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 for GSA Advantage! is: GSA Advantage.gov.” For more information on ordering from Federal Supply Schedule, go to the GSA Schedules page at GSA.gov.

OMOKANWAYE, SHINA (SOA FINANCIAL)
8106 RIVER PARK RD
BOWIE, MD 20715
Phone: (301) 262 1822  Fax: (301) 464 7031
E-mail: shinao@soafinancial.com

Business Size/Designation:  Small Disadvantaged 8(a) Graduate
                             MBE Certified - Various Jurisdictions

Contract Administrator: Shina Omokanwaye

GSA Contract Number:    GS-23F-0009T

Contract Period:  December 18, 2016 – December 17, 2021

MULTIPLE AWARD SCHEDULE

INDUSTRIAL GROUP: Professional Services

Price list current as of Modification #PS-0033 effective February 26, 2021

Prices Listed Herein are Already Discounted
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COMPANY BACKGROUND AND CAPABILITIES

Background

Omokanwaye, Shina (SOA Financial) was founded in 2000 by its owner; Shina Omokanwaye. It has since grown from a very small company with few capabilities to a company with top quality professional and systems with wide capabilities. SOA Financial provides accounting, financial, and business solutions. SOA Financial has a network of quality professionals that have proven themselves in our service industries and have served extensively in various positions ranging from middle to top executive management. Services provided include:

Accounting Solutions
- Audits (such as financial and program audits, e.g. A123 and A133)
- Reviews (such as compliance, internal control, policies, and system reviews)
- Compilations (such as financial, program, or performance reports)
- Financial Reporting (such as annual and interim reports)

Financial Solutions
- Financial Management (such as system design, policy development, and pricing)
- Budgets (such as budget formulation, reporting, tracking, and analysis)
- Valuations (such as business and financial asset valuations)

Business Solutions
- Business Planning (such as business plan preparation, strategic, and resource planning)
- Business Management (such as financial operations management and support)
- Business Analysis (such as business improvement, rate, and cost studies)

Capabilities

SOA also provides agreed-upon services that may not be listed above. Current customers are mostly large Governmental contractors, small business owners, and individuals located in the District of Columbia (DC) metropolitan area and surrounding suburbs. The company's greatest strengths and expertise are in governmental accounting and budgeting, business and financial studies, and specialty areas such as performance evaluation and measurement, accounts receivable analysis and valuation, budget analysis and reporting, and financial compliance report preparation and filings. The company has the qualifications, personnel, and experience to provide excellent service and satisfy the requirements of its clients.

Performance industries include:
- Governmental
- Non-Profit Organizations
• Water and Wastewater Utilities
• Other Utilities (Telecom, Electric, and Gas)
• Construction
• Mortgage Banking
• Information Technology
• Finance and Accounting
• Transportation
• Food Service
• Insurance

Whether functioning as a prime contractor or a subcontractor, SOA Financial has always exceeded client expectations. The company is 8(a) and SDB graduate of the Small Business Administration (SBA) and a registered governmental contractor in the System for Award Management (SAM) database. The company is managed by Shina Omokanwaye, a Maryland CPA with more than 23 years experience, which includes years of governmental managerial experience. He also has a Master of Business Administration (MBA) degree. He has successfully led several projects including the development of governmental programs and budgets, small business start-ups and reorganizations, and implemented various business and accounting systems.

Today, federal government managers have to comply with a myriad of laws, acts, policies, contracts, and standards that are constantly changing. Keeping up with these complex matters has placed a lot of burden on these managers. They usually find themselves having to do more with less. Having access to qualified and affordable resources such as SOA provides great value to these managers and can be vital to achieving agency objectives. With our experience and expertise, especially in our specialty areas, we can help these agencies improve the quality of operations and services and achieve their objectives in a more effective and efficient manner.

