Federal Supply Service
Authorized Federal Supply Schedule 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 are available through GSA Advantage!®, a menu-driven database system. The INTERNET address GSA Advantage!® is: GSAAdvantage.gov.

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Multiple Award Schedule
Professional Services
FSC/ PSC Codes: R703 & R408

GS-23F-006AA
October 17, 2017- October 16, 2022
Accurate Conceptions, LLC
19 O Street SW
Washington D.C. 20024

Phone: 202-498-5388
Fax: 866-250-1958

Aeon Clarke
aclarke@accurateconceptions.com

Business size
Small business
SBA Certified Small Disadvantaged business
SBA Certified 8(a) Firm
SBA Certified HUBZone Firm
1a. Table of awarded special item number(s) with appropriate cross-reference to item
descriptions and awarded price(s). Office Management Consulting

541611  Management and Financial Consulting, Acquisition and Grants Management
Support, and Business Program and Project Management

541219  Budget and Financial Management Services

OLM  Order-Level Materials (OLM)

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, experience, functional responsibility and education for those
types of employees or subcontractors who will perform services shall be provided. –
See page 4

2. Maximum order. $1,000,000.00

3. Minimum order. $100.00

4. Geographic coverage (delivery area). 48 States, Alaska, Hawaii, Puerto Rico and
Washington DC

5. Point(s) of production. 19 O Street SW Washington DC, 2024-4105

6. Discount from list prices or statement of net price. Prices are net (including IFF and
shipping)

7. Quantity discounts. None

8. Prompt payment terms. 2% 20 Days, Net 30 Days

Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in
exchange for other concessions.

9a. Notification that Government purchase cards are accepted at or below the micro-
purchase threshold. Yes, are accepted below threshold

9b. Notification whether Government purchase cards are accepted or not accepted
above the micro-purchase threshold. Yes, accepted above threshold

10. Foreign items. Not Applicable

11a. Time of delivery. 30 Days ARO

11b. Expedited Delivery. Call Contractor

11c. Overnight and 2-day delivery. Call Contractor
12. F.O.B. point(s). Washington DC, USA

13a. Ordering address(es). Accurate Conceptions, LLC
     19 O St SW
     Washington DC 20024

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address(es). Accurate Conceptions, LLC
     19 O St SW
     Washington DC 20024

15. Warranty provision. Not Applicable - Services offered

16. Export packing charges, if applicable.

17. Terms and conditions of Government purchase card acceptance. None

18. Terms and conditions of rental, maintenance, and repair. Not Applicable

19. Terms and conditions of installation. Not Applicable

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices. Not Applicable

20a. Terms and conditions for any other services. Not Applicable

21. List of service and distribution points. Not Applicable

22. List of participating dealers. Not Applicable

23. Preventive maintenance. Not Applicable

24a. Special attributes such as environmental attributes. Not Applicable

24b. 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/.

25. Data Universal Number System (DUNS) number. 621297568, CAGE 4BQH5

26. Notification regarding registration in System for Award Management (SAM) database. Accurate Conceptions LLC is registered
# GSA Price List

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The above Labor Positions are not applicable to the SCA Wage Determination Act.
Labor Category Descriptions

Business Systems Analyst II

Description: Analyzes user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Specialized experience includes developing functional requirements for complex integrated systems. Must demonstrate the ability to work independently or under only general direction.

Education and Experience Requirements: A Bachelor’s degree in information systems, business, or other related functional discipline. This position requires a minimum of six years’ experience, of which at least three years must be specialized.

Business Systems Analyst III

Description: Analyzes user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provide daily supervision and direction to support staff. Specialized experience includes superior functional knowledge of task order specific requirements, or developing functional requirements for complex integrated systems. Must demonstrate the ability to work independently or under only general direction.

Education and Experience Requirements: A Bachelor’s degree in management information systems, business, or other related scientific, technical, or functional discipline. This position requires a minimum of ten years’ experience, of which at least eight years must be specialized.

Consultant

Description: Specialized experience may include facilitation, training, methodology development and evaluation, process reengineering across all phases, identification of best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices and supervision of business process reengineering personnel. Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Duties include activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. May be under the supervision of the Principal Consultant, or may work independently.

Education and Experience Requirements: A Bachelor’s degree in business, education, management sciences, psychology, human resources development/management, or other related discipline. This position requires a minimum of eight years’ experience, of which at least six years must be specialized.

Financial Analyst I

Description: Conducts assigned financial studies, financial process analysis, and reviews of operating budgets for cost experience against budgeted funds. Assist client management by
preparing recommendations to counter overruns and adjust expenses. Evaluates controls on labor, overhead, and general and administrative expenditures. Identifies trends and prepares special reports to project financial performance.

