



**GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

Schedule for Financial and Business Solutions (FABS)

Federal Supply Group: 520

Business Size: Small Business



Contractor:

Futrend Technology, Inc.
8605 Westwood Center Drive, Suite 502
Vienna, VA 22182-2231
Phone: (703) 556-0016
FAX: (703) 556-0199
www.futrend.com

Contract Number: GS-23F-001CA
Contract Period: October 8, 2014 – October 7, 2019

Contract Administrator:
Yvonne Zhou
Email: yzhou@futrend.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 **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.gsa.gov/schedules-ordering>



CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s):

SIN	SIN Description
520 11	Accounting
520 13	Complementary Financial Management Services
520 15	Outsourcing Recurring Commercial Activities For Financial Management Services
520 21	Program Management Services

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. Not Applicable.

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. See page 5

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

3. Minimum Order: \$100.00

4. Geographic Coverage (delivery Area): Domestic only

5. Point(s) of production (city, county, and state or foreign country): Same as company address

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted). See Final Pricing, page 4.

7. Quantity discounts: None Offered

8. Prompt payment terms: 0%, Net 30 days

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: will accept over \$3,000

10. Foreign items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor



- 11c. **Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor
- 11d. **Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor
- 12. **F.O.B Points(s):** Destination
- 13a. **Ordering Address:** Same as Contractor
- 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/FSS Schedule homepage (fss.gsa.gov/schedules).
- 14. **Payment address:** Same as company address
- 15. **Warranty provision:** Contractor’s standard commercial warranty
- 16. **Export Packing Charges (if applicable):** N/A
- 17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
- 18. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
- 19. **Terms and conditions of installation (if applicable):** N/A
- 20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. **Terms and conditions for any other services (if applicable):** N/A
- 21. **List of service and distribution points (if applicable):** N/A
- 22. **List of participating dealers (if applicable):** N/A
- 23. **Preventive maintenance (if applicable):** N/A
- 24a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:**
N/A
- 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. contactor’s website or other location.) The EIT standards can be found at:**
www.Section508.gov
- 25. **Data Universal Numbering System (DUNS) number:** 085476625



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

Awarded Pricing:

Item	SIN	Awarded Labor Category	October 8, 2014 – October 7, 2015	October 8, 2015 – October 7, 2016	October 8, 2016 – October 7, 2017	October 8, 2017 – October 7, 2018	October 8, 2018 – October 7, 2019
1	520 11, 520 13, 520 15, 520 21	Program Manager	\$179.48	\$183.07	\$186.73	\$190.46	\$194.27
2	520 11, 520 13, 520 15, 520 21	Project Manager – Senior	\$141.98	\$144.82	\$147.71	\$150.67	\$153.68
3	520 11, 520 13, 520 15, 520 21	Project Manager – Mid	\$124.67	\$127.16	\$129.70	\$132.30	\$134.94
4	520 11, 520 13, 520 15, 520 21	Project Manager – Junior	\$106.97	\$109.11	\$111.29	\$113.51	\$115.78
5	520 11, 520 13, 520 15, 520 21	Accountant – Senior	\$113.68	\$115.95	\$118.27	\$120.63	\$123.05
6	520 11, 520 13, 520 15, 520 21	Accountant – Mid	\$80.17	\$81.77	\$83.41	\$85.07	\$86.78
7	520 11, 520 13, 520 15, 520 21	Accountant – Junior	\$44.95	\$45.85	\$46.77	\$47.71	\$48.66
8	520 11, 520 13, 520 15, 520 21	Payment Specialist	\$37.43	\$38.18	\$38.94	\$39.72	\$40.51
9	520 11, 520 13, 520 15, 520 21	Functional Consultant	\$102.18	\$104.22	\$106.31	\$108.43	\$110.60
10	520 11, 520 13, 520 15, 520 21	Consultant	\$61.32	\$62.54	\$63.79	\$65.07	\$66.37
11	520 11, 520 13, 520 15, 520 21	Associate Consultant	\$56.11	\$57.23	\$58.37	\$59.54	\$60.73
12	520 11, 520 13, 520 15, 520 21	Analysis Consultant – Junior	\$60.44	\$61.65	\$62.88	\$64.14	\$65.42



Item	SIN	Awarded Labor Category	October 8, 2014 – October 7, 2015	October 8, 2015 – October 7, 2016	October 8, 2016 – October 7, 2017	October 8, 2017 – October 7, 2018	October 8, 2018 – October 7, 2019
13	520 11, 520 13, 520 15, 520 21	Analysis Consultant – Mid	\$84.15	\$85.83	\$87.55	\$89.30	\$91.08
14	520 11, 520 13, 520 15, 520 21	Analysis Consultant – Senior	\$111.40	\$113.63	\$115.90	\$118.22	\$120.58
15	520 11, 520 13, 520 15, 520 21	Quality Assurance Analyst	\$82.69	\$84.34	\$86.03	\$87.75	\$89.50
16	520 11, 520 13, 520 15, 520 21	Subject Matter Expert – Level I	\$97.52	\$99.47	\$101.46	\$103.48	\$105.55
17	520 11, 520 13, 520 15, 520 21	Subject Matter Expert – Level II	\$142.46	\$145.31	\$148.22	\$151.18	\$154.20
18	520 11, 520 13, 520 15, 520 21	Training Specialist	\$82.44	\$84.09	\$85.77	\$87.49	\$89.24

