



# Ardent Technologies, Inc.

GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE  
AUTHORIZED FEDERAL SUPPLY SCHEDULE CATALOG/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 is available through GSA *Advantage!*, a menu-driven database system. The INTERNET address for GSA *Advantage!* is <http://www.qsaadvantage.gov>

SCHEDULE TITLE: MULTIPLE AWARD SCHEDULE (MAS)

FSC Group: Security and Protection; FSC/PSC CODE R425

CONTRACT NUMBER: GS-07F-172GA

CONTRACT PERIOD: 08.24.17-08.23.22  
Price List Current as of Modification #A812 effective 02.11.20

For more information on ordering from Federal Supply Schedules click on the GSA Schedules link at [www.gsa.gov](http://www.gsa.gov)

CONTRACTOR: Ardent Technologies, Inc.  
6234 Far Hills Avenue  
Dayton, OH 45459-1927  
Phone: 937-312-1345  
Fax: 937-312-1346  
Website: <https://ardentinc.com>

CONTRACTOR'S ADMINISTRATION SOURCE: Amanda Brown, 937-312-1345,  
[amandabrown@ardentinc.com](mailto:amandabrown@ardentinc.com)

BUSINESS SIZE: Small

SOCIOECONOMIC INDICATORS: 8a

CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

SIN	DESCRIPTION
541990L OLM	Professional Law Enforcement Services Order Level Materials

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:  
(Government net price based on a unit of one)

<u>SIN</u>	<u>MODEL</u>	<u>PRICE</u>
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See Pricing

1c. HOURLY RATES: (Services Only)

See Pricing

2. MAXIMUM ORDER\*: \$250,000 per SIN/per order

\*Ordering activities may request a price reduction at any time before placing an order, establishing a BPA, or in conjunction with the annual BPA review. However, the ordering activity shall seek a price reduction when the order or BPA exceeds the simplified acquisition threshold. Schedule contractors are not required to pass on to all schedule users a price reduction extended only to an individual ordering activity for a specific order or BPA.

3. MINIMUM ORDER: None

4. GEOGRAPHIC COVERAGE: Domestic, 50 states, Washington, DC, Puerto Rico, US Territories and to a CONUS port or consolidation point for orders received from overseas activities or give details as negotiated

5. POINT(S) OF PRODUCTION: N/A for Services

6. DISCOUNT FROM LIST PRICES: GSA Net Prices are shown on the attached GSA Price List. Negotiated discount has been deducted and the IFF has been included.

7. QUANTITY/VOLUME DISCOUNT: None

8. PAYMENT TERMS: Net 30 Days

9.a Government Purchase Cards must be accepted at or below the micro-purchase threshold.

9.b Government Purchase Cards are accepted above the micro-purchase threshold.

10. FOREIGN ITEMS: N/A for Services

11a. TIME OF DELIVERY: As negotiated at the task order level

11b. EXPEDITED DELIVERY: As negotiated at the task order level

11c. OVERNIGHT AND 2-DAY DELIVERY: Consult with Contractor

11d. URGENT REQUIREMENTS: Consult with Contractor

12. FOB POINT: N/A for Services

13a. ORDERING ADDRESS: Same as Contractor's Address

13b. ORDERING PROCEDURES: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in FAR 8.405-3

14. PAYMENT ADDRESS: Same as Contractor's Address

15. WARRANTY PROVISION: N/A for Services

16. EXPORT PACKING CHARGES: None

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE: None
18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE): N/A
19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): N/A
20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE): N/A
- 20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): N/A
21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): N/A
22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): N/A
23. PREVENTIVE MAINTENANCE (IF APPLICABLE): N/A
- 24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants): N/A
- 24b. Section 508 Compliance for EIT: as applicable
25. DUNS NUMBER: 016112646
26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE: Contractor has an Active Registration in the SAM database.

Pricing:

SERVICE PROPOSED (e.g. Job Title/Task)	UNIT OF ISSUE (e.g. Hour, Task, Sq ft)	PRICE OFFERED TO GSA (including IFF)
Project Manager	Hour	\$148.11
Sr. Auditor/Investigator	Hour	\$148.11
Jr. Auditor/Investigator	Hour	\$70.89
Records Examiner/Analyst	Hour	\$123.43
Technical Writer	Hour	\$123.43
Paralegal/Clerk*	Hour	\$148.11

**GSA MULTIPLE AWARD SCHEDULE – LABOR CATEGORIES**

**Project Manager**

**Minimum/General Experience and Years of Experience:**

- Attention to detail and the ability to follow and read directions.
- Must possess a demonstrated ability to analyze documents to extract information.
- Must have one year of experience related to law enforcement.
- Must have at least one year experience as a supervisor.
- Good oral and written communication skills.

