran Employment (Part Number: FVE)

3.5 day Course \$18,250 for 24 participants

Course Competencies:

- 1. Participants will gain knowledge and understanding in the relevant provisions of veteran-related legislation, including:
 - The roles of the LVERs and DVOP Specialists
 - Veteran eligibility
 - AJC and Priority of Service
- 2. Participants will have an understanding of how to maximize employment for veterans.

Objective: Upon completion participants will be able to:

- identify veteran characteristics, traits and challenges; and
- connect veteran capabilities to employment opportunities.
- 3. Participants will have the knowledge and ability to advise veteran clients on the use of online resources to:
 - increase access to apprenticeship, licensing and certification opportunities;
 - research labor market dynamics and businesses.
- 4. Participants will learn how to assist veteran clients to effectively communicate their abilities in the job search process.

Objective: Upon completion participants will be able to advise veterans concerning:

- Job postings/openings
- Application procedures
- Resumes
- Interviewing
- 5. Participants will learn how to convey to veterans the importance of continuing self-directed professional development to maintain employment.
- 6. Participants will learn strategies for refining their relationships for and with:
 - integration within the AJC,
 - more effectively working with a diverse array of veteran clients,
 - employers, and
 - community based organizations

Federal Hiring and Application Process Training (Part Number: Fed Hire)

6 hour course

\$3,721 for 24 participants

\$15 material cost for each participant over 24 participants

Description: The Federal employment workshop covers topics such as ways to get a job with the federal government (Veterans Preference, Special Hiring Authorities for Veterans, the Veterans Employment and Opportunity Act) and how to apply – USA Jobs and other methods.

The session explores merit promotion, special appointing authorities and competitive examining to include veteran point preferences. Hands-on exercises on compiling a certification and scoring using veteran preference are also included. In addition, application procedures and KSAs are also discussed.

Impact of Generational Differences in the Workplace seminar (Part Number: Gen Difference)

6 hour course \$3,721 for 24 participants \$15 material cost for each participant over 24 participants

Description: The goal of the Generational Differences in the Workplace seminar is to highlight the workplace value perspectives of the four generations in the workplace today:

The Silent Generation –those born before 1946, The Baby Boomer Generation –born 1946-1963, Generation X – those born between 1964-1984 and Generation Y (Millennial)1985 – present.

Additionally, this seminar will discuss the origin of the consumer and the gospel of consumption and how this has led to the entrenchment of instant gratification behavior and communication technology; methods for leaders to preserve the assets each generation brings to the workforce.

Intensive Service (Part Number: IS)

3.5 day Course \$18,250 for 24 participants

Course Competencies:

- 1. Participants will increase their knowledge of the challenges faced by job-seeking veterans arising from significant barriers to employment (SBEs).
- 2. Participants will learn how to conduct initial and comprehensive assessments to identify a veteran's strengths and barriers to employment.
- 3. Participants will learn strategies for providing:

Individual and group counseling Career planning Short-term prevocational services

- 4. Participants will learn how to utilize a case management delivery strategy with clients who would benefit from a more structured approach to assistance.
- 5. Participants will gain the knowledge needed to grow and maintain a network of outside agencies, and coordinate the delivery by them of specialized intensive

services to veterans.

- 6. Participants will learn to assist clients with the creation, implementation, monitoring, and modification of Individualized Development Plans.
- 7. Participants will gain the knowledge needed to coordinate with LVERs and American Job Center (AJC) Business Service Representatives to maximize placement of job-ready veterans.
- 8. Participants will learn strategies for conducting outreach with and through community entities to encourage veterans with SBEs to utilize services provided by DVOP specialists and the AJC.
- 9. Participants will learn how to engage in continuing self-directed professional development upon return to their AJC.

Job Coaching for Offender Populations (Part Number: JCOP)

6 hour course \$3,721 for 24 participants \$15 material cost for each participant over 24 participants

Description: Focuses on working with formerly incarcerated veterans in helping them find employment through job coaching, retention and placement. The course is designed for anyone who works with formerly incarcerated individuals in helping them find employment.

Labor Employment Specialist (Part Number: LES)

3 and $\frac{1}{2}$ day course plus 1 and $\frac{1}{2}$ day of e-Learning \$18,250 for 24 participants \$15 material cost for each participant over 24 participants

Description: Course is designed to teach the basics of the law, including the duties of the LV/DV, resumes, interviewing, job development, information gathering, on-line resources and research, on-line resumes and negotiations with employers.

Labor Employment Specialist Distance (Part Number: LES MAINE)

3 weeks of e-Learning \$18,250 for 24 participants

This e-Learning/webinar course covers the same content as the LES classroom course.

