



FABS

**Financial
and
Business
Solutions**

General Services Administration (GSA)

FEDERAL SUPPLY SERVICES (FSS)

AUTHORIZED FEDERAL SUPPLY SCHEDULE

FINANCIAL AND BUSINESS SOLUTIONS (FABS)

Deltha Corporation
 3520 General DeGaulle Drive
 Suite 5060
 New Orleans, LA 70114
 Attn: Earl Washington
 504.367.6766 (phone)
 504.367.6966 (fax)
 Email: ewashington@delthacorporation.com
 Web: www.delthacorporation.com



Contract Number: **GS-23F-0090X**
 Contract Period: June 30, 2011 through
 June 29, 2016
 FSC Group: 520
 FSC Class: 52
 Business Size: Small Disadvantaged Business



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

To access GSA Advantage! go to www.gsaadvantage.gov.

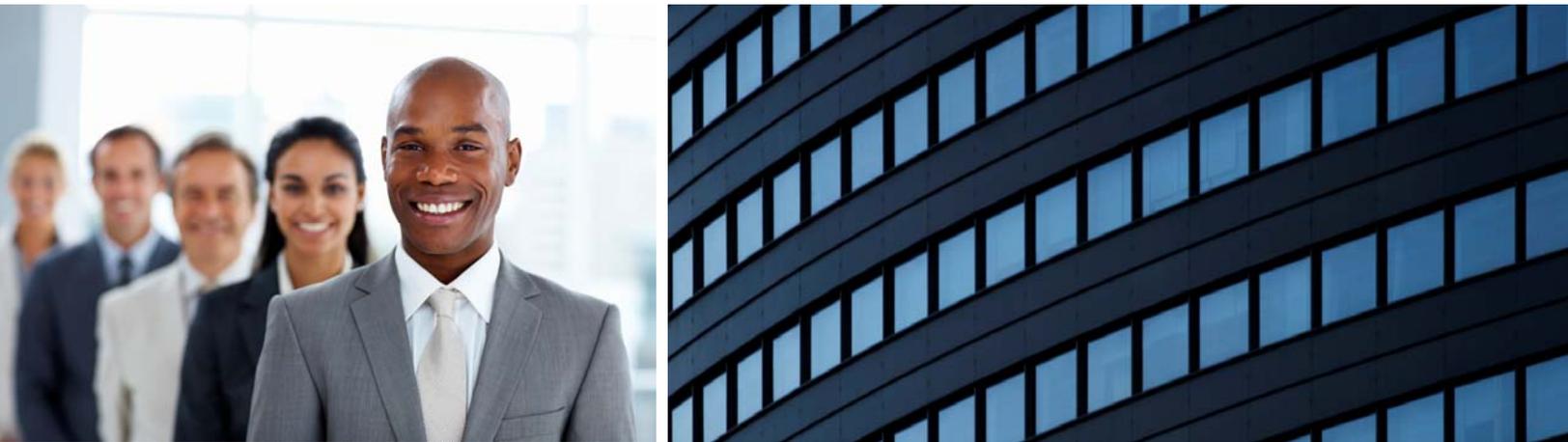




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Customer Information

- 1a. Awarded Special Item Numbers (SINs)**
 Special Item No. 520-08: Complementary Audit Services
 Special Item No. 520-08R: Complementary Audit Services
 Special Item No. 520-11: Accounting
 Special Item No. 520-11R: Accounting
 Special Item No. 520-12: Budgeting
 Special Item No. 520-12R: Budgeting
 Special Item No. 520-13: Complementary Financial Management Services
 Special Item No. 520-13R: Complementary Financial Management Services
 Special Item No. 520-22: Grants Management Support Services
 Special Item No. 520-22R: Grants Management Support Services
- 1b. Lowest Price Model Number and Lowest Unit Price**
 See *Price List*.
- 1c. Hourly Rates**
 See *Price List*.
- 2. Maximum Order**
 \$1,000,000
- 3. Minimum Order**
 \$300



Customer Information (cont'd)



