GENERAL SERVICES ADMINISTRATION
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 for GSA Advantage! is: http://www.gsaadvantage.gov

Multiple Award Schedule

Large Category H Professional Services

CONTRACT NUMBER:
GS-23F-0081X

PERIOD COVERED BY CONTRACT: May 26, 2021 THROUGH May 25, 2026

Examination Resources, LLC
20 10th St NW Unit 803
Atlanta, GA 30309-3867
Contract Administrator - Rebecca Belanger, Managing Member
rebeccabelanger@examresources.net
(P) 404-816-6188
(F) 404-816-6197
http://www.examresources.net/

Pricelist current as of Modification #PS-0033, effective June 2, 2022

Business Size: SMALL, WOMAN OWNED

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.
1a. Table of awarded special item number(s with appropriate cross-reference to item descriptions and awarded prices.

541211 Auditing Services
541219 Budget and Financial Management Services
541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
541990RISK Risk Assessment and Mitigation Services
OLM Order-Level Materials

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 Pricing Below

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. If hourly rates are not applicable, indicate not applicable for this item.

See Pricing Below

2. MAXIMUM ORDER:

$1,000,000

3. MINIMUM ORDER:

$100.00

4. GEOGRAPHIC COVERAGE (DELIVERY AREA):

48 Contiguous States and the District of Columbia.

5. Point(s) of production (city, county, and State or foreign country).

20 10th St NW Unit 803
Atlanta, GA 30309-3867

(P) 404-816-6188

6. Discount from list prices or statement of net price.

GSA Net pricing shown in pricing tables provided – See ATTACHMENT A

7. QUANTITY DISCOUNTS.
$300,000 - $499,999 = 1%
$500,000-$749,999=2%
$750,000 - $999,999 = 3%

8. PROMPT PAYMENT TERMS:
0%, Net 30 Days - Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9. FOREIGN ITEMS (LIST ITEMS BY COUNTRY OF ORIGIN):
None

10a. TIME OF DELIVERY:
Specified on task order

10b. EXPEDITED DELIVERY:
Please contact contractor for expedited delivery

10c. OVERNIGHT AND 2-DAY DELIVERY:
Please contact contractor for overnight and 2-day delivery

10d. URGENT REQUIREMENTS:
Please contact contractor for urgent requirements

11. F.O.B. POINT(S):
Destination

12a. ORDERING ADDRESS:
20 10th St NW Unit 803
Atlanta, GA 30309-3867
(P) 404-816-6188

12b. 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

13. PAYMENT ADDRESS.
20 10th St NW Unit 803
Atlanta, GA 30309-3867
(P) 404-816-6188

14. WARRANTY PROVISION
Not applicable

Examination Resources, LLC  GS-23F-0081X
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 FOR ANY OTHER SERVICES (IF APPLICABLE)
Not Applicable

19. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE)
Not Applicable

20. LIST OF PARTICIPATING DEALERS (IF APPLICABLE)
Not applicable

21. PREVENTATIVE 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. The EIT Standards for Section 508 compliance can be found at: www.section508.gov/
Not applicable

23. Unique Entity Identifier (UEI) Number: C888L63CA9B5

24. Notification regarding registration in System for Award Management (SAM) database. Contractor registered and active in SAM
Service Contract Labor Standards: The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS/SCA eligible labor categories. If and/or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.
## ATTACHMENT A
Awarded GSA Rates
Examination Resources, LLC

<table>
<thead>
<tr>
<th>SIN</th>
<th>JOB TITLE</th>
<th>MINIMUM EDUCATIONAL REQUIREMENTS</th>
<th>MINIMUM YEARS OF EXPERIENCE</th>
<th>UNIT OF ISSUE</th>
<th>GSA Price w/IFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>541211, 541219, 541611, 541990RISK</td>
<td>Member/Manager</td>
<td>BS</td>
<td>10</td>
<td>Hour</td>
<td>$ 127.05</td>
</tr>
<tr>
<td>541211, 541219, 541611, 541990RISK</td>
<td>Supervisor</td>
<td>BS</td>
<td>6</td>
<td>Hour</td>
<td>$ 127.05</td>
</tr>
<tr>
<td>541211, 541219, 541611, 541990RISK</td>
<td>Examiner-in-Charge</td>
<td>BS</td>
<td>4</td>
<td>Hour</td>
<td>$ 127.05</td>
</tr>
<tr>
<td>541211, 541219, 541611, 541990RISK</td>
<td>Senior Examiner</td>
<td>BS</td>
<td>4</td>
<td>Hour</td>
<td>$ 122.17</td>
</tr>
<tr>
<td>541211, 541219, 541611, 541990RISK</td>
<td>Examiner</td>
<td>BS</td>
<td>2</td>
<td>Hour</td>
<td>$ 117.28</td>
</tr>
<tr>
<td>541211, 541219, 541611, 541990RISK</td>
<td>Junior Examiner</td>
<td>BS</td>
<td>0</td>
<td>Hour</td>
<td>$ 97.73</td>
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## Actuarial Services

