



**Appendix – GSA Authorized Federal Supply Schedule**



**UNITED STATES GENERAL SERVICES ADMINISTRATION**  
***FEDERAL SUPPLY SERVICE***  
***AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST***

**COVER PAGE**

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**FINANCIAL AND BUSINESS SOLUTIONS (FABS)**

**FSC GROUP 520**

**CONTRACT NO: GS-23F-0246L**

“Prices Shown Herein are Net (discount deducted)”

(For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov).)

**CONTRACT PERIOD:** Second Option August 3, 2011 to August 2, 2016 with (1) five-year option remaining

**Daniel Eke and Associates, P.C.**

8701 Georgia Avenue, Suite 503

Silver Spring, MD 20910

Phone: (301) 587-4074

FAX: (301) 587-4135

Web Page Address: [www.de-a.com](http://www.de-a.com)

Business Size: Small Disadvantaged Business

Contact person

Daniel Eke, MBA, CPA, CGFM

Telephone: 301 367-5564

Email: [eke@de-a.com](mailto:eke@de-a.com)

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 of GSA Advantage! is: [GSAAdvantage.gov](http://GSAAdvantage.gov).**



UNITED STATES GENERAL SERVICES ADMINISTRATION  
*FEDERAL SUPPLY SERVICE*  
*AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST*

*DANIEL EKE AND ASSOCIATES, P.C. (DE&A)*  
*“DESCRIPTION OF SERVICES”*

**SIN 520-7 FINANCIAL AND PERFORMANCE AUDITS –**

Financial and performance audits include 1) financial statement audits 2) financial related audits and 3) performance audits. Examples include but are not limited to the following:

**Financial Statement Audits** - CFO Act Financial Statement Audits, Forensic Audits conducted on behalf of OIG as part of its responsibilities under the IG Act. Financial Statement Audits are performed in accordance with Government Auditing Standards and other applicable standards.

Financial statement audits provide reasonable assurance about whether the financial statements of an audited entity present fairly the financial position, results of operations, and cash flows in conformity with generally accepted accounting principles.

Financial statement audits also include audits of financial statements prepared in conformity with standards of accounting discussed in auditing standards issued by Statement of Federal Financial Accounting Standards (SFFAS) and may also include standards issued by the American Institute of Certified Public Accountants (AICPA).

Financial related audits include determining whether (1) financial information is presented in accordance with established or stated criteria, (2) the entity has adhered to specific financial compliance requirements, or (3) the entity's internal control structure over financial reporting and/or safeguarding assets is suitably designed and implemented to achieve the control objectives.

**Financial Related Audits** may, for example, include audits of the following items:

(1) Segments of financial statements; financial information (for example, statement of revenue and expenses, statement of cash receipts and disbursements, statement of fixed assets); budget requests; and variances between estimated and actual financial performance; medicare and Medicaid audits; perform the reviews of Obligations and Commitments to validate the balances of unliquidated obligations, etc.

(2) Internal controls over compliance with laws and regulations, such as those governing the (1) bidding for, (2) accounting for, and (3) reporting on grants and contracts (including proposals, amounts billed, amounts due on termination claims, and so forth).

(3) Internal controls over financial reporting and/or safeguarding assets, including controls using computer-based systems.

(4) Compliance with laws and regulations.



**Performance Audits** may, for example, include audits of the following items:

- (1) Economy and efficiency audits
- (2) Program assessment and program fraud audits

### **SIN 520-8 COMPLEMENTARY AUDIT SERVICES –**

DE&A performs services other than audits. For example, DE&A auditors may:

- a. Assist a Government body by developing questions for use at hearings,
- b. Develop methods and approaches to be applied in evaluating a new or a proposed program,
- c. Forecast potential program outcomes under various assumptions without evaluating current operations,
- d. Conduct Peer Reviews.
- e. Perform the reviews of Obligations and Commitments to validate the balances of unliquidated obligations, etc.

### **SIN 520-9 RECOVERY AUDITS –**

DE&A performs recovery audit services to identify overpayments made by Federal agencies/organizations with respect to vendors and other entities in connection with payment activity. This may include but is not limited to the following:

- Identify overpayments
- Recover overpayments
- Identify and recover third-party liabilities
- Recover disability payments
- Recover health care costs

### **SIN 520-11 ACCOUNTING –**

Examples of Accounting Services include but is not limited to:

- Transaction analysis, transaction processing, data analysis and summarization
- Technical assistance in devising new or revised accounting policies and procedures
- Classifying accounting transactions, performing special studies to improve accounting operations
- Resolve accounting issues, resolve and implement audit findings
- Recovery reviews
- Assess or enhance accounting internal controls, improve operating efficiency and effectiveness, apply information technology to provide better or more timely service
- Perform the reviews of Obligations and Commitments to validate the balances of unliquidated obligations, etc.



