General Service Administration
Federal Supply Service

Authorized Federal Supply Schedule Price List
for
Multiple Award Schedule (MAS)

Federal Supply Group: Professional Services
Contract Number: 47QRAA19D007Z
Contract Period: May 13, 2019 through May 12, 2024
Business Size: Small, Woman-Owned, Minority-Owned Business

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Contract current through Modification #PS-A812 effective June 29, 2020

Address: 11107 Stuart Mill Court
          Oakton, VA 22124
Telephone: 301.758.5817 (mobile)
Facsimile: N/A
Website: www.sagittaellc.com
Email: sripetta@sagittaellc.com
Contract Administration: Shirelle Ripetta

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 GSA Advantage®, a menu-driven database system. The INTERNET address GSA Advantage® is: GSAAAdvantage.gov.
Table of Contents

1. Customer Information ........................................................................................................................................... 2
2. Sagittae Solutions LLC MAS Service Offerings ....................................................................................................... 6
   2.1 SIN 541219 – Budget and Financial Management Services ................................................................................ 6
   2.2 SIN 541611 – Management and Financial Consulting, Acquisitions and Grants Management Support, and Business Program and Project Management Services ................................................................................ 7
3. Labor Category Descriptions ................................................................................................................................. 8
4. Labor Rates ............................................................................................................................................................ 9

List of Tables

Table 1: Awarded Special Item Numbers ...................................................................................................... 2
Table 2: MAS SINs Offered ............................................................................................................................ 6
Table 3: Labor Category Descriptions ........................................................................................................... 8
Table 4: Labor Categories and GSA Hourly Labor Rates ................................................................................ 9
1. Customer Information

1a. Awarded Special Item Numbers (SINs) and Descriptions

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Description</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIN 541219</td>
<td>Budget and Financial Management Services</td>
<td>See Section 2</td>
</tr>
<tr>
<td>SIN 541219RC</td>
<td>Budget and Financial Management Services, Recovery Purchasing</td>
<td>See Section 2</td>
</tr>
<tr>
<td>SIN 541611</td>
<td>Management and Financial Consulting, Acquisitions and Grants Management Support, and Business Program and Project Management Services</td>
<td>See Section 2</td>
</tr>
<tr>
<td>SIN 541611RC</td>
<td>Management and Financial Consulting, Acquisitions and Grants Management Support, and Business Program and Project Management Services, Recovery Purchasing</td>
<td>See Section 2</td>
</tr>
<tr>
<td>SIN OLM/OLMRC</td>
<td>Order Level Materials</td>
<td></td>
</tr>
</tbody>
</table>

Table 1: Awarded Special Item Numbers

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract:

Not applicable.

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, description for those types of employees or subcontractors who will perform services shall be provided.

See Section 3

2. Maximum order: $1,000,000

3. Minimum order: $100


5. Points of Production: Oakton, Virginia.
6. Discount from list prices or statement of net price
   Government net prices (discounts already deducted).

7. Quantity Discounts
   None.

8. Prompt Pay Terms:
   0%, 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:
   None.

10a. Time of Delivery:
   As negotiated on the task order level.

10b. Expedited Delivery:
   As negotiated on the task order level.

10c. Overnight and 2-day Delivery:
   As negotiated on the task order level.

10d. Urgent Requirements:
   As negotiated on the task order level.

11. F.O.B. Points:
   Destination.

12a. Ordering Address:
   Same as Contractor Address on Cover.

12b. Ordering Procedures:
   For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment Address:
   Same as Contractor Address on Cover.

14. Warranty Provision:
   Contractor’s standard commercial warranty applies.
15. Export Packing Charges, if applicable: Not applicable.

16. Terms and conditions of rental, maintenance, and repair, if applicable: Not applicable.

17. Terms and conditions of installation, if applicable: Not applicable.

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices, if applicable: Not applicable.

18b. Terms and conditions of any other services, if applicable: Not applicable.

19. List of services and distribution points, if applicable: Not applicable.

20. List of participating dealers, if applicable: Not applicable.

21. Preventive maintenance, if applicable: Not applicable.

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not applicable.