<table>
<thead>
<tr>
<th>SIN</th>
<th>JOB TITLE</th>
<th>MINIMUM EDUCATIONAL REQUIREMENTS</th>
<th>MINIMUM YEARS OF EXPERIENCE</th>
<th>UNIT OF ISSUE</th>
<th>GSA Price w/IFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>Managing Actuary, Life &amp; Health</td>
<td>BS</td>
<td>6</td>
<td>Hour</td>
<td>$ 210.13</td>
</tr>
<tr>
<td>541611</td>
<td>Managing Actuary, Property &amp; Casualty</td>
<td>BS</td>
<td>6</td>
<td>Hour</td>
<td>$ 210.13</td>
</tr>
<tr>
<td>541611</td>
<td>Actuary, Life &amp; Health</td>
<td>BS</td>
<td>4</td>
<td>Hour</td>
<td>$ 190.58</td>
</tr>
<tr>
<td>541611</td>
<td>Actuary, Property &amp; Casualty</td>
<td>BS</td>
<td>4</td>
<td>Hour</td>
<td>$ 190.58</td>
</tr>
<tr>
<td>541611</td>
<td>Actuarial Analyst</td>
<td>BS</td>
<td>2</td>
<td>Hour</td>
<td>$ 171.03</td>
</tr>
<tr>
<td>Code</td>
<td>Position</td>
<td>Degree</td>
<td>Hours</td>
<td>Rate</td>
<td></td>
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<tr>
<td>---------------------</td>
<td>-----------------------------------------------</td>
<td>--------</td>
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<td>---------</td>
<td></td>
</tr>
<tr>
<td>541211, 541219, 541611, 541990RISK</td>
<td>Director</td>
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<tr>
<td>541211, 541219, 541611, 541990RISK</td>
<td>Supervisor</td>
<td>BS</td>
<td>8</td>
<td>$171.03</td>
<td></td>
</tr>
<tr>
<td>541211, 541219, 541611, 541990RISK</td>
<td>Information Systems/ (IT) Specialist</td>
<td>BS</td>
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<td>$131.94</td>
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</tr>
<tr>
<td>541211, 541219, 541611, 541990RISK</td>
<td>Reinsurance Specialist</td>
<td>BS</td>
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<td>$131.94</td>
<td></td>
</tr>
<tr>
<td>541211, 541219, 541611, 541990RISK</td>
<td>Benefit Specialist</td>
<td>BS</td>
<td>10</td>
<td>$122.17</td>
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</tr>
<tr>
<td>541211</td>
<td>IT/Cybersecurity Audit Manager</td>
<td>BS</td>
<td>10</td>
<td>$153.83</td>
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</tr>
<tr>
<td>541211</td>
<td>Senior IT/Cybersecurity Auditor</td>
<td>BS</td>
<td>5</td>
<td>$153.83</td>
<td></td>
</tr>
<tr>
<td>541211</td>
<td>Associate IT/Cybersecurity Auditor</td>
<td>BS</td>
<td>2</td>
<td>$143.91</td>
<td></td>
</tr>
<tr>
<td>541211</td>
<td>Data Analyst</td>
<td>BS</td>
<td>1</td>
<td>$133.98</td>
<td></td>
</tr>
</tbody>
</table>

*Pricing is for Domestic, Onsite and Offsite locations only*
Position: **Member/Manager**

**Functional Responsibility:** Responsible for providing strategic direction, strategic vision, leadership and program management to the firm. Demonstrate leadership ability in a position of significant consulting or industry responsibility. Subject matter expert in a recognized discipline or specific expertise. Has regular involvement with the senior level leadership and team members. Maintains productive and effective client relationships with senior levels of client organization. Responsible for marketing, networking and business development. Client contact for more complex questions and information. Marshals resources across practice area to support client needs. Applies extensive technical skill consistently in complex situations. Overall responsibility for managing the delivery, quality and risk of each engagement.

