



**H O R N E**

CPAs & Business Advisors

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

**CONTRACT NUMBER: GS-23F-0037W**

**CONTRACT PERIOD: March 12, 2010 - March 11, 2025**

Modification # PA-0041, dated 06/08/20

**Multiple Award Schedule – Category H – Professional Services**

**CONTRACTOR:** HORNE LLP  
661 Sunnybrook Rd, Suite 100  
Ridgeland, MS 39157  
Tel: (601) 326-1126  
Fax: (601) 714-2002  
Web: <http://www.hornellp.com/>

**CONTRACT ADMINISTRATOR:** Joey Havens  
Partner  
Tel: (601) 326-1126  
[joey.havens@hornellp.com](mailto:joey.havens@hornellp.com)

**BUSINESS SIZE:** Other than Small Business

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: [GSAAdvantage.gov](http://GSAAdvantage.gov).

For more information on ordering from this Federal Supply Schedule contract, please visit: [www.gsa.gov/schedules](http://www.gsa.gov/schedules)

# Contractor Information

**1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs):**

| SIN    | Recovery | SIN Description  |
|--------|----------|--|
| 541211 | 541211RC | Auditing Services  |
| 541219 | 541219RC | Budget and Financial Management Services   |
| 541611 | 541611RC | Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services |

**1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH AWARDED SIN:** *See Appendix A*

**1c. HOURLY RATES (Services only):** *See Appendix A*

**2. MAXIMUM ORDER THRESHOLD:** *\$1,000,000*

**3. MINIMUM ORDER THRESHOLD:** *\$100.00*

**4. GEOGRAPHIC COVERAGE:** *50 States, DC, US Territories*

**5. POINT(S) OF PRODUCTION:** *United States*

**6. DISCOUNT FROM BEST MARKET RATE:** *GSA Net Prices can be found in Pricing Matrixes (below). Negotiated discounts have been applied and the Industrial Funding Fee has been added.*

**7. QUANTITY DISCOUNT(S):** *Additional 2% discount on orders over \$5,000,000*

**8. PROMPT PAYMENT TERMS:** *None*

*Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.*

**9.a Government Purchase Cards will be accepted at or below the micro-purchase threshold.**

**9.b Government Purchase Cards will be accepted above the micro-purchase threshold.**

**10. FOREIGN ITEMS:** *None*

**11a. TIME OF DELIVERY:** *As negotiated between Contractor and Ordering Activity*

**11b. EXPEDITED DELIVERY:** *As negotiated between Contractor and Ordering Activity*

**11c. OVERNIGHT AND 2-DAY DELIVERY:** *As negotiated between Contractor and Ordering Activity*

**11d. URGENT REQUIRMENTS:** *Customers are encouraged to contact the Contractor for the purpose of requesting accelerated delivery.*

**12. FOB POINT:** *Destination*

**13a. ORDERING ADDRESS:** *HORNE LLP  
ATTN: Joey Havens  
661 Sunnybrook Rd, Suite 100  
Ridgeland, MS 39157*

**13b. ORDERING PROCEDURES:** *For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.*

- 14. PAYMENT ADDRESS:** *HORNE LLP  
ATTN: Joey Havens  
661 Sunnybrook Rd, Suite 100  
Ridgeland, MS 39157*
- 15. WARRANTY PROVISION:** *Not Applicable*
- 16. EXPORT PACKING CHARGES:** *Not Applicable*
- 17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** *None*
- 18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** *Not Applicable*
- 19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** *Not Applicable*
- 20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):** *Not Applicable*
- 20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** *Not Applicable*
- 21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** *Not Applicable*
- 22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** *Not Applicable*
- 23. PREVENTIVE MAINTENANCE (IF APPLICABLE):** *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 FOR ELECTRONIC AND INFORMATION TECHNOLOGY (EIT):** *Compliant.  
The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).*
- 25. DUNS NUMBER:** *075071548*
- 26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:**  
*Contractor has an active registration in the System for Award Management (SAM) database.*