Awarded Labor Category Descriptions

Labor Category	Functional Responsibilities	Minimum Years' Experience	Min Education Requirement
Program Manager	Perform day-to-day management of overall program support operations. Prepare project estimates and work plans. Organizes, directs and coordinates the planning and production of all project support activities. Manages multiple projects or large programs' resources, schedule and deliverables. Demonstrates written and oral communication skills. Ultimate responsible party for completion within time and budget of all program deliverables. Develops and enforces quality control programs. Responsible for delivery, presentations, and leading strategic level client meetings.	15	BA/BS degree



Labor Category	Functional Responsibilities	Minimum Years' Experience	Min Education Requirement
Project Manager – Senior	Perform day-to-day management of overall project support operations. Prepare project estimates and work plans. Organizes, directs and coordinates the planning and production of all project support activities. Manages projects' resources, schedule and deliverables. Demonstrates written and oral communication skills. Ultimate responsible party for completion within time and budget of all program deliverables. Develops and enforces quality control programs. Responsible for delivery, presentations, and leading strategic level client meetings.	10	BA/BS degree
Project Manager – Mid	Perform day-to-day management of overall project support operations. Prepare project estimates and work plans. Organizes, directs and coordinates the planning and production of all project support activities. Manages projects' resources, schedule and deliverables. Demonstrates written and oral communication skills. Ultimate responsible party for completion within time and budget of all program deliverables. Develops and enforces quality control programs. Responsible for delivery, presentations, and leading strategic level client meetings.	7	BA/BS degree
Project Manager – Junior	Perform day-to-day management of project support operations. Assist in preparation of project estimates and work plans. Assist in managing projects' resources, schedule and deliverables. Demonstrates written and oral communication skills. Enforces quality control programs. Responsible for delivery, presentations, and assists with strategic level client meetings.	2	BA/BS degree
Accountant – Senior	Perform accounting tasks in the accounts payable, accounts receivable, cash management, fixed asset, general ledger or other functional areas. Assist in supporting audit requirements. Post and reconcile accounting transactions in subsystems and GL. Review and supervise junior and mid-level Accountant's work. Resolve transactions problems. Provide guidance to junior and mid-level Accountants and answers the questions. Provide direction on accounting treatment and problem resolution.	7	BA/BS degree in Accounting, Finance or Business, Economics, or other related fields



Labor Category	Functional Responsibilities	Minimum Years' Experience	Min Education Requirement
Accountant – Mid	Perform accounting tasks in the accounts payable, accounts receivable, cash management, fixed asset, general ledger or other functional areas. Assists in supporting audit requirements. Perform reconciliation of accounting transactions in subsystems and GL. Post and reconcile accounting transactions in subsystems and GL. Supports audit. Perform other duties such records management, filing as administratively and/or functionally required.	3	BA/BS degree in Accounting, Finance or Business, Economics, or other related fields
Accountant – Junior	Perform accounting tasks in the accounts payable, accounts receivable, cash management, fixed asset, general ledger or other functional areas under the supervision. Assist in reconciliation of accounting transactions in subsystems and GL. Perform other duties such records management, filing as administratively and/or functionally required.	1	BA/BS degree in Accounting, Finance or Business, Economics, or other related fields
Payment Specialist	Process transactions and invoices in accounting system. Input accounting data into an accounting database. Performs administrative tasks as required.	0	BA/BS degree
Functional Consultant	Develop solutions, recommendations, or outcomes across multiple complex tasks in Financial Management and Accounting Operations organizations. Facilitate discussions related to Financial Management and Accounting Operations. Identify weakness in internal control, deficiencies and areas of improvements. Define project objectives and strategic direction. Provide leadership and vision to client and project teams and serve as a key facilitator between multiple teams to achieve objectives of complex efforts. Direct the activities of other staff and assist in problem resolution as necessary.	3	BA/BS degree