22b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location). The EIT standards can be found at: www.Section508.gov/. Not applicable.
23. Data Universal Numbering System (DUNS) Number: 079429889

24. Notification regarding registration in System for Award Management (SAM) database: Sagittae Solutions LLC is registered in the SAM database – CAGE Code 75RJ3
2. Sagittae Solutions LLC MAS Service Offerings

Sagittae Solutions LLC is a woman-owned, minority-owned small business providing program management, financial management and information technology consulting services. Sagittae Solutions LLC has highly experience practitioners and we pride ourselves in being trusted advisors and strategic partners to our clients, delivering quality services and always anticipating the needs of our clients. We have extensive relationships with large and small businesses for effective teaming partners that best meet our client’s needs. We offer the following MAS SIN areas:

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Description</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIN 541219</td>
<td>Budget and Financial Management Services</td>
<td>See Section 2.1</td>
</tr>
<tr>
<td>SIN 541219RC</td>
<td>Budget and Financial Management Services, Recovery Purchasing</td>
<td>See Section 2.1</td>
</tr>
<tr>
<td>SIN 541611</td>
<td>Management and Financial Consulting, Acquisitions and Grants Management Support, and Business Program and Project Management Services</td>
<td>See Section 2.2</td>
</tr>
<tr>
<td>SIN 541611RC</td>
<td>Management and Financial Consulting, Acquisitions and Grants Management Support, and Business Program and Project Management Services, Recovery Purchasing</td>
<td>See Section 2.2</td>
</tr>
</tbody>
</table>

Table 2: MAS SINs Offered

2.1 SIN 541219 – Budget and Financial Management Services

Sagittae Solutions LLC provides quality-driven results based on highly innovative, strategic and efficient delivery methods. Under this SIN, Sagittae Solutions LLC provides the following services:

- Conduct transaction analysis, data analysis and analytics, with summarization and review of accounting policies and procedures.
- Provide overall accounting, Federal regulatory and compliance support to the Office of Chief Financial Officer organizations.
- Develop comprehensive test plans to validate functionality within financial management systems and including financial reporting. Validate accounting and test results throughout the transaction life cycle.
- Conduct year-end processing and compilation of financial reports; develop desk procedures for the end-users for year-end and quarterly processes.
- Conduct OMB Circular A-123 internal control reviews.
2.2 SIN 541611 – Management and Financial Consulting, Acquisitions and Grants Management Support, and Business Program and Project Management Services

Sagittae Solutions LLC provides quality-driven results based on highly innovative, strategic and efficient delivery methods. Under this SIN, Sagittae Solutions LLC provides the following services:

- Assess and improve financial management systems and financial reporting and analysis.
- Execute system configuration and procedures to enhance internal controls and segregation of duties within financial management systems.
- Support improvements grants management business processes; assist in agency grants management systems and grants management reporting.
- Assist in agency financial management system requirements and Federal mandates.
- Develop dashboards and reporting tools for analytical and executing reporting.
- Provide comprehensive program and project management support services for financial management, financial management systems and business solution programs.
- Provide oversight on programs and assist in program integration utilizing program management methodologies and tools.
3. Labor Category Descriptions
Below are the Sagittae Solutions LLC Labor Categories and associated descriptions.