# Appendix A – Price List

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| SIN                        | LABOR CATEGORY TITLE            | GSA Price<br>w/IFF<br>03/12/20-<br>03/11/21 | GSA Price<br>w/IFF<br>03/12/21-<br>03/11/22 | GSA Price<br>w/IFF<br>03/12/22-<br>03/11/23 | GSA Price<br>w/IFF<br>03/12/23-<br>03/11/24 | GSA Price<br>w/IFF<br>03/12/24-<br>03/11/25 |
|----------------------------|---------------------------------|---|---|---|---|---|
| 541211<br>541219<br>541611 | Partner/Principal               | \$327.19                                    | \$333.74                                    | \$340.41                                    | \$347.22                                    | \$354.17                                    |
| 541211<br>541219<br>541611 | Sr. Manager/Director            | \$291.27                                    | \$297.09                                    | \$303.03                                    | \$309.09                                    | \$315.28                                    |
| 541211<br>541219<br>541611 | Manager                         | \$230.23                                    | \$234.83                                    | \$239.53                                    | \$244.32                                    | \$249.21                                    |
| 541211<br>541219<br>541611 | Supervisor                      | \$206.21                                    | \$210.34                                    | \$214.54                                    | \$218.83                                    | \$223.21                                    |
| 541211<br>541219<br>541611 | Sr. Associate                   | \$169.74                                    | \$173.13                                    | \$176.59                                    | \$180.12                                    | \$183.73                                    |
| 541211<br>541219<br>541611 | Associate                       | \$157.82                                    | \$160.98                                    | \$164.20                                    | \$167.48                                    | \$170.83                                    |
| 541211<br>541219<br>541611 | Senior Accounting Technician    | \$139.55                                    | \$142.34                                    | \$145.19                                    | \$148.09                                    | \$151.06                                    |
| 541211<br>541219<br>541611 | Accounting Technician           | \$109.36                                    | \$111.55                                    | \$113.78                                    | \$116.05                                    | \$118.37                                    |
| 541211<br>541219<br>541611 | Senior Administrative Assistant | \$54.21                                     | \$55.30                                     | \$56.40                                     | \$57.53                                     | \$58.68                                     |

# Appendix B – Labor Category Descriptions

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## **Partner/Principal**

**Education:** Bachelor's degree or equivalent

**Experience:** Minimum of 10 Years public accounting experience or consulting, demonstrating a progression in complexity, scope and number of projects managed.

**Certification:** A current and valid certified public accountant's license is required, if appropriate to practice area. If CPA, must be a member in good standing with the American Institute of CPAs and respective state societies.

**Job duties:** Understands and carries out the Firm's mission. A Partner has the technical ability to successfully plan, program, and see that assignments are carried out properly. A Partner must demonstrate the ability to work well with others-especially the capacity to command the confidence and respect of clients, Partners, staff, and administrative support personnel. The Partner must have superior supervisory skills. He/she must train and encourage staff members not only on a day-to-day basis, but also for the long-term by serving as a Mentor. The Partner will understand and meet the needs of clients. He/she must be able to provide forward-looking services that are creative and innovative. Partners should possess the characteristics of an entrepreneur.

## **Sr. Manager/Director**

**Education:** Bachelor's degree or equivalent

**Experience:** Minimum of seven (7) years' experience in public accounting or consulting

**Certification:** A current and valid certified public accountant's license is required, if appropriate to practice area. If CPA, must be a member in good standing with the American Institute of CPAs and respective state societies.

**Job duties:** A Senior Manager is an experienced professional who demonstrates high competence in an area of expertise and shows potential in acquiring management and practice promotion skills. The Senior Manager functions under direction of a Partner. The Senior Manager is encouraged to develop his/her strengths and demonstrate potential Partner qualities. The Senior Manager may be a career position.

## **Manager**

**Education:** Bachelor's degree or equivalent

**Experience:** Minimum of five (5) years' experience in public accounting or consulting

**Certification:** A current and valid certified public accountant's license is required, if appropriate to practice area. If CPA, must be a member in good standing with the American Institute of CPAs and respective state societies.

**Job duties:** A Manager is an experienced professional who demonstrates high competence in an area of expertise and shows potential in acquiring management and practice promotion skills. The Manager functions under direction of a Senior Manager. The Manager is encouraged to develop his/her strengths and demonstrate potential Senior Manager qualities. The Manager may be a career position.