SOA Financial Organizational Chart
CUSTOMER INFORMATION

1a. Table of Awarded Special Item Number(s) (SINs)

Budget and Financial Management Services (Category code: 541219)

Budget and Financial Management Services Services include accounting, budgeting, and complementary financial services such as the following:

- Transaction analysis
- Transaction processing
- Data analysis and summarization
- Technical assistance in devising new or revised accounting policies and procedures
- Classifying accounting transactions
- Special studies to improve accounting operations
- Assessment and improvement of budget formulation and execution processes
- Special reviews to resolve budget formulation or budget execution issues
- Technical assistance to improve budget preparation or execution processes.

Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services (Category code: 541611)

Complementary financial management services include but are not limited to:

- Assess and improve financial management systems
- Conduct system compliance reviews
- Assist with implementation of corrective actions
- Document systems
- Identify systems requirements
- Plan and develop systems
- Assist in meeting agency financial management system requirements
- Assess and improve financial reporting and analysis
- Develop new reporting formats and pro-forma financial reports
- Assist in improving and streamlining reporting and analysis processes
- Perform cost-benefit or other special financial analyses
- Assist with the requirements of the Government Performance & Results Act
- Assist with devising and implementing performance measures and related processes and systems
- Assist with strategic and operational financial planning
- Resolve audit recommendations
- Assist in managerial cost accounting
- Assist in financial policy formulation and development
• Perform economic and regulatory analyses
  o Develop methods for analyzing costs, benefits and impacts of regulations and policies
  o Collect data and prepare Information Collection Requests for approval by OMB
  o Conduct exposure and risk analyses
  o Develop, modify or apply risk characterization models to analyze and evaluate policies, programs and regulations
• Perform actuarial services and/or actuarial data analysis services
  o Collection, analysis, editing, calibration and data entry of Employee Benefit Plan information
  o Conduct updates of a full actuarial valuation pension plan database, program major upgrades or significant new modeling capabilities
  o Perform quantitative analysis of covered pension plans to identify plans that are potentially noncompliant or underfunded
• Assist with quality assurance efforts

Risk Assessment and Mitigation Services (*Category code: 541990RISK*)

Risk Assessment and Mitigation services include but are not limited to:
• Documentation of disclosure responsibilities for PII and PHI type information
• Deployment of risk assessment and mitigation strategies and techniques
• Improvement of capabilities through the reduction, identification, and mitigation of risks
• Detailed risk statements, risk explanations and mitigation recommendations
• Design and development of new business applications, processes, and procedures in response to risk assessments
• Ensuring compliance with governance and regulatory requirements
• Evaluation of threats and vulnerabilities to the protection PII and PHI type of information
• Training of government personnel on how to prevent data breaches and identity theft
• Information assurance of PII and PHI type information
• Vulnerability assessments
• Privacy impact and policy assessments
• Review and creation of privacy and safeguarding policies
• Prioritization of threats
• Maintenance and demonstration of compliance
• Evaluation and analysis of internal controls critical to the detection and elimination of weaknesses to the protection of PII and PHI type of information
Order-Level Materials (OLM)

OLMs are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Schedule contract or BPA. OLM pricing is not established at the Schedule contract or BPA level, but at the order level. Since OLMs are identified and acquired at the order level, the ordering contracting officer (OCO) is responsible for making a fair and reasonable price determination for all OLMs.

OLMs are procured under a special ordering procedure that simplifies the process for acquiring supplies and services necessary to support individual task or delivery orders placed against a Schedule contract or BPA. Using this new procedure, ancillary supplies and services not known at the time of the Schedule award may be included and priced at the order level.

The following are OLM requirements and terms:

- Purchased under the authority of the FSS Program
- Unknown until an order is placed
- Defined and priced at the ordering activity level in accordance with GSAR clause 552.238-115 Special Ordering Procedures for the Acquisition of Order-Level Materials.
- Only authorized for use in direct support of another awarded SIN
- Only authorized for inclusion at the order level under a Time-and-Materials (T&M) or Labor-Hour (LH) Contract Line Item Number (CLIN)
- Subject to a Not To Exceed (NTE) ceiling price
1b. Price Lists: 5-Year (Dollars)

General

The price list below applies to all service categories.

