



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

**CONTRACT AWARD COVERPAGE**

**TO:** INTERACTIVE COMMUNICATIONS SOLUTIONS  
GROUP, INC. dba ICS LEARNING GROUP  
8221 RITCHIE HWY, SUITE 303  
PASADENA, MD 21122

**DATE ISSUED:** MARCH 2, 2023  
**CONTRACT NO:** 23-HRD-R-535  
**CONTRACT TITLE:** SOFTWARE LICENSES (ARTICULATE AND  
INQUISID)

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**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. 23-HRD-R-535 including any attachments or amendments thereto.

**EFFECTIVE DATE:** MARCH 2, 2023  
**EXPIRES:** JANUARY 7, 2024  
**RENEWALS:** NONE  
**COMMODITY CODE(S):** 20851  
**LIVING WAGE:** N

**ATTACHMENTS:**  
AGREEMENT No. 23-HRD-R-535

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

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**VENDOR CONTACT:** SALLY MOLARO

**VENDOR TEL. NO.:** (703) 687-0491

**EMAIL ADDRESS:** [SALLY.MOLARO@ACENDRE.COM](mailto:SALLY.MOLARO@ACENDRE.COM)

**COUNTY CONTACT:** LOAN HOANG (HRD)

**COUNTY TEL. NO.:** (703) 228-3417

**COUNTY CONTACT EMAIL:** [LHOANG@ARLINGTONVA.US](mailto:LHOANG@ARLINGTONVA.US)

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**PURCHASING DIVISION AUTHORIZATION**

Sy Gezachew

Title Procurement Officer

Date 3/2/2023



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

**RIDER AGREEMENT NO. 23-HRD-R-535**

THIS AGREEMENT (hereinafter "Agreement") is made, on 3/2/2023 by the County, between **Interactive Communications solutions Group, Inc. dba ICS Learning Group** ("Contractor"), a Maryland corporation with a place of business at 8221 Ritchie Hwy, Suite 303, Pasadena, MD 21122 authorized to transact business in the Commonwealth of Virginia, and the County Board of Arlington County, Virginia ("County"). The County and the Contractor, for the consideration specified herein or specified in a County Purchase Order referencing this Agreement, agree as follows:

**1. CONTRACT DOCUMENTS**

The Contract Documents consist of this Agreement, Exhibit A GSA Multiple Award Schedule Contract GS-35F-0207P, together with any exhibits and amendments issued or applicable thereto (collectively, "Contract Documents" or "Contract"). This Agreement rides a contract awarded to the Contractor by U.S. General Services Administration (GSA) and extended by the Contractor to the County on the same terms and conditions as the Contractor's agreement with GSA. Where the terms of this Agreement vary from the terms and conditions of the other Contract Documents, the terms and conditions of this Agreement shall prevail.

The Contract Documents set forth the entire agreement between the County and the Contractor. The County and the Contractor agree that no representative or agent of either of them has made any representation or promise with respect to the parties' agreement which is not contained in the Contract Documents.

**2. CONTRACT TERM**

The Contractor's provision of goods and services for the County ("Work") shall commence upon the execution of the Agreement by the County", and shall be completed no later than January 7, 2024 ("Contract Term"), subject to any modifications as provided for in the Contract Documents regarding the Contract Term. No aspect of the Work shall be deemed complete until it is accepted by the County's Project Officer.

**3. PAYMENT**

Payment will be made by the County to the Contractor within forty-five (45) days after receipt by the County Project Officer of an invoice detailing the Work provided by the Contractor and accepted by the County. All payments will be made from the County to the Contractor via ACH. Each invoice must certify that the invoice submitted is a true and accurate accounting of the work performed and goods and/or

services provided and must be signed and attested to by the Contractor or authorized designee. The Project Officer will either approve the invoice or require corrections. The number of the County Purchase Order pursuant to which authority goods or services have been performed or delivered shall appear on all invoices.

**4. SCOPE OF WORK**

The Contractor agrees to perform the goods and/or services described in the Contract Documents (hereinafter “the Work”). The primary purpose of the Work is to furnish software licenses.

The Contract Documents set forth the minimum Work estimated by the County and the Contractor to be necessary to complete the Work. It shall be the Contractor’s responsibility, at the Contractor’s sole cost, to provide the specific Work set forth in the Contract Documents sufficient to fulfill the purposes of the Work. Nothing in the Contract Documents shall be construed to limit the Contractor’s responsibility to manage the details and execution of the Work.

**5. PROJECT OFFICER**

The performance of the Contractor is subject to the review and approval of the County Project Officer (“Project Officer”) who shall be appointed by the Director of the Arlington County department or agency which seeks to obtain the Work pursuant to this Contract. However, it shall be the responsibility of the Contractor to manage the details of the execution and performance of its Work pursuant to the Contract Documents.

**6. COUNTY PURCHASE ORDER REQUIREMENT**

County purchases are authorized only if a County Purchase Order is issued in advance of the transaction. A Purchase Order must indicate that the ordering agency has sufficient funds available to pay for the purchase. Such a Purchase Order is to be provided to the Contractor by the ordering agency. The County will not be liable for payment for any purchases made by its employees without appropriate purchase authorization issued by the County Purchasing Agent. If the Contractor provides goods or services without a signed County Purchase Order, it does so at its own risk and expense.

**7. NON-APPROPRIATION**

All funds for payments by the County to the Contractor pursuant to this Contract are subject to the availability of an annual appropriation for this purpose by the County Board of Arlington County, Virginia. In the event of non-appropriation of funds by the County Board of Arlington County, Virginia for the goods or services provided under this Contract or substitutes for such goods or services which are as advanced or more advanced in their technology, the County will terminate the Contract, without termination charge or other liability to the County, on the last day of the then current fiscal year or when the appropriation made for the then current year for the services covered by this Contract is spent, whichever event occurs first. If funds are not appropriated at any time for the continuation of this Contract, cancellation will be accepted by the Contractor on thirty (30) days prior written notice, but failure to give such notice shall be of no effect and the County shall not be obligated under this Contract beyond the date of termination specified in the County’s written notice.

