

The Summit: Center for State Employee Development
Consulting Rates
 November 2007

The following rates apply to consulting services, custom-designed training, and “off the shelf” training programs provided at the client department’s site. Following the rate chart are explanations of these and related services.

RATES

Service specifications (see definitions below)	Rate
Consulting	
Full day	\$100 (> 4 hrs)
½ day	\$50 (4 hrs or less)
Training	
Full day	\$70 (> 4 hrs)
½ day	\$35 (4 hrs or less)
Interviews	
(per ½ day, 4 hr. minimum + travel & compilation/analysis)	\$50
Surveys	
3-4 questions, up to 20 people, analysis & feedback	\$50
> 20 people and/or > 10 questions	\$100
For consultant’s use only (developmental; no feedback to client)	No charge
Materials	
21 participants or more, and/or 16 pages or more	Costs above 20 participants and/ or 15 pages
20 or fewer participants, up to 15 pages	No charge

Consulting

Any intervention that is specifically designed for the contracting agency or department, and is not part of a list of standard trainings available from The Summit. Intervention may be on or off site.

Training

Any intervention that appears on our list of packaged trainings available from The Summit, but provided directly to an agency or department. Intervention may be on or off site.

Full Day

Consultation or training that is scheduled to exceed 4 hours.

Half Day

Consultation or training that is planned for 4 hours or less.

Interviews

WPW charges for time spent by the consultant in the process of interviewing staff, participants and/or other stakeholders in preparation for an intervention. The time to be charged for will include travel time to the interview site(s), time in interviews, and time spent compiling, analyzing and preparing reports on the responses. The rate will be at \$100/day. Minimum charge will be \$50.

Surveys

WDW prepares and implements surveys that support the consulting and training interventions we provide. This services does not, as a rule, include freestanding surveys such as customer or staff satisfaction, etc. Surveys WDW may perform in the course of implementing a consulting or training contract include:

1. Surveys of more than 20 people, of any length: \$100
2. Surveys with more than ten questions, for any number of potential respondents: \$100
3. Surveys of up to 20 potential respondents, up to 10 questions: \$50
4. Surveys of fewer than six people, with four or fewer questions and no feedback preparation: no charge

Materials

Materials will be provided for 20 people or fewer free of charge. For groups larger than 20, WDW will provide a clean or electronic copy to the client agency or department to make additional copies, or will bill for an additional cost for participants over the 20.