**Functional Responsibilities:**

The Project Manager/Director performs, but is not limited to the following activities:

- Manages execution of the contract for the office.
- Supervises each subordinate office supervisor.
- Executes the Contractor's quality control program.
- Recruits and hires all supervisors/office managers with approval of program manager.
- Approves hiring of all personnel within area of responsibility.
- Executes the training program within assigned area of responsibility.
- Reports directly to the program manager.

**Educational Requirements:**

- Four year undergraduate degree.

*This position requires U.S. Citizenship and background investigation.*

**Senior Auditor/Investigator**

**Minimum/General Experience and Years of Experience:**

- Must have at least 5 Years of Federal Law Enforcement experience, demonstrated experience in complex Criminal/Civil/National Security/ investigations or experience within a specific investigative field.
- Must have excellent written and oral communication skills.
- Understand the rules of evidence and criminal procedure, the admissibility and inadmissibility of evidence and the elements of the crime(s) under investigation.
- The individual must possess a valid driver's license.
- Ability to travel in support of investigations.
- Experience managing within a specific investigative field.
- Significant experience testifying in court matters.

- Demonstrated liaison/coordination skills.

### **Functional Responsibilities:**

- Performs as a member of an audit team, which includes performing audit steps under the supervision of a Senior Auditor or Supervisor.
- Auditor must have the experience to address the independent performance of a major segment of an audit.
- The auditor analyzes and evaluates financial data for use in litigation.
- Typically, an auditor working in support of a prosecutor's office will be expected to do the following:
  - Initiate, plan and carry out work assignments with a minimum amount of direction and control.
  - Work with investigators from a variety of law enforcement agencies.
  - Review and evaluate financial documents such as tax returns, accountant's work papers, financial statements, loan records, bank and brokerage statements and books of account (general ledger, accounts payable and receivable, general journal, etc.)
  - Reconstruct books and records that have been destroyed or are otherwise incomplete.
    - Recommends what additional records are necessary to complete an investigation and how to obtain them.
  - Utilize accounting software.
  - Assist in witness interviews and prepare reports (with exhibits) summarizing the findings of their investigation in a way that will be understandable to those lacking an accounting background.
    - Prepare graphical representations of findings and conclusions for use as grand jury and trial exhibits.
  - Testify before grand juries and at trial. ◦ Investigator I provides professional investigations and collateral coverage to clarify and/or verify facts in Criminal/Civil/National Security/ investigations, or similar matters.
  - Provide expert testimony in court cases/affidavits/Grand Jury and related matters.
  - Provide reviews of analysis of information and makes intelligence assessments for cognizant investigators. ◦ Provide written reports/analysis of investigation/intelligence information.

- Ability to travel in support of investigations.

### **Educational Requirements**

- Bachelor's degree in accounting and CPA certification OR Bachelor's degree in some other finance discipline with 3 years of auditing experience.
- Master's degree preferred.
- Formalized training and certification within a specific expertise/investigative field preferred

*This position requires U.S. Citizenship and background investigation.*

### **Junior Auditor/Investigator**

#### **Minimum/General Experience and Years of Experience:**

- Must have at least 2 Years of Federal Law Enforcement experience, demonstrated experience in complex Criminal/Civil/National Security/ investigations or experience within a specific investigative field.
- Must have excellent written and oral communication skills.
- Understand the rules of evidence and criminal procedure, the admissibility and inadmissibility of evidence and the elements of the crime(s) under investigation.
- The individual must possess a valid driver's license.
- Ability to travel in support of investigations.

- Experience managing within a specific investigative field.
- Significant experience testifying in court matters.
- Demonstrated liaison/coordination skills.

**Functional Responsibilities:**

- Performs as a member of an audit team, which includes performing audit steps under the supervision of a Senior Auditor or Supervisor.
- The auditor analyzes and evaluates financial data for use in litigation.
- Typically, an auditor working in support of a prosecutor’s office will be expected to do the following:
  - Assist the senior auditors on work assignments under direction and control.
  - Work with investigators from a variety of law enforcement agencies.
  - Review and evaluate financial documents such as tax returns, accountant’s work papers, financial statements, loan records, bank and brokerage statements and books of account (general ledger, accounts payable and receivable, general journal, etc.)
  - Reconstruct books and records that have been destroyed or are otherwise incomplete.
    - Recommends what additional records are necessary to complete an investigation and how to obtain them.
  - Utilize accounting software.
  - Assist in witness interviews and prepare reports (with exhibits) summarizing the findings of their investigation in a way that will be understandable to those lacking an accounting background.
    - Prepare graphical representations of findings and conclusions for use as grand jury and trial exhibits.
  - Testify before grand juries and at trial.
  - Provide expert testimony in court cases/affidavits/Grand Jury and related matters.
  - Provide reviews of analysis of information and makes intelligence assessments for cognizant investigators.
  - Provide written reports/analysis of investigation/intelligence information.
  - Ability to travel in support of investigations.