**8. COVID-19 VACCINATION POLICY FOR CONTRACTORS**

Due to the ongoing COVID-19 pandemic, the County has taken various steps to protect the welfare, health, safety, and comfort of the workforce and public at large. As part of these steps, the County has implemented various requirements with respect to health and safety including policies with respect to social distancing, the use of face-coverings and vaccine mandates. To protect the County’s workforce and

the public at large, all employees and subcontractors of the Contractor who are assigned to this Contract, should be fully vaccinated against COVID-19. Any contractor employee or subcontractor who is not fully vaccinated should be following a weekly testing protocol as established by the Contractor, unless exempt pursuant to a valid reasonable accommodation under state or federal law.

**9. APPLICABLE LAW, FORUM, VENUE AND JURISDICTION**

This Contract and the work performed hereunder shall be governed in all respects by the laws of the Commonwealth of Virginia, and the jurisdiction, forum, and venue for any litigation with respect thereto shall be in the Circuit Court for Arlington County, Virginia, and in no other court. In performing its Work pursuant to this Contract, the Contractor shall comply with applicable federal, state, and local laws, ordinances and regulations.

**10. NOTICES**

Unless otherwise provided herein, all notices and other communications required by this Contract shall be deemed to have been given when made in writing and either (a) delivered in person, (b) delivered by an agent, such as an overnight or similar delivery service, or (c) deposited in the United States mail, postage prepaid, certified or registered, addressed as follows:

**TO THE CONTRACTOR:**

Sally Molaro  
8221 Richie Hwy, Suite 303  
Pasadena, Maryland 21122  
Phone: (703) 687-0491  
Email: [sally.molaro@acendre.com](mailto:sally.molaro@acendre.com)

**TO THE COUNTY:**

Loan Hoang, Project Officer  
2100 Clarendon Boulevard, Suite 510  
Arlington, Virginia 22201  
Phone: (703) 228 -3417  
Email: [Lhoang@arlingtonva.us](mailto:Lhoang@arlingtonva.us)

**AND**

Dr. Sharon T. Lewis, LL.M, MPS, VCO, CPPB  
Purchasing Agent  
Arlington County, Virginia  
2100 Clarendon Boulevard, Suite 500  
Arlington, Virginia 22201  
Phone: (703) 228-3294  
Email: [slewis1@arlingtonva.us](mailto:slewis1@arlingtonva.us)

**TO COUNTY MANAGER'S OFFICE (FOR PROJECT CLAIMS):**

Mark Schwartz, County Manager  
Arlington County, Virginia  
2100 Clarendon Boulevard, Suite 318  
Arlington, Virginia 22201

**11. ARLINGTON COUNTY BUSINESS LICENSES**

The Contractor must comply with the provisions of Chapter 11 (“Licenses”) of the Arlington County Code, if applicable. For information on the provisions of that Chapter and its applicability to this Contract, the Contractor must contact the Arlington County Business License Division, Office of the Commissioner of the Revenue, 2100 Clarendon Blvd., Suite 200, Arlington, Virginia, 22201, telephone number (703) 228-3060, or e-mail [business@arlingtonva.us](mailto:business@arlingtonva.us).

**12. COUNTERPARTS**

This Agreement may be executed in one or more counterparts and all of such counterparts shall together constitute one and the same instrument. Original signatures transmitted and received via facsimile or other electronic transmission, (e.g., PDF or similar format) are true and valid signatures for all purposes hereunder and shall be effective as delivery of a manually executed original counterpart.

WITNESS these signatures:

THE COUNTY BOARD OF ARLINGTON  
COUNTY, VIRGINIA

INTERACTIVE COMMUNICATIONS SOLUTIONS GROUP,  
INC. dba ICS LEARNING GROUP

AUTHORIZED DocuSigned by:  
SIGNATURE: Sy Gezachew  
27FC198F4A6D475...  
NAME: Sy Gezachew  
TITLE: PROCUREMENT OFFICER  
DATE: 3/2/2023

AUTHORIZED DocuSigned by:  
SIGNATURE: Otto Berkes  
AA47239C01E24F7...  
NAME: Otto Berkes  
TITLE: Chief Executive Officer  
DATE: 3/2/2023

## GENERAL SERVICES ADMINISTRATION

### Federal Supply 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 *GSAAdvantage!* a menu-driven database system. The INTERNET address for *GSAAdvantage!* is: [www.GSAAdvantage.gov](http://www.GSAAdvantage.gov)

<b>Schedule Title:</b>	Multiple Award Schedule
<b>Federal Supply Group:</b>	S – Information Technology
<b>FSC/PSC Codes:</b>	D399 – Information Technology Professional Services 7030 – Software Licenses J070 – Software Maintenance Services
<b>Contract Number:</b>	GS-35F-0207P

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at [GSA.gov](http://GSA.gov).

**Period Covered by Contract:** January 8, 2019 - January 7, 2024

**Pricelist current through Modification # PS-0067, dated 10/24/2022**



Interactive Communications Solutions Group, Inc. dba  
ICS Learning Group  
8221 Ritchie Hwy, Suite 303, Pasadena, MD 21122  
[www.icslearninggroup.com](http://www.icslearninggroup.com)  
Small Business

GSA Sales Contact: [sally.molaro@acendre.com](mailto:sally.molaro@acendre.com) • Phone: 703-687-0491 • Fax: 410-975-9445

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## Customer Information

- 1a. Table of awarded special item numbers with appropriate cross-reference to item descriptions and awarded price.

Special Item No. 511210 Software Licenses

Special Item No. 54151 Software Maintenance Services

Special Item No. 54151S Information Technology Professional Services

Note: Contractor has been awarded under the Cooperative Purchasing and Disaster Recovery Programs.

