



Financial and Business Solutions (FABS)

**General Services Administration
Authorized Federal Supply Service Schedule
Price List
Schedule 520**

Contract Number: GS-23F-0310N

1776 I Street, NW
Suite 900
Washington, DC 20006
Telephone: (202) 223-8200
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www.owusuco.com



Owusu & Company

Financial and Business Solutions

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

General Services Administration (GSA)
Federal Supply Services (FSS)
Contract Number: GS-23F-0310N

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: GSAAvantage.gov.

FSC GROUP 520
Contract Number: GS-23F-0310N

For more information on ordering from GSA Schedules go to <http://www.gsa.gov/>.

Contract Period: August 13, 2013 through August 12, 2018

Contractor: Owusu & Company
1776 I Street, NW
Suite 900
Washington, DC 20006
(202) 223-8200 (Voice)
(202) 223-7293 (Fax)

Web Site: www.owusuco.com

Contract Administration Source: Brenda Owusu
bowusu@owusuco.com (Email)

Business Size: Small Business
SBA Certified Small Disadvantaged Business
SBA Certified 8(a) Firm



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Customer Information:

1a. Special Item Numbers (SIN) Awarded:

SIN 520-11 ACCOUNTING

The Contractor shall provide accounting services. This may include but is not limited to the following:

- Analyze, process, and summarize transactions
- Assist in devising new or revised accounting policies and procedures
- Classify accounting transactions
- Perform special studies to improve accounting operations
- Resolve accounting issues
- Resolve and/or implement audit findings
- Assess or enhance accounting internal controls
- Improve operating efficiency and effectiveness

1b. Pricing:

SIN 520-11 ACCOUNTING

| Hourly Rate Schedule | | | | | |
|----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Labor Category | GSA Price | | | | |
| | 08/13/13 08/12/14 | 08/13/14 08/12/15 | 08/13/15 08/12/16 | 08/13/16 08/12/17 | 08/13/17 08/12/18 |
| Partner/Principal | \$160.84 | \$163.74 | \$166.68 | \$169.68 | \$172.74 |
| Manager | \$109.66 | \$111.63 | \$113.64 | \$115.69 | \$117.77 |
| Supervisor | \$96.32 | \$98.05 | \$99.82 | \$101.62 | \$103.44 |
| Senior Accountant | \$92.70 | \$94.37 | \$96.07 | \$97.80 | \$99.56 |
| Semi Senior Accountant | \$77.05 | \$78.44 | \$79.85 | \$81.29 | \$82.75 |
| Staff Accountant | \$73.10 | \$74.42 | \$75.76 | \$77.12 | \$78.51 |
| Account Support Supervisor | \$64.14 | \$65.29 | \$66.47 | \$67.67 | \$68.88 |



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1c. Labor Category Descriptions

520-11 ACCOUNTING

Partner/Principal:

Individuals at this level are normally CPAs and have had a minimum of three years' experience as manager (supervisor or equivalent experience as deemed appropriate by the partners) and have exhibited superior technical competence, managerial abilities, and the ability to attract and develop new clients. Partners are expected to:

- (1) Provide firm leadership through example. Be ultimately responsible for all engagements performed under them.
- (2) Attract and develop new clients.
- (3) Perform assigned administrative duties.
- (4) Be an asset to the firm through civic and community activities.

Manager (Supervisor):

Individuals at this level are normally CPAs and have had a minimum of three years' experience as a senior (in-charge) accountant (or equivalent experience as deemed appropriate by the partners) and have exhibited technical proficiency and the ability to supervise complete engagements. Managers are expected to:

- (1) Plan, supervise, and complete routine engagements.
- (2) Supervise both staff accountants and seniors, provide feedback to them, and evaluate their progress.
- (3) Become experts in their assigned areas.
- (4) Develop new client contacts and relationships beneficial to the firm.
- (5) Assist in firm administrative functions as assigned by the partners.
- (6) Recognize opportunities to provide additional services to existing clients.

Supervisor:

Individuals at this level are normally CPAs and have had a minimum of two years' experience as a senior (in-charge) accountant (or equivalent experience as deemed appropriate by the partners) and have exhibited technical proficiency and the ability to supervise complete engagements. Supervisors are expected to:

- (1) Plan, supervise, and complete routine engagements.
- (2) Supervise both staff accountants and seniors, provide feedback to them, and evaluate their progress.
- (3) Become experts in their assigned areas.
- (4) Develop new client contacts and relationships beneficial to the firm.
- (5) Assist in firm administrative functions as assigned by the partners.
- (6) Recognize opportunities to provide additional services to existing clients.

Senior (In-charge):

Individuals at this level have had a minimum of two years' experience as a staff accountant and normally have passed the CPA exam. Seniors are expected to:



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- (1) Know and understand the reasons behind the firm's policies and procedures.
- (2) Possess technical knowledge sufficient to supervise staff accountants.
- (3) Begin acquiring the skills necessary to develop quality client relationships and loyalty.
- (4) If assigned primarily to financial statement engagements:
 - (a) Begin to develop a command of GAAP, OCBOA, unique or specialized accounting principles, and financial statement presentations.
 - (b) Obtain a thorough understanding of generally accepted auditing standards and common audit procedures and techniques.
 - (c) Assume responsibility for efficiently supervising both audit and nonaudit engagements.
- (5) If assigned primarily to tax engagements:
 - (a) Begin developing a command of pertinent IRC sections and regulations.
 - (b) Become proficient at tax research, including knowledge of the reference sources available to the firm.
 - (c) Assume responsibility for the supervision of tax return preparation engagements.

