

GENERAL SERVICES ADMINISTRATION

Federal Supply Service

Authorized Federal Supply Schedule Price List

Contract Period: *November 7, 2005 to November 6, 2010*

Contractor Name:

Lopez and Associates dba Lopez and Company, LLP

Address: 3452 E. Foothill Blvd Suite 820, Pasadena, CA 91024

Phone Number: 626-583-1116

Fax Number: 626-577-8439

Web site: lopezllp.com

Contact for contract administration: Richard Lopez

Business size: small business 8(a)

Prices Shown Herein are Net (discount deducted)

01 – Same as original – no price change

Date: 08/13/09

CUSTOMER INFORMATION PAGE

1a. Sin 520-7 Financial Statement Audits

1b. The following hourly rates are awarded:

	11/7/2005	11/7/2006	11/7/2007	11/7/2008	11/7/2009
	-	-	-	-	-
Labor Category	11/6/2006	11/6/2007	11/6/2008	11/6/2009	11/6/2010

Senior Partner	\$188.40	\$194.99	\$201.82	\$208.88	\$216.19
Senior Consulting Analyst	\$188.40	\$194.99	\$201.82	\$208.88	\$216.19
Partner	\$166.24	\$172.06	\$178.08	\$184.31	\$190.76
Senior Manager	\$141.05	\$145.99	\$151.10	\$156.38	\$161.86
Project Director	\$141.05	\$145.99	\$151.10	\$156.38	\$161.86
Manager	\$101.76	\$105.32	\$109.01	\$112.82	\$116.77
Supervisory Auditor	\$88.74	\$91.85	\$95.06	\$98.39	\$101.83
Senior Auditor	\$78.59	\$81.34	\$84.19	\$87.13	\$90.18
Network Administrator	\$62.47	\$64.66	\$66.92	\$69.26	\$71.69
Staff Accountant / Auditor	\$64.48	\$66.74	\$69.07	\$71.49	\$73.99
Associate Accountant / Auditor	\$50.38	\$52.14	\$53.97	\$55.86	\$57.81
Project Administrator	\$80.60	\$83.42	\$86.34	\$89.36	\$92.49
Administrative	\$42.32	\$43.80	\$45.33	\$46.92	\$48.56

1c. **Labor Category Descriptions**

Senior Partner: The Senior Partner serves as client liaison and is responsible for ensuring that services are provided in an efficient and timely manner, and that all administrative matters are handled appropriately and expeditiously. He is responsible for contract negotiations. A Senior Partner is a Certified Public Accountant with ownership interest in the Firm. He has met all educational requirements to become a CPA and obtains all requisite continuing education to maintain his/her certification in good standing and has a minimum of ten years experience in public accounting.

Senior Consulting Analyst: Senior Consulting Analyst plans, directs research or implementation work on specialized or complex tasks requiring specific expertise and experience in current government initiatives. He is responsible for technical direction and supervision of consulting analysts, developing solutions to specific technical issues, project deliverables, and overall project scheduling and monitoring. A Senior Consulting Analyst is a non-CPA partner.

He/she has at a minimum, an educational background of a bachelor's degree from an accredited university and a minimum of ten years experience as a consultant.

Partner: The partner manages significant program/technical support operations and is responsible for execution of all engagement activities. He is responsible for adherence to accounting standards, and ensuring the quality of all work products. A Partner is a practicing CPA with a minimum of eight years experience in the public accounting industry.

Senior Manager: Senior Manager is responsible for directing the day-to-day accomplishments of the engagement. The senior manager sets priorities, ensures daily coordination among the engagement team, and monitors progress against schedules, budgets, and status reporting. He confers with government management staff regarding specific program/technical activities, issues or conflicts. A Senior Manager is a practicing CPA with a minimum of six years in the public accounting industry.

Project Director: Directs the technical and management approach for a specific task. Responsible for planning, organizing, quality assurance, schedule and budget monitoring of engagement. Serves as primary contact with client staff. A Project Director (PD) is a non-CPA equivalent to the Senior Manager. A PD has bachelor's degree from an accredited university and a minimum of six years of consulting.

Manager: Responsible for planning organizing, task management, technical work, quality assurance, schedule and budget monitoring of engagement. Serves as primary contact with client staff. A Manager is a CPA with a minimum of four years experience.

Supervisory Auditor: Under supervision of Manager responsible for planning, organizing, and oversight of all task activities to include technical work, quality assurance, schedule and budget monitoring; Supervises senior and staff accountants on task. A Supervisor has met all the educational requirements to become a CPA but may not have passed the CPA examination. A Supervisor has a minimum of three years experience in public accounting.

Senior Auditor: Under the direction of the engagement manager, partner or supervisor is responsible for conducting detailed test work and documenting their results in audit work-papers. The Senior Auditor assists the Supervisory Auditor in preparing the work plan and all project deliverables, and performing the more critical test procedures. Provides direct supervision to staff accountants and performs the initial review of staff accountants' work-papers. Any problems, concerns, or issues that arise during the performance of test work are communicated immediately to the Supervisory Auditor. A Senior Auditor meets all the educational requirements to become a CPA but may not have yet passed the CPA examination. A Senior has a minimum of two years experience in public accounting.