4. **Geographic Coverage**
Domestic. Continental United States, Alaska, Hawaii, Puerto Rico, Guam, and the Virgin Islands of the United States
5. **Point(s) of Production**
Same as company address.
6. **Discount from List Prices or Statement of Net Price**
Government net prices (discounts already deducted). See attached.
7. **Quantity Discounts**
None offered.
8. **Prompt Payment Terms**
0.5%/15 net 30 days.
- 9a. **Notification that Government purchase cards are accepted at or below the micro-purchase threshold**
Government purchase card for payment at or below the micro-purchase threshold of \$2,500 are accepted.
- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.**
Will accept over \$3,000.
10. **Foreign Items**
Not applicable.
- 11a. **Time of Delivery**
Per task order.
- 11b. **Expedited Delivery**
Contact Deltha Corporation.
- 11c. **Overnight and 2-day Delivery**
Contact Deltha Corporation.
- 11d. **Urgent Requirements**
Contact Deltha Corporation.



Customer Information (cont'd)



- 12. **F.O.B. Point(s)**
Destination.
- 13. **Ordering Address(es)**
Deltha Corporation
3520 General DeGaulle Drive, Suite 5060
New Orleans, LA 70114
Attn: Earl Washington
504.367.6766 (phone)
504.367.6966 (fax)
Email: ewashington@delthacorporation.com
- 14. **Payment Address(es)**
Electronic Funds Transfer (EFT)
Bank: Capital One Bank
ABA No: 065000090
Acct No: 812408615

Mail and Commercial Carrier
Deltha Corporation
3520 General DeGaulle Drive, Suite 5060
New Orleans, LA 70114
- 15. **Warranty Provision**
Deltha Corporation's standard commercial warranty.
- 16. **Export Packing Charges**
Not applicable.
- 17. **Terms and Conditions of Government Purchase Card Acceptance**
Contact Deltha Corporation.
- 18. **Terms and Conditions of Rental, Maintenance, and Repair**
Not applicable.
- 19. **Terms and Conditions of Installation**
Not applicable.



Customer Information (cont'd)



- 20. Terms and Conditions of Repair Parts**
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. Preventative Maintenance**
Not applicable.
- 24a. Special Attributes Such as Environmental Attributes (e.g., Recycled Content, Energy Efficiency, and/or Reduced Pollutants)**
Not applicable.
- 24b. Section 508 Compliance**
If applicable, Section 508 compliance information on the supplies and services in this Contract are available in Electronic and Information Technology (EIT) at the following:

The EIT standard can be found at: www.Section508.gov/.
- 25. Data Universal Number System (DUNS) Number**
Deltha Corporation's DUNS Number is 023637254
- 26. Notification Regarding Registration in Central Contractor Registration (CCR) Database**
Deltha Corporation is registered in the Central Contractor Registration (CCR) Database. Deltha Corporation's Cage Code is 1V4C0.
- 27. Uncompensated Overtime**
Not used.





SIN 520-08 Complementary Audit Services

Complementary Audit Services

Deltha Corporation provides an assortment of financial analysis and auditing services which includes, but is not limited to:

- Assistance with Developing Questions for Use at Hearings
- Developing Methods and Approaches to be Applied in Evaluating a New or a Proposed Program
- Forecasting Potential Program Outcomes Under Various Assumptions
- Performing Peer Reviews





SIN 520-11 Accounting

Accounting Services

Deltha Corporation offers services covering financial operations, accounting and reporting, and services including, but not limited to:

- Transaction Analysis, Processing, and Summarization
- Accounting Policies and Procedures Development and Revision Assistance
- Accounting Transaction Classification
- Special Studies to Improve Accounting Operations
- Accounting Issue Resolution
- Audit Finding Resolution and Implementation
- Accounting Internal Controls Assessment and Enhancement
- Operating Efficiency and Effectiveness Improvements





SIN 520-12 Budgeting

Budgeting Services

Deltha Corporation supports the budgeting function from development and formulation all the way through implementation and execution. Services include:

- Budget Formulation Process Assessments and Improvements
- Budget Execution Process Assessments and Improvements
- Budget Formulation and Execution Issues Special Reviews
- Budgetary Control Reviews
- Technical Assistance to Improve Budget Preparation and Execution
- Corrective Action Implementation Assistance





SIN 520-13 Complementary Financial Management Services

Complementary Financial Management Services

Deltha Corporation has a wealth of experience in providing complementary financial management services in a broad spectrum of areas including:

