GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage! a menu-driven database system. The INTERNET address for GSA Advantage! is: http://www.GSAAdvantage.gov

Multiple Award Schedule (MAS)

FSC SUPPLY GROUP: Professional Services
CONTRACT NUMBER: GS-23F-056AA
CONTRACT PERIODS: SEPTEMBER 17, 2018 THROUGH SEPTEMBER 16, 2023
PRICE LIST CURRENT THROUGH: MODIFICATION #21, EFFECTIVE OCTOBER 8, 2021

CONTRACTOR INFORMATION: CONRAD LLP
23161 LAKE CENTER DRIVE, SUITE 200
LAKE FOREST, CA 92630
T: (949)552-7700
F: (949)552-7700
www.CONRADLLP.com

CONTRACT ADMINISTRATION: MATTHEW CONRAD
MANAGING PARTNER
GSA@CONRADLLP.COM

BUSINESS SIZE: SMALL BUSINESS

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

1.a. **Table of Awarded Special Item Numbers:**
   - 541211, 541211RC - Auditing Services
   - 541611, 541611RC - Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
   - 541219, 541219RC - Budget and Financial Management Services
   - OLM, OLMRC - Order-Level Materials (OLMs)

1b. **Identification of the lowest priced model number and lowest unit price for that model:**
   - Not Applicable

1c. **Identification of hourly rates, and a description of all corresponding commercial job titles, experience, functional responsibility and education:**
   - See below approved GSA labor categories and pricing

2. **Maximum Order Limitation:**
   - SIN 541211 - $1,000,000
   - SIN 541611 - $1,000,000
   - SIN 541219 - $1,000,000
   - SIN OLM - $250,000

3. **Minimum Order:**
   - $100.00

4. **Geographic Coverage:**
   - Domestic and overseas

5. **Point of Production:**
   - Same as company address

6. **Discount from list prices or statement of net price:**
   - Government new prices (discounts already deducted)

7. **Quantity discounts:**
   - None

8. **Prompt payment terms:**
   - None, 0% Net 30 days

9. **Foreign items:**
   - None

10a. **Time of Delivery:**
    - As specified on Task Orders
10b. Expedited Delivery:
Contact Contractor

10c. Overnight and 2-day delivery:
Contact Contractor

10d. Urgent Requirements:
Contact Contractor

11. FOB Point(s):
Destination

12a. Ordering Address:
Conrad LLP
23161 Lake Center Drive, Suite 200
Lake Forest, CA 92630
GSA@conradllp.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:
Conrad LLP
23161 Lake Center Drive, Suite 200
Lake Forest, CA 92630
GSA@conradllp.com

14. Warranty provision:
Contractor’s standard commercial warranty

15. Export packing charges:
Not Applicable

16. Terms and conditions of rental, maintenance, and repair:
Not Applicable

17. Terms and conditions of installation:
Not Applicable

18a. Terms and conditions of repair parts indicating date of parts, price lists and any discounts from list prices:
Not Applicable

18b. Terms and conditions for any other services:
Not Applicable
19. **List of service and distribution points:**
   Not Applicable

20. **List of participating dealers:**
    Not Applicable

21. **Preventive maintenance:**
    Not Applicable

22. **Environmental attributes:**
    Not Applicable

23. **Data Universal Number System (DUNS) number:**
    969763478

24. **Notification regarding registration in System for Award Management (SAM) database:**
    Conrad, LLP has an Active Registration in the SAM database.
### Approved GSA Pricing

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The Service Contract Labor Standards (SCLS), also referred to as the Service Contract Act (SCA) is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories/services have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the contractor adds SCA labor categories/employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.
### Approved GSA Labor Categories

**Partner/Director**
**Functional Responsibilities:** Final authority in the conduct of audit engagements and full responsibility for the work performed, including overall project management and final review.
**Minimum Education:** Bachelor’s degree in accounting or other technical field from an accredited college or university
**Required Supplemental Certifications:** CPA, CFE
**Continuing Professional Education:** In accordance with the Yellow Book.
**Minimum Years of Experience:** Minimum of 5 years’ experience and position of partner or principal with the firm. Proficient knowledge of GAAP, GAAS, federal regulations, guidelines, standards and concepts or other relevant industry practices pertaining to the engagement.
**Substitution Methodology:** N/A.