## Software Product Descriptions and Pricing for Learning Management Systems

### *ICS Learning Group's Inquisiq Products*

Go beyond eLearning with a learning management system (LMS) that naturally automates all aspects of a successful blended learning program. The Inquisiq LMS has been carefully designed to seamlessly blend the most advanced eLearning technology with time-tested conventional training methods, all within a rich learning ecosystem that fosters collaboration and communication. Inquisiq allows administrators to easily deploy and track complex, multi-dimensional training by combining all the functionality that is expected in a next-generation, enterprise LMS with advanced support and management of traditional training functions. The Inquisiq LMS is the next generation of ICS Learning Group's award-winning LMS heritage and is your foundation for building an Integrated Learning Community. Features of the Inquisiq product lines include:

- Full mobile compatibility
- Customizable user dashboards
- Extensive multilingual support
- Skinnable user interface
- SCORM 1.2 & SCORM 2004 compatibility
- xAPI support
- SCORM wrapper for videos, PPTs, and PDFs
- Course completion certificates
- Management of instructor-led training events (ILT), event wait list & resource management
- Course catalog and library
- Public or private course catalogs
- Ad hoc reporting capabilities
- Saved reports for public and private access
- Dashboard reporting widgets
- Automated report subscriptions
- Assigned sophisticated reporting permissions
- Save and export report data
- Automatic course enrollments



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- Powerful and dynamic email notifications
- Configurable user profiles
- User activity batch import
- Multi-tenant portal configuration
- Scalable cloud-based hosting
- Create and distribute discount codes
- Integrated shopping cart
- HTTPS support
- Payment gateways supported



## **Inquisiq Pro™ with Software as a Service (SaaS)**

In addition to the features listed above, Inquisiq Pro offers:

### **Task Assignments**

Lessons may consist of tasks and homework assignments. Learners may download an assignment, complete it and re-upload it for grading. Automated workflow feature notifies the appropriate individuals for grading.

### **Learning Paths**

Learning paths may be created to provide learners with a guided sequence through multiple courses. The learner may enroll/be enrolled in a learning path that includes a series of courses via a single enrollment action. Learning path progress and completion are tracked and reported by the system.

### **On-the-Job Training**

Lessons may include ad-hoc, one-on-one training events (On-the-Job Training events) or may support performance evaluations. For example, a course may conclude with a lesson where the learner must perform a task and be evaluated by a mentor or instructor. The observer will monitor the learner and complete an online questionnaire rating them on their performance, which becomes part of the learner's record.

### **Complex Certifications**

Customizable certificates may be automatically awarded and delivered to learners when they complete the associated course or learning path.

### **User Communities**

Users may join online communities that support specific interests. Community sign-up may also trigger access to documents, automatic enrollment in certain courses; access to specific, restricted catalogs; or even assignment of permissions (roles).

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## Walls and Feeds for Posting Messages

Groups, communities, and courses may feature an online Wall that allows users to post or respond to questions and comments. This feature drives spontaneous communication in support of informal, peer-to-peer learning and collaboration. Walls may also be moderated, so that a moderator approves all messages before they are displayed on the Wall.

## Built-in Messaging Center

The Inquisiq LMS includes a built-in messaging system that functions identically to web-based email. This feature provides an alternative way to message users that may not have an external email address (or wish to use for learning or training purposes).

## Enhanced Course Enrollments and Rules

The Inquisiq LMS' powerful rule-based system allows you to determine who should be enrolled in a course and how the automated enrollment parameters should be set. This automation feature allows for intelligent, effortless control, ensuring all required courses are properly assigned and tracked.

## Advanced Role/Permission Assignments

Rule-based system supports the automatic assignment of roles (system permissions) based on the user's profile.



### Inquisiq R4™

**Inquisiq R4** is a simple to use but powerful learning management system (LMS) that gives you the ability to deliver SCORM-compliant content in both public and private environments. It is a straightforward, robust solution with an intuitive interface that allows you to organize catalogs, review reports, issue certificates and sell your content using a variety of e-commerce solutions.

Inquisiq R4™ is offered in both *Software as a Service (SaaS)* and installed (perpetual license) solutions to best meet your particular needs.

### Software as a Service (SaaS)

The Inquisiq R4™ SaaS solution allows you to completely outsource your LMS application to ICS Learning Group. It is a pay-as-you-go all-inclusive solution that includes the software, hosting, support and maintenance. With no software to install, you can be up and running in minutes.

### Installed Solution

An Inquisiq R4™ unlimited user perpetual license can be purchased for installation on your server,

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or you may have your license installed on a dedicated leased server from ICS Learning Group. For larger user populations, this option may be more economical than the SaaS solution, especially when considering longer time periods. It also provides a solution where the application must run behind a firewall or in a more controlled network environment.

### Web Hosting Service

Purchase an Inquisiq<sup>R4™</sup> unlimited user perpetual license and we can host it for you! Our servers are safely and securely co-located within a SAS70 Type II certified datacenter and have an average annual uptime of over 99.9%. All data is back up nightly offsite to ensure that your data remains safe and secure. ICS Learning Group's hosting services are the perfect solution for those who want the cost benefits of purchasing the installed solution but would like ICS to provide all of the associated LMS web hosting. All ICS servers are monitored 24x7x365 days/year.

## Articulate Product Descriptions



### Articulate 360 Individual

Articulate 360 Personal/Freelancer Plan is an annual subscription-based package that gives you the ability to make interactive engaging eLearning Courses – for any device. The package includes access to the entire Articulate suite of products including Storyline 360, a continuously updated version of Storyline, Rise 360, Content Library, Review 360, Peek 360, Replay 360 and Studio 360, which includes Presenter 360, Quizmaker 360, and Engage 360. The subscription also includes live and on-demand training. Articulate 360 Personal subscriptions are owned by the end-user and cannot be reassigned.