Semi-Senior:

Individuals at this level normally have a college degree with a major in accounting or other related business field and have from one to three years' experience as staff accountant.

Semi-Seniors are expected to:

- (1) Become familiar with the firm's policies and procedures.
- (2) Understand the rules, regulations, and code of conduct of the AICPA.
- (3) Progress professionally by working toward passing the CPA exam as soon as possible.
- (4) If assigned primarily to financial statement engagements:
 - (a) Become familiar with pronouncements of the FASB, AICPA, and when assigned to governmental engagements, the GAO and GASB.
 - (b) Become proficient at preparing financial statements.
 - (c) Obtain exposure on the types of financial statement engagements offered by the firm.
 - (d) Assume responsibility for unaudited financial statement engagements or segments of audits under the supervision of more experienced staff.
- (5) If assigned primarily to tax engagements:
 - (a) Become familiar with pertinent IRC sections and regulations.
 - (b) Obtain a working knowledge of research techniques and the various research sources in the firm library.
 - (c) Become proficient in the preparation of corporate, individual, partnership, fiduciary, and other tax returns prepared by the firm.
 - (d) Assume responsibility for the completion of tax returns under the supervision of more experienced staff.

Staff Accountant:

Individuals at this level normally have a college degree with a major in accounting or other related business field and have from zero to three years' experience. Staff accountants are expected to:

- (1) Become familiar with the firm's policies and procedures.



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- (2) Understand the rules, regulations, and code of conduct of the AICPA.
- (3) Progress professionally by working toward passing the CPA exam as soon as possible.
- (4) If assigned primarily to financial statement engagements:
 - (a) Become familiar with pronouncements of the FASB, AICPA, and when assigned to governmental engagements, the GAO and GASB.
 - (b) Become proficient at preparing financial statements.
 - (c) Obtain exposure on the types of financial statement engagements offered by the firm.
 - (d) Assume responsibility for unaudited financial statement engagements or segments of audits under the supervision of more experienced staff.
- (5) If assigned primarily to tax engagements:
 - (a) Become familiar with pertinent IRC sections and regulations.
 - (b) Obtain a working knowledge of research techniques and the various research sources in the firm's library.
 - (c) Become proficient in the preparation of corporate, individual, partnership, fiduciary, and other tax returns prepared by the firm.
 - (d) Assume responsibility for the completion of tax returns under the supervision of more experienced staff.

Accounting Support Supervisor:

Individuals at this level normally have a college degree with three to five years of supervisory experience. Accounting Support Supervisors are expected to:

- (1) Lead, plan and manage a specific department or area.
- (2) Train and develop accounting support staff.
- (3) Effectively deal and communicate with individuals at all levels.

2. Maximum Order: \$1,000,000.00

3. Minimum Order: \$300.00

4. Geographic Coverage: Domestic

5. Point(s) of Production: Washington, DC

6. Discount from List Prices: All prices shown herein are net Government prices unless otherwise indicated

7. Quantity Discounts: None

8. Prompt Payment Terms: Net 30 days

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



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9b. Notification whether the Government purchase cards are accepted or not accepted above the micro-purchase threshold. Not accepted above the micro-purchase threshold

10. Foreign Items: None

11a. Time of Delivery: Per Task Order

11b. Expedited Delivery: Items available for expedited delivery are noted in this price list

11c. Overnight and 2-day delivery: Not Applicable

11d. Urgent Requirements: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all terms and conditions of the contract. Also contact the Contractor's representative to effect faster delivery.

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

13a. Ordering Address(es):

Owusu & Company
1776 I Street NW
Suite 900
Washington, DC 20006

Contract Management Point of Contact: Brenda Owusu

Phone: (202) 223-8200
Fax: (202) 223-7293
Email: bowusu@owusuco.com

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 the GSA Schedules homepage (www.gsa.gov/schedules).



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14. Payment Address(es)

Owusu & Company
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Attn: GSA Schedule Payment

15. **Warranty Provision:** Not Applicable

16. **Export Packing Charges:** Not Applicable

17. **Terms and conditions of Government purchase card acceptance.** Accepted below the micro-purchase threshold

18. **Terms and conditions of rental, maintenance, and repair if applicable:** 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 (if applicable):** Not Applicable

20a. **Terms and conditions for any other services (if applicable):** Not Applicable

21. **List of service and distribution points:** Not Applicable

22. **List of participating dealers (if applicable):** Not Applicable

23. **Preventive maintenance (if applicable):** Not Applicable

24a. **Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants):** Not Applicable

24b. **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

25. **Data Universal Number System (DUNS):** 826130791

26. **Notification regarding registration in the System for Award Management (SAM) database:** Contractor is registered in the System for Award Management (SAM) database

