



FUENTES-FERNÁNDEZ & COMPANY, P.S.C.
Certified Public Accountants & Consultants

A perfect fit... by design

WASHINGTON, D.C. OFFICE

1701 Pennsylvania Ave. NW Suite 300
Washington, DC 20006
(T) 202-861-1901 (F) 2020-861-1904

SAN JUAN, P.R. OFFICE

Puerta del Condado, Suite PP
1095 Wilson Ave.
San Juan, Puerto Rico 00907

www.fuentes-fernandez.com

MEMBER OF:

American Institute of Certified Public Accountants
Puerto Rico Society of Certified Public Accountants
Virginia Society of Certified Public Accountants
Private Companies Practice Section Division for CPA Firms



A PERFECT FIT... BY DESIGN

When it comes to accountability, each case, each project, each program must be perfect. Precise. There is no room for error.

Accountability is akin to engineering. No two cases are alike. Each requires a specific blend of expertise to be managed successfully.

This is why the right team is paramount. But the right team for every case does not exist in any one place. It must be fashioned, designed, forged to a perfect fit. And putting this team together requires keen knowledge and extensive expertise.

At Fuentes-Fernández & Company (FFC) our Open Architecture business model, together with a proven track record, provides us with knowledge, seasoned by experience, that allows us to consistently put together the right team for every project.

We have been doing it successfully for over 30 years both for public sector and private sector clients.

FFC offers accounting, auditing services and tax planning advice, but we are much more than an accounting firm, offering the broadest possible range of professional services. Come see what we can do for you.

COMPANY BACKGROUND

FFC is a minority-owned (Hispanic) small business of certified public accountants and management consultants established in 1985, with specialization in accounting and auditing, education and training, information management technology, and management consulting. The firm's mission is to exceed its clients' expectations by providing cost-effective, high-quality customized solutions while establishing a long and trustworthy relationship with clients. Headquartered in Washington, DC with offices in San Juan, PR, the firm's success has been a direct result, over 30 years, of building upon two valuable assets — its staff and reputation. The interests, experience, and entrepreneurial spirit of FFC's staff, combined with strong management and support capabilities, allow FFC to respond dynamically and effectively to clients' business needs in several areas of specialization.

FFC brings together the expertise of its certified public accountants and management consultants to provide a full range of financial and advisory services needed by government agencies as well as private businesses in today's demanding environment.



Our clients include IT, wholesale, construction, real estate, and service enterprises as well as public-sector agencies. These diverse clients have one thing in common: They have benefited from the full range of professional services made available by FFC. We help you analyze your organization's condition and structure, solve today's problems before they become more difficult and costly, and avoid tomorrow's problems before they arise. By making our expertise work for your organization, you can focus on your organization's core competencies. We help you build your success.

Our goal is to be the leading minority-owned small business provider of accounting and advisory services to the federal, state and local governments as well as the commercial sector.

OUR EXPERTISE

PRODUCTS & SERVICES

Though FFC offers traditional accounting, auditing services and tax planning advice, we are far more than just an accounting firm. Delivering the broadest possible range of professional services has always been one of our fundamental goals. FFC provides integrated advisory services in such areas as strategic planning, operational audits, business reorganizations, financing proposals, and microcomputer systems. By combining these services, our firm can deliver a comprehensive blueprint for the success of your organization.

GOVERNMENT ACCOUNTING & AUDITING

Our government accounting, auditing and advisory services are directed at assisting Federal Government, local and state government agencies with financial and operational reporting requirements.

The services that we offer are based on standard approaches that have been developed over the years by our staff to focus on specific legislative and regulatory requirements and management areas of interest.

