



(i.) GENERAL SERVICES ADMINISTRATION

Federal Supply Service

Authorized Federal Supply Schedule Price List

(Note: Prices shown herein are net of discounts.)

Online 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 <http://www.GSAAdvantage.gov>.



Schedule Title:

Financial And Business Solutions (FABS)

FSC Group:	520	
Schedule Number:	520	
Special Item Numbers:	5209	Recovery Audits
Standard Industrial Group:	NAICS:	541219
Special Item Numbers:	520 11	Accounting
Standard Industrial Group:	NAICS:	541611

Contract Number:

GS-23F-0089M

Ordering Information:

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

Contract Period

January 28, 2002 to January 27, 2007 with three (3) five (5)-year options.

Contractor's name, address, telephone number, facsimile number, E-mail and company web site:

RWC Consulting Group, LLC
1580 South Main Street
Suite 105
P.O. Box 1188
Boerne, Texas 78006

Telephone: 830 249 1421
Toll Free Telephone: 866 792 2255 or 866-RWC-CALL
Facsimile: 830 249 1721
E-mail: results@rwc-consulting.com
Company web site: <http://www.rwc-consulting.com>

Washington, DC area contact: Josh Solomon 703-922-3829
josh.solomon@rwc-consulting.com

Contract administration source:

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Business Size:

Large



(ii.) CUSTOMER INFORMATION

1a. Special Item number(s):

SIN 520-9– Recovery Audits

DESCRIPTION OF SERVICES:

SIN 520-9– RECOVERY AUDITS - Audits performed to recover funds resulting from overpayments, duplicate payments and underpayments. Performed under the authority of Section 354 of the National Defense Authorization Act for FY 96 (Public Law 104 106; 110 Stat. 268; 10 U.S.C. 2461), and Section 388 of the National Defense Authorization Act for FY 98.

SIN 520-11 – Accounting

DESCRIPTION OF SERVICES:

SIN 520-11 - ACCOUNTING - Examples of Accounting Services include but are 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, assess or enhance accounting internal controls, improve operating efficiency and effectiveness, apply information technology to provide better or more timely service

To provide clarity, the examples provided for SIN 520-9 Recovery Audit and SIN 520-11 Accounting are shown in the following table matched with the proposed labor categories that we feel address the specific need as well as corresponding specific service examples that RWC provides.

SIN 520-9 Service Category	RWC Proposed Labor Categories	RWC Specific Service Examples
Recovery Audit	Applicable to all proposed recovery audit categories	Recoveries of overpayments, duplicate payments, underpayments, and any other recoverable item resulting from encoding errors. etc.

SIN 520-11 Service Category	RWC Proposed Labor Categories	RWC Specific Service Examples
Transaction Analysis	Applicable to all proposed categories	Account Reconciliation, Transaction Research
Transaction Processing	Senior Research and Adjustment Specialist Research and Adjustment Specialist Recovery Specialist	Creating and making available for processing financial entries
Data Analysis and Summarization	Senior Project Manager Project Manager Project Analyst Senior Reconciliation Specialist Senior Research and Adjustment Specialist	Review of account activity, research and reconciliation, problem analysis, root cause analysis, and detail trend reporting
Technical assistance in devising new or revised accounting policies and procedures	Senior Project Manager Project Manager Project Analyst	Deficiency analysis followed by detailed procedure and process documentation. Documentation to include process flowcharts, detailed step-by-step procedures, and all associated work material necessary to implement the workflow changes.
Classifying Accounting Transactions	Applicable to all proposed categories	Review of transaction to properly place them as assets, liability, income, and expense with correct transaction history
Perform special studies to improve accounting process operations	Senior Project Manager Project Manager Project Analyst	Create flows of existing processes, perform deficiency analysis, identify cost/process benefits, document and recommend process and protocol changes, and work with appropriate staff to implement identified changes.
Resolve Accounting Issues	Senior Project Manager Project Manager Project Analyst Senior Reconciliation Specialist Senior Research and Adjustment Specialist	Identification and implementation of corrective measures including root cause identification and resolution
Resolve and implement recommended audit findings	Senior Project Manager Project Manager Project Analyst	Implement program to proactively review audit concerns on an ongoing basis to insure compliance or