### Articulate 360 Teams

Articulate 360 Teams is an annual subscription-based package that gives you the ability to make interactive engaging eLearning Courses – for any device. The package includes access to the entire Articulate suite of products including Storyline 360, a continuously updated version of Storyline, Rise 360, Content Library, Review 360, Peek 360, Replay 360, Studio 360 that includes Presenter 360, Quizmaker 360, and Engage 360 along with live and on-demand training. A Teams subscription also includes Account Management capabilities (manage users, add/reassign seats, consolidated billing) and provides priority support, live chat, and unlimited storage. The Articulate 360 Teams plan also has exclusive collaboration features that make it easy for members of your team to work together on Storyline 360 and Rise 360 projects.

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### **Articulate Storyline 3**



Articulate Storyline 3 is a single application, perpetual version of award-winning Storyline. It's simple enough for beginners, yet powerful enough for experts. And it lets you create virtually any interaction you can imagine for every device imaginable, in minutes. Publish to the new responsive player, make courses more accessible with closed captioning, and create interactivity in new ways with dial interactions and more.

Pricing for Inquisiq Learning Management System and Articulate products are listed on the following pages. For more information on product and GSA pricing, contact ICS Learning Group GSA Sales at (703) 687-0491 or [sally.molaro@acendre.com](mailto:sally.molaro@acendre.com).

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## Inquisiq Learning Management System Pricing

### *Inquisiq Pro*

SIN	Product No.	Product Name	Product Description	Unit Price
511210	INQPRO-100	Inquisiq Pro SaaS LMS - 100 (Term)	Inquisiq Pro SaaS Learning Management System for up to 100 named user accounts. Includes 100 GB of content storage space. Price is an annual fee.	\$7,178.84
511210	INQPRO-250	Inquisiq Pro SaaS LMS - 250 (Term)	Inquisiq Pro SaaS Learning Management System for up to 200 named user accounts. Includes 100 GB of content storage space. Price is an annual fee.	\$9,380.35
511210	INQPRO-500	Inquisiq Pro SaaS LMS - 500 (Term)	Inquisiq Pro SaaS Learning Management System for up to 500 named user accounts. Includes 100 GB of content storage space. Price is an annual fee.	\$13,879.09
511210	INQPRO-1000	Inquisiq Pro SaaS LMS - 1000 (Term)	Inquisiq Pro SaaS Learning Management System for up to 1,000 named user accounts. Includes 100 GB of content storage space. Price is an annual fee.	\$20,100.76
511210	INQPRO-2500	Inquisiq Pro SaaS LMS - 2500 (Term)	Inquisiq Pro SaaS Learning Management System for up to 2,500 named user accounts. Includes 100 GB of content storage space. Price is an annual fee.	\$30,629.72
511210	INQPRO-5000	Inquisiq Pro SaaS LMS - 5000 (Term)	Inquisiq Pro SaaS Learning Management System for up to 5,000 named user accounts. Includes 100 GB of content storage space. Price is an annual fee.	\$40,201.51
511210	INQPRO-10000	Inquisiq Pro SaaS LMS - 10,000 (Term)	Inquisiq Pro SaaS Learning Management System for up to 10,000 named user accounts. Includes 100 GB of content storage space. Price is an annual fee.	\$55,516.37
511210	INQPRO-20000	Inquisiq Pro SaaS LMS - 20,000 (Term)	Inquisiq Pro SaaS Learning Management System for up to 20,000 named user accounts. Includes 100 GB of content storage space. Price is an annual fee.	\$71,788.41
511210	INQPRO-40000	Inquisiq Pro SaaS LMS - 40,000 (Term)	Inquisiq Pro SaaS Learning Management System for up to 40,000 named user accounts. Includes 100 GB of content storage space. Price is an annual fee.	\$90,931.99
511210	INQPRO-100000	Inquisiq Pro SaaS LMS - 100,000 (Term)	Inquisiq Pro SaaS Learning Management System for up to 100,000 named user accounts. Price is an annual fee.	\$143,576.83
511210	INQPRO-200000	Inquisiq Pro SaaS LMS - 200,000 (Term)	Inquisiq Pro SaaS Learning Management System for up to 200,000 named user accounts. Includes 100 GB of content storage space. Price is an annual fee.	\$229,722.92
54151	INQPRO-100-Setup	Inquisiq Pro LMS - 100 - Setup	Includes LMS portal creation and customer training. This does not include integration or consulting.	\$1,914.36
54151	INQPRO-250-Setup	Inquisiq Pro LMS - 250 - Setup	Includes LMS portal creation and customer training. This does not include integration or consulting.	\$2,392.95

## ICS Learning Group

SIN	Product No.	Product Name	Product Description	Unit Price
54151	INQPRO-500-Setup	Inquisiq Pro LMS - 500 - Setup	Includes LMS portal creation and customer training. This does not include integration or consulting.	\$2,871.54
54151	INQPRO-1000-Setup	Inquisiq Pro LMS - 1,000 - Setup	Includes LMS portal creation and customer training. This does not include integration or consulting.	\$3,350.13
54151	INQPRO-2500-Setup	Inquisiq Pro LMS - 2,500 - Setup	Includes LMS portal creation and customer training. This does not include integration or consulting.	\$3,828.72
54151	INQPRO-5000-Setup	Inquisiq Pro LMS - 5,000 - Setup	Includes LMS portal creation and customer training. This does not include integration or consulting.	\$4,307.30
54151	INQPRO-10000-Setup	Inquisiq Pro LMS -10,000 - Setup	Includes LMS portal creation and customer training. This does not include integration or consulting.	\$4,785.89
54151	INQPRO-20000-Setup	Inquisiq Pro LMS - 20,000 - Setup	Includes LMS portal creation and customer training. This does not include integration or consulting.	\$5,264.48
54151	INQPRO-40000-Setup	Inquisiq Pro LMS - 40,000 - Setup	Includes LMS portal creation and customer training. This does not include integration or consulting.	\$5,743.07
54151	INQPRO-100000-Setup	Inquisiq Pro LMS - 100,000 - Setup	Includes LMS portal creation and customer training. This does not include integration or consulting.	\$6,221.66
54151	INQPRO-200000-Setup	Inquisiq Pro LMS - 200,000 - Setup	Includes LMS portal creation and customer training. This does not include integration or consulting.	\$6,700.25
511210	INQPRO-50GB Storage	Inquisiq Pro 50GB Storage (Term)	50GB extra content storage blocks for Inquisiq Pro SaaS Learning Management Systems. The Inquisiq Pro SaaS LMS come with 100 GB of content storage space, however, if you need more you can purchase the additional 50GB storage blocks. Price is an annual fee.	\$287.15