### **SIN 520-13 COMPLEMENTARY FINANCIAL MANAGEMENT SERVICES –**

Examples of Financial Management Systems Services includes but is not limited to: Assess and improve financial management systems, conduct A-127 system compliance reviews, conduct other system assessments to improve operating efficiency, effectiveness, controls, and system performance, assist management with implementing corrective actions, documenting systems, identify systems requirements, plan and develop systems, assess the integrity of financial systems and related data, provide technical assistance in meeting agency financial management system requirements, perform cost-benefit or other special financial analysis, resolve audit findings, perform actuarial services and/or actuarial data analysis services, assist with quality assurance efforts etc.

### **SIN 520-15 OUTSOURCING RECURRING COMMERCIAL ACTIVITIES FOR FINANCIAL MANAGEMENT SERVICES-**

Examples of Outsourcing for Recurring Commercial Activities for Financial Management Services that DE&A performs include but are not limited to:

- Billing Services
- Payroll Processing
- Application Processing
- Claims Processing
- Grant Application Management
- Loans Application Management
- Inventory Management, and other financial management activities of an agency identified as recurring commercial activities.

### **SIN 520-22 GRANT MANAGEMENT SUPPORT SERVICES-**

Support and assist federal grants management personnel in all phases of the grants management process including but not limited to assessing compliance of grantees business and financial management systems, assisting awarding agencies in ensuring grantee's responsible and accountable use of grant funds, assisting with ensuring that grantee's performance is in full compliance with grant requirements, assisting government Grants Management Officers, Grant Management Specialists, and other grants management personnel, advising government personnel in managing Grant Financial Management systems, managing the project period of performance schedule, evaluating on-going status reports, final reports, and other deliverable products required under the grant program, and assisting in grant close-out procedures.

This SIN includes services specifically designed to support and assist federal grants management personnel in managing total grant programs, pre-award, award, post-award and closeout phases of the grants management lifecycle process including but not limited to:

- Planning and writing solicitations and amendments
- Assisting review panels
- Assessing compliance of grantees' business and financial management systems
- Preparing award documents



- Assisting awarding agencies in ensuring grantees' responsible and accountable use of grant funds
- Assisting and monitoring with ensuring that grantees' performance is in full compliance with grant requirements
- Assisting government Grants Management Officers, Grant Management Specialists, and other grants management personnel
- Monitor performance
- Advising government personnel in managing Grant Financial Management systems
- Managing the project period of performance schedule
- Evaluating on-going status reports, final reports, and other deliverable products required under the grant program
- Assisting in grant close-out procedures



UNITED STATES GENERAL SERVICES ADMINISTRATION  
 FEDERAL SUPPLY SERVICE  
 AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

*DANIEL EKE AND ASSOCIATES, P.C.*  
 "CUSTOMER INFORMATION"

**1a) SPECIAL ITEM NUMBERS AWARDED:**

- 520-7 – Financial and Performance Audits
- 520-8 – Complementary Audit Services
- 520-9 – Recovery Audits
- 520-11 -- Accounting
- 520-13 – Complementary Financial Management Services
- 520-15 -- Outsourcing Recurring Commercial Activities for Financial Management Services
- 520-22 - Grant Management Support Services

**1b) SIN 520-9 Recovery Audits – 20% Recovery Fee.**

**1c) AWARDED PRICES:**

**Hourly Rates: Yearly escalation factor of 2%.**

	08/03/11 To 08/02/12	08/03/12 To 08/02/13	08/03/13 To 08/02/14	08/03/14 To 08/02/15	08/03/15 To 08/02/16
Partner/Principal	154.00	157.08	160.22	163.42	166.68
Senior Audit Manager	127.44	129.98	132.57	135.22	137.92
Audit Manager	118.16	120.52	122.93	125.38	127.88
Audit Supervisor	106.20	108.32	110.48	112.68	114.93
Audit Senior	79.65	81.24	82.86	84.51	86.20
Semi-Senior	73.01	74.47	75.95	77.46	79.00
Audit Staff	67.71	69.06	70.44	71.84	73.27
EDP Manager	139.39	142.17	145.01	147.91	150.86
EDP Specialist	118.16	120.52	122.93	125.38	127.88
EDP Staff	92.93	94.78	96.67	98.60	100.57



