

Bert Smith & Co.

***Financial and Business Solutions
Federal Supply Group 520***

Small Business

***GSA Contract Number:GS-23F-0003J
Contract Period: October 19, 1998 through December 31, 2002
Option Years: January 1, 2003 through December 31, 2007***

Authorized FSS Schedule Pricelist

Bert Smith & Co.

1401 New York Avenue

Suite 540

Washington, DC 20005

Phone: 202-393-5600

Fax: 202-393-0432

E-mail: ngraves@bertsmithco.com

On-line 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>. For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.fss.gsa.gov>.

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Contract Modifications

This Schedule Contract Pricelist includes Modifications through Number 3 effective 7/26/01.

Customer Information

1a. Awarded Special Item Numbers:

SIN 520-7 Financial and Performance Audits
SIN 520-11 Accounting
SIN 520-13 Complementary Financial Management Services

For prices of services provided in this catalog see pricelist on page 6.

1b. Lowest Priced Model Number:

For prices of services provided in this catalog see pricelist on page 6.

2. Maximum Order:

\$1,000,000 per order

3. Minimum Order:

\$300 per order

4. Geographic Coverage (delivery area):

All Domestic Locations (the 48 contiguous states, the District of Columbia, Alaska, and Hawaii)

5. Points of Production (City, county, and State or foreign country):

Bert Smith & Company
1401 New York Avenue, NW
Suite 540
Washington, DC 20005

6. Discount From Commercial List Price:

All prices listed in the Government Pricelist are net Government prices and include negotiated discounts.

7. Quantity Discounts:

None.

8. Prompt Payment Terms:

None. All payment terms are 0%, Net 30 days.

9. Government Credit Card:

The VISA Government commercial credit card is accepted for purchases below the micropurchase threshold of \$2500.

10. Foreign Items:

None

11a. Time of Delivery:

Negotiated and agreed upon by Contractor and ordering office for each individual task order.

11b. Expedited Delivery:

Negotiated and agreed upon by Contractor and ordering office for each individual task order.

11c. Overnight and 2-Day Delivery:

Negotiated and agreed upon by Contractor and ordering office for each individual task order.

11d. Urgent Requirements:

Negotiated and agreed upon by Contractor and ordering office for each individual task order.

12. F.O.B.:

Destination

13. Ordering Address:

Bert Smith & Co.
1401 New York Avenue, N.W.
Suite 540
Washington, DC 20005
Toll-free 800-888-9612
Telephone 202-393-5600
Facsimile 202-393-5608
Facsimile 202-393-0432

14. Payment Address:

Bert Smith & Co.
1401 New York Avenue, N.W.
Suite 540
Washington, DC 20005

15. Warranty Provision:

Bert Smith & Co. will exercise due professional care and competence in the performance of the services being provided hereunder.

16. Export Packing Charges:

Not Applicable.

17. Terms and Conditions of Government Purchase Acceptance (any thresholds above the micropurchase level):

Government credit cards will not be acceptable for purchases greater than micropurchase level.

18. Terms and Conditions of Rental, Maintenance, or 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 above the micropurchase level):

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 (e.g., recycled content, energy efficiency, and/or reduced pollutants):

Not Applicable:

24b. Section 508 Compliance

If applicable, Section 508 conformance information on the services in this contract is available in Electronic and Information Technology (EIT) at the following:

www.bertsmithco.com

25. Data Universal Number System (DUNS) Number:

020308078

26. Central Contractor Registration (CCR):

Contractor has registered with the Central Contractor Registration Database

Bert Smith & Co. Experience And Capabilities

□ *General Background*

Bert Smith & Co. is a full-service certified public accounting and management consulting firm whose client base includes a number of federal, state and local governmental agencies. Organized in 1948, Bert Smith has grown to a position of substantial recognition in the industry. Bert Smith has earned a reputation for outstanding performance. With offices located in Washington, D.C., Baltimore, Maryland, and Atlanta Georgia, the firm has been ranked by the Washington Business Journal as one of the top certified public accounting firms in the Washington Metropolitan area. The firm's base of operations includes a full-time professional staff of over 60 people, including seven partners, three directors and five managers. All professional staff have degrees in business, with many having their MBA and/or JD degree. Over 40% of the firm's professional staff are certified public accountants.