Labor Category	Functional Responsibilities	Minimum Years' Experience	Min Education Requirement
Consultant	Review transactions, documentation, and document and/or update processes and procedures for compliance with established and financial management principles. Analyze Accounting processing, and financial reporting with management processes to ensure the efficient stewardship of public funds independently. Apply an understanding of accounting practices and principles. Provide suggestions to improve accounting and financial management processes. Perform research and studies regarding financial management and accounting policies, compliance requirements, rules and regulations, and OBM circulars. Generate custom reports.	3	BA/BS degree in Accounting, Finance or Business, Economics, or other related fields
Associate Consultant	Under supervision, must be able to review transactions, documentation, and document and/or update processes and procedures for compliance with established and financial management principles. Perform as a junior member of team to analyze Accounting processes and draft reports.	1	BA/BS degree in Accounting, Finance or Business, Economics, or other related fields
Analysis Consultant – Junior	Provide support to business process and system analysis for financial and accounting operations. Meet with accountants, budget analysts, financial analysts to document existing business processes. Provide assistance in change management and training support to improve internal control, better understanding of Federal Financial Management compliance and audit requirements. Work under the supervision. Provide assistance in meetings and discussions.	1	BA/BS degree in Business, Finance, Economics, Political Science, Communications, or other related fields



Labor Category	Functional Responsibilities	Minimum Years' Experience	Min Education Requirement
Analysis Consultant– Mid-Level	<p>Provide support to business process and system analysis for financial and accounting operations applying common best practices. Meet with accountants, budget analysts, financial analysts to document existing business processes. Provide assistance in change management and training support to improve internal control, better understanding of Federal Financial Management compliance and audit requirements. Work independently to assess the operational and functional baseline of an organization, and help to define the direction and strategy for the program while ensuring the organizational needs are being addressed. Possess solid knowledge of financial database architectures and financial management systems implementation. Capable of assessing products and procedures for compliance with government standards, accounting principles, internal controls, and multi-tiered system application standards Lead client meetings and discussions. Lead client meetings and discussions.</p>	5	BA/BS degree in Business, Finance, Economics, Political Science, Communications, or other related fields
Analysis Consultant – Senior	<p>Provide support to business process and system analysis for financial and accounting operations applying common best practices. Meet with accountants, budget analysts, financial analysts to document existing business processes. Provide assistance in change management and training support to improve internal control, better understanding of Federal Financial Management compliance and audit requirements. Supervise junior and mid-level Business Analysts to assess the operational and functional baseline of an organization. Define the direction and strategy for the program while ensuring the organizational needs are being addressed. Directs the gathering of user requirements and translating them into workable automated solutions. Possess in-depth knowledge of financial database architectures and financial management systems implementation. Capable of assessing products and procedures for compliance with government standards, accounting principles, internal controls, and multi-tiered system application standards. Lead client meetings and discussions.</p>	7	BA/BS degree in Business, Finance, Economics, Political Science, Communications, or other related fields



Labor Category	Functional Responsibilities	Minimum Years' Experience	Min Education Requirement
Quality Assurance Analyst	Develop and implement quality control methodologies to ensure compliance with quality assurance standards, accounting principles, and financial management and OMB guidelines. Develop and define major and minor characteristics of quality including quality metrics and scoring parameters and determines requisite quality control resources. Establish and maintain a process for evaluating processes, accounting procedures, and associated documentation and/or assist in the evaluation. Conduct and/or participate in formal and informal reviews at pre-determined points throughout the development life cycle. Perform tests on internal controls in documented processes and procedures as well as accounting systems.	5	BA/BS degree
Subject Matter Expert – Level 1	Analyze user needs to determine functional requirements and define problems and develop plans and requirements in the Federal Financial Management and Accounting Operation areas for moderately complex to complex situations. Possess knowledge of Federal financial and accounting policies, standards, and systems requirements, such as the CFO Act 1990, OMB Regulations, Generally Accepted Accounting Principle (GAAP), Federal Accounting Standards Advisory Board (FASAB) or financial/accounting systems, procurement management systems, credit card management system, travel management system, etc. Apply principles, methods and knowledge of the functional area of capability to specific task order requirements.	10	BA/BS degree



Labor Category	Functional Responsibilities	Minimum Years' Experience	Min Education Requirement
Subject Matter Expert – Level 2	Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for BA/BS degree Federal Financial Management and Accounting Operation areas for complex situations. Perform functional or technical direction to identify required tasks and their interrelationships. Identify resources required for each task. Supervise junior and mid-level team members. Possess thorough knowledge of Federal financial and accounting policies, standards, and systems requirements, such as the CFO Act 1990, OMB Regulations, Generally Accepted Accounting Principle (GAAP), Federal Accounting Standards Advisory Board (FASAB), or financial/accounting systems, procurement management systems, credit card management system, travel management system, etc. Demonstrate exceptional oral and written communication skills.	15	BA/BS degree
Training Specialist-	Develop and revise courses and prepare appropriate training materials. Prepare instructor materials and student materials. Train personnel by conducting formal classroom courses, workshops and seminars. Prepare reports and monitor training tasks using standard training standards and software and hardware programs. Provide input on which decisions for training validation and or modifications of specified items or systems can be corrected.	3	BA/BS degree