Synergy EnterPrize, LLC dba Synergy Integration Advisors
1150 First Avenue, Suite 501, Office #6
King of Prussia, PA 19406
(P) 610-945-1737 (F) 202-568-5155
www.synergy-ia.com
Contract Administrator: Jonathan N Ngah, jngah@synergy-ia.com

Schedule Title: Multiple Award Schedule
Federal Supply Group: Professional Services

Contract Number: 47QRAA21D009Y
Period Covered by Contract: 09/09/2021 – 09/08/2026
Business Size: Other than Small Business

Pricelist current through Modification #PO-0001, dated 09/09/2021.

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is: http://www.GSAAdvantage.gov.

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

1. **Awarded Special Item Number(s):**

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>541219</td>
<td>Budget and Financial Management Services</td>
</tr>
<tr>
<td>541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order-Level Materials</td>
</tr>
</tbody>
</table>

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 page 4.

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 5.

2. **Maximum Order:** SIN 541219 - $500,000  
SIN 541611 - $500,000  
SIN OLM - $250,000

3. **Minimum Order:** $100

4. **Geographic Coverage:** 48 States, DC

5. **Point of Production:** N/A

6. **Prices Shown Herein are Net** (discount deducted)

7. **Quantity Discount:** 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:** None

10. **Time of Delivery:** Synergy EnterPrize, LLC dba Synergy Integration Advisors shall deliver or perform services in accordance with the terms negotiated in an agency’s order.

10b. **Expedited Delivery:** Consult with Contractor

10c. **Overnight/2-Day Delivery:** Consult with Contractor

10d. **Urgent Requirements:** Consult with Contractor

11. **FOB Point:** Destination
12a. Ordering Address: Administration
ATTN: Jonathan N Ngah
1150 First Avenue, Suite 501, Office #6
King of Prussia, PA 19406
(P) 610- 945-1737 (F) 202-568-5155
jngah@synergy-ia.com

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: Administration
ATTN: Jonathan N Ngah
1150 First Avenue, Suite 501, Office #6
King of Prussia, PA 19406
(P) 610- 945-1737 (F) 202-568-5155
jngah@synergy-ia.com

14. Warranty Provisions: Contractor’s Standard Warranty

15. Export Packing charges: Not applicable

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

17. Terms and conditions of installation: Not applicable

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

18b. Terms and conditions for any other services: Not applicable

19. List of service and distribution points: Not applicable

20. List of participating dealers: Not applicable

21. Preventive maintenance: Not applicable

22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: Not applicable

22b. Synergy EnterPrize, LLC dba Synergy Integration Advisors for Section 508 compliance information. The EIT standards can be found at: http://www.section508.gov

23. Unique Entity Identifier (UEI) Number: 967780375

24. Synergy EnterPrize, LLC dba Synergy Integration Advisors registered in the System for Award Management (SAM) database.
## GSA HOURLY RATES
### SIN 541219 & SIN 541611

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>541219 &amp; 541611</td>
<td>Consultant</td>
<td>$75.05</td>
<td>$76.55</td>
<td>$78.08</td>
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<td>541219 &amp; 541611</td>
<td>Director</td>
<td>$155.75</td>
<td>$158.86</td>
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<td>541219 &amp; 541611</td>
<td>Principal</td>
<td>$182.50</td>
<td>$186.15</td>
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<td>541219 &amp; 541611</td>
<td>Project Manager</td>
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<td>541219 &amp; 541611</td>
<td>Senior Consultant</td>
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<tr>
<td>541219 &amp; 541611</td>
<td>Senior Manager</td>
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<tr>
<td>541219 &amp; 541611</td>
<td>Senior Project Manager</td>
<td>$148.33</td>
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<td>$154.32</td>
<td>$157.40</td>
<td>$160.55</td>
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<tr>
<td>541219 &amp; 541611</td>
<td>Subject Matter Specialist</td>
<td>$131.86</td>
<td>$134.49</td>
<td>$137.18</td>
<td>$139.93</td>
<td>$142.73</td>
</tr>
</tbody>
</table>
Labor Category Descriptions

**Consultant**

**Functional Responsibilities:** The Consultant has a Master's degree and five (5) years’ related experience or a Bachelor's degree and five (5) years’ related experience; in either case, this person must have five (5) years’ experience working in a related business field. Provides business and functional expertise related to program management, financial management, accounting, auditing, risk management, internal controls, financial systems, and/or business process improvements. Provides guidance and direction in areas of functional business expertise. Supervises contractor personnel and reinforces work standards and quality.

**Minimum Education:** BA/BS Degree

**Minimum Experience:** Five (5) years

**Director**

**Functional Responsibilities:** The Director has fifteen (15) years of experience in providing Governance Risks and Compliance (GRC), internal audit, process improvement, and Information Technology (IT) related services to commercial and/or government organizations. Plans, organizes, executes, and controls multiple project tasks that result in successful delivery of professional services. Provides primary interface with client management personnel regarding strategic issues and/or high-level subject matter expertise. Directs the completion of projects within estimated time frames and budget constraints; coordinates parties’ efforts on tasks; and reviews work products for completeness and adherence to applicable regulations and customer requirements. Responsible for delivery, presentations, and leading strategic-level client meetings.