Our approach follows the strictest requirements of the American Institute of Certified Public Accountants, the Financial Accounting Standard Board, the Federal Accounting Standards Advisory Board, the U.S. General Accounting Office. The services we offer include:

- Financial Audits
- Contract Audits
- Accounting System Reviews
- Compliance Audits
- Internal Control Reviews
- Risk Oversight Support Services



ACCOUNTING & AUDITING

- Private Sector Auditing, Accounting, and Related Financial Services
- Financial Analysis
- Financial Projections, Forecasts, and Business Valuations
- Financial Systems Analysis, Evaluation, Testing, and Implementation
- Commercial Accounting, Auditing, and Tax Services

TAXES

- Corporate and Individual Returns
- Analyze Effects of Tax Laws on Mergers, Acquisitions and Reorganizations
- Tax Law Advise
- Tax Planning
- Assistance with Tax Exceptions

MANAGEMENT CONSULTING

- Strategic Planning and Performance Measurement
- Training/Job Design and Development
- Research and Analysis
- Capital Planning and Investment Management
- Operational Audits
- Business Reorganizations
- Operational Audits
- Financial proposals

CLIENTS

Our clients are our best credentials. We are proud to serve entities both big and small, in a variety of business categories, both in the public and private sectors; in Puerto Rico, as well as in the U.S. Mainland.

PUBLIC SECTOR

U.S. Small Business Administration
Federal Emergency Management Agency
Puerto Rico Ports Authority
Federal Aviation Administration (FAA)
United States Department of Agriculture
U.S. Department of Education
U.S. Department of Housing and Urban Development
Municipality of San Juan
Department of Labor and Human Resources

PRIVATE SECTOR

Caribbean Cinemas
Synectics for Management Decisions, Inc.
Hoyos Labs Corp.
Ernst & Young, LLP
Plaza Provision Corporation
Martineau Bay Resort, S.E.
National Technologies, Inc.
Hard Rock Café, San Juan
Fonroche



PRICE SCHEDULE

Section I: General Service Administration

Schedule Title: Financial and business Solutions (FABS) Schedule – 520

FSC Group, Parts, and Section or Standard Industrial Group: N/A

FSC Class/Product code and service Code: N/A

Contract #: GS-23F-0355P

Contract Period: August 5, 2004 through August 4, 2009, with 3 five-year option periods

Contractor's name, address and phone number:

Fuentes-Fernandez & Company

1701 Pennsylvania Ave NW Suite 300

Washington DC 20006

Tel. 202-861-1901

Fax. 202-861-1904

Contractor's Web Site Address: www.fuentes-fernandez.com

Contractor Admin. Joseph A. Fuentes 202-861-1901

joey@fuentes-fernandez.com

Section II: Customer Information

1a. Awarded Special Item Numbers (SIN's):

520-7 Financial and Performance Audits

520-8 Complementary Audit Services

520-11 Accounting

520-12 Budgeting

520-13 Complementary Financial Management Services



1b. Approved Rates:

Labor Categories	Rates*				
	8/5/2014	8/5/2015	8/5/2016	8/5/2017	8/5/2018
	8/4/2015	8/4/2016	8/4/2017	8/4/2018	8/4/2019
Senior Partner	\$193.60	\$199.41	\$205.39	\$211.55	\$217.90
Partner/Key Principal	\$127.67	\$131.50	\$135.44	\$139.51	\$143.69
Senior Management Analyst	\$121.47	\$125.11	\$128.87	\$132.73	\$136.71
Senior Financial Analyst	\$117.70	\$121.23	\$124.87	\$128.61	\$132.47
Principal/Senior Manager	\$100.79	\$103.81	\$106.92	\$110.13	\$113.43
Manager	\$ 87.35	\$ 89.97	\$ 92.67	\$ 95.45	\$ 98.32
Supervisory Senior	\$ 88.18	\$ 90.82	\$ 93.55	\$ 96.35	\$ 99.25
Junior Financial Analyst	\$ 75.11	\$ 77.36	\$ 79.68	\$ 82.07	\$ 84.53
Financial Analyst II	\$ 68.45	\$ 70.51	\$ 72.62	\$ 74.80	\$ 77.05
Senior Auditor/Accountant	\$ 53.76	\$ 55.37	\$ 57.03	\$ 58.74	\$ 60.50
Financial Analyst I	\$ 61.64	\$ 63.48	\$ 65.39	\$ 67.35	\$ 69.37
Staff Auditor/Accountant	\$ 53.76	\$ 55.37	\$ 57.03	\$ 58.74	\$ 60.50
Accounting Technician	\$ 40.32	\$ 41.53	\$ 42.78	\$ 44.06	\$ 45.39

*Hourly rates reflect a 3% annual escalation factor

1c. Labor Categories Description

Job Title: Senior Partner

Experience: Minimum fifteen (15) years experience participating in financial management services and related projects, including 5 years experience in a managerial capacity in all aspects of engagement.