### **Supervisor**

**Education:** Bachelor's degree or equivalent

**Experience:** Minimum of three (3) years' experience in public accounting or consulting

**Certification:** A current and valid certified public accountant's license is required, if appropriate to practice area. If CPA, must be a member in good standing with the American Institute of CPAs and respective state societies.

**Job duties:** The Supervisor is responsible for larger more complex projects than the Senior Associate and may manage two or more projects simultaneously. Supervisors assume responsibility for supervising projects and special assignments, can review working papers and financial statements, and can communicate with clients on a one-on-one basis. Supervisors are responsible for complying with pronouncements of professional and other regulatory groups. The Supervisor may be a career position.

### **Sr. Associate**

**Education:** Bachelor's degree or equivalent

**Experience:** Minimum of two (2) years' experience in public accounting or consulting

**Certification:** A current and valid certified public accountant's license is required, if appropriate to practice area. If CPA, must be a member in good standing with the American Institute of CPAs and respective state societies.

**Job duties:** Senior Associates perform most work assigned with minimal assistance. They often lead one or more Associates, instruct them in work to be performed, review the work done, and direct necessary revisions. Senior Associates are required to make decisions on all but the most unusual accounting and consulting matters.

### **Associate**

**Education:** Bachelor's degree or equivalent

**Experience:** Entry level position; no work-related experience required

**Certification:** A current and valid certified public accountant's license is required, if appropriate to practice area. If CPA, must be a member in good standing with the American Institute of CPAs and respective state societies.

**Job duties:** Associates are given a wide variety of diversified accounting and consulting assignments under the supervision of different professionals. Performance is judged based on the quality of work, application of accounting and consulting knowledge, and ability to meet time constraints.

### **Sr. Accounting Technician**

**Education:** Bachelor's degree or equivalent

**Experience:** Minimum of five (5) years' bookkeeping experience or other experience appropriate to practice area in professional office environment

**Certification:** Certified Bookkeeper preferred

**Job duties:** The Sr. Accounting Technician handles a variety of complex bookkeeping or production tasks. Excel experience required. Must have experience with monthly write-ups in bank reconciliation; coding and data entry of checks; financial statement preparation; payroll processing, including tax related reports (W2's, 1099's, etc), if appropriate to practice area.

**Accounting Technician**

**Education:** Associates degree or equivalent required, Bachelor's degree or equivalent preferred.

**Experience:** Includes positions which are entry level without related work experience required unless necessary to meet equivalent education requirement.

**Job duties:** The Accounting Technical performs the day-to-day general accounting functions for the Firm's client accounting and consulting needs using established systems and procedures. Responsibilities could include monthly write-up work, coding and data entry, financial statement preparation, payroll processing and various tax reporting.

**Senior Administrative Assistant**

**Education:** High school diploma or GED required; Associates or Bachelor's degree is highly preferred.

**Experience:** Entry level position without related work experience required.

**Job duties:** The Administrative Assistant performs day-to-day functions for the Firm using established systems and procedures and may provide direction to other administrative staff. High school diploma required; Associate Degree preferred. Must be able to maintain complete confidentiality and display excellent judgment skills. Must be detail oriented with organizational skills, excellent verbal and written communication skills; and self-starter requiring minimum supervision. Must have excellent Microsoft Office and Internet research skills.

| Labor Category            | Experience in lieu of Education |             |            |
|---------------------------|---------------------------------|-------------|------------|
|                           | High School                     | Associate's | Bachelor's |
| Partner/Principal         | 4                               | 2           | 0          |
| Sr. Manager/Director      | 4                               | 2           | 0          |
| Manager                   | 4                               | 2           | 0          |
| Supervisor                | 4                               | 2           | 0          |
| Sr. Associate             | 4                               | 2           | 0          |
| Associate                 | 4                               | 2           | 0          |
| Sr. Accounting Technician | 4                               | 2           | 0          |
| Accounting Technician     | 2                               | 0           |            |
| Administrative Assistant  | 0                               |             |            |