**Minimum Education:** BA/BS Degree

**Minimum Experience:** Fifteen (15) years

**Principal**

**Functional Responsibilities:** The Principal has twenty (20) years of experience in providing GRC, internal audit, process improvement, and IT-related services to commercial and/or government organizations. Plans, organizes, executes, and controls multiple project tasks to result in successful delivery of professional services. Provides primary interface with client management personnel regarding strategic issues and/or high-level subject matter expertise. Directs the completion of projects within estimated time frames and budget constraints; coordinates parties’ efforts on tasks; and reviews work products for completeness and adherence to applicable regulations and customer requirements. Responsible for delivery, presentations, and leading strategic-level client meetings.

**Minimum Education:** BA/BS Degree

**Minimum Experience:** Twenty (20) years
**Project Manager**

**Functional Responsibilities:** The Project Manager (PM) has a Master's degree and eight (8) years’ related experience or Bachelor's degree and ten (10) years’ related experience; in either case, this person must have eight (8) years’ experience working in a Subject Matter Expert (SME) and/or technical field. Plans, initiates, manages, executes, and closes out contract actions and projects. Provides resource allocation; technical and management oversight; and high-level business operations expertise. Formulates and reinforces work standards; assigns schedules; supervises contractor personnel; and communicates contract, engagement, and task requirements, priorities, and standards.

**Minimum Education:** Master’s Degree.

**Minimum Experience:** Eight (8) years

**Senior Consultant**

**Functional Responsibilities:** The Senior Consultant has a Master’s degree and six (6) years’ related experience or Bachelor’s degree and eight (8) years’ related experience. Responsible for overall management of assigned Task Orders (TOs) and for ensuring technical solutions and schedules in the TO are accomplished in a timely manner. Provides functional area expertise for program management, financial management, and business tasks. Reinforces work standards and quality.

**Minimum Education:** Master’s Degree.

**Minimum Experience:** Six (6) years

**Senior Manager**

**Functional Responsibilities:** The Senior Manager has twelve (12) years of experience in performing Financial and Business Solutions (FABS) related tasks and program management for commercial or government organizations. Plans, organizes, executes, controls, and performs project work efforts to result in successful delivery of professional services. Significantly responsible for design, implementation, and management of projects. Interfaces with client on project specific issues; directs the completion of projects within estimated time frames and budget constraints; coordinates project specific parties; and reviews work products for completeness and adherence to applicable regulations and customer requirements.

**Minimum Education:** BA/BS Degree

**Minimum Experience:** Twelve (12) years

**Senior Project Manager**

**Functional Responsibilities:** The Senior PM has twelve (12) years’ experience managing and directing the delivery of FABS, GRC, internal audit, process improvement, and IT-related services to commercial and/or government organizations. Provides technical and subject matter expertise, advice, and guidance to project and plans, organizes, executes, and controls project tasks to result in successful delivery of professional services. Provides backup and/or primary interface with client management personnel.
regarding strategic issues. Directs the completion of projects within estimated time frames and budget constraints; coordinate parties’ efforts on tasks; and reviews work products for completeness and adherence to applicable regulations and customer requirements. Responsible for delivery, presentations, and leading strategic-level client meetings.

**Minimum Education:** BA/BS Degree

**Minimum Experience:** Twelve (12) years

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**Subject Matter Specialist**

**Functional Responsibilities:** The Subject Matter Specialist has a Master's degree and ten (10) years’ related experience or a Bachelor's degree and ten (10) years’ related experience; in either case, this person must have ten (10) years’ working experience in a SME-related field. Plans, manages, and directs engagement and task assignments. Oversees technical services and solutions. Provides knowledge and expertise with current and emerging business, program management, financial management, accounting, auditing, financial systems, and budgeting standards and requirements.

**Minimum Education:** Master’s Degree

**Minimum Experience:** Ten (10) years

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**Experience & Degree Substitution Equivalencies**

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

<table>
<thead>
<tr>
<th>Equivalent Degree</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate’s</td>
<td>High School/GED + 2 years relevant experience</td>
</tr>
<tr>
<td>Bachelor’s</td>
<td>Associate’s degree + 2 years relevant experience or High School/GED + 4 years relevant experience</td>
</tr>
<tr>
<td>Master’s</td>
<td>Bachelor’s + 2 years relevant experience or Associate’s degree + 4 years relevant experience or High School/GED + 6 years of relevant experience</td>
</tr>
<tr>
<td>Doctorate</td>
<td>Master’s + 2 years relevant experience or Bachelor’s + 4 years or Associate’s + 6 years relevant experience or High School/GED + 8 years relevant experience</td>
</tr>
</tbody>
</table>