## ICS Learning Group

**Inquisiq R4**

SIN	Product Number	Product Name	Product Description	Unit Price
511210	INQR4-INST	Perpetual Software License: Inquisiq R4 Learning Management System – ICS hosted Installed Solution	An Inquisiq R4™ Learning Management System unlimited user perpetual license can be purchased and installed on a dedicated leased server from ICS Learning Group (see following page for server lease details). For larger user populations, this option may be more economical than the SaaS solution, especially when considering longer time periods. The ICS Hosted Installed solution provides worry free hosting by ICS Learning Group including free server maintenance and Inquisiq upgrade installations. Each license includes your ability to create 7 Perpetual LMS instances (1 full, 1 developer and 5 content resellers). Additional LMS instances are available for a nominal yearly charge. Each LMS instance is a unique standalone LMS, with its own URL, branding, users, courses, etc. A 2-year hosting agreement is required to obtain this price.	\$14,309.82
511210	INQR4-INST-TSM	Perpetual Software License: Inquisiq R4 Learning Management System - Annual technical support and software maintenance for ICS hosted Installed Solutions	Inquisiq R4 Learning Management System annual technical support and software maintenance for ICS hosted Installed Solutions gives the customer full access to the Inquisiq product support team as well as all software updates as they become available.	\$1,866.50
511210	INQR4-INST-1XUNR-LMS	Term Software License: Inquisiq R4 Learning Management System - 1 additional annual Unrestricted LMS account for the Inquisiq R4 Installed Solution.	Inquisiq R4 Installed Solution Perpetual License (part#: INQR4-INST) comes with 1 Full LMS account, 1 Developer LMS account, and 5 Content Reseller LMS accounts. This option allows you to add 1 additional annual Full LMS account beyond what comes with the perpetual license.	\$1,435.77 (per year)
511210	INQR4-INST-1XDEV-LMS	Term Software License: Inquisiq R4 Learning Management System - 1 additional annual Developer LMS account for the Inquisiq R4 Installed Solution.	Inquisiq R4 Installed Solution Perpetual License (part#: INQR4-INST) comes with 1 Full LMS account, 1 Developer LMS account, and 5 Content Reseller LMS accounts. This option allows you to add 1 additional annual Developer LMS account beyond what comes with the perpetual license.	\$239.28 (per year)

## ICS Learning Group

SIN	Product Number	Product Name	Product Description	Unit Price
511210	INQR4-INST-1XCON-LMS	Term Software License: Inquisiq R4 Learning Management System - 1 additional annual Content Reseller LMS account for the Inquisiq R4 Installed Solution.	Inquisiq R4 Installed Solution Perpetual License (part#: INQR4-INST) comes with 1 Full LMS account, 1 Developer LMS account, and 5 Content Reseller LMS accounts. This option allows you to add 1 additional annual Content Reseller LMS account beyond what comes with the perpetual license.	\$239.28 (per year)
511210	ICS-INQR4-OP-UNLTD	Perpetual Software License: Inquisiq R4™ Learning Management System On Premises Installed Solution Package, with no user limit.	An Inquisiq R4™ unlimited user perpetual license can be purchased for installation on your server as a package that includes the remote installation and first year of Support and Maintenance. For larger user populations, this option may be more economical than the SaaS solution, especially when considering longer time periods. It also provides a solution where the application must run behind a firewall or in a more controlled network environment. Each license (full and development included) includes your ability to create 7 perpetual LMS instances (1 full, 1 developer and 5 content resellers). Additional LMS instances are available for a nominal yearly charge.	\$23,881.61
54151	INQR4-INST-TSM-OP	Inquisiq R4 Learning Management System - Annual technical support and software maintenance for On Premises Installed Solutions	Inquisiq R4 Learning Management System annual technical support and software maintenance for On Premises Installed Solutions gives the customer full access to the Inquisiq product support team as well as all software updates as they become available.	\$2,345.09
54151	INQR4-INST-REM	Remote software installation service	ICS remotely installs the perpetual license on a qualified web-server	\$453.40
511210	INQR4-INST-OP	Perpetual Software License: An additional Inquisiq R4™ unlimited user perpetual license to be added to the On-Premises package which may be installed on a separate server	An additional Inquisiq R4™ unlimited user perpetual license can be purchased for installation on an additional server once you have purchased the On-Premises package. This license may be self-installed, or you may purchase the remote installation service and have ICS remotely install it for you. Each license (full and development included) includes your ability to create 7 perpetual LMS instances (1 full, 1 developer and 5 content resellers). Additional LMS instances are available for a nominal yearly charge.	\$19,095.72
511210	INQR4-INST-VDS	Term Software License: Virtual Dedicated Server monthly hosting service for Inquisiq R4 Installed Solution	Virtual Dedicated Server specs: 1x Quad Core Intel or AMD Processor, 2 GB RAM, 40 GB Storage Drive, Host OS - VMWare ESXi 3.x, Guest OS - Windows Server 2003 SE, Database - Shared Microsoft SQL 2005/2008. Includes Daily Disaster Recovery Plan. Optional upgrades are available.	\$362.72



