

**TRAINING ROOM VENDOR COMPARISON
(Sanitized)**

Leading Edge Process Consultants LLC
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Criteria	Weight	Desireable Characteristics	Vendor A <i>Herndon</i>		Vendor B <i>Reston</i>		Vendor C <i>Herndon</i>		Vendor D <i>Reston</i>	
			Notes	Score	Notes	Score	Notes	Score	Notes	Score
Capacity	30%	<i>Up to 25</i>	a crowded 24	8.0	24	9.0	20	5.0	25, but also has a smaller room for up to 12 (at a lower cost) - nice flexibility	10.0
Quality	30%			4.4		8.3		7.0		8.1
Spaciousness of room		<i>"Elbow room"</i>	felt cramped	2	awesome	10	awesome	10	nice	8
Seating arrangement		<i>Pod-style</i>	classroom style	5	classroom style	5	classroom style	5	configurable	9
Lighting		<i>Windows!</i>	no	2	natural light in all rooms	10	some rooms	5	huge glass window to hallway - nice	8
Reception and break areas		<i>Upscale</i>	very nice	6	spacious, bustling at times	7	nice	6	very nice - break area is a wow	8
Lunch convenience		<i>Delivery available</i>	walk to a few local restaurants	2	lunch can be chosen from wide variety of vendors; or walk to restaurants	9	catering available; nothing in walking distance	5	catering available; deli downstairs; walk to restaurants	8
Intangibles				6		9		8		10
Available hours		<i>8:30-5:00 class</i>		8	everyone must be gone NLT 5:00	8	7:45-6:00	10	doesn't normally open until 8:30	6
Location	20%			7.5		8.8		7.5		8.8
Proximity to airport		<i>Close to Dulles</i>		9		8		9		8
Convenience for local students		<i>Dulles Corridor</i>		7		9		7		9
Distance to my office		<i>< 10 mi.</i>	5 mi	8	3 mi	9	5 mi	8	3 mi	9
Ambience			nice suburban office high rise	6	heart of Reston Town Center	9	nice suburban office high rise	6	heart of Reston Town Center	9
Cost	20%		\$800 daily, plus my own catering costs	4.0	\$850 daily, fixed price negotiated rate includes everything	8.0	\$1275 daily, inc lunch; few options	4.0	customizeable; depends on #students, room size, catering options - probably \$700-\$900 daily	9.0
Room		<i><\$1000/day</i>	\$800 room only		see above		\$975 including cont. bfast, snacks, refresh		\$472.50, room only	
Catering		<i>included</i>	not available thru them		awesome bfast, snacks, lunch included		\$15 per student per day for lunch		many options	
Extras		<i>included</i>			LCD included		LCD included		would use my own LCD unless rent theirs	
TOTAL	100%			6.0		8.5		5.9		9.0