

IT Schedule 70 Pricelist

GSA Advantage
Version 2.0
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DUNS Number: 126911564

Cage Code: 3GT80

IT-70 Contract Number: GS35F155GA

NAICS Codes: 541611, 541612, 541613, 541618, 541690
541990, 611430, 541519, 511210, 541513, 561499, 541512

Socio-Economic Status: Small Business (under \$15 million); HUBZone Certified

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Company Information

1. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

SIN	DESCRIPTION
132-51	Information Technology (IT) Professional Services
132-56	Health Information Technology (IT) Services

2. MAXIMUM ORDER*: The maximum order is \$500,000 for SINs 132-51 and 132-56.

*If the best value selection places your order over the Maximum Order identified in this catalog/price list, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contactor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. MINIMUM ORDER: \$100

4. GEOGRAPHIC COVERAGE: Domestic delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories.

5. POINT(S) OF PRODUCTION: N/A – Services Only

6. DISCOUNT FROM LIST PRICES: Prices shown are GSA net prices

7. QUANTITY/VOLUME DISCOUNT: N/A

8. PROMPT PAYMENT TERMS: N/A

9. Government Purchase Cards are accepted at or below the micro-purchase threshold.

10. FOREIGN ITEMS: N/A

11a. TIME OF DELIVERY: 30 days ARO or as negotiated at the task order level

11b. EXPEDITED DELIVERY: Negotiated at Task Order Level

11c. OVERNIGHT AND 2-DAY DELIVERY: Negotiated at Task Order Level

11d. URGENT REQUIREMENTS: Agencies can contact the Contractor's representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. FOB POINT: Destination

Note: All travel required in the performance of this contract and orders placed hereunder must comply with the Federal Travel Regulations (FTR) or Joint Travel Regulations (JTR), as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all contractor travel. Contractors cannot use GSA city pair contracts. The contractor shall not add the Industrial Funding Fee onto travel costs.

13a. ORDERING ADDRESS: Same as Contractor's address.

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: Same as Contractor's address.

15. WARRANTY PROVISION: Standard Commercial Warranty. Customers should contact the contractor for a copy of the warranty.

16. EXPORT PACKING CHARGES: N/A

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE: Accepted at or below the micro-purchase level.

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE): N/A

19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): N/A

20a. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE): N/A

20b. 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. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants): N/A
- 24b. Section 508 Compliance for EIT: N/A
25. DUNS NUMBER: 126911564
26. NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE: Contractor is registered and valid in SAM. Cage Code is 3GT80.

SIN 132-51 Labor Categories

Title: Program Manager III

Experience: Bachelor's Degree or equivalent experience. Minimum of 10 years of experience.

Functional Responsibility: Knows how to plan, analyze and evaluate the effectiveness of operating programs. Able to use source data to evaluate the effectiveness of programs and business processes. Able to use qualitative and quantitative analytical skills to assess the effectiveness of the operations. Able to effectively manipulate data to present program status and make recommendations on improving business processes.

Title: Program Manager II

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Knows how to plan, analyze and evaluate the effectiveness of operating programs. Able to use source data to evaluate the effectiveness of programs and business processes. Able to use qualitative and quantitative analytical skills to assess the effectiveness of the operations.

Title: Program Manager I

Experience: Bachelor's Degree or equivalent experience. No minimum experience requirement

Functional Responsibility: Able to gather the appropriate data that will be used to plan, analyze, and evaluate the effectiveness of operating programs.

Title: Project Manager III

Experience: Master's Degree or equivalent experience. Minimum of 8 years of progressive experience (or equivalent combination of education and experience). Relevant experience includes, but is not limited to, experience in facilitation, training, data collection, data analysis, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices.

Functional Responsibility: Supervises other consultant specialists — and applies an organization-wide set of disciplines for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across, a major sector of the enterprise. Supervises other consultant specialists in performing data collection from multiple sources to include the web, client databases, and other resources. Utilizes analytical tools and methodology to perform data analysis in support of the development of analytical products. Performs enterprise strategic systems planning, enterprise information planning and business area analysis — and performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems and applies reverse engineering and re-engineering disciplines to develop migration and strategic planning documents.