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SIN	Product Number	Product Name	Product Description	Unit Price
54151	INQR4-INST-VDS-SETUP	Virtual Dedicated Server initial setup.	Initial setup for Virtual Dedicated Server.	\$362.72
511210	INQR4-INST-PDS	Term Software License: Physical Dedicated Server monthly hosting service for Inquisiq R4 Installed Solution	Physical Dedicated Server specs: 1x Quad Core Intel or AMD Processor, 2 GB RAM, 160 GB Hard Drive (RAID 1), OS - Windows Server 2003 SE, Database - Shared Microsoft SQL 2005/2008. Includes Daily Disaster Recovery Plan. Optional upgrades are available.	\$544.08
54151	INQR4-INST-PDS-SETUP	Physical Dedicated Server initial setup.	Initial setup for Physical Dedicated Server	\$544.08
511210	INQR4-INT-HOST-UPG-2P	Term Software License: Server upgrade to 2 processors - monthly fee.	Server upgrade to 2 processors	\$90.68
511210	INQR4-INT-HOST-UPG-4P	Term Software License: Server upgrade to 4 processors - monthly fee.	Server upgrade to 4 processors	\$226.70
511210	INQR4-INT-HOST-UPG-4GBRAM	Term Software License: Server upgrade to 4 GB RAM - monthly fee.	Server upgrade to 4 GB RAM	\$68.01
511210	INQR4-INT-HOST-UPG-8GBRAM	Term Software License: Server upgrade to 8 GB RAM - monthly fee.	Server upgrade to 8 GB RAM	\$136.02
511210	INQR4-INT-HOST-UPG-80GB-HD	Term Software License: Server upgrade to 80 GB Storage Drive - monthly fee.	Server upgrade to 80 GB Storage Drive	\$90.68
511210	INQR4-INT-HOST-UPG-160GB- HD	Term Software License: Server upgrade to 160 GB Storage Drive - monthly fee.	Server upgrade to 160 GB Storage Drive	\$181.36
511210	INQR4-INT-HOST-MSSQL	Term Software License: Server upgrade - dedicated Microsoft SQL Server 2008 SPLA - monthly fee.	Server upgrade - dedicated Microsoft SQL Server 2008 SPLA	\$294.71
54151	INQR4-INT-HOST-UPG-SETUP	Server upgrade installation service.	Server upgrade, setup and installation fee for any of the hosting upgrade options.	\$91.69
511210	INQR4-SAAS-00050	Term Software License: Inquisiq R4 Learning Management System, software as a service (SaaS) for up to 50 user accounts. There is 500MB of storage space included with this package.	Accounts are charged monthly and include all hosting and technical support services.	\$191.44

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SIN	Product Number	Product Name	Product Description	Unit Price
511210	INQR4-SAAS-00100	Term Software License: Inquisiq R4 Learning Management System, software as a service (SaaS) for up to 100 user accounts. Accounts are charged monthly and include all hosting and technical support services. There is 750MB of storage space included with this package.	Accounts are charged monthly and include all hosting and technical support services.	\$287.15
511210	INQR4-SAAS-00250	Term Software License: Inquisiq R4 Learning Management System, Software as a Service (SaaS) for up to 250 user accounts. Accounts are charged monthly and include all hosting and technical support services. There is 1GB of storage space included with this package.	Accounts are charged monthly and include all hosting and technical support services.	\$478.59
511210	INQR4-SAAS-00500	Term Software License: Inquisiq R4 Learning Management System, Software as a Service (SaaS) for up to 500 user accounts. Accounts are charged monthly and include all hosting and technical support services. There is 2GB of storage space included with this package.	Accounts are charged monthly and include all hosting and technical support services.	\$765.74
511210	INQR4-SAAS-01000	Term Software License: Inquisiq R4 Learning Management System, Software as a Service (SaaS) for up to 1000 user accounts. Accounts are charged monthly and include all hosting and technical support services. There is 4GB of storage space included with this package.	Accounts are charged monthly and include all hosting and technical support services.	\$906.80

SIN	Product Number	Product Name	Product Description	Unit Price
511210	INQR4-SAAS-05000	Term Software License: Inquisiq R4 Learning Management System, Software as a Service (SaaS) for up to 5000 user accounts. Accounts are charged monthly and include all hosting and technical support services. There is 6GB of storage space included with this package.	Accounts are charged monthly and include all hosting and technical support services.	\$1,088.16
511210	INQR4-SAAS-10000	Term Software License: Inquisiq R4 Learning Management System, Software as a Service (SaaS) for up to 10000 user accounts. Accounts are charged monthly and include all hosting and technical support services. There is 8GB of storage space included with this package.	Accounts are charged monthly and include all hosting and technical support services.	\$1,178.84
511210	INQR4-SAAS-20000	Term Software License: Inquisiq R4 Learning Management System, Software as a Service (SaaS) for up to 20000 user accounts. Accounts are charged monthly and include all hosting and technical support services. There is 10GB of storage space included with this package.	Accounts are charged monthly and include all hosting and technical support services.	\$1,360.20
511210	INQR4-SAAS-50000	Term Software License: Inquisiq R4 Learning Management System, Software as a Service (SaaS) for up to 50000 user accounts. Accounts are charged monthly and include all hosting and technical support services. There is 15GB of storage space included with this package.	Accounts are charged monthly and include all hosting and technical support services.	\$1,586.90

SIN	Product Number	Product Name	Product Description	Unit Price
511210	INQR4-SAAS-1GB-XSTR	Term Software License: Inquisiq R4 Learning Management System, 1 GB of additional content storage for SaaS accounts. Charged monthly.	1 GB additional content storage space for the Inquisiq R4 Hosted Solutions (SaaS).	\$9.07
54151	INQR4-SAAS-SETUP	Inquisiq R4 Learning Management System, software as a service (SaaS) initial setup service.	Inquisiq R4 Learning Management System, Software as a Service (SaaS) initial setup service.	\$183.38