		corrective action prior to audit activity
Assess or enhance internal controls and processes to improve accounting accuracy and integrity	Senior Project Manager Project Manager Project Analyst	Identify recommended modification through detailed deficiency analysis by operating area; analysis will yield recommendations in system process, manual activity and other control areas
Improve operating efficiency and effectiveness	Senior Project Manager Project Manager Project Analyst	Develop operating guidelines using an organizational goal such as six-signs quality. As each organization may have different goals, our experts will assist existing staff in recognition of known process deficiencies, their impact on organizational goals, and develop corrective plans for implementation
Apply information technology to provide better or more timely service	Senior Project Manager Project Manager Project Analyst	Assist organization in effectively using existing software and technology platforms. Perform necessary deficiency analysis to determine needed system changes either through existing software or proposed new platform.

1b. Model Numbers:**PRICING:**

RWC offers federal agencies Financial Management Services under SIN 520-9 Recovery Audit and SIN 520-11 Financial and Business Services - Accounting at the following prices. Prices shown in the Federal Supply Schedule Price List are net prices and reflect the maximum ceiling prices. Depending upon the level of effort of particular projects as well as other variables, RWC will discuss pricing differentials during the negotiation process.

SIN 520-9 Recovery Audit Price Schedule

<i>Labor Category Description</i>	<i>01/28/02-01/27/03</i>	<i>01/28/03-01/27/04</i>	<i>01/28/04-01/27/05</i>	<i>01/28/05-01/27/06</i>	<i>01/28/06-01/27/07</i>
Recovery Audit Specialist	20.0%	20.8%	21.6%	22.5%	23.4%

SIN 520-11 Accounting Price Schedule

<i>Labor Category Description</i>	<i>01/28/02-01/27/03</i>	<i>01/28/03-01/27/04</i>	<i>01/28/04-01/27/05</i>	<i>01/28/05-01/27/06</i>	<i>01/28/06-01/27/07</i>
Senior Project Manager	\$145.00	\$150.80	\$156.83	\$163.11	\$169.63
Project Manager	\$120.00	\$124.80	\$129.79	\$134.98	\$140.38
Project Analyst	\$110.00	\$114.40	\$118.98	\$123.74	\$128.68
Senior Reconciliation Specialist	\$85.00	\$88.40	\$91.94	\$95.61	\$99.44
Reconciliation Specialist	\$70.00	\$72.80	\$75.71	\$78.74	\$81.89
Sr. Research & Adjustment Specialist	\$75.00	\$78.00	\$81.12	\$84.36	\$87.74
Research & Adjustment Specialist	\$60.00	\$62.40	\$64.90	\$67.49	\$70.19

- The initial contract period is from January 28, 2002 through January 27, 2007.
- Three (3) - five (5) year option periods extend the contract through January 27, 2022.
- The escalation factor is based on a 4% annual increase.
- The .75% GSA industrial funding fee is included in the quoted prices.
- Prices are based on the maximum price for each labor category.
- Travel expenses and other applicable direct costs are not included in this price list. See Terms and Conditions.

1c. LABOR CATEGORY DESCRIPTIONS AND QUALIFICATIONS:

RWC recognizes that successful performance depends on having the right skills and experience. These skills and experience, in turn, are acquired through the proper mix of education and professional experience. Continually, we find that the skills needed to meet task level performance, correct today's problems and plan for tomorrow's challenges require individuals with varying levels of education, specialized knowledge and experience. The correct combination of these three elements is often unique and dependent on the particular requirements associated with the work being performed. Therefore, RWC's FABS Schedule utilizes equivalencies between experience and education that allow us to take the full measure of an individual's capabilities. The job descriptions defined in this section provide the general guidelines for each labor category; however, reasonable consideration may be used for determining the optimal combination of experience and education on a task-by-task basis. Below are the Labor Category Descriptions and Qualifications that RWC provides to meet the needs for Financial And Business Solutions SIN 520-9 Recovery Audit and SIN 520 11-Accounting.