Network Administrator: Performs hardware/software/network configuration, integration, testing, upgrading and maintenance to support the audit function. Monitors and responds to hardware, software, and network problems utilizing hardware and software testing tools and techniques. Assists with the testing of terminals and associated hardware and component that are utilized within the financial reporting system. Provides Internet, Intranet, WAN and LAN

systems support to audit staff. Resolves hardware/software/network malfunctions. Provides support for the telecommunication systems. A Network Administrator has a bachelor's degree from an accredited university and a minimum of four years experience in the providing technology services. He/she also has or is in process of acquiring certifications for Windows and Novell systems.

Staff Accountant/Auditor: Assists senior auditor in performing the more critical test procedures. Examines accounting documents to verify accuracy and compliance with policies, procedures and acceptable accounting standards and prepares work-papers and supporting documentation. A Staff Accountant meets all the educational requirements to become a CPA but may not have yet passed the CPA examination or have sufficient experience in public accounting to become a CPA. A Staff accountant has a minimum of one year experience in either public accounting or the accounting industry.

Associate Accountant/Auditor: Assist Supervisory Auditor in researching and analyzing financial data; Reviews financial transactions by creating/ monitoring accounting documents. Also, the associate accountant prepares entry-level reports and researches accounting transactions. An Associate Accountant meets all the educational requirements to become a CPA but may not have yet passed the CPA examination. An Associate is usually hired immediately after graduation from college and has little or no experience in public accounting.

Project Administrator: Prepares and coordinates schedules to complete proposals, conduct task reviews, prepare briefings, and ensure contract deliverables. Maintains computer-based files, implements executive commitments, and supervises administrative staff. Reviews and edits documents developed by others to ensure accuracy and quality of contents, organization, language, format consistency, and conformance with established standards. Works with technical staff to develop documentation requirements; develops outlines and drafts for review and approval by technical specialist and project management; and ensures that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verifies pertinent guidelines and regulations governing project deliverables. A Project Administrator has a bachelor's degree from an accredited university and over six years of administration experience.

Administrative: Provides general-purpose administrative and clerical support for project tasks, which include secretarial, word processing, collation, editing and coordination. Administrative staff have at least a high school diploma and one year of experience in an office environment.

Maximum order: \$1,000,000.00

2. Minimum order: \$300.00

3. Geographic coverage (delivery area): Domestic Delivery Only

4. Point(s) of production (city, county, and state or foreign country):

Pasadena Office
3452 E. Foothill Blvd
Pasadena, CA 91107
USA

Alexandria Office *New*
68 Wolfe Street
Alexandria, VA 22314
USA

5. Discount from list prices or statement of net price: N/A

6. Quantity discounts: N/A

7. Prompt payment terms: May be negotiated at task order level or N/A

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

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

10. Foreign items: Not applicable.

11a. Time of delivery: negotiated at task order level

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

11c. Overnight and 2-day delivery: Yes

11d. Urgent requirements: See contract clause I-FSS-14-B. Agencies can contact the contact for contract administration to obtain faster delivery.

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

13a. Ordering address(es): Pasadena Office
3452 E. Foothill Blvd
Pasadena, CA 91107
USA
rlopez@lopezllp.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/FSS schedule homepage (fss.gsa.gov/schedules).

14. Payment address: Pasadena Office
3452 E. Foothill Blvd
Pasadena, CA 91107
USA
rlopez@lopezllp.com

15. Warranty provision: Not applicable

16. Export packing charges: Not applicable.
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). 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 – Not applicable.
21. List of service and distribution points – Not applicable
22. List of participating dealers – Not applicable.
23. Preventative maintenance – Not applicable.
- 24a. Special attributes such as environmental attributes: 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/.
25. Data Universal Number System (DUNS) number: 809621832
26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered, and Registration valid to 6/5/2010

Summary

Financial Management Oversight / Financial Capacity / Cost Allocation Plans / Compliance

Audit

Since 2006 Lopez and Company has performed Financial Management Oversight Reviews for the Federal Transit Administration. These Reviews are mandated by the U.S. Congress and provide assurance for grant compliance. The specific areas we review are;

Financial Reporting Technology	Cash Management	Information
Internal Control	Project Changes	Contract Close-Out
Budget Control	Internal Audit	Fixed Asset
Human Resources	Financial Capacity	

Methodology

Lopez and Company’s staff utilized the latest GASB, FASB and GAAS pronouncements in the planning and preparation for this engagement. All work was coordinated with the FMO Contractors Guide. Our staff also utilized audit programs from Practitioner’s Publishing Corp, (PPC). PPC is a highly regarded provider of technical aids for the public accounting industry. All audit programs were then tailored to the needs of the FTA FMO Reviews. All staff of our firm are equipped with laptop computers in order to perform audit procedures in an expeditious manner. The manager and seniors on the engagement oversee the day to day work of the engagement