**Manager**
**Functional Responsibilities:** Overall engagement planning, supervision of staff, review of work performed, and project management.
**Minimum Education:** Bachelor’s degree in accounting or other technical field from an accredited college or university
**Required Supplemental Certifications:** CPA, CFE
**Continuing Professional Education:** In accordance with the Yellow Book.
**Minimum Years of Experience:** Minimum of 8 years of audit, accounting, or financial and management advisory services experience. Proficient knowledge of GAAP, GAAS, federal regulations, guidelines, standards and concepts, or other relevant industry practices pertaining to the engagement.
**Substitution Methodology:** 8 years of audit or audit-related experience may be substituted for CPA certification based on managing partner approval.

**Senior Associate**
**Functional Responsibilities:** Perform specific engagement assignments and supervise staff.
**Minimum Education:** Bachelor’s degree in accounting or other technical field from an accredited college or university
**Required Supplemental Certifications:** CPA, CFE or CPA/CFE candidate
**Continuing Professional Education:** In accordance with the Yellow Book.
**Minimum Years of Experience:** Minimum of 2 years of audit, accounting or financial and management advisory services experience. Proficient knowledge of GAAP, GAAS, federal regulations, guidelines, standards and concepts or other relevant industry practices pertaining to the engagement.
**Substitution Methodology:** N/A.

**Associate**
**Functional Responsibilities:** Performance of specific engagement assignments subject to supervisory review and approval.
**Minimum Education:** Bachelor’s degree from an accredited college or university
**Required Supplemental Certifications:** None required; CPA candidate preferred
**Continuing Professional Education:** In accordance with the Yellow Book.
**Minimum Years of Experience:** None required. Ability to work with minimal direct supervision.

**Analyst**
**Functional Responsibilities:** Provides data analysis results to assist senior management in decision making or other financial initiatives. Performs variance analysis between actual and expected outcomes and provides general business consulting support including research, studies, analyses, and reports. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under general supervision. Typically reports to a Supervisor or Manager.
**Minimum Education:** BA/BS
**Minimum Years of Experience:** 2
Consultant I
Functional Responsibilities: Recognized as a knowledge authority in a particular field. Provides analysis, review, guidance, support and/or consultative services to the engagement. Relies on experience and judgment to plan and accomplish goals. Works independently to apply knowledge and typically reports to a Manager or Director.
Minimum Education: BA/BS
Additional Education: Pharm Tech or RN qualifications may be provided depending on industry field and customer need
Minimum Years of Experience: 6

Consultant II
Functional Responsibilities: Recognized as a knowledge authority in a particular field. Provides analysis, review, guidance, support and/or consultative services to the engagement. Relies on experience and judgment to plan and accomplish goals. Works independently to apply knowledge and typically reports to a Manager or Director.
Minimum Education: BA/BS
Additional Education: Pharm Tech or RN qualifications may be provided depending on industry field and customer need
Minimum Years of Experience: 4

Senior Consultant I
Functional Responsibilities: Recognized as a knowledge authority in a particular field. Helps define the direction and strategy for a complex engagement while ensuring the client’s needs are being addressed. Provides both strategic and tactical advice relating to performing management and technical reviews; providing expert opinion; or recommending new initiatives for organizational action. Relies on experience and judgment to plan and accomplish goals. Works independently to apply knowledge and typically reports to a Manager or Director.
Minimum Education: Master’s degree
Additional Education: CPA, MD, Pharm D, Pharm Tech or RN qualifications may be provided depending on industry field and customer need
Minimum Years of Experience: 12

Senior Consultant II
Functional Responsibilities: Recognized as a knowledge authority in a particular field. Helps define the direction and strategy for a complex engagement while ensuring the client’s needs are being addressed. Provides both strategic and tactical advice relating to: performing management and technical reviews; providing expert opinion; or recommending new initiatives for organizational action. Relies on experience and judgment to plan and accomplish goals. Works independently to apply knowledge and typically reports to a Manager or Director.
Minimum Education: BA/BS
Additional Education: CPA, MD, Pharm D, Pharm Tech or RN qualifications may be provided depending on industry field and customer need
Minimum Years of Experience: 8