□ *Commitment to Excellence*

Bert Smith's reputation for excellence was earned by demonstrating a commitment to client service, assignment of industry-experienced and capable professionals to each client, frequent personal contact with clients through the year, application of creative and practical approaches to clients unique problems, as well as timely communication of current professional and financial development.

□ *Quality Control and Engagement Management Standards*

Bert Smith is a member of the American Institute of Certified Public Accountants' Division of Firms. Membership in this Division and Government Auditing Standards require us to have a peer review every three years. The firm has received an unqualified opinion each year by meeting all the objectives of quality control and professional requirements established by the American Institute of Certified Public Accountants (AICPA) and the General Accounting Office. All projects at Bert Smith are led by a partner who has the responsibility for ensuring that the level of effort, approach, and response required by the task order, are of the highest quality. Good quality in the qualifications of each engagement team and in our approach are not only essential elements that must always be present to help ensure a successful engagement. The philosophy of Bert Smith is that good communication is also essential to ensure that the firm's efforts are always in line with the expectations of the client. Each engagement partner, along with the engagement director or manager, are fully responsible for reviewing the work products from the various stages of each engagement and for ensuring that all efforts are consistent with the requirements established in the various task order requests.

Bert Smith's administration of each task order request will be based on our time tested approach to engagement management. The firm has had a number of IDIQ contracts which used task order requests as a vehicle for contracting for services. Our project management team ensures compliance with the terms and conditions of the request.

□ *Experience and Qualifications*

Our experience in providing services in the authorized SIN subcategories have been described in the succeeding pages along with a listing of clients served and currently serving.

The Bert Smith & Co. approach to serving many of our clients has been to help management identify opportunities for more effective and efficient operations, and to suggest strategies for reaching their objectives. This approach enhances the more typical services that our firm provides to our clients and considers all of the many aspects of operations that affect profitability. As a result of the successes Bert Smith have achieved for its clients, we often are the accountants of choice for many of the same clients year after year. Our clients have come to rely on the resourcefulness of a Bert Smith engagement team to identify areas of non-conformance with current regulatory changes, while assuring that the advantages of changes are applied as well.

The Bert Smith Public Audit Group has substantial experience in auditing public sector clients. These include comprehensive audits required by Government Auditing Standards and the Chief Financial Officer's Act. Our service to governmental agencies also include internal control reviews of complex systems as required by FMFIA. We have also provided other financial management services, including accounting support, and design and implementation of standard ledger systems to a number of agencies. Following is a representative sample of Federal, state and local agencies for which we have provided accounting and auditing, as well as financial management consulting and support services.

Federal Government

- Department of Transportation
 - Department of Labor
 - Department of Education
 - Department of Justice
 - Department of Housing & Urban Dev.
 - Federal Deposit Insurance Corporation
 - Resolution Trust Corporation
 - Pension Benefit Guaranty Corporation
 - Thrift Depositor Protection Oversight Board
 - Securities and Exchange Commission
 - Maritime Commission
 - Federal Emergency Management Agency
 - Environmental Protection Agency
 - Department of Defense
 - Department of Health and Human Services
 - Health Care Financing Administration
 - Department of Agriculture
 - Department of Interior
 - Department of Commerce
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Local Governments/Instrumentality s

- Prince George's County, Maryland
 - State of Maryland
 - District of Columbia
 - State of Arkansas
 - Montgomery County, Maryland
 - Anne Arundel County, Maryland
 - Maryland Lottery Agency
 - Metropolitan Washington Airports Authority
 - State Justice Institute
 - State of Delaware
 - City of Philadelphia
 - Washington Suburban Sanitation Commission
 - Maryland Capital Parks and Planning Commission
 - County of Arlington, VA
 - Fairfax County, VA
 - Legal Services Corporation
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Services Offered

Auditing Services

SIN 520-7 Financial and Performance Audits

- CFO Act Financial Statement Audits
- Forensic Audits
- Trust Fund Audits
- Segments of Financial Statements
- Financial Information
- Budget Requests
- Variance Between Estimated and Actual Financial Performance
- Internal Controls Over Compliance and Financial Reporting
- Compliance with Laws and Regulations
- Economy and Efficiency Audits
- Program Audits
- Quality Control Reviews
- SAS 70 Reviews