Title: Project Manager II

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience

Functional Responsibility: Primary interface with Agency in managing the project. Provides management and technical review to ensure consistent high quality and timely results, directs critical decision making, and manages project issues to avoid conflicts and delays. Meets regularly with government managers and advises them on deliverables and issues on their project. Facilitates overall strategy development at the project and program levels. Shall be from prime Contractor organization. Excellent oral and written communication skills required

Title: Project Manager I

Experience: Bachelor's Degree or equivalent experience. Minimum of 2 years of experience

Functional Responsibility: Has experience in creating, applying and maintaining tools to track program, project, or task performance data, including cost, schedule, and performance data. Has experience in the creation of routine and ad hoc reports. Able to provide oral and written discussion of analytical findings using narrative and graphic forms.

Title: Business Process Redesign Consultant III

Experience: Master's Degree or equivalent experience. Minimum of 10 years of experience in strategic planning and business process reengineering. Minimum of 10 years of Federal experience (direct or via contract) managing large-scale government programs and a thorough knowledge of the government budget and investment life-cycle.

Functional Responsibility: Consult at the highest level of agency management and serve as trusted advisors providing the highest level of analytical guidance and advice to senior executives in government. Assist overall strategy development at the agency level.

Title: Business Process Redesign Consultant II

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience

Functional Responsibility: Has experience in the analysis of IT business and information environment and be able to effectively recommend and implement improvements to the business and data architectures that will improve overall agency performance.

Title: Business Process Redesign Consultant I

Experience: Bachelor's Degree or equivalent experience. Minimum of 1 year of experience in business process reengineering.

Functional Responsibility: Support agency program managers. Coordinate activities with their managers. Has good facilitation, oral, and written communication skills. Strong working knowledge of office software such as Microsoft Office required. Accurately take and transcribe notes during meetings and track action items.

Title: Functional Analyst III

Experience: Bachelor's Degree, Degree in engineering, or a related scientific or technical discipline is required. Minimum of 5 years of experience, 8 years of additional relevant experience may be substituted for education

Functional Responsibility: Work with customers, users and project leads in analyzing, designing, implementing and supporting IT business applications and systems. Has

experience in having primary responsibility for individual projects and systems. Has experience in testing functionality and matching to requirements.

Title: Functional Analyst II

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Document functional and business requirements, building use cases, experience mapping data fields across databases for data migrations, conducting 1-on-1 and small panel interviews with customers, experience using a variety of work-flow tools such as Visio. Experience supporting both agile and waterfall software development projects. Prior experience testing all documented business and functional requirements against newly developed solutions for accuracy.

Title: Functional Analyst I

Experience: Bachelor's Degree in engineering or a related scientific or technical discipline is required. Minimum of 1 year of experience.

Functional Responsibility: Work with customers, users and project leads in analyzing, designing, implementing and supporting IT business applications and systems. Has experience in having primary responsibility for individual projects and systems. Has experience in testing functionality and matching to requirements.

Title: Facilitator III

Experience: Minimum of 3 years of experience with Master's degree, or 6 years of experience with Bachelor's degree. Relevant experience includes, but is not limited to, experience in workshop and focus group facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, and information system development methods and practices. General experience includes excellent interpersonal, communication and client management skills.

Functional Responsibility: Responsible for delivery of session. Provides facilitation services to organizations, including but not limited to working with staff to identify event objectives and participants, developing agendas, and providing meeting leadership and problem solving techniques. Also responsible for facilitating team building, idea generation, decision making, vision development, implementation planning, communication plan development, data analysis, process analysis, and process re-engineering.

Title: Facilitator II

Experience: Master's degree, or minimum of 3 years of experience with a Bachelor's degree. Relevant experience includes, but is not limited to, experience in workshop and focus group facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, and information system development methods and practices. General experience includes excellent interpersonal, communication and client management skills.

Functional Responsibility: Guides and assists clients through a wide range of management, organizational and business improvement and modernization initiatives by applying continuous process improvement strategies, methodologies and principles. Provides facilitation services to agency, including but not limited to working with staff to identify event objectives and participants, developing agendas, and providing meeting leadership and problem solving techniques. Responsible for facilitating team building, idea generation, decision making, vision development, implementation planning, communication plan development, data analysis, process analysis, and process re-engineering. Identifies best practices, assesses performance measurement and researches, collects and verifies data and translates it into strategic and operational guidance.

Title: Facilitator I

Experience: Professional training or equivalent experience in one of the following types of disciplines: process analysis, facilitation, performance measures, or project management. Minimum of 3 years of analytical and organizational skills working in organizational, process or program effectiveness or improvement environment.