**Education and Experience Requirements:** Bachelor's degree in finance, accounting, or business administration. 6 years of relevant experience is required.

**Financial Analyst II**

**Description:** Provides financial studies and process analysis and reviews of operating budgets for cost experience against budgeted funds and prepares recommendations to management to counter overruns and adjust expenses. Evaluates controls on labor, overhead, and general and administrative expenditures. Identifies trends and prepares special reports and processes to monitor and project financial performance. May provide specialized financial guidance to management.

**Education and Experience Requirements:** Bachelor's degree in finance, accounting, or business administration. Two years' relevant experience, preferably in a government and/or commercial contracting environment.

**Financial Analyst III**

**Description:** Conducts complex financial studies, process analysis, and reviews of operating budgets for cost experience against budgeted funds and prepares management recommendations to counter overruns and adjust expenses. Evaluates controls on labor, overhead, and general and administrative expenditures. Identifies trends and prepares special reports and processes to project and monitor financial performance. May provide specialized financial guidance to management.

**Education and Experience Requirements:** Bachelor's Degree in finance, accounting, or business administration is required. Five years of relevant experience, preferably in a government and/or commercial contracting environment.

**Principal Consultant**

**Description:** Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Responsible for effective transitioning of existing project teams, and the facilitation of project teams in the accomplishment of project activities and objectives. Provides group facilitation, interviewing, training, and additional forms of knowledge transfer. Acts as key coordinator between multiple project teams to ensure enterprise-wide integration of reengineering efforts. Provides daily supervision and direction to business process reengineering personnel.

**Education and Experience Requirements:** A Bachelor’s degree in business, education, management sciences, psychology, human resources development/management, or other related discipline. This position requires a minimum of ten years’ experience, of which at least seven years must be specialized.
**Principal Systems Analyst:**

**Description:** Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with appropriate levels to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and delivers/presentations on the system concept to colleagues, subordinates, and end user representatives. When required, provides daily supervision and direction to support staff. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, data base management, use of programming languages, and/or DBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.

**Education and General Experience:** A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of ten years’ experience, of which at least eight years must be specialized.

**Project Manager**

**Description:** Responsible for managing a project of moderate risk and complexity and/or part of a larger program. Ensures required resources such as manpower, production, equipment, and facilities are available. May have supervisory responsibility for hiring and firing, as well as salary and performance management. Plans and monitors project under direction of a Program Manager or Director. Must possess good oral and written communication skills and the ability to conduct briefings and presentations. Two years of experience may be substituted for one year of education.

**Education and Experience Requirement:** Bachelor’s degree with emphasis in business or human resource management. Eight years’ relevant experience, with at least three in a lead or project management role.

**Quality Assurance Analyst I:**

**Description:** Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinates with the Project Manager and/or Quality Assurance Manager to ensure problem solution and user satisfaction. Make recommendations, if needed, for approval of major systems installation. Prepares milestone status reports and delivers/presentations on the system concept to colleagues, subordinates, and end user representatives. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, data base management, use of the programming languages such as COBOL, 4GL, and/or RDBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing
responsibilities in assignments of technical nature. Proven understanding and applications of
government documentation standards. Proven ability to work independently or under only
general direction on complex application problems involving all phases of systems analysis is
required.

**Education and General Experience:** A Bachelor's degree in Computer Science, Information
Systems, Engineering, Business, Physical Science, or other technically related discipline. This
position requires a minimum of five years’ experience, of which at least three years must be
specialized.

**Senior Consultant**

**Description:** Applies process improvement and reengineering methodologies and principles to
conduct process modernization projects. Duties include activity and data modeling, developing
modern business methods, identifying best practices, and creating and assessing performance
measurements. Provides group facilitation, interviewing, training, and additional forms of
knowledge transfer. May be under the supervision of the Principal Consultant, or may work
independently.

**Education and Experience Requirements:** A Bachelor’s degree in business, education,
management sciences, psychology, human resources development/management, or other
related discipline. This position requires a minimum of ten years’ experience, of which at least
eight years must be specialized.

**Senior Manager**

**Description:** Provides corporate responsibility and management of industry or client-focused
projects. Provides the strategic vision, design, and implementation of customer solutions and
projects. Defines and drives project schedules, responsible for team(s) meeting deadlines, and
defines and delivers on project expectations. Performs as corporate customer manager.

**Education and Experience Requirement:** Bachelor’s degree with emphasis in business or
human resource management. Eight years’ relevant experience, with at least three leading or
managing multiple projects. Must possess good oral and written communication skills and the
ability to conduct briefings and presentations. Excellent customer management skills.