

ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201

NOTICE OF RENEWAL

TO: Learning Tree International USA, Inc.	DATE ISSUED:	October 10, 2020
13650 Dulles Technology Dr. 4 th Floor	CONTRACT NO:	21-DTS-R-407b
Herndon, VA 20171	CONTRACT TITLE:	Training: IT Service Management (ITSM)

THIS IS A NOTICE OF AWARD OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

The contract documents consist of the terms and conditions of AGREEMENT No. 21-DTS-R-407b including any attachments or amendments thereto.

EFFECTIVE DATE: December 1, 2022

EXPIRES: November 30, 2023

RENEWALS: TWO (2) ONE-YEAR RENEWALS REMAINING.

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: Marthe Lewis **VENDOR TEL. NO.:** (571) 383-0722

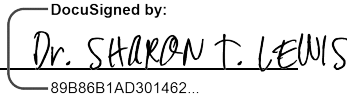
EMAIL ADDRESS: marthe_lewis@learningtree.com

COUNTY CONTACT: Ishai Trani, DTS-Technology Services **COUNTY TEL. NO.:** (703) 228-3408

COUNTY CONTACT EMAIL: itrani@arlingtonva.us

THE COUNTY BOARD OF ARLINGTON
COUNTY, VIRGINIA

LEARNING TREE INTERNATIONAL USA, INC.

AUTHORIZED SIGNATURE:  DocuSigned by:
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NAME DR. SHARON T. LEWIS

TITLE: PURCHASING AGENT

DATE: 11/28/2022

AUTHORIZED SIGNATURE:  DocuSigned by:
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NAME: Marthe Lewis

TITLE: Director

DATE: 11/23/2022

**EXHIBIT A
CONTRACTOR'S PRICING**

SECONDARY SOURCE:

The Secondary contractor may be used for requests where the primary source cannot meet your response requirement. Documentation from the primary source stating they cannot meet your response requirement must be obtained prior to contacting the secondary source.

PRICING SCHEDULE

**SECONDARY: LEARNING TREE INTERNATIONAL USA, INC.
CONTRACT: 4400007987**

<u>Item #</u>	<u>Item Description</u>	<u>Duration</u>	<u>UOM</u>	<u>Unit Price</u>
PRICE FOR 1-9 STUDENTS				
Category A: ITIL Certification Classes				
1	Percentage Discount for ITIL v3 Certification Classes			12%
2	ITIL v3 Foundation Certification Course	3 days	EA	\$2,355.00
3	ITIL v3 Intermediate Qualification: Service Transition Course	3 days	EA	\$2,355.00
4	ITIL v3 Intermediate Qualification: Service Design Course	3 days	EA	\$2,355.00
5	Retake Test Fee		EA	Free
Category B: Non-Certification Classes				
6	Percentage Discount for Non- Certification Classes			12%
7	Communication Skills Course	3 days	EA	\$2,355.00
8	Achieving Excellence in Customer Service Course	1 day	EA	\$520.00
9	Introduction to Knowledge Management Course	No Bid		
10	Retake Test Fee			
Category D: Information Privacy and Security Classes				
16	Percentage Discount for Information Privacy and Security Classes			12%
17	Certified Information Privacy Technologist (CIPT) Certification Prep Course	No Bid		
18	CISSP Certification Prep Course	5 days	EA	\$3,664.00
19	Fundamentals of Information Systems Security	5 days	EA	\$2,833.00
19	Fundamentals of Information Systems Security – ALTERNATE	5 days	EA	\$2,833.00
20	Retake Test Fee - CISSP		EA	\$600.00
20	Retake Test Fee - SSCP		EA	\$300.00

PRICING SCHEDULE

SECONDARY: LEARNING TREE INTERNATIONAL USA, INC.
 CONTRACT: 4400007987

Item #	Item Description	Duration	UOM	Unit Price
PRICE FOR 10+ STUDENTS				
Category A: ITIL Certification Classes				
21	Percentage Discount for ITIL v3 Certification Classes			25%
22	ITIL v3 Foundation Certification Course	3 days	EA	\$1,995.00
23	ITIL v3 Intermediate Qualification: Service Transition Course	3 days	EA	\$1,995.00
24	ITIL v3 Intermediate Qualification: Service Design Course	3 days	EA	\$1,995.00
25	Retake Test Fee		EA	Free
Category B: Non-Certification Classes				
26	Percentage Discount for Non- Certification Classes			25%
27	Communication Skills Course	3 days	EA	\$1,995.00
28	Achieving Excellence in Customer Service Course	1 day	EA	\$520.00
29	Introduction to Knowledge Management Course	No Bid		
30	Retake Test Fee			
Category D: Information Privacy and Security Classes				
36	Percentage Discount for Information Privacy and Security Classes			47%
37	Certified Information Privacy Technologist (CIPT) Certification Prep Course		EA	No Bid
38	CISSP Certification Prep Course	5 days	EA	\$1,995.00
39	Fundamentals of Information Systems Security	5 days	EA	\$1,995.00
39	Fundamentals of Information Systems Security – ALTERNATE	5 days	EA	\$1,995.00
40	Retake Test Fee - CISSP		EA	\$600.00
40	Retake Test Fee - SSCP		EA	\$300.00

NOV 15 2022

AMENDMENT NO. 1

CONTRACT TITLE: TRAINING: IT SERVICE MANAGEMENT (ITSM)

CONTRACTOR:

Learning Tree International USA, Inc.
13650 Dulles Technology Drive
Suite 400
Herndon, VA 20171-6156

SUPPLIER ID

1000012068

CONTRACT NO.

4400007987

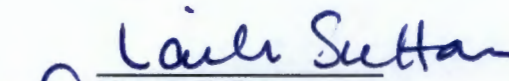
By mutual agreement, Contract 4400007987 is renewed for one (1) year effective December 1, 2022 through November 30, 2023. This is the first of three (3) one-year renewal options.

All other prices, terms and conditions remain unchanged.

ACCEPTANCE:

BY: Marthe Ngom _____ Director _____
Signature Title

Marthe Ngom _____ 11/14/2022 _____
Printed Name Date

Michelle R. Pratt

Michelle R. Pratt
Director

MRP/cmb

DISTRIBUTION: Contractor - Jefferson Daeschner - Jefferson_daeschner@learningtree.com,
FCPS - Jean Welsh, John Belyea