Functional Responsibility: Coordinates organizational or project information for government personnel, including agenda items, meeting management, analysis of reports and maintain reporting schedules. Meets regularly with contractor project and government managers and advises them on deliverables and issues. Provides administrative support to the other team members. Has excellent oral and written communication skills.

Title: Organizational Effectiveness Consultant III

Experience: Bachelor's Degree and professional training or equivalent experience in two of the following types of disciplines: process analysis, facilitation, Interest-Based Problem Solving, performance measures, project management, logistics management, personnel transition planning, or quality assurance. Minimum 5 years of experience in management of group settings and client relationship management.

Functional Responsibility: Consult with program managers to identify, diagnose, and problem-solve organizational effectiveness problems and solutions through the use of

group dynamics. Coordinate and manage multi-stakeholder outputs and inputs to enhance organizational behavior through the management of information, communication, behavior, and logistics. Provide strategic consulting services to align meeting outputs to desired outcomes. Performs enterprise strategic systems planning, enterprise information planning and business area analysis – and performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Excellent facilitation, interpersonal, communication and client management skills are required.

Title: Organizational Effectiveness Consultant II

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience in organization design and related process development.

Functional Responsibility: Consult with agency program managers to identify, diagnose, and problem solve organizational effectiveness problems and solutions. Coordinate activities with their managers. Excellent facilitation skills required.

Title: Organizational Effectiveness Consultant I

Experience: Bachelor's Degree or equivalent experience. Minimum of 1 year of analytical and organizational skills working in an organizational, process or program effectiveness or improvement environment.

Functional Responsibility: Coordinate organizational or project information for government personnel, including agenda items, meeting management, analysis of reports and maintain reporting schedules. Meet regularly with program and government managers and advise them on deliverables and issues on their projects. Regularly advise government managers on issues relating to the operation of their organizations, projects or programs, and serve as trusted advisors providing analytical guidance.

Title: Governance and Policy Analyst II

Experience: Minimum of 8 years of related project-related experience with Bachelor's degree or a Master's degree plus 6 years of related project-related experience. Also has PMP and/or commensurate experience

Functional Responsibility: Provides executive analytical, advisory and implementation expertise in Governance. Assists governance boards in the oversight of portfolios of IT projects and can provide organizational assessments, project management and portfolio management methodologies, process redesign and organizational change management. Applies analytical expertise to assist in defining, analyzing, validating, and documenting complex process or organizational solutions. Has extensive experience in the operations of governance boards, governance process design, and project oversight

and evaluation, and experience in IT management methodologies, process redesign and quality assurance.

Title: Governance and Policy Analyst I

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Tracks changes in public policy and assist senior analysts in advancing the organization's mission in public policy. Takes direction from the senior clients and be able to work on a diverse portfolio of policy issues.

Title: Solutions Architect

Experience: Bachelor's Degree or equivalent experience Minimum of 10 years required in a solutions architect role. 8+ years' experience designing technical and operational architecture for web services/SOA applications.

Functional Responsibility: Experience defining technology strategies and roadmaps. Experience building SaaS based applications in the Cloud utilizing services such AWS. Experience utilizing open sources technologies to develop digital products, such as websites and web/mobile applications.

Title: SharePoint Analyst

Experience: Bachelor's Degree or equivalent experience. Minimum of 8 years of experience as a SharePoint developer experience with a minimum of 6 years hands on experience with Microsoft .Net framework, of which 5 years were spent on SharePoint.

Functional Responsibility: Strong knowledge of SharePoint UI and SharePoint web part development. Strong skills required in SharePoint 2010 Development, .NET Development, SharePoint 2010 PowerShell Development, and Visual Studio 2010. Prior experience with InfoPath is required. Prior experience using SharePoint 2013 is required. Direct experience designing and deploying global SharePoint 2010 intranets for clients is required. Extremely well-versed in all areas of systems administration and design for Windows 2008 based platforms.

Title: Systems Engineer III

Experience: Bachelor's Degree or equivalent experience. Minimum of 10 years of experience, relevant experience may be substituted for education

Functional Responsibility: Supervise, coordinate and/or perform additions and changes to network hardware and operating systems, and attached devices; including investigation, analysis, recommendation, configuration, installation, and testing of new network hardware and software. Provide direct support in the day-to-day operations on network hardware and operating systems including the evaluation of system utilization, monitoring response time and primary support for detection and correction

of operational problems. Troubleshoot at the physical level of the network, working with network measurement hardware and software, as well as physical checking and testing of hardware devices at the logical level working with communication protocols. Participate in planning design, technical review and implementation for new network infrastructure hardware and network operating systems for voice and data communication networks. Maintain network infrastructure standards including network communication protocols such as TCP/IP. Provide technical consultation, training and support to IT staff as designated by the Government. Diagnose and resolve complex communication problems.

