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 GSA Advantage!® is: GSAAdvantage.gov.

Multiple Award Schedule

FSC Group: Professional Services

Contract number: GS-23F-0219S

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Contract period: July 14, 2021 through July 13, 2026

Seber Tans, PLC
555 W. Crosstown Parkway, Suite 304
Kalamazoo, MI 49008
Phone: (269) 343-8180
Fax: (269) 343-5419

Contractor’s internet address/web site where schedule information can be found:
www.sebertans.com

Business size: Small business

Price list current as of Modification #PS-A812, effective May 11, 2020
Prices Shown Herein are Net (discount deducted)

For more information on ordering from Federal Supply Schedule click on the FSS Schedules button at fss.gsa.gov. On-line access to contract ordering information, terms and conditions, and up-to-date pricing, as applicable, is available on GSA Advantage! at https://www.gsaadvantage.gov.
CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

<table>
<thead>
<tr>
<th>SINs</th>
<th>Recovery</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>541211</td>
<td>541211RC</td>
<td>Auditing Services</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order-Level Materials</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

GSA AWARDED PRICELIST

<table>
<thead>
<tr>
<th>SINs</th>
<th>Labor Category</th>
<th>7/14/2021 - 7/13/2022</th>
<th>7/14/2022 - 7/13/2023</th>
<th>7/14/2023 - 7/13/2024</th>
<th>7/14/2024 - 7/13/2025</th>
<th>7/14/2025 - 7/13/2026</th>
</tr>
</thead>
<tbody>
<tr>
<td>541211</td>
<td>Partner</td>
<td>$184.07</td>
<td>$186.10</td>
<td>$188.14</td>
<td>$190.21</td>
<td>$192.31</td>
</tr>
<tr>
<td>541211</td>
<td>Manager</td>
<td>$129.32</td>
<td>$130.74</td>
<td>$132.18</td>
<td>$133.63</td>
<td>$135.10</td>
</tr>
<tr>
<td>541211</td>
<td>Senior Accountant</td>
<td>$88.53</td>
<td>$89.51</td>
<td>$90.49</td>
<td>$91.49</td>
<td>$92.49</td>
</tr>
<tr>
<td>541211</td>
<td>Staff Accountant</td>
<td>$61.74</td>
<td>$62.42</td>
<td>$63.11</td>
<td>$63.80</td>
<td>$64.50</td>
</tr>
<tr>
<td>541211</td>
<td>Technical Support</td>
<td>$44.28</td>
<td>$44.77</td>
<td>$45.26</td>
<td>$45.76</td>
<td>$46.26</td>
</tr>
</tbody>
</table>

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 below.

2. Maximum order: 541211, 541211RC: $1,000,000.00
   OLM: $100,000.00

3. Minimum order: $300.00


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

Kalamazoo, Michigan: 555 W. Crosstown Parkway, Suite 304, Kalamazoo, MI 49008
6. Discount from list prices or statement of net price. Government Net Prices (discounts already deducted.)

7. Quantity discounts. None

8. Prompt payment terms. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. Net 30 Days

9. Foreign items (list items by country of origin). None

10a. Time of delivery. (Contractor insert number of days.) Specified on the Task Order

10b. Expedited Delivery. Items available for expedited delivery are noted in this price list. Expedited delivery time is negotiated between Contractor and Ordering Agency

10c. Overnight and 2-day delivery. Expedited delivery time is negotiated between Contractor and Ordering Agency

10d. Urgent Requirements. Products are available for expedited delivery. Expedited delivery time is negotiated between Contractor and Ordering Agency

11. F.O.B. point(s). Destination

12a. Ordering address(es).

    Seber Tans, PLC
    555 W. Crosstown Parkway, Suite 304
    Kalamazoo, MI 49008
    Phone: (269) 343-8180
    Fax: (269) 343-5419

    Contractual Representative: Matthew Howard
    Email: Mhoward@sebertans.com

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(es).

    Seber Tans, PLC
    555 W. Crosstown Parkway, Suite 304
    Kalamazoo, MI 49008

14. Warranty provision. Not Applicable

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. Preventive 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. 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/. Not Applicable

23. Data Universal Number System (DUNS) number. 11-931-7415

24. Notification regarding registration in System for Award Management (SAM) database. Contractor registered in System for Award Management (SAM) database.

**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 CRF 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.
Labor Category Descriptions

**Partner**

Partners are owners of the Firm and generally possess a minimum of 10 years of experience with at least a Bachelor’s degree in accounting, and a license to practice as a CPA. Partners must possess the necessary leadership skills to manage and grow the Firm. Partners are responsible for managing client relationships. Actively collaborate with managers and other partners to service existing clients. Service clients by managing projects and providing technical input. Responsible for the system of quality assurance in the performance of client engagements. Assists with billing and collection activities in accordance with Firm guidelines. Partners also provide specialized experience which is utilized in a consulting/business advisory role (i.e. the areas of Performance Management & Improvement and Outsource CFO Services).

**Manager**

A Manager has at least eight years’ experience, holds at a minimum a Bachelor’s degree in accounting, and has attained his/her license to practice as a CPA. A Manager must possess leadership qualities, technical competence in at least one area of specialization, and the ability to contribute to the Firm’s growth as well as the necessary skills to assist with Firm administrative matters. Manager Individuals at this level are licensed CPAs with a minimum of 5 years’ experience inclusive of 2 to 3 years as a Senior Accountant. Manager’s must have the ability to supervise complete engagements, including the evaluation of staff performance. Managers are also expected to recognize opportunities to provide additional services to existing clients as well as develop new client contacts and relationships beneficial to the Firm.

**Senior Accountant**

Senior Accountants are expected to understand the Firm’s policies and procedures, possess technical knowledge sufficient to supervise staff accountants, and are in the process of acquiring the skills necessary to recognize opportunities to provide additional services and develop quality client relationships. If assigned primarily to financial statement engagements, the individual must begin to develop a command of generally accepted accounting principles or other comprehensive bases of accounting, a thorough understanding of generally accepted auditing standards, and common audit procedures and techniques. Senior Accountants at this level have a minimum of 2 years’ experience, hold at least a Bachelor’s degree in accounting. Seniors are expected to understand the Firm’s policies and procedures, possess technical knowledge sufficient to supervise staff accountants, and begin acquiring the skills necessary to develop quality client relationships.
**Staff Accountants**

Staff Accountants are expected to become familiar with the Firm’s policies and procedures, to gain an understanding of the rules, regulations and code of professional conduct of the American Institute of Certified Public Accountants (AICPA), and progress professionally by working toward passing the CPA exam. Staff Accountants have a minimum of 2 years’ experience, and hold at least a Bachelor’s degree in accounting. If assigned primarily to financial statement engagements, the individual must become familiar with pronouncements of the Financial Accounting Standards Board (FASB) American Institute of Certified Public Accounting (AICPA), and, when assigned to governmental engagements, the General Accounting Office (GAO) and General Accounting Standards Board (GASB). The individual must also become proficient at preparing financial statements.

**Technical Support**

Technical support Staff are expected to become familiar with the Firm’s policies and procedures, to gain an understanding of the rules, regulations and code of professional conduct of the American Institute of Certified Public Accountants. Technical Support staff have a minimum of 2 years’ experience and have at least a high school education. They provide support by implementing administrative systems, procedures and policies, and monitoring and completing various administrative projects. Assists in research and word processing and performing other projects and tasks as assigned.