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<tr>
<td>Program Manager</td>
<td>541219/541611/541990RISK</td>
<td>188.63</td>
<td>194.29</td>
<td>200.11</td>
<td>206.12</td>
<td>212.30</td>
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<td>153.14</td>
<td>157.74</td>
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<td>114.17</td>
<td>117.59</td>
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<td>92.03</td>
<td>94.79</td>
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<tr>
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<td>541219/541611/541990RISK</td>
<td>51.48</td>
<td>53.03</td>
<td>54.62</td>
<td>56.26</td>
<td>57.95</td>
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Prices include IFF and represent best prices.

1c. Labor Category Descriptions

Program Manager: Directs overall projects and delivery. Plans and organizes overall performance of contracts. Provides direction and guidance to project managers, senior associates, associates, and other project personnel. Interacts with management personnel assigned to projects. Makes decisions on technical and administrative matters. Approves change orders and other variations to the contract. Must possess a college degree from a fully accredited University or College. Must have a CPA or MBA or equivalent combination of education and experience. Must have completed 80 hours of continuing professional education and training in the last two years. Must have at least seven years of accounting or business consulting experience including a minimum of five years of managerial experience.

Project Manager: Responsible for project performance and delivery. Oversees project personnel and interacts with management personnel and compliance representatives assigned to the project. Responsible for the coordination of subordinate personnel activities and project resources. Plans and manages contract performance. Reviews and
evaluates personnel and project performance and responsible for project final report. Must possess a college degree from a fully accredited University or College. Must have a CPA or advanced degree in accounting, business, or finance. Must have at least five years of accounting or business consulting experience including a minimum of three years of managerial experience.

**Senior Associate:** Responsible for supervising the tasks required to complete projects. Supervises Associates and Clerical Staff in performing assigned work and ensures conformity to project specifications and requirements. Generates project reports and assists project manager in producing the final report. Must possess a college degree from a fully accredited University or College. Must have at least three years experience in accounting or business consulting.

**Associate:** Responsible for performing tasks required to complete projects. Performs assigned work under the supervision of the Senior Associate. Prepares and compiles work papers and other project support documents. Coordinates the preparation of routine reports. Must possess a minimum of an associate degree from a fully accredited University or College. Must have at least one year experience in accounting or business consulting.

**Administrative Support:** Mainly responsible for data entry and administrative duties. Assists Associates in performing their tasks. Performs basic accounting functions such as reconciliations, accounts receivable, and basic transaction entries. Must possess a minimum high school diploma and at least one year experience in accounting or business consulting.

2. **Maximum Order:** $1,000,000

Ordering activities may seek a price reduction for orders placed over this amount.

3. **Minimum Order:** $100

4. **Geographic Coverage (delivery area):** “Domestic and Overseas”

5. **Point of Production:** SOA Financial – Bowie, Maryland (Prince Georges County)

6. **Discount from List Prices or Statement of Net Price:** Government Net Prices (discounts already 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

10a. **Time of Delivery:** Contact Contractor or To Be Determined at the Task Order level

10b. **Expedited Delivery:** Contact Contractor or To Be Determined at the Task Order level

10c. **Overnight and 2-day Delivery:** Contact Contractor or To Be Determined at the Task Order level

10d. **Urgent Requirements:** Contact Contractor or To Be Determined at the Task Order level

11. **F.O.B. Point(s):** Destination

12a. **Ordering Address:** 8106 River Park Road Bowie, MD 20715

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

13. **Payment Address:** 8106 River Park Road Bowie, MD 20715

14. **Warranty Provision:** Standard Commercial Warranty Terms & Conditions
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 of Any Other Services:** Not Applicable

19. **List of Service and Distribution:** Not Applicable

20. **List of Participating Dealers:** Not Applicable

21. **Preventive Maintenance:** Not Applicable

22a. **Special Attributes:** Not Applicable

22b. **Section 508 Compliance:** Not Applicable

23. **DUNS Number:** 134498117

24. **Notification Regarding System for Award Management (SAM) Database:**
   Contractor registered and active in SAM