Leadership for the Implementation of Veteran Services (Part Number: LIVS)

2 and ½ day course

\$11,232 for 24 participants

\$15 material cost for each participant over 24 participants

Description: The Leadership for the implementation of Veteran's Programs course is for those responsible for the performance of Veterans' Employment and Training Programs specifically the LVER/DVOP grant program. The goal of the course is to provide information that assists with successful implementation of the LVER/DVOP grant program.

Participants for this course could include:

- VETS staff
- State VETS coordinators
- State Employment and Training Directors
- Area Managers
- Local Office Managers and Supervisors
- Anyone who is responsible for LVER/DVOP program responsibilities

Managing Case Management (Part Number: MCM)

2 day course \$8,320 for 24 participants \$15 material cost for each participant over 24 participants

Description: Takes the managers through the process of case management and gives them examples of some of the activities done by the case management class. Each section includes ways to evaluate and assist the case manager in doing a better job.

Orientation to Veterans Programs (Part Number: OVP)

6 hour course \$3,721 for 24 participants \$15 material cost for each participant over 24 participants

Description: Training covers the law as it pertains to veterans' employment, including information on legislation governing the U.S. Department of Labor's veteran representatives positions and their role in the employment process.

Orientation to Veteran Services Distance Course (Part Number: OVS-Distance) Self-paced e-Learning course \$2,700 per participant

Description: On-line/e-Learning self-paced course that covers the fundamental responsibilities of DVOPs and LVERs. Course covers all programs administered by US DOL VETS.

Personal Financial Management Workshop (Part Number: PFM)

6 hour course \$3,721 for 24 participants \$15 material cost for each participant over 24 participants

Description: With national consumer debt topping 2.65 trillion over the last decade and the personal saving ratio dropping below 1 percent nationally, focusing on personal financial management and planning has never been more relevant. The goal of this work shop is to provide the tools and knowledge to help develop realistic financial plans. Providing this intensive service retention approach will enhance an applicant's ability to find the occupation that fits not only his/her work preferences but also their financial needs.

The following are the objectives for the workshop:

- Understanding your Cash Flow Statement and the Essential Financial life ratios
- Managing your Credit Understanding your credit report
- Managing your Debt responding to information on your credit report

This course will require attendees to complete a personal spending plan worksheet prior to attending so they can work with realistic financial data. Also, each participant will need to bring a working calculator.

Personal Financial Readiness (Part Number: PFR)

4 and ½ day course plus several pre-course reading assignments \$19,375 for 24 participants \$30 material cost for each participant over 24 participants

Description: This course is designed to teach the basics of personal financial management to Airman & Family Readiness Center (A&FRC) Community

Readiness Consultants (CRC). CRCs will be equipped with the most current and comprehensive tools to provide assistance to members/family members. The course encompasses the seven core compliance requirements (i.e., Military Pay Education, Saving and Investing, Credit Reports and Credit Management, Debt Management, Consumer Education and Awareness, Mandatory First Duty Station).

All requirements are derived from DoDIs/AFI and include detailed instruction on conducting financial counseling while utilizing the FIRST Spending Plan.

The course is specifically designed for CRCs who are inexperienced in the PFR arena.

Preseparation Counselor Training Course (Part Number: Pre Sep)

4 and ½ day course \$19,375 for 24 participants \$30 material cost for each participant over 24 participants

Description: This course, developed by the National Learning Center in conjunction with a Department of Defense committee, is designed to provide Preseparation Counselors a standard format to follow when conducting Preseparation Counseling sessions.

This course focuses on participants gaining knowledge and understanding about the Law, DoD guidance and timelines as related to Preseparation Counseling. Participants are introduced to the Preseparation Counseling Checklist, DD 2648 and provided detailed information regarding each element on the checklist. Participants research each element and present the knowledge to other counselors during this session.

Principles of Applications and Resume Development (Part Number: Resume)

4 hour course \$3,721 for 24 participants \$15 material cost for each participant over 24 participants

Resumes: This segment capitalizes on key guidelines for resume composition. It allows those who facilitate resume writing to enhance their writing techniques while addressing those skills that employers most desire. Additionally resume pitfalls are explored. Also includes a section on on-line resumes and a resume critique form.

Applications: Discussion in this workshop focuses on the various methods of application submission from paper applications to electronic and kiosk systems. The workshop discusses what employers are looking for in an application and guidelines for completing

applications. For most employment representatives, applications aren't difficult until a person presents with a tough history to document in the application format. These histories include things such as military backgrounds, salary requirements, references, gaps in work history and a criminal record. These topics are explored in this session.

Promoting Partnerships for Employment (Part Number: PPE)

3 and $\frac{1}{2}$ day course plus 1 and $\frac{1}{2}$ day of e-Learning \$18,250 for 24 participants \$15 material cost for each participant over 24 participants

Description: Focused on creating partnerships and designed to assist in developing a marketing strategy. Participants analyze labor market information and the community events to develop a proactive marketing campaign targeted to a specific audience that emphasizes public relations and positive image.