- Financial Management Systems Assessment and Improvement
- A-127 Compliance Reviews
- Corrective Action Implementation Assistance
- Systems Documentation
- Systems Requirements Identification
- Systems Planning and Development
- Agency Financial Management System Requirements Assistance
- Financial Reporting and Analysis Assessment and Improvement
- Financial Reporting Formatting and Pro-forma Report Development
- Improving and Streamlining Reporting and Analyses Processes
- Cost-benefit and Other Special Financial Analyses
- Assistance with Government Performance & Results Act (GPRA) Requirements
- Development and Implementation of Performance Measures, Related Processes, and Systems
- Strategic and Operational Financial Planning Assistance
- Audit Recommendation Resolution Support
- Managerial Cost Accounting Assistance
- Financial Policy Formulation and Development Assistance
- Economic and Regulatory Analyses
- Quality Assurance Efforts Assistance
- Benchmarking





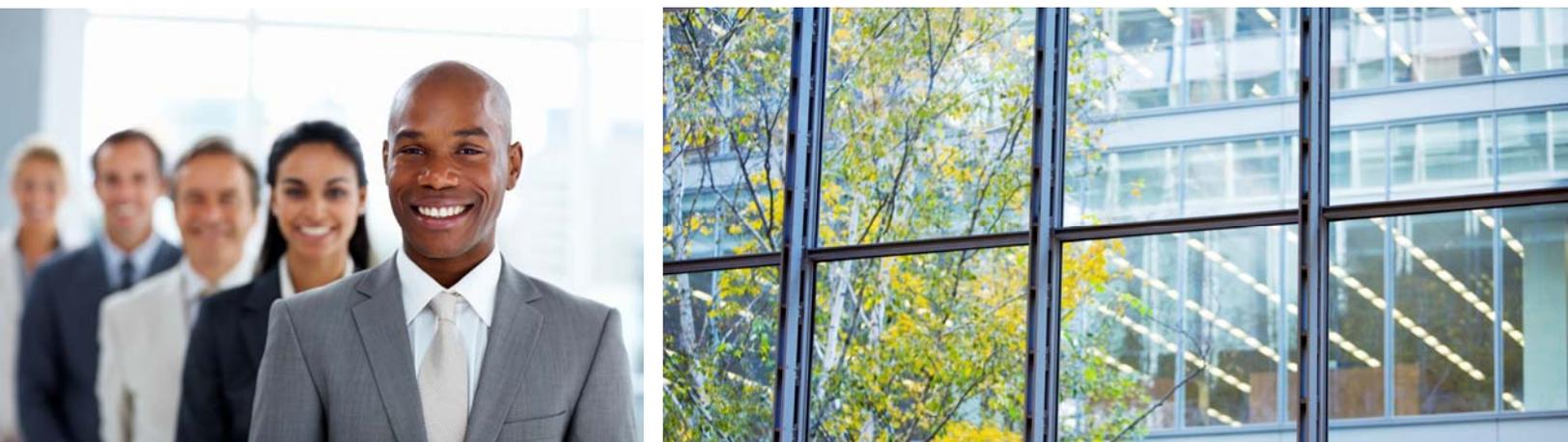
SIN 520-22 Grants Management Support Services

Grants Management Support Services

Deltha Corporation offers services covering many aspects of grants management and administration including oversight, control, compliance and the following:

- Solicitation and Amendment Planning and Writing Support
- Review Panel Assistance Support
- Compliance Assistance with Grantees' Business and Financial Management Systems
- Award Document Preparation Support
- Assistance for Awarding Agencies to Ensure Responsible and Accountable Grantee Use of Grant Funds
- Grantee Performance and Compliance Monitoring
- Grants Management Officer, Grant Management Specialist, and Other Grants Management Personnel Assistance
- Performance Monitoring
- Advising Government Personnel in Managing Grant Financial Management Systems
- Project Period of Performance Schedule Management
- Evaluation of On-going Status Reports, Final Reports, and Other Deliverable Products Required Under the Grant Program
- Grant Close-out Procedures