**Partner/Principal**

Experience: Minimum of 10 years audit/financial management experience  
Functional Responsibility: Managerial  
Education Level: Must have a college Degree

**Senior Audit Manager**

Experience: Minimum of 7 years audit/financial management experience  
Functional Responsibility: Managerial  
Education Level: Must have a college Degree

**Audit Manager**

Experience: Minimum of 5 years audit/financial management experience  
Functional Responsibility: Managerial  
Education Level: Must have a college Degree

**Audit Supervisor**

Experience: Minimum of 4 years audit/financial management experience  
Functional Responsibility: Supervisory  
Education Level: Must have a college Degree or six years of related experience

**Audit Senior**

Experience: Minimum of 2.5 years audit/financial management experience  
Functional Responsibility: Supervisory  
Education Level: Must have a college Degree or five years of related experience

**Semi - Senior**

Experience: Minimum of 1.5 years audit/financial management experience  
Functional Responsibility: Staff  
Education Level: Must have a college Degree or four years of related experience

**Audit Staff**

Experience: Minimum of 1 year audit/financial management experience  
Functional Responsibility: Staff  
Education Level: Must have a college Degree or three years of related experience

**EDP Manager**

Experience: Minimum of 5 years information systems experience  
Functional Responsibility: Managerial  
Education Level: Must have a college Degree

**EDP Specialist**

Experience: Minimum of 3 years information systems experience  
Functional Responsibility: Supervisory  
Education Level: Must have a college Degree or five years of related experience



**EDP Staff**

Experience: Minimum of 1.5 years information systems experience  
Functional Responsibility: Staff  
Education Level: Must have a college Degree or three years of related experience

2) **MAXIMUM ORDER:**

SIN 520-7	\$1,000,000.00
SIN 520-8	\$1,000,000.00
SIN 520-9	\$1,000,000.00
SIN 520-11	\$1,000,000.00
SIN 520-13	\$1,000,000.00
SIN 520-15	\$1,000,000.00
SIN 520-22	\$1,000,000.00

3) **MINIMUM ORDER:** \$300.00

4) **GEOGRAPHIC COVERAGE:** Domestic

5) **POINTS OF PRODUCTION:** Daniel Eke and Associates, P.C.  
8701 Georgia Avenue, Suite 503  
Silver Spring, MD 20910

6) **DISCOUNT FROM LIST PRICES OR STATEMENT OF NET PRICE:** Prices shown in price list are net with all discounts deducted.

7) **QUANTITY DISCOUNTS:** None

8) **PROMPT PAYMENT TERMS:** None

9) **GOVERNMENT PURCHASE CARDS:** Government purchase cards are accepted at or below and above the micro-purchase threshold.

10) **FOREIGN ITEMS:** Not Applicable

11a) **TIME OF DELIVERY:** Daniel Eke and Associates, P.C. will adhere to the delivery terms as stipulated in task orders.

11b) **EXPEDITED DELIVERY:** Contact Contractor.

11c) **OVERNIGHT AND 2-DAY DELIVERY:** Contact Contractor.

11d) **URGENT REQUIREMENTS:** Contact Contractor

12) **F.O.B. POINT:** Destination

13a) **ORDERING ADDRESS:**

Daniel Eke and Associates, P.C.  
8701 Georgia Avenue  
Suite 503



Silver Spring, MD 20910

- 13b) ORDERING PROCEDURES: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
- 14) PAYMENT ADDRESS:  
Daniel Eke and Associates, P.C.  
8701 Georgia Avenue  
Suite 503  
Silver Spring, MD 20910
- 15) WARRANTY PROVISION: Daniel Eke and Associates, P.C. will adhere to the warranty provision as stipulated in task orders.
- 16) EXPORT PACKAGE CHARGES: Not 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) SECTION 508 COMPLIANCE INFORMATION: Not Applicable
- 25) DUNS Number: 793165119
- 26) CENTRAL CONTRACTOR REGISTRATION: Daniel Eke and Associates, P.C. is currently registered in the Central Contractor Registration (CCR) database.