Functional Responsibility: Responsible for planning, organizing, executing and controlling performance of business and financial services projects, ensuring that goals and objectives are accomplished within prescribed timeframes and funding parameters. Provides primary interface with client management personnel regarding strategies issues. Coordinates all parties to tasks, performs quality assurance reviews of project deliverables and activities for completeness, quality and adherence to customer requirement. Deliver presentations and lead client meetings.

Education: Bachelor's Degree and CPA



Job Title: Partner/Key Principal

Experience: Minimum of 10 years of experience in managing complex organizations and teams by integrating skills into client-focused, object-orientated consulting solutions.

Functional Responsibility: Senior corporate manager responsible for overall direction, coordination, and evaluation of major business units. Provides high-level expert guidance and expertise in support of single or multiple projects. Serves as Senior Change Management Consultant. Integrates technical solutions into business process reengineering requirements, and translates concepts into operational improvement and systems.

Education: Bachelor Degree or equivalent experience. Master Degree is preferred.

Job Title: Senior Management Analyst

Experience: Ten (10) years functional experience

Functional Responsibility: Responsible for ensuring that technical and/or financial solutions and schedules are implement in a timely manner by executing projects plans and monitoring performance. Provides update on project progress to management. Resolves project staffing and planning issues. Work with agency/department resources on implementation issues. Manages staff assigned to project. Conducts preliminary quality assurance over project deliverables and activities.

Education: Bachelor Degree or equivalent experience

Job Title: Senior Financial Analyst

Experience: Eight (8) years

Functional Responsibility: Provides Directors and senior Managers corrective actions associated with accounting related deficiencies, in such areas as fund balance with treasury, accounts receivable, and accounts payable, to include the review of overage accounts, the collections process, and solutions to properly record accounts payable. Facilitate process improvement efforts. Manage a team of financial consultants and analysts. Generate papers and documents. Assist in developing analysis, and promoting and customer's needs and issues, including the responsiveness of required deliverables.

Education: Bachelor Degree



Job Title: Principal/Senior Manager

Experience: Minimum of 6 years of experience in providing management, organizational, and business improvement services including visioning, planning, total quality management, organizational design/efficiency, cost-benefits, and business process reengineering solutions.

Functional Responsibility: Senior consultant who analyzes, plans, directs, and coordinates the activities of designated projects to ensure that project goals and objectives are accomplished within prescribed timeframes and funding parameters.

Education: Bachelor Degree or equivalent experience

Job Title: Manager

Experience: Minimum of 6 years of experience in organizing, directing, and coordinating planning and production of all contract support activities. Manages cost, schedule, and quality of multiple projects.

Functional Responsibility: Manages multiple projects at diverse locations. Meets with management personnel and Federal client agency representatives. Formulates and reviews strategies plans and deliverable items, determines contract costs, and ensures conformance with standards. Assigns, schedules, and review work of subordinates. Explains policies, purpose, and goals of the organization to subordinates.

Education: Bachelor Degree or equivalent experience.

Job Title: Supervisory Senior

Experience: Six (6) years participating in business and financial management.

Functional Responsibility: Provides guidance and direction of a project, assuming responsibility for coordination of subordinate activities. Support the completion of project specific tasks within estimated time frames and budget constraints. Monitors project performance and staff relationship. Reviews all documentation prepared by more junior personnel and is responsible for initial drafting of final project reports prior to submission for approval. Conducts performance reviews of other less experienced staff. Corrects errors identified during acceptance process. Interface with client on a day-to-day basis. Support presentation and client meetings.

Education: Bachelor Degree



Job Title: Junior Financial Analyst

Experience: Four (4) years with advanced degree or subject matter expertise, otherwise six years.

Functional Responsibility: Provides financial strategic analysis and organization, resource management, cost and economic analysis, and information systems development and integration. Focuses on discovery and collection of documentation necessary to complete the validation processes, which are composed of process drawings, internal control evaluations, system information, sample transaction level documents, and identification and development of recommendations for corrective actions. Assist in the presentation of workshops, seminars and training sessions. Responsible for directing efforts in data collection, modeling, analysis, and documentation as required.