Labor Category Descriptions

Project Manager

Responsible for managing assigned functions on a project. Supports designing approaches and methodologies; formulating strategic plans; planning assigned phases of performance, including contract management, contract cost control, project management, coordination of resource needs, and coordination with corporate management. Has accountability for the technical accuracy, timeliness and quality of assigned deliverables. Assists in allocating staff and resources to projects. Supports planning, managing, and overseeing work efforts of project team staff, determining and monitoring project schedules and budgets, and ensuring compliance with all contract and project requirements and quality standards. Executes processes to ensure soundness of our approach, implements quality control plan, and ensures adherence to time and budget constraints. Interfaces with clients at various levels, as needed, to ensure on-going communication and satisfaction. Coordinates and directs simultaneous multi-disciplinary tasks. Demonstrates skills in the scope of work encompassed by the project, provides technical guidance in performing work to other lead and/or supervisory staff, and provides quality review of work products. Bachelor's degree or equivalent years of experience. Minimum 7 years of experience.



Labor Category Descriptions (cont'd)



Senior Analyst

Serves on a project team and contributes to or is responsible for deliverables. Executes approach developed by project team leaders. Assists in developing draft methodology and procedural documents, assessments, summaries, evaluations and results reporting. Conducts research, gathers and analyzes relevant information, produces concise, accurate and timely reports based on analysis. Implements management tools as necessary to achieve objectives. Bachelor's degree or equivalent years of experience. Minimum 6 years of experience.

Project Control Analyst

Serves on project team and contributes to deliverables. Provides program implementation and policy support at the project level as well as peer level oversight of analyst functions. Also includes staff that bring key program functional expertise in financial and business solutions, project management, performance and compliance monitoring, and other disciplines to support such programs. Bachelor's degree or equivalent years of experience. Minimum 5 years of experience.

Management/Audit Control Analyst

Serves on project team and contributes to deliverables. Provides program implementation and policy support to subject Programs as assigned. Also includes staff that bring key program functional expertise in audit and audit support services, financial and business solutions, project management, performance and compliance monitoring, and other disciplines to support such programs. Bachelor's degree or equivalent years of experience. Minimum 4 years of experience.

Senior Information Specialist

Serves on project team and contributes to deliverables. Provides program implementation and policy support to subject Programs. Also includes staff that bring key program functional expertise in financial and business solutions, project management, performance and compliance monitoring, financial management and information systems, and related databases. Bachelor's degree or equivalent years of experience. Minimum 4 years of experience.



Labor Category Descriptions (cont'd)



Lead Budget/Finance Analyst

Serves on project team and contributes to deliverables. Provides program implementation and policy support to subject Programs. Also includes staff that bring key program functional expertise in financial and business solutions, budgeting and finance, project management, performance and compliance monitoring, and other disciplines to support such programs. Bachelor's degree or equivalent years of experience. Minimum 6 years of experience.

Budget/Finance Analyst

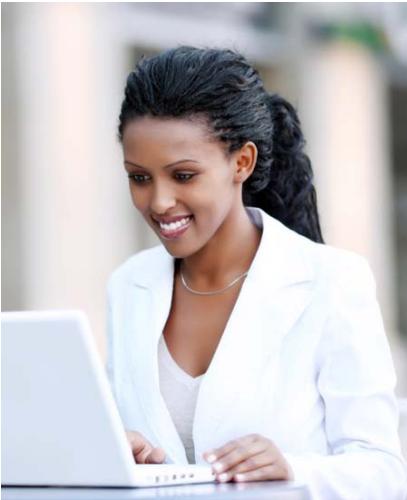
Serves on project team and contributes to deliverables. Provides program implementation and policy support to subject Programs as assigned. Also includes staff that bring key program functional expertise in financial and business solutions, budgeting and finance, project management, performance and compliance monitoring, and other disciplines to support such programs. Bachelor's degree or equivalent years of experience. Minimum 4 years of experience.

Information Specialist

Serves on project team and contributes to deliverables. Provides program implementation and policy support to subject Programs as assigned. Also includes staff that bring key program functional expertise in financial and business solutions, project management, performance and compliance monitoring, financial management and information systems, and related databases. Bachelor's degree or equivalent years of experience. Minimum 3 years of experience.



Labor Category Descriptions (cont'd)



Accountant

Serves on project team and contributes to deliverables. Provides program implementation and accounting policy support to subject Programs. Also includes staff that bring key program functional expertise in accounting, audit follow up and resolution, financial and business solutions, project management, performance and compliance monitoring and other disciplines to support such programs. Bachelor's degree or equivalent years of experience. Minimum 3 years of experience.