Title: Systems Engineer II

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience.

Functional Responsibility: Coordinate and/or perform additions and changes to network hardware and operating systems, and attached devices; includes investigation, analysis, recommendation, configuration, installation, and testing of new network hardware and software. Provide direct support in the day-to-day operations on network hardware and operating systems, including the evaluation of system utilization, monitoring response time and primary support for detection and correction of operational problems. Troubleshoot at the physical level of the network, working with network measurement hardware and software, as well as physical checking and testing of hardware devices at the logical level working with communication protocols. Maintain network infrastructure standards including network communication protocols such as TCP/IP. Provide technical consultation, training and support to IT staff as designated by the Government.

Title: Systems Engineer I

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and ISO reference models, and profiles of standards such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model as they apply to the implementation and specification of information management solution of the application platform, across the Application Program Interface (API), and the external environment/software

application. Ensure that the common operating environment is compliant with the Agency enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Provide daily supervision and direction to staff.

Title: Technical Writer/Editor III

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience.

Functional Responsibility: Write and/or edit technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develop outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables. Commensurate experience, education, and level of supervision and direction.

Title: Technical Writer/Editor II

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Write and/or edit technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develop outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables. Commensurate experience, education, and level of supervision and direction.

Title: Technical Writer/Editor I

Experience: Bachelor's Degree or equivalent experience. No minimum experience requirement

Functional Responsibility: Assist in writing and/or editing technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develop outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables. Commensurate experience, education, and level of supervision and direction.

Title: Training Manager

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience.

Functional Responsibility: Provide leadership and management for training tasks that are being performed by the Contractor. Prepare training documents and services that are required to support training requirements drawing input from the researchers, test engineers, systems analysts, training specialists, logisticians, and the Government and applying customer training policies. Supervise the activity of the Training Specialist(s). Maintain contact with the customer to insure that the training meets their needs.

Title: Training Specialist II

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Conduct the research necessary to develop and revise training courses. Develop and revise courses and prepare appropriate training catalogs. Prepare instructor materials (course outline, background material, and training aids). Prepare student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Train personnel by conducting formal classroom courses, workshops and seminars. Prepare reports and monitor training tasks in support of the goals of the Contractor Program Manager and the Government sponsor(s) using standard training standards and software and hardware programs such as modeling and simulation and prototyping efforts. Provide input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected. Commensurate education and experience.

Title: Training Specialist I

Experience: Bachelor's Degree or equivalent experience. Minimum of 1 year of experience.

Functional Responsibility: Conduct the research necessary to develop and revise training courses. Develop and revise courses and prepare appropriate training catalogs. Prepare student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Train personnel by conducting formal classroom courses, workshops and seminars. Prepare reports and monitor training tasks in support of the goals of the Contractor Program Manager and the Government sponsor(s) using standard training standards and software and hardware programs such as modeling and simulation and prototyping efforts. Provide input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected. Commensurate education and experience.

Title: IT Policy/Legislative Specialist

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience

Functional Responsibility: Assist in interpreting and implementing IT public policy initiatives. Typical support includes assistance with long-term strategy development, tracking legislation, and making policy recommendations. Meet with client often on a daily basis to relay progress and establish priorities.

Title: IT Strategic/Capital Planner

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience

Functional Responsibility: Provide strategic planning of large projects or a significant segment of a strategic planning portion of a large complex project. Provide the overall approach to clarify mission statements so they can be used as springboards in envisioning their desired future. Assist in developing mission and vision statements, subsequent goal delineation, provide guidance for building operational plans and specifying measurable outcomes to include capital outlay planning efforts in a consolidated strategic planning process and prioritizes those initiatives. Assist in preparation of key strategic planning documentation, including Office of Management and Budget (OMB) Form 300.

Title: Knowledge Management Specialist

Experience: Bachelor's Degree or equivalent experience. Minimum of 2 years of experience.