**Education/Experience:** Bachelors Degree, with 10 years. One (1) year of relevant experience may be substituted for each year of required education

Position: **Supervisor/Examination Supervisor**

**Functional Responsibility:** Supervise engagements in accordance with the audit procedures. Supervise/coordinate daily activities of the engagement team. May be involved in hiring selection of new employees. Responsible for new employee orientation with respect to policies, procedures, systems. Performs quality checks on output of designated systems and employees. Supervise, direct and review the results of various size projects and assignments. Involved in all stages of a project, using appropriate systems (such as audit and sampling software programs and/or advanced technical knowledge (such as GAAP/SAP. Supervises and trains those at lower levels. Client contact for basic questions and information. Documents, validates, tests and assesses various processes, systems, and/or programs. Maintain an engagement schedule, including IT, actuarial, specialists, etc.

**Education/Experience:** Bachelors Degree and 6 years. One (1) year of relevant experience may be substituted for each year of required education
**Position: Examiner-in-Charge**

**Functional Responsibility:** Conduct examinations in accordance with the audit procedures developed regarding the financial condition and/or market conduct of companies and compliance with respective reporting requirements, laws, statutes and regulations. Act as the examiner-in-charge on financial and/or market conduct full scope/target examinations. Includes day-to-day “in-charge” responsibilities. Responsible for providing training and guidance to the participants of the team. Conduct detailed reviews of completed work papers of the team. Ensure that accurate, concise and complete detailed work papers support the examination procedures and to support all findings and/or errors pursuant to the instructions provided by government. Oversee the application of and utilize Audit Command Language (ACL to analyze data and select samples. Correspond with clients, examinees, and all examination team members.

**Education/Experience:** Bachelors Degree and 4 years. One (1) year of relevant experience may be substituted for each year of required education

**Position: Senior Examiner**

**Functional Responsibility:** Conduct examinations in accordance with the audit procedures developed regarding the financial condition and/or market conduct of companies and compliance with respective reporting requirements, laws, statutes and regulations. Provides analytical support to experienced staff members, including but not limited to research, financial and business process analysis and documentation of data, billing, and modeling. Prepare accurate, concise and complete detailed work papers to support procedures developed for engagements and to support all findings and/or errors pursuant to the instructions provided by government. Utilize Audit Command Language (ACL to analyze data and select samples. Correspond with clients, examinees, and all examination team members.

**Education/Experience:** Bachelors Degree and 4 years. One (1) year of relevant experience may be substituted for each year of required education
Position: **Examiner**

**Functional Responsibility:** Tasked with examination of particular aspects of a company or organization (i.e. financial, market conduct). Investigate if organizational policies and procedures of company are being complied with in accordance with reporting requirements and applicable laws, statutes and regulations. Examine source documents to substantiate examination procedures and objectives. Reports to the Examiner-In-Charge.

**Education/Experience:** Bachelors Degree and 2 years. One (1) year of relevant experience may be substituted for each year of required education

Position: **Junior Examiner**

**Functional Responsibility:** Tasked with examination of particular aspects of company or organization (i.e. financial, market conduct). Investigate if organizational policies and procedures of company are being complied with in accordance with reporting requirements and applicable laws, statutes and regulations. Examine source documents to substantiate examination procedures and objectives. Reports to Examiner-In-Charge.

**Education/Experience:** Bachelors Degree and 0 years. One (1) year of relevant experience may be substituted for each year of required education

**ACTUARIAL SERVICES**

**Position: Actuary, Life & Health**

**Functional Responsibility:** Actuary with extensive specialized experience and recognized as an expert in actuarial matters. Serves on actuarial committees or makes presentations to actuarial organizations. Team leader with extensive interaction with clients.