## Articulate Product Pricing

SIN	Product Number	Product Name	Product Description	Unit Price
511210	SL-360-IN	Term Software License: Articulate 360 Individual	Articulate 360 Personal/Freelancer Plan is an annual subscription-based package that gives you the ability to make interactive engaging eLearning Courses – for any device. The package includes access to the entire Articulate suite of products including Storyline 360, a continuously updated version of Storyline, Rise 360, Content Library, Review 360, Peek 360, Replay 360 and Studio 360, which includes Presenter 360, Quizmaker 360, and Engage 360. The subscription also includes live and on-demand training. Articulate 360 Personal subscriptions are owned by the end-user and cannot be reassigned.	\$1,051.94
511210	SL-360-T	Term Software License: Articulate 360 Teams	Articulate 360 Teams is an annual subscription-based package that gives you the ability to make interactive engaging eLearning Courses – for any device. The package includes access to the entire Articulate suite of products including Storyline 360, a continuously updated version of Storyline, Rise 360, Content Library, Review 360, Peek 360, Replay 360, Studio 360 that includes Presenter 360, Quizmaker 360, and Engage 360 along with live and on-demand training. A Teams subscription also includes Account Management capabilities (manage users, add/reassign seats, consolidated billing) and provides priority support, live chat, and unlimited storage. The Articulate 360 Teams plan also has exclusive collaboration features that make it easy for members of your team to work together on Storyline 360 and Rise 360 projects.	\$1,339.09
511210	SL-17	Perpetual Software License: Articulate Storyline 3	Articulate Storyline 3 is a single application, perpetual version of award-winning Storyline. It's simple enough for beginners, yet powerful enough for experts. And it lets you create virtually any interaction you can imagine for every device imaginable, in minutes. Publish to the new responsive player, make courses more accessible with closed captioning, and create interactivity in new ways with dial interactions and more.	\$1,338.14

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- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. *See Price Sheets*
- 1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided.

## **IT Services Professional Labor Categories—Minimum Relevant Experience and Education Requirements**

### **1. Senior Project Manager**

#### Minimum Education:

Bachelor's degree in Engineering, Communications, Education, Business, Computer Science, or IT related field, or equivalent work experience.

#### Minimum Relevant Experience:

A minimum of five (5) years of relevant experience, including four (4) years of managing communications, training, performance support, information technology or related projects.

Must possess strong verbal and written communication skills and be competent in production methodology, scheduling, and resource allocation. Proficient with office productivity tools (such as MS Word, PowerPoint, and Project).

#### Functional Responsibility:

Maintains liaison with the client throughout all project phases. Maintains client satisfaction through timely and quality service. Creates project schedules and allocates resources to stay on budget and meet project deadlines. Supervises all aspects of task performance.

### **2. Senior Instructional Designer**

#### Minimum Education:

Bachelor's degree in Education, Instructional Systems Design, or related field, or equivalent work experience.

Master's degree preferred.

#### Minimum Relevant Experience:

A minimum of five (5) years' relevant experience in utilizing the Instructional Systems Design methodology including the analysis, design and development of curriculum, training content, and/or performance support systems. Understands and has used adult learning theories and applications in the development of training programs.

#### Functional Responsibility:

Analyzes learning needs and performance gaps. Works with subject matter experts to create detailed design documents, course outlines and learning objectives for instructor led and/or computer/web-based training programs. Creates learning content and produces storyboards for implementation of web-based and computer-based training programs. May work

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collaboratively with multimedia developers during the implementation phase of web- based or computer-based training development. May lead a team of instructional designers in the design and development process.

**3. Instructional Designer**

Minimum Education:

Bachelor's degree in Education, Instructional Systems Design, or related field, or equivalent work experience.

Minimum Relevant Experience:

A minimum of one (1) year relevant experience in utilizing the Instructional Systems Design methodology including the analysis, design and development of curriculum, training content, and/or performance support systems. Understands adult learning theories and applications.

Functional Responsibility:

Assists senior instructional designers in analyzing learning needs and performance gaps. Develops learning content and storyboards based upon detailed design documents, developed by senior instructional designers. Works, as a team member, on projects requiring multiple instructional designers. Works collaboratively with multimedia developers during the implementation phase of web-based or computer-based training development.

**4. Senior Multimedia Developer**

Minimum Education:

Bachelor's degree in Visual Communications, Computer Science, Fine Arts, or related field, or equivalent work experience.

Minimum Relevant Experience:

A minimum of four (4) years' relevant experience in multimedia programming. Proficient with multimedia programming tools (such as Macromedia Authorware, Director, and/or Flash) and graphic tools (such as Adobe Photoshop) for the creation of multimedia and/or web programs and animations.

Functional Responsibility:

Develops and implements specifications for multimedia programs. Codes and debugs multimedia programs from documented logic. Codes graphical user interfaces into multimedia formats. May direct a team of multimedia developers and graphic artists in large multimedia development projects.

**5. Multimedia Developer**

Minimum Education:

Bachelor's degree in Visual Communications, Computer Science, Fine Arts, or related field, or equivalent work experience.

Minimum Relevant Experience:

A minimum of one (1) year relevant experience using multimedia programming tools (such as Macromedia Authorware, Director, and/or Flash) for the creation of multimedia and/or web programs and animations.

Functional Responsibility:

Codes and debugs multimedia programs from documented logic. Codes graphical user interfaces into multimedia formats. Optimizes file formats and sizes for delivery of

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multimedia content on CDROM or web.

## 6. Senior Programmer

### Minimum Education:

Bachelor's degree in Computer Science or related field, or equivalent work experience.

### Minimum Relevant Experience:

A minimum of five (5) years of relevant experience in application programming and/or database development, including a minimum of three (3) years in a higher-level computer programming language.

### Functional Responsibility:

Develops and implements specifications for application programs and databases. Evaluates and modifies existing software in accordance with design specifications. Programs and debugs application programs from documented logic. Programs graphical user interfaces, API commands, and APIs for software systems. May direct a team of programmers in large application development projects. Uses judgment and initiative in developing analytical and computational techniques and methodology for solving complex technical problems.