Promoting Partnerships for Employment Distance (Part Number: PPE MAINE) \$18,250 for 24 participants

This e-Learning/webinar course covers the same content as the PPE classroom course.

Secrets to Stress Management (Part Number: Stress Mgmt.)

1 day course \$3,721 for 24 participants \$15 material cost for each participant over 24 participants

Description: People think they know everything there is to know about stress management. But many people still feel stressed. That's because the terms stress and stress management have picked up so many myths. These myths prevent people from reducing their stress.

Stress is natural. Unfortunately managing stress is not. Staying at peak performance without burning out is a learning process and learning the truth about stress is a vital part of that.

This workshop presents a comprehensive and novel approach to stress management by focusing on clarifying misconceptions. Participants will have a greater sense of their individual stress response, feel more empowered in dealing with stress, and create a personalized plan for a balanced life.

Transition Assistance Program (Part Number: TAP)

4 and ½ day course

\$19,375 for 24 participants \$15 material cost for each participant over 24 participants

Description: TAP is a train-the-trainer course on facilitation skills, using the material/information in the TAP manual as the presentation content. Trainers use exercises and demonstration of skills, then have the participants perform these skills individually and/or as a group. Over 15 training techniques are demonstrated and a minimum of seven are practiced by the individuals during the class. Presentations are critiqued by their peers and the trainers, as well as videotaped for participants to take home at the end of the class.

Ultimate Job Search for the 21st Century Training (Part Number: UJS) 2 and ½ day course

\$11,232 for 24 participants \$15 material cost for each participant over 24 participants

Description: This train-the-trainer course in how to utilize the "Ultimate Job Search for the 21_{st} Century" DVD series and workbook in a job search workshop setting. This course provides numerous inventive and exciting training techniques, offering new ways in delivering content in your current job search workshops. This workshop discusses the use of games, interactivity, group dynamics, audio/visuals, workbook interactivity, etc. when covering subjects such as interviewing, resume writing, networking, social media, and several other facets of job search workshops. This is designed for facilitators who currently train job search workshops and desire to add inventive techniques to their current subjects.

This is also excellent for facilitators who have the UJS series and want to discover new ideas of how it could be presented in a classroom environment. There are vast methods of utilizing this series – this course uncovers several of those ideas.

Uniformed Services Employment and Reemployment Rights Act/Investigators (Part Number: USERRA/Investigators)

3 week course (2 week traditional classroom, 1 week e-Learning) \$37,650 for 24 participants \$30 material cost for each participant over 24 participants

Description: The USERRA Investigators course combines distance education with classroom instruction. This course focuses on a standardized process for case processing, analyzing case files and developing case investigative plans, along with topics such as subpoena authority and providing technical assistance.

The course improves staff competency in USERRA knowledge and how to process a claim. The investigator focuses on skill application of various interviewing techniques and methods utilizing case examples. Techniques for encouraging early resolution and enhancing the quality of case processing are emphasized.

Veteran Corporate Integration Program (Part Number: Vet Integration)

1 day course \$3,721 for 24 participants \$15 material cost for each participant over 24 participants

Description: The terms change and transition are often used interchangeably. However, transition is the psychological process which accompanies change. Change is not successful without an appropriate transition. Leaving the military and entering the civilian/corporate environment is not as simple as one might think. The skills that make one successful in the military are not necessarily the same skills that will make one successful in the civilian/corporate environment.

This comprehensive Military Transition Workshop not only gives veterans the information and tools to navigate through the change and transition of entering the civilian/corporate environment but also helps

them experience the transition process itself. Veterans will learn the phases of transition and tools to move smoothly through each phase as well as how to develop the skills that researchers have found are characteristic of star performers in the corporate environment. Through interactive learning and exercises, veterans will learn

how to embrace the new and create a successful new life.

Veterans' Benefits On-Line (Part Number: VB-Online)

10 day instructor-led e-Learning course \$2,700 per participant

Description: This is a self-paced class that covers the basics of Veterans' Benefits. You have two weeks to complete the work assigned and may do the work either at your work office or at home. You will get from this course as much as you put into it! The course is available/accessible 24 hours a day for your convenience.

The course has four modules. Each module includes reading assignments, quizzes, research assignments (to be discussed/posted on the Discussion Board).

Veterans Employment Opportunity Act (Part Number: VEOA)

3 and ½ day course \$18,250 for 24 participants \$15 material cost for each participant over 24 participants

Description: The Veterans Employment and Opportunity Act (VEOA) course deals with preference in hiring for veterans. It looks at how the federal hiring process works and how preference points are applied. It also reviews the initial steps of looking into a claim where veterans preference has not been applied.

Course Development (Part Number: Develop)

\$3,721 per day

General Course Delivery (Part Number: Delivery)

\$3,721 per day

The above costs do not include the costs associated with participant and trainer travel, meals, hotel and meeting space.