Labor Category Descriptions and Qualifications**SIN 520-9– Recovery Audit*****Recovery Audit Specialist*****Description:**

Senior individual responsible for exceptionally large, significant risk recovery audit projects. Senior individual responsible for correcting problems associated with the reconciliation of various Client General Ledger and Income and Expense as well as Asset and Liability accounts. Also responsible for matching offsetting debit and credit reconciliation entries as well as researching outstanding entries to effect clearance. This individual must have at least ten (10) years previous reconciliation experience. Individual should also be very well versed in cash and entry flow in cash and equivalent transactions.

Qualifications:

Bachelor's degree in business administration, finance or accounting preferred or demonstrated commensurate work experience. A minimum of ten (10) years experience required, with excellent analytical and problem solving skills, excellent verbal and written communication skills and personal relationship skills. Require at least five-years subject matter expertise in specified area, effective at resolution of problems, identification of solutions, and attainment of quality improvements. This individual must be self-motivated and able to work with no supervision.

SIN 520-11 Accounting***Senior Project Manager*****Description:**

Senior individual responsible for managing and coordinating exceptionally large, significant risk and high cost projects (> \$15 million). This individual would typically be responsible for controlling the activities of several Project Managers responsible for the delivery of all components necessary to complete the overall assignment. Individual is typically an expert in the utilization and implementation of a defined project methodology as well as the usage of project management software (i.e. Microsoft Project).

Qualifications:

Bachelor's degree in business administration, finance or accounting preferred or demonstrated commensurate work experience. A minimum of ten (10) years project management experience required, with excellent analytical and problem solving skills, excellent verbal and written communication skills and personal relationship skills. Must have at least five-years supervisory experience on similar projects as well as subject matter expertise in specified area. Must be effective in empowering subordinates to resolve problems, identify solutions and attain quality improvements.

Project Manager**Description:**

Individual responsible for managing and coordinating large to moderate size projects with varying levels of risk from low to high. Typically Project Managers are assigned to projects that have multiple objectives and are components of a much larger Umbrella Project or to projects that involve one objective (i.e. system software installation). Total project costs typically range from \$1 million to \$15 million dollars. Individual is typically well versed in the utilization and implementation of a defined project methodology as well as the usage of project management software (i.e. Microsoft Project).

Qualifications:

Bachelor's degree in business administration, finance or accounting preferred or demonstrated commensurate work experience. A minimum of five (5) years project management experience required, with excellent analytical and problem solving skills, excellent verbal and written communication skills and personal relationship skills. Must have at least two (2) year supervisory experience on similar projects as well as subject matter expertise in specified area. Must be effective in empowering subordinates to resolve problems, identify solutions and attain quality improvements.

Project Analyst**Description:**

Individual responsible for coordinating the completion of individual project components that have been assigned to them. This individual is typically completing some "parts of the whole" or, in other words, individual project tasks. This individual could also be responsible for completing moderate to small individual projects with costs < \$1 million dollars. Individual typically has a good working knowledge of Microsoft Project or other project management software.

Qualifications:

Bachelor's degree preferred or demonstrated commensurate work experience. Previous supervisory experience required, and possesses excellent analytical and problem solving skills. Demonstrated excellent written and verbal communication skills. Must have previous analytical experience and would preferably have subject matter expertise in the area specified.

Senior Reconciliation Specialist**Description:**

Senior individual responsible for correcting problems associated with the reconciliation of various Client General Ledger and Income and Expense as well as Asset and Liability accounts. Also responsible for matching offsetting debit and credit reconciliation entries as well as researching outstanding entries to effect clearance. This individual must have at least ten (10) years previous reconciliation experience. Individual should also be very well versed in cash and entry flow in cash and equivalent transactions.

Qualifications:

Bachelor's degree preferred or demonstrated commensurate experience. Must have subject matter expertise in accounting, customer service, and reconciliation. Must have strong analytical skills, strong communication skills, and interpersonal abilities.