Education: Bachelor Degree

Job Title: Financial Analyst II

Experience: Four (4) years experience participating in general business services and related projects.

Functional Responsibility: Provides specialized technical guidance and/or advice concerning the relevant business or technical field for specific projects, Develops and implements systems and maintain databases. Prepares technical documentation, reports and other deliverables. Support team and help administer implementation testing. Participates in planning of projects and is responsible for all task delegated my Managers.

Education: Bachelor Degree

Job Title: Senior Auditor/Accountant

Experience: Minimum 3 years of experience in project related areas

Functional Responsibility: Senior level analyst responsible for task requirements, assessing needs, developing information, and considering available solutions. Provides diversified financial management experience, including economic analysis, activity-based costing, business process reengineering, financial systems analysis, and management policy development.

Education: Bachelor degree or equivalent experience.



Job Title: Financial Analyst I

Experience: Two (2) years experience participating in general business services and related projects.

Functional Responsibility: analyzes and develop client solutions with team. Prepares documentation, reports and other deliverables for client approval. Participates in planning of projects and is responsible for all tasks delegated by managers. Supports team in implementation and acceptance process. Ensures that deliverables are in compliance with statement of work. Interfaces with the client on a day-to-day basis. Support presentations and client meetings.

Education: Bachelor Degree

Job Title: Staff Auditor/Accountant

Experience: Minimum experience of 2 years

Functional Responsibility: Responsible for examining business an financial requirements to assess needs, collect information, and identify alternative methods and solutions.

Education: Bachelor Degree or equivalent experience.

Job Title: Accounting Technician

Experience: Minimum 2 years of experience

Functional Responsibility: Performs administrative management tasks such as word processing, spreadsheet development, administrative typing, and filing. Maintains schedules, schedules meeting, records minutes, and prepares meeting notes. Provides administrative support to staff, including research and analytical support.

Education: Bachelor Degree or equivalent experience.

2. Maximum order: \$1,000,000.00
3. Minimum order: \$300
4. Geographic coverage: Contractor will provide domestic and oversea delivery, which was identified in clause C.4.
5. Point of production: Fuentes-Fernandez & Company 1701 Pennsylvania Ave. NW Suite 300 Washington, DC 20006



- | | |
|---|--|
| <p>6. Discount: none</p> <p>7. Quantity discounts: none</p> <p>8. Prompt payment terms: none</p> <p>9a. Government purchase cards are accepted at and below the micro-purchase threshold.</p> <p>9b. Government purchase cards are accepted above the micro-purchase threshold</p> <p>10. Foreign items: N/A</p> <p>11a. Time of delivery: N/A</p> <p>11b. Expedited delivery: N/A</p> <p>11c. Overnight and 2-day delivery: N/A</p> <p>11d. Urgent Requirements: N/A</p> <p>12. FOB points: destination</p> <p>13a. Ordering address
 Fuentes-Fernandez & Company
 1701 Pennsylvania Ave NW Suite 300
 Washington DC 20006</p> <p>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)</p> <p>14. Payment Address
 Fuentes-Fernandez & Company
 1701 Pennsylvania Ave NW Suite 300
 Washington DC 20006</p> <p>15. Warranty provision: N/A</p> <p>16. Export packing charges: N/A</p> | <p>17. Terms and conditions of Government purchase card acceptance: none</p> <p>18. Terms and conditions of rental, maintenance and repair: N/A</p> <p>19. Terms and conditions of installations: N/A</p> <p>20. Terms and conditions or repair parts indicating date of parts price lists and any discounts from list prices: N/A</p> <p>20a. Terms and conditions for any other services: N/A</p> <p>21. List of service and distribution points: N/A</p> <p>22. List of participating dealers: N/A</p> <p>23. Preventive maintenance: N/A</p> <p>24a. Special attributes such as environmental attributes: N/A</p> <p>24b. EIT: N/A</p> <p>25. DUNS number: 791430762</p> <p>26. Notification regarding registration in CCR database: Already registered.</p> |
|---|--|



FUENTES-FERNÁNDEZ & COMPANY, P.S.C.
Certified Public Accountants & Consultants

A perfect fit... by design