<table>
<thead>
<tr>
<th>Level</th>
<th>Title</th>
<th>Minimum Education</th>
<th>Minimum Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Actuary</td>
<td>Bachelors Degree Mathematical/Actuarial Discipline</td>
<td>4 years</td>
</tr>
<tr>
<td>II</td>
<td>Managing Actuary</td>
<td>Bachelors Degree Mathematical/Actuarial Discipline</td>
<td>6 years</td>
</tr>
</tbody>
</table>
Position: **Actuary, Property & Casualty**

**Functional Responsibility:** Actuary with extensive specialized experience and recognized as an expert in actuarial matters. Serves on actuarial committees or makes presentations to actuarial organizations. Team leader with extensive interaction with clients.

<table>
<thead>
<tr>
<th>Level</th>
<th>Title</th>
<th>Minimum Education</th>
<th>Minimum Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Actuary</td>
<td>Bachelors Degree Mathematical/Actuarial Discipline</td>
<td>4 years</td>
</tr>
<tr>
<td>II</td>
<td>Managing Actuary</td>
<td>Bachelors Degree Mathematical/Actuarial Discipline</td>
<td>6 years</td>
</tr>
</tbody>
</table>

Position: **Actuarial Analyst**

**Functional Responsibility:** Familiarity with actuarial concepts but has not taken actuarial exams. Provides assistance to actuaries.

**Education/Experience:** Bachelors Degree and 2+ years experience. One (1) year of relevant experience may be substituted for each year of required education

**SPECIALIZED SERVICES**

Position: **Director**

**Functional Responsibility:** Senior expert with extensive knowledge and experience developing and applying analytic methods and principles to meet client needs. Leads application of analytics within an engagement team. Resolves complex problems, advises senior staff on analytic models, methods and policies. Facilitate projects with new clientele and oversee staff assigned to ensure client expectations and requirements are met. Maintain client relations and address any concerns and/or issues from the client and/or company management. Manage staffing on projects and provide guidance, training and assistance, as needed. Involved with indirect supervision and “big picture” problem solving. Responsible for marketing, networking and business development, as well as maintaining key client relationships. Client contact for complex questions and information. Advises client on various economic and legal risks in given industry. Provide presentations, for both educational and marketing purposes to achieve strategic goals.

**Education/Experience:** Bachelors Degree and 8+ years experience. One (1) year of relevant experience may be substituted for each year of required education

Position: **Supervisor**

*Examination Resources, LLC*  
*GS-23F-0081X*
**Functional Responsibility:** Supervise/coordinate daily activities of project team members. Responsible for the direction of activities of engagements and assignment of work detail to staff. Review completed work and perform quality checks on output of designated systems and employees. Leads and reviews results of projects and assignments. Identifies and discusses key financial and non-financial performance measures. Formulates and communicates project plans and assignments. May answer complex questions involving extensive technical skill. Reviews potentially complex financial statements, disclosures, and/or returns. Is a technical/subject matter expert or function leader. Creates presentations, databases and reports. Possesses demonstrated knowledge of applying analytic methodologies to meet client’s needs. Applies techniques in the evaluation of engagement objectives and contributes to implementation of strategic direction.

**Education/Experience:** Bachelors Degree with 8+ years work experience. One (1) year of relevant experience may be substituted for each year of required education

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**Position: Information Systems/ IT Specialist**

**Functional Responsibility:** Performs duties of significant importance; specialized in the field of information systems/technology. Makes recommendations in areas of expertise. Develops program goals and plans for implementation. Develops alternative strategies for programs based on analysis and research in an assigned specialty area. Serves as a technical advisor and liaison with industry, community groups, and/or governmental agencies. Participates on projects of significance to the firm’s operations. Prepares special studies and reports. Tasked with analysis and testing of computer systems and the flow of and integrity of data produced for a company or organization. Investigates if an organization is in compliance with information system standards, policies and procedures. Examines source documents to substantiate if current policies are in the best interest of organization. May answer complex questions involving extensive technical skill. Is a technical/subject matter expert or function leader. Manages quality and risk. Supervise, training and development of staff, if applicable.