**Educational Requirements**

- Bachelor’s degree in accounting OR Bachelor’s degree in some other finance discipline with 1 year of auditing experience.
- Master’s degree preferred.
- Formalized training and certification within a specific expertise/investigative field preferred

*This position requires U.S. Citizenship and background investigation.*

**Records Examiner/Analyst**

**Minimum/General Experience and Years of Experience:**

- Must have one year of experience in a field related to law enforcement.
- Attention to detail and the ability to read and follow directions.
- Good oral and written communications skills.
- Must possess a demonstrated ability to analyze documents to extract information.

**Functional Responsibilities:**

A Records Examiner/Analyst will provide Data Analyst tasks and performs, but is not limited to the following duties:

- Review data and information from multiple sources.
- Establish case/project files.
- Enter and retrieve data from data bases.
- Prepare and format management reports.
- Manipulate, transfer, compute and print information.
- Create and manipulate spreadsheets.
- Prepare and correct reports and correspondence using word processing software.
- Conduct validation and verification of case files and case data system.

**Educational Requirements:**

- A four year undergraduate degree is preferred.

*This position requires U.S. Citizenship and background investigation.*

**Technical Writer**

**Minimum/General Experience and Years of Experience:**

- At least one year experience in researching, writing, editing, proofreading or performing word-processing of written materials is required.
- Knowledge of desktop publishing or graphics programs is preferred, but not required.

**Functional Responsibilities:**

- Develops, writes, and edits material for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications concerned with work methods and procedures, and installation, operation, and maintenance of machinery and other equipment.
- Observes production, developmental, and experimental activities to determine operating procedure and detail.
- Interviews production and engineering personnel and reads journals, reports, and other material to become familiar with product technologies and production methods.
- Studies blueprints, sketches, drawings, parts lists, specifications, mockups, and product samples to integrate and delineate technology, operating procedure, and production sequence and detail.
- Reviews published materials and recommend revisions or changes in scope, format, content, and methods of reproduction and binding.
- Prepares documents to be posted on the Intranet.
- Distributes publications to appropriate offices in the field.
- Maintain records and files of work and revisions.
- Select photographs, drawings, sketches, diagrams, and charts to illustrate material and performs print jobs
- Assist in laying out material for publication.
- Write speeches, articles, and public or employee relations releases.
- Edit, standardize, or make changes to material prepared by other writers

**Educational Requirements:**

- Four year undergraduate degree in English, journalism, communications, or related field.

*This position requires U.S. Citizenship and background investigation.*

**Paralegal/Clerk**

**Minimum/General Experience and Years of Experience**

- At least 2 - 5 years of experience that includes some trial experience
- Basic paralegal knowledge, including knowledge of standard legal citation system sufficient to perform basic legal research.
- Some automated litigation support experience is desirable.
- Hands-on familiarity with a variety of computer applications, including word processing, database, spreadsheet, and electronic communications.
- Ability to consistently deliver highest quality work under extreme pressure.
- Excellent written and oral communication skills and thorough knowledge of legal research tools.

**Functional Responsibilities:**

The Paralegal/Clerk performs, but is not limited to the following duties:

- Assist attorneys, and provides reviews
- Reviews case material and prepares digest of selected decisions/opinions incorporating legal references.
- Searches for and summarizes relevant articles in trade magazines, law reviews, published studies, financial reports, and similar materials for use of attorneys in the preparation of opinions, briefs, and other legal documents.
- Consolidate selected decisions or opinions which incorporate legal references and analyses of precedents involved in areas of well-defined and settled points of law.
- Interviews potential witnesses and prepares summary interview reports for the attorney's review.
- Participates in pre-trial witness conferences, notes possible deficiencies in case materials (e.g. missing documents, conflicting statements) and additional issues or other questionable matters, and requests further investigating by other agency personnel to correct possible deficiencies or personally conducts limited investigations at the pre-trial stage.
- Prepares and organizes trial exhibits, as required, such as statistical charts and photographic exhibits.
- Verifies citations and legal references on prepared legal documents.
- Prepares summaries of testimony and depositions.
- Drafts/edits non-legal memoranda, research reports and correspondence relating to cases.

**Educational Requirements:**

- Associate's Degree and paralegal certificate.

*This position requires U.S. Citizenship and background investigation.*