Financial Management Services

SIN 520-11 Accounting

- Transaction Analysis
- Transaction Processing
- Data Analysis and Summarization
- Technical Assistance on Devising and Reviewing Accounting Policies and Procedures
- Classify Accounting Transactions
- Special Studies to Improve Accounting Operations
- Assess or evaluate accounting internal controls

SIN 520-13 Complementary Financial Management Services

- Assess and Improve Financial Management Systems
- Conduct OMB Circular A-127 Systems Compliance Reviews
- Conduct System Assessments to Improve Efficiency, Effectiveness, Controls and System Performance
- Assist in Implementing Corrective Actions
- Documenting Systems
- Identifying System Requirements
- Plan and Developing Systems
- Assess the Integrity of Financial Systems
- Assess and Improve Current Financial Reporting and Analysis
- Develop New Reporting Formats and Pro Forma Financial Reports
- Assist in Improving and Streamlining Reporting and Analysis Processes and Related Procedures
- Assist in Implementing Corrective Actions
- Analyze Financial Results
- Conduct Cost Benefit or Other Special Financial Analyses

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- Perform tests, Analyses, and Enhancement of Existing Forms of Rate Structures
 - Assist in Implementing Corrective Actions
 - Technical Assistance in Complying with the Requirements of the Government Performance and Results Act
 - Assist in Devising and Implementing Performance Measures and Related Processes and Systems
 - Assist with Strategic and Operational Financial Planning
 - Resolve Audit Recommendations and Assist with Implementing Corrective Actions
 - Assess Adequacy of Strategic Plans and Related Performance Measures
 - Assist in Reviewing and Improving Current Processes and Related Procedures and Systems

- Technical Assistance Related to Maximizing Cost Account and Other Areas of Special Financial Interest
- Assist in Financial Policy Formation and Development
- Conduct Special Cost Studies
- Assist with Quality Assurance Efforts
- Perform Bench Marking of Financial Activities and Performance Results

Financial and Business Solutions Pricelist

Bert Smith & Co.

Auditing

SIN 520-7 Financial and Performance Audits

Labor Category	2002 GSA Price Rate/Hr. w/IFF
Partner	\$123.81
Director	\$88.92
Manager	\$76.53
Senior Staff	\$55.15
Junior Staff	\$40.52

Option Years

GSA Price Rate/Hr. w/IFF	GSA Price Rate/Hr. w/IFF	GSA Price Rate/Hr. w/IFF	GSA Price Rate/Hr. w/IFF	GSA Price Rate/Hr. w/IFF
2003	2004	2005	2006	2007
\$127.52	\$131.02	\$134.95	\$139.00	\$143.17
\$91.59	\$94.10	\$96.93	\$99.84	\$102.83
\$78.83	\$80.99	\$83.42	\$85.92	\$88.50
\$56.80	\$58.35	\$60.11	\$61.91	\$63.77
\$41.74	\$42.88	\$44.17	\$45.50	\$46.86

Financial Management

SIN 520-11 Accounting

SIN 520-13 Complementary Financial Management Services

Labor Category	2002 GSA Price Rate/Hr. w/IFF
Partner	\$123.81
Director	\$88.92
Manager	\$76.53
Senior Accountant	\$55.15
Senior Financial Analyst	\$42.77
Junior Accountant	\$40.52

GSA Price Rate/Hr. w/IFF	GSA Price Rate/Hr. w/IFF	GSA Price Rate/Hr. w/IFF	GSA Price Rate/Hr. w/IFF	GSA Price Rate/Hr. w/IFF
2003	2004	2005	2006	2007
\$128.00	\$131.02	\$134.95	\$139.00	\$143.17
\$92.00	\$94.10	\$96.93	\$99.84	\$102.83
\$79.00	\$80.99	\$83.42	\$85.92	\$88.50
\$57.00	\$58.35	\$61.11	\$61.91	\$63.77
\$44.00	\$45.26	\$46.61	\$48.01	\$49.45
\$42.00	\$42.88	\$44.17	\$45.50	\$46.86

Increase/year = 3%