Reconciliation Specialist**Description:**

Individual responsible for correcting problems associated with the reconciliation of various Client General Ledger and Income and Expense as well as Asset and Liability accounts. Also responsible for matching offsetting debit and credit reconciliation entries as well as researching outstanding entries to effect clearance. This individual must have at least five (5) years reconciliation experience. Individual should also be very well versed in cash and entry flow in cash and equivalent transactions.

Qualifications:

Bachelor's degree preferred or demonstrated commensurate experience. Must have subject matter expertise in accounting, customer service, and reconciliation. Must have strong analytical skills, strong communication skills, and interpersonal abilities.

Senior Research and Adjustment Specialist (Cash Item Exception Resolution)**Description:**

Senior individual responsible for the isolation and clearance of various general ledger and/or demand deposit out of balance conditions for Clients. These conditions can range from system plugs to aged outstanding reconciliation exceptions that require resolution. This individual would have a minimum of ten (10) years experience in the Research and Adjustments area in an institution with cash item processing background and activity. They would also be thoroughly familiar with the process of Check Collection and the procedures and laws associated with the proper resolution of exceptions.

Qualifications:

Bachelor's degree preferred or demonstrated commensurate experience. Must have subject matter expertise in accounting, customer service, and reconciliation. Must have strong analytical skills, strong communication skills, and interpersonal abilities.

Research and Adjustment Specialist (Cash Item Exception Resolution)**Description:**

Individual responsible for the isolation and clearance of various general ledger and/or demand deposit out of balance conditions for Clients. These conditions can range from system plugs to aged outstanding reconciliation exceptions that must be cleared. This individual would have a minimum of five (5) years experience in the Research and Adjustments area of a financial institution. They would also be thoroughly familiar with the process of Check Collection and the procedures and laws associated with the proper resolution of exceptions.

Qualifications:

Bachelor's degree preferred or demonstrated commensurate experience. Must have subject matter expertise in accounting, customer service, and reconciliation. Must have strong analytical skills, strong communication skills, and interpersonal abilities.

2. Maximum order:

\$1,000,000.00

3. Minimum order:

\$300.00

4. Geographic coverage (delivery area):

The United States, Canada, Puerto Rico, Mexico, and Atlantic & Pacific Trust Territories

5. Point(s) of production

RWC Consulting Group, LLC
1580 S. Main Street, Suite 105
PO Box 1188
Boerne, TX 78006

6. Discount from list prices or statement of net price:

All prices quoted are net prices.

7. Quantity discounts:

Not applicable

8. Prompt payment terms:

Not applicable

9a. Government purchase cards at or below the micro-purchase threshold:

Yes.

9b. Government purchase cards above the micro-purchase threshold:

Not at this time.

10. Foreign Items:

Not applicable

11a. Time of delivery:

As agreed upon in Task Orders

11b. Expedited Delivery:

As agreed upon in Task Orders

11c. Overnight and 2-day delivery:

As agreed upon in Task Orders

11d. Urgent Requirements:

As agreed upon in Task Orders

12. F.O.B. point(s):

As agreed upon in Task Orders

13a. Ordering address:

RWC Consulting Group, LLC
1580 S. Main Street, Suite 105
PO Box 1188
Boerne, TX 78006

Telephone: 830 249 1421
Toll Free Telephone: 866 792 2255 or 866 RWC-CALL
Facsimile: 830 249 1721
Email: results@rwc-consulting.com

13b. Ordering Procedures:

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FSS Schedule homepage (<http://www.fss.gsa.gov/schedules>).

14. Payment address:

RWC Consulting Group, LLC
1580 S. Main Street, Suite 105
PO Box 1188
Boerne, TX 78006

Contact: Claire Osborne
Telephone: 830 249 1421
Toll Free Telephone: 866 792 2255 or 866 RWC-CALL
Facsimile: 830 249 1721
Email: claire.osborne@rwc-consulting.com

15. Warranty provision:

Not applicable

16. Export packing charges, if applicable:

Not applicable

17. Terms and conditions of Government purchase card acceptance:

Not applicable

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:

Not applicable

20a. Terms and conditions for any other services:1) Invoices:

For Labor Hour Contracts, invoices shall be submitted monthly for hourly services performed during the preceding month for time and travel expense.

