



HARPER, RAINS, KNIGHT
& COMPANY

Financial and Business Solutions



Authorized Federal Supply Service
Schedule Price List
Schedule 520

General Service Administration (GSA)
Federal Supply Service (FSS)
Contract #: GS-23F-0138N

GENERAL INFORMATION

Ordering Information: Online 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: www.GSAAvantage.gov.

FSC Group: 520
Contract Number: GS-23F-0138N

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

Contract Period: 2/1/08 to 1/31/13
Contractor Name: Harper, Rains, Knight & Company, P.A.
1052 Highland Colony Parkway, Suite 100
Ridgeland, MS 39157
www.hrkcpa.com
Contact: James T. Knight
(601) 605-0722 (Phone)
(601) 605-0733 (Fax)
jknight@hrkcpa.com (E-mail)
Business Size: Small business



CUSTOMER INFORMATION

1a. Table of awarded special item number(s).

- **520-7 Financial and Performance Audits**

- **Financial Statement Audits**

Audit of financial statements prepared in conformity with standards of accounting issued by Statement of Federal Financial Accounting Standards (SFFAS) and by the American Institute of Certified Public Accountants (AICPA)

- **Segments of Financial Statements**

Audit of financial information (e.g. statement of revenues and expenses; statement of cash receipts and disbursements, statement of fixed assets, budget requests; and variances between estimated and actual financial performance)

- **Internal Controls**

Audit for compliance with laws/regulations such as those governing the bidding for, accounting for, and reporting on grants and contracts including proposals, amounts billed and amounts due on termination claims

Audit financial reporting and/or safeguarding assets including controls using computer-based systems

- **Compliance with Laws/Regulations**

- **Economy and Efficiency Audits**

Assess business practices

Evaluate acquisitions of appropriate type, quality, and amount of resources at an appropriate cost

Assess duplication of effort by employees and work that serves little or no purpose

Evaluate the optimum amount of resources (staff, equipment, and facilities) in producing or delivering the appropriate quantity and quality of goods or services in a timely manner

Evaluate compliance with requirements of laws and regulations that could significantly affect the acquisition, protection, and use of the entity's resources



Assess management control systems for measuring, reporting and monitoring a program's economy and efficiency

Evaluate reported measures of economy and efficiency

o **Program Results/Program Fraud Audits**

Assess whether the objective of a new or ongoing program are proper, suitable, or relevant

Determine to what extent the program achieves a desired level of results

Assess the effectiveness of the program and/or individual program components

Determine whether program complements, duplicates, overlaps, or conflicts with other related programs

Assess compliance with laws and regulations applicable to the program

1b. Pricing

Hourly Rates					
Labor Category	Feb. 1, 2008 to Jan. 31, 2009	Feb. 1, 2009 to Jan. 31, 2010	Feb. 1, 2010 to Jan. 31, 2011	Feb. 1, 2011 to Jan. 31, 2012	Feb. 1, 2012 to Jan. 31, 2013
<i>Audit Services</i>					
Director/Partner	\$120.30	\$123.91	\$127.63	\$131.46	\$135.40
Audit Manager	\$105.12	\$108.27	\$111.52	\$114.86	\$118.31
Audit Senior	\$70.08	\$72.18	\$74.35	\$76.58	\$78.87
Audit Staff	\$61.90	\$63.76	\$65.67	\$67.64	\$69.67

Audit Services: Prices shown herein are Net (Discounts deducted)

1c. Labor Category Descriptions

Audit Service Labor Categories

Director (Partner)

Directors are required to have the following qualifications: required to be a CPA, licensed by the appropriate state licensing authority, and be in good standing with the AICPA and state board. The minimum educational experience includes: (a) a bachelor degree in accounting or business (b) a minimum of ten years general audit experience and three years governmental audit experience and (c)



the requisite number of governmental and professionally required CPE credits, to meet the appropriate state and “Yellow Book” requirements. The responsibilities of this level include all aspects of the conduct of an engagement and full responsibility for the work performed including overall project management, client relations, and final work documentation files and report review.