**Education/Experience:** Bachelors Degree and 8+ years experience. One (1) year of relevant experience may be substituted for each year of required education
**Position: Reinsurance Specialist**

**Functional Responsibility:** Performs duties of significant importance specialized in the field of reinsurance and the associated transactions. Makes recommendations in areas of expertise. Develops program goals and plans for implementation. Develops alternative strategies for programs based on analysis and research in an assigned specialty area. Serves as a technical advisor and liaison with industry, community groups, and/or governmental agencies. Participates on projects of significance to the firm’s operations. Prepares special studies and reports. Coordination of examinations of reinsurance including assessment, gathering and analysis of information. Review of internal processes for compliance with MAR2010, SOX, and key internal controls and procedures relating to reinsurance. Interpret contracts for the appropriate GAAP & Statutory accounting and reporting requirements. May answer complex questions involving extensive technical skill. Is a technical/subject matter expert or function leader. Manages quality and risk. Supervise, training and development of staff, if applicable.

**Education/Experience:** Bachelors Degree and 10+ years experience. One (1) year of relevant experience may be substituted for each year of required education

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**Position: Benefit Specialist**

**Functional Responsibility:** Perform policy form reviews with a primary focus on the review of templates, testing justification forms and other related documents for both the individual and group markets as it relates to the Affordable Care Act (ACA)

**Key Responsibilities:**
- Perform a review of Issuers’ policy forms, including; the contract and contract amendments; policy forms; certificates and outlines of coverage; amendment notifications; policy riders and endorsements; documents related to waivers or opt-outs; marketing materials; applications; and notices to determine compliance with the applicable provisions of Title XXVII of the Public Health Service Act (PHSA) for purposes of determining compliance with the requirements of the ACA;
- Review and determine the substantially equal equivalent for each benefit in comparison to Benefits provided in the state Essential Health Benefit plan;
- Review any deficiencies by utilizing tools to determine appropriateness of the deficiencies;
- Review tool deficiency justifications for acceptability;
- Ensure issuer compliance of market-wide requirements of Title XXVII of the PHSA; and,
- Document in writing findings and reports of examinations, as needed

**Education/Experience:** Bachelors Degree and 10+ years experience. One (1) year of relevant experience may be substituted for each year of required education

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**Position: IT/Cybersecurity Audit Manager**

**Functional Responsibility:** The Audit Manager is responsible for organizing and overseeing audits in accordance with the Statement Of Work (SOW) and audit plan, often managing a
team of auditors. The Audit Manager will perform and/or oversee the review process then make any necessary recommendations to address work product deficiencies, audit findings or audit recommendations.

**Education/Experience:** Bachelors Degree and 10+ years experience. Can be substituted for an Associate’s Degree and 2 additional years’ experience specifically to related project tasks.

**Position: Senior IT/Cybersecurity Auditor**

**Functional Responsibility:** A senior auditor is responsible for auditing clients' IT controls and identifying the risks to companies' information technology functions. This includes identifying the weaknesses and vulnerabilities in a network system and providing a recommendation plan for remediation. An IT auditor can also be involved in the planning and execution of audit procedures and the creation of audit reports. An auditor must be able to work independently and/or within a team to assess information technology controls and collaborate with clients to obtain and review policies and procedures regarding IT processes, methodologies, configurations and security.

**Education/Experience:** Bachelors Degree and 5+ years experience. Can be substituted for an Associate's Degree and 2 additional years' experience specifically to related project tasks.

**Position: Associate IT/Cybersecurity Auditor**

**Functional Responsibility:** An associate auditor is responsible for auditing clients' IT controls and identifying the risks to companies' information technology functions. This includes identifying the weaknesses and vulnerabilities in a network system and providing a recommendation plan for remediation. An IT auditor can also be involved in the planning and execution of audit procedures and the creation of audit reports. An auditor must be able to work within a team to assess information technology controls, and collaborate with clients to obtain and review policies and procedures regarding IT processes, methodologies, configurations and security.

**Education/Experience:** Bachelors Degree and 2+ years experience. Can be substituted for an Associate’s Degree and 2 additional years’ experience specifically to related project tasks.

**Position: Data Analyst**

**Functional Responsibility:** A data analyst collects and stores data on revenue and expenses, market penetration, logistics, and other behaviors. They bring technical expertise to ensure the quality and accuracy of that data, then process, design and present in it ways to help our team make better decisions.

**Education/Experience:** Bachelors Degree and 1+ years experience. Can be substituted for an Associate's Degree and 2 additional years' experience specifically to related project tasks.