2) Payments:

Labor-Hour Contracts (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract.

3) Statement of Work (SOW) Requirement:

All work performed under this agreement shall be authorized through the issuance of a Statement of Work (SOW) and Delivery Order. Prior to issuance of a Delivery Order, the ordering activity may issue a Request for Proposal (RFP) or Request for Quote (RFQ) to RWC. RWC shall respond to each RFP/RFQ as appropriate. The order activity and RWC shall then negotiate in good faith on a Delivery Order by Delivery Order basis, the type of order and the specific SOW. The Delivery Order will address the price or price estimate and other direct costs, payment terms, as well as additional terms or conditions specific to that order. The SOW is an integral part of the Delivery Order and will specify the services to be delivered, the schedule and applicable milestones.

a. Mutual Agreement — Both parties agree in writing to the work that is to be performed and deliverables that may be required.

b. Scope of Work — States the parameters and what is to be accomplished.

- c. **Period of Performance** — Specifies the time in which the services will be performed.
- d. **Deliverables** — The end products that the ordering agency may require upon the completion or during the period of performance. Deliverables include, but are not limited to, reports, studies, and design documents, and will be specified in the Delivery Order. The delivery schedule will be subject to mutual agreement.
- e. **Acceptance Period** — The agreed upon time frame in which services are evaluated as to conformance with the requirements.
- f. **Other Task Relevant Provisions** — Will be determined by the ordering agency and RWC subject to mutual agreement.

4) Billable Hours:

RWC's timekeeping is based on a "total-time accounting" system in which employees record all hours worked. RWC typically bills for all hours worked, including travel time if the employee is traveling in support of a contract (at the customer's direction) during normal business hours. Travel time outside of normal business hours and normal commuting costs are not billed.

5) Other Direct Costs (ODCs):

In accordance with RWC's accounting practices, any item used in direct support of a task order contract and not offered as a schedule item in this pricelist, may be charged as direct. The set items will be identified in our task order proposal to the maximum extent possible and will be proposed at the actual cost with the appropriate indirect burdens (no fee or profit). Typical ODC's include, but are not limited to, long-distance telephone, reproduction, hardware, software, microcomputer usage, miscellaneous supplies (e.g. diskette and pagers), and travel (local or distant) expenses.

6) Travel, Subsistence, and OCONUS Pricing:

Travel required in the performance of its services under this contract will be reimbursed by the ordering agency. Travel will be in accordance with the Federal Travel Regulations (FTR) or Joint Travel Regulations (JTR), as applicable. Established federal government per diem rates will apply to contractor travel unless otherwise quoted. RWC will provide a detailed description of all anticipated travel in response to each delivery order.

The labor category rates included in the pricelist will apply to the work performed within the geographical scope of this contract. However, we recognize that work may be required that may result in markedly different costs than are normally incurred. RWC would expect — in conjunction with the customer — to examine these costs and negotiate appropriate pricing arrangements on a case-by-case basis.

7) Customer Facility Requirements:

Should work be required at the Customer site, RWC would expect to furnish only the appropriate staff members to complete the work. We would expect the customer to

furnish all office space, equipment, and supplies at no cost to RWC. This includes, but is not limited to, telephones, faxes, copiers, personal computers, ordinary business software, and normal copying and reproduction services.

21. List of Service and distribution Points:

Not applicable

22. List of participating dealers:

Not applicable

23. Preventive maintenance:

Not applicable

24a. Special attributes:

Not applicable

24b. Section 508 Compliance:

Not Applicable

25. Data Universal Number System (DUNS) number:

029744203

26. Notification of registration in Central Contractor Registration (CCR) database:

RWC is registered in the CCR database.