Audit Manager

Managers are required to have the following qualifications: required to be a CPA, licensed by the appropriate state licensing authority, and be in good standing with the AICPA and state board. The minimum educational experience includes: (a) a bachelor degree in accounting or business (b) a minimum of five years general audit experience and two years governmental audit experience and (c) the requisite number of governmental and professionally required CPE credits, to meet the appropriate state and “Yellow Book” requirements. The Audit Manager is responsible for directing the day-to-day accomplishment of the audit engagement using tailored audit programs. The Audit Manager sets priorities, ensures daily coordination among the audit team, and monitors progress against schedules, budgets, and status reports. Additionally, the Audit Manager interacts with government management regarding specific engagement issues or conflicts.

Audit Senior

Seniors are required to have the following qualifications: required to be a CPA or CPA candidate, and if licensed, licensed by the appropriate state licensing authority and in good standing with the AICPA and state board. The minimum educational experience includes: (a) a bachelor degree in accounting or business (b) a minimum of three years general audit experience and one year governmental audit experience and (c) the requisite number of governmental and professionally required CPE credits, to meet the appropriate state and “Yellow Book” requirements. Under the direction of the audit manager, the Audit Senior is responsible for conducting detailed test work and documenting their results in audit work papers. The Audit Senior assists the manager in preparing the work plan and all project deliverables, and performing more critical test procedures. Additionally, the Audit Senior provides direct supervision to audit staff and performs the initial review of audit staff work papers. Any issues that arise during the performance of test work are communicated immediately to the audit manager.

Audit Staff

Audit Staff are required to have the following qualifications: required to be a CPA or CPA candidate, and if licensed, licensed by the appropriate state licensing authority and in good standing with the AICPA and state board. The minimum educational experience includes: (a) a bachelor degree in accounting or business (b) the requisite number of governmental and professionally required CPE credits, to meet the appropriate state and “Yellow Book” requirements. The Audit Staff assists the audit senior in performing the more critical test procedures. The Audit Staff examines accounting documents to verify accuracy and compliance with policies, procedures and acceptable accounting standards, and prepares work papers and supporting documentation.

TRAVEL: Travel required in the performance of the audit will be reimbursed by the ordering agency. Contractor travel will be in accordance with the Federal Travel Regulations or Joint Travel Regulations, as applicable. Established Federal Government per diem rates will apply to contractor travel.



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Contract #: GS-23F-0138N

2. Maximum order: \$1,000,000

3. Minimum order: \$300

4. Geographic coverage (delivery area): Worldwide

5. Point(s) of production:

1052 Highland Colony Parkway, Suite 100
Ridgeland, MS 30157

6. Discount from list prices or state of net price: Not applicable

7. Quantity discounts: Not applicable

8. Prompt payment terms: In accordance with the Prompt Payment Act

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

9b. Notification whether Government purchase cards are accepted above the micro-purchase:
No

10. Foreign items (list items by country of origin): Not applicable

11a. Time of delivery: As specified in individual task order

11b. Expedited Delivery: As specified in individual task order

11c. Overnight and 2-day delivery: As specified in individual task orders.

11d. Urgent Requirements: As specified in individual task orders.

12. F.O.B. point(s): Destination.

13a. Ordering address:

Harper, Rains, Knight & Company, P.A.
1052 Highland Colony Parkway, Suite 100,
Ridgeland, Mississippi 39157
(601) 605-0722 (Phone)
(601) 605-0733 (Fax)

13b. Ordering procedures:



For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment address:

Harper, Rains, Knight & Company, P.A.
1052 Highland Colony Parkway, Suite 100,
Ridgeland, Mississippi 39157
(601) 605-0722 (Phone)
(601) 605-0733 (Fax)

15. Warranty provision: Not applicable

16. Export packing charges: Not applicable

17. Terms and conditions of Government purchase card acceptance: As per contract

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 list and any discounts from list prices (if applicable): Not applicable

20a. Terms and conditions for any other services (if applicable):

Other related services not specifically listed in the contract may be available at the request of the government. Terms and conditions for these services will be negotiated with the Federal Supply Service when necessary.

21. List of service and distribution points: Not applicable

22. List of participating dealers: Not applicable

23. Preventive maintenance (if applicable): Not applicable

24a. Special attributes: Not applicable

24b. Section 508 applicability: Not applicable

25. Data Universal Number System (DUNS) number: 807741533

26. Notification regarding registration in Central Contractor Registration (CCR) database: Yes