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Detailed Position Description and Functional Responsibilities</th>
<th>Min Years of Experience</th>
<th>Min Education Level</th>
<th>Any Applicable Training</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Manager I</td>
<td>Manages key client projects. Project management responsibilities include the coordination and completion of projects on time within budget and within scope. Oversee all aspects of projects. Set deadlines, assign responsibilities and monitor and summarize progress of project. Prepare reports for upper management regarding status of project. The successful candidate will work directly with clients to ensure deliverables fall within the applicable scope and budget. Holds a recognized standing, has a thorough knowledge, and formal training in applicable financial field. Serves as program manager for large concurrent financial, program management, consulting and facilitation assignments. Assigns responsibilities to team members and establishes priorities. Requires a high level of strategic thinking, technical expertise, management and supervisory skills.</td>
<td>6 years</td>
<td>Bachelor’s Degree in Accounting, Economics, Business, Finance, Management, Computer Science, Engineering or another applicable field</td>
<td>PMP certification, CPA, CGFM or another applicable certification</td>
</tr>
<tr>
<td>Program Manager II</td>
<td>Manages key client projects. Project management responsibilities include the coordination and completion of projects on time within budget and within scope. Oversee all aspects of projects. Set deadlines, assign responsibilities and monitor and summarize progress of project. Prepare reports for upper management regarding status of project. The successful candidate will work directly with clients to ensure deliverables fall within the applicable scope and budget.</td>
<td>4 years</td>
<td>Bachelor’s Degree in Accounting, Economics, Business, Finance, Management, Computer Science, Engineering or another applicable field</td>
<td>PMP certification, CPA, CGFM or another applicable certification</td>
</tr>
<tr>
<td>System Accountant</td>
<td>Leads a team and assists with managing client day-to-day projects under the supervision of the Financial Manager or Project Manager. System accountants are responsible for analyzing and reviewing the complete financial systems, policies, and practices or an organization or company. Systems accountants determine efficient or inefficient financial systems and how they work as a whole within the financial system of the company. System accountants have general knowledge of Enterprise Resource Planning (ERP) systems and/or relational databases. Reviews components of the overall system, business processes and support organization functions under the supervision of the Financial Manager or Project Manager. Formulates and recommends solutions to highly specialized problems requiring creative thinking for the financial system.</td>
<td>3 years</td>
<td>Bachelor’s Degree in Accounting, Economics, Business, Finance, Management, Computer Science, Engineering or another applicable field</td>
<td>N/A</td>
</tr>
<tr>
<td>Job Title</td>
<td>Detailed Position Description and Functional Responsibilities</td>
<td>Min Years of Experience</td>
<td>Min Education Level</td>
<td>Any Applicable Training</td>
</tr>
<tr>
<td>-----------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------</td>
<td>-------------------------</td>
<td>--------------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Financial Manager</td>
<td>Establishes financial status by developing and implementing systems for collecting, analyzing, verifying, and reporting financial data; follows system lifecycle development processes for development of systems; oversees the implementation of internal controls and the implementation of Federal regulations. Requires a high level of strategic thinking, technical expertise, management and supervises skills. Fields include Financial Management, Information Technology, Business Process Re-engineering and Data Analysis.</td>
<td>3 years</td>
<td>Bachelor’s Degree in Accounting, Economics, Business, Finance, Management, Computer Science, Engineering or another applicable field</td>
<td>PMP certification, CPA, CGFM or another applicable certification</td>
</tr>
<tr>
<td>Accounting Clerk</td>
<td>Supports accounting operations by filing documents; reconciling statements; running software programs. Performs the individual work plan tasks under the direct supervision of the Financial Manager or Project Manager. Supports financial analysis, work plan documentation and other duties as assigned. Examines and analyzes information, policies, procedures and other pertinent information. Fields include Financial Management, Information Technology, Business Process Re-engineering and Data Analysis.</td>
<td>2 years</td>
<td>Bachelor’s Degree in Accounting, Economics, Business, Finance, Management, Computer Science, Engineering or another applicable field</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**Table 3: Labor Category Descriptions**

### 4. Labor Rates

Below are the Sagittae Solutions LLC Labor Categories and associated GSA hourly labor rates.

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>GSA Hourly Labor Rate (including IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Year 1</td>
</tr>
<tr>
<td>Program Manager I</td>
<td>$140.03</td>
</tr>
<tr>
<td>Program Manager II</td>
<td>$122.17</td>
</tr>
<tr>
<td>System Accountant</td>
<td>$118.13</td>
</tr>
<tr>
<td>Financial Manager</td>
<td>$112.15</td>
</tr>
<tr>
<td>Accounting Clerk</td>
<td>$68.79</td>
</tr>
</tbody>
</table>

**Table 4: Labor Categories and GSA Hourly Labor Rates**

Contract Number: #47QRAA19D007Z

March 31, 2021