Administrative Assistant

Provides administrative and clerical support to program management and staff. Plans and executes projects under guidance of management. Assists in preparing and delivering services to the customer. Serves as a point of contact, assists with managing administrative tasks, budgets and task priorities. High School or Equivalent. Minimum 2 years of experience.



Federal Supply Schedule Price List

Labor Category	Education	Minimum Experience	Year 1	Year 2	Year 3	Year 4	Year 5
			6/30/11-6/29/12	6/30/12-6/29/13	6/30/13-6/29/14	6/30/14-6/29/15	6/30/15-6/29/16
Project Manager	BA/BS or equivalent	7 years	95.56	97.66	99.81	102.01	104.25
Senior Analyst	BA/BS or equivalent	6 years	88.49	90.44	92.43	94.46	96.54
Project Control Analyst	BA/BS or equivalent	5 years	81.56	83.35	85.18	87.05	88.97
Management/Audit Control Analyst	BA/BS or equivalent	4 years	80.68	82.45	84.26	86.11	88.00
Senior Information Specialist	BA/BS or equivalent	4 years	78.89	80.63	82.40	84.21	86.06
Lead Budget/Finance Analyst	BA/BS or equivalent	6 years	77.11	78.81	80.54	82.31	84.12
Budget/Finance Analyst	BA/BS or equivalent	4 years	68.28	69.78	71.32	72.89	74.49
Information Specialist	BA/BS or equivalent	3 years	62.53	63.91	65.32	66.76	68.23
Accountant	BA/BS or equivalent	3 years	56.83	58.08	59.36	60.67	62.00
Administrative Assistant *	HS or equivalent	2 years	49.12	50.20	51.30	52.43	53.58

* See SCA Matrix for equivalent code-titles for these positions.

Service Contract Act (SCA) Matrix

SCA Eligible Labor Category	SCA Equivalent Code-Title	Wage Determination Number
Admin. Assistant	01020-Administrative Assistant	05-2233

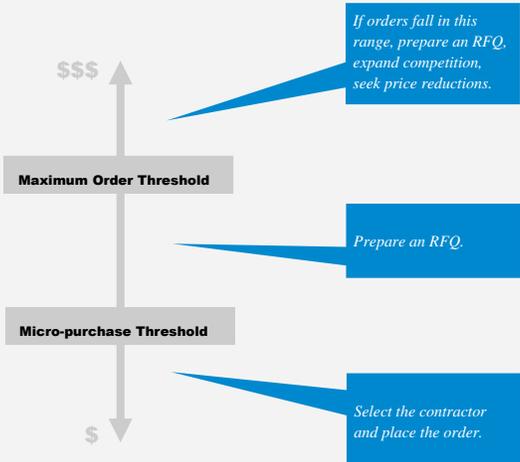
Deltha Corporation confirms that the final offered prices for all of the non-exempt labor categories (i.e., those subject to the Service Contract Act), meet or exceed the minimum requirements prescribed in Wage Determination No. 05-2233.



How to Place a GSA Order



GSA offers a streamlined process for ordering the services your organization needs. Deltha Corporation has been approved by GSA as having : 1) met the technical requirements for FABS services and 2) established prices that are fair and reasonable. Ordering agencies can submit orders via email or fax, and Deltha Corporation accepts credit cards, blanket purchase agreements, and individual purchase orders under this contract. Ordering agencies should follow these steps to receive FABS services:

<p>Step 1 DEVELOP A STATEMENT OF WORK (SOW)</p>	<ol style="list-style-type: none"> 1) The work to be performed 2) Place of performance of work 3) Period of performance of work 4) Schedule of deliverables 5) Special requirements, as applicable
<p>Step 2 SELECT CONTRACTOR AND PLACE ORDER</p>	
<p>Step 3 PREPARE A REQUEST FOR QUOTE (RFQ)</p>	<ol style="list-style-type: none"> 1) Include the SOW and evaluation criteria; 2) Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order; 3) If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection. 4) May be posted on GSA's electronic RFQ system, e-Buy
<p>Step 4 RELEASE REQUEST FOR QUOTE (RFQ)</p>	<p>Provide RFQ to at least three (3) firms.</p>