## 7. Programmer

### Minimum Education:

Bachelor's degree in Computer Science or related field, or equivalent work experience.

### Minimum Relevant Experience:

A minimum of two (2) years of relevant experience in application programming, web programming, and/or database development.

### Functional Responsibility:

Programs and debugs application programs from design specifications and documented logic. Evaluates and modifies existing software in accordance with design specifications. Programs graphical user interfaces. Modifies and maintains application programs written by other programmers. Writes and maintains documentation on the development, logic, programming, and debugging of application programs.

## 8. Web Developer

### Minimum Education:

Bachelor's degree in relevant field or an applicable training certificate from an accredited institution or equivalent work experience.

### Minimum Relevant Experience:

A minimum of one (1) year of relevant experience in the development of web sites and/or web-based applications.

### Functional Responsibility:

Designs, develops, implements, and debugs web software code (such as HTML, CGI, and JavaScript). Works with creative directors and graphic designers to develop web site navigation concepts, interface designs and web site architectures. Manipulates graphic files and codes interface designs into functional web pages.

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**9. Creative Director**

Minimum Education:

Bachelor of Fine Arts in Visual Communications or related field or relevant equivalent work experience.

Minimum Relevant Experience:

A minimum of four (4) years of relevant experience in the creation of graphical user interfaces, graphic elements for web and multimedia applications, electronic media, demonstrative graphics, and/or print layouts, including a minimum of one (1) year experience in directing graphic design staff. Proficient with graphic design tools (such as Adobe Illustrator, Photoshop, and Corel Draw).

Functional Responsibility:

Works with clients and project managers to understand and direct the design and navigation requirements of web and multimedia programs. Directs the efforts of other graphic artists. Creates style guides and specifies graphic details for web and multimedia programs. Designs graphical user interfaces and works with programmers to ensure proper implementation and functionality of each interface. Creates media assets including graphic elements for web, multimedia and/or print applications.

**10. Graphic Artist**

Minimum Education:

Bachelor of Fine Arts in Visual Communications or related field or equivalent work experience.

Minimum Relevant Experience:

A minimum of one (1) year of relevant experience in the creation of graphical user interfaces, graphic elements for web and multimedia applications, electronic media, or demonstrative graphics. Good working knowledge of graphic design tools (such as Adobe Illustrator, Photoshop, and Corel Draw).

Functional Responsibility:

Designs graphical user interfaces under the direction of a creative director and/or project manager. Creates media assets including graphic elements for web, multimedia and/or print applications.

**11. Data Entry/Typist**

Minimum Education:

High School diploma or equivalent work experience.

Minimum Relevant Experience:

One-year of relevant general work experience which demonstrates proficiency in operating office productivity software (such as Microsoft Word, Excel, PowerPoint, Access)

Functional Responsibility:

Compiles, types, edits, and saves business documents. Enters data into computer-based data entry systems.



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**IT Professional Services Pricing**

<b>Labor Category</b>	<b>SIN 54151S Hourly Rate</b>
<b>Senior Project Manager</b>	<b>\$122.91</b>
<b>Senior Instructional Designer</b>	<b>\$98.74</b>
<b>Instructional Designer</b>	<b>\$90.68</b>
<b>Senior Multimedia Developer</b>	<b>\$88.66</b>
<b>Multimedia Developer</b>	<b>\$84.63</b>
<b>Senior Programmer</b>	<b>\$120.90</b>
<b>Programmer</b>	<b>\$88.66</b>
<b>Web Developer</b>	<b>\$72.54</b>
<b>Creative Director</b>	<b>\$82.62</b>
<b>Graphic Artist</b>	<b>\$72.54</b>
<b>Data Entry/Typist</b>	<b>\$40.30</b>

2. Maximum order: \$500,000
3. Minimum order: \$100
4. Geographic coverage: Domestic delivery only.
5. Point of production:
 

ICS Learning Group  
8221 Ritchie Highway, Suite 303  
Pasadena, MD 21122
6. Discount from list prices or statement of net price: Prices shown are NET prices.
7. Quantity discounts: *None*
8. Prompt payment terms: NET 30 "Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions."
9. Foreign items (list items by country of origin): *N/A*

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10. a. Time of delivery:

SPECIAL ITEM NUMBER

DELIVERY TIME (*Days ARO*)

511210

7 Days

54151

7 Days

54151S

As negotiated between contractor and  
Ordering Agency

b. Expedited Delivery. *Contact Contractor for availability.*

c. Overnight and 2-day delivery. *Contact Contractor for availability.*

d. Urgent Requirements. *Contact Contractor for availability.*

11. F.O.B. point: *Destination*

12. a. Ordering address:

8221 Ritchie Hwy, Suite 303  
Pasadena, MD 21122

b. Ordering procedures: For supplies and services, the ordering procedures, Information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address:

8221 Ritchie Hwy, Suite 303  
Pasadena, MD 21122

14. Warranty provision: *Standard Commercial Warranty.*

15. Export packing charges are not applicable.

16. Terms and conditions of rental, maintenance, and repair: *Software Maintenance includes Annual Upgrades and Technical Support.*

17. Terms and conditions of installation: *Not applicable*

18. a. Terms and conditions of repair parts: *Not applicable*

b. Terms and conditions for any other services: *Not applicable*

19. List of service and distribution points:

ICS Learning Group  
8221 Ritchie Highway, Suite 303  
Pasadena, MD 21122

20. List of participating dealers: *Not applicable*

21. Preventive maintenance: *Not applicable*

22. a. Special attributes such as environmental attributes: *Not applicable*

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b. Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found ([www.icslearninggroup.com](http://www.icslearninggroup.com)) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).

23. SAM UEI#: Y3JVNNLSEML9

24. Registration in SAM.gov database is current and active.