Functional Responsibility: Assist in the design, development, and implementation of Knowledge Management (KM) strategies. Apply expertise in KM tools and deploy

information management and content management strategies and experience. Comprehend and recognize key barriers to KM behavioral change and develop effective change management programs. Analyze business processes, interview stakeholders, and evaluate strategic and IT plans to develop KM programs. Develop KM governance structures and processes for implementing KM programs and systems and provide consulting thought leadership on current best practices in KM, portal design, and intellectual capital and content management.

SIN 132-51 Pricing Chart

SERVICE PROPOSED (e.g. Job Title/Task)	COMMERCIAL LIST PRICE (CPL) OR MARKET PRICES	BEST DISCOUNT OFFERED TO MFC (%)	MFC PRICE	GSA (%) DISCOUNT (exclusive of the .75% IFF)	PRICE OFFERED TO GSA (excluding IFF)	PRICE OFFERED TO GSA (including IFF)
Program Manager III	\$ 131.51	15.00%	\$111.78	16.00%	\$ 110.47	\$ 111.30
Program Manager II	\$ 98.41	15.00%	\$ 83.65	16.00%	\$ 82.66	\$ 83.29
Program Manager I	\$ 85.20	15.00%	\$ 72.42	16.00%	\$ 71.57	\$ 72.11
Project Manager III	\$ 148.74	15.00%	\$ 126.43	15.00%	\$ 126.43	\$ 127.38
Project Manager II	\$ 135.79	15.00%	\$115.42	15.00%	\$ 115.42	\$ 116.29
Project Manager I	\$ 80.47	15.00%	\$ 68.40	16.00%	\$ 67.59	\$ 68.11
Business Process Redesign Consultant III	\$ 293.00	15.00%	\$ 249.05	15.00%	\$ 249.05	\$ 250.93
Business Process Redesign Consultant II	\$ 133.05	15.00%	\$ 113.09	16.00%	\$ 111.76	\$ 112.61
Business Process Redesign Consultant I	\$ 108.15	15.00%	\$ 91.93	15.00%	\$ 91.93	\$ 92.62
Functional Analyst III	\$ 133.53	15.00%	\$ 113.50	16.00%	\$ 112.17	\$ 113.01
Functional Analyst II	\$ 102.35	15.00%	\$ 87.00	16.00%	\$ 85.97	\$ 86.62
Functional Analyst I	\$ 102.96	15.00%	\$ 87.52	16.00%	\$ 86.49	\$ 87.14
Facilitator III	\$ 148.47	15.00%	\$ 126.20	15.00%	\$ 126.20	\$ 127.15
Facilitator II	\$ 144.45	15.00%	\$ 122.78	15.00%	\$ 122.78	\$ 123.71

Facilitator I	\$ 97.82	15.00%	\$ 83.15	15.00%	\$ 83.15	\$ 83.78
Organizational Effectiveness Consultant III	\$ 128.71	15.00%	\$ 109.40	15.00%	\$ 109.40	\$ 110.23
Organizational Effectiveness Consultant II	\$ 119.68	15.00%	\$101.73	15.00%	\$ 101.73	\$ 102.50
Organizational Effectiveness Consultant I	\$ 102.98	15.00%	\$ 87.53	15.00%	\$ 87.53	\$ 88.19
Governance and Policy Analyst II	\$ 179.51	15.00%	\$ 152.58	15.00%	\$ 152.58	\$ 153.74
Governance and Policy Analyst I	\$ 100.18	15.00%	\$ 85.15	16.00%	\$ 84.15	\$ 84.79
Solutions Architect	\$ 190.00	15.00%	\$ 161.50	16.00%	\$ 159.60	\$ 160.81
SharePoint Analyst	\$ 125.88	15.00%	\$ 107.00	16.00%	\$ 105.74	\$ 106.54
Systems Engineer III	\$ 158.73	15.00%	\$ 134.92	15.00%	\$ 134.92	\$ 135.94
Systems Engineer II	\$ 137.64	15.00%	\$ 116.99	15.00%	\$ 116.99	\$ 117.88
Systems Engineer I	\$ 115.55	15.00%	\$ 98.22	15.00%	\$ 98.22	\$ 98.96
Technical Writer/Editor III	\$ 121.76	15.00%	\$ 103.50	15.00%	\$ 103.50	\$ 104.28
Technical Writer/Editor II	\$ 112.09	15.00%	\$ 95.28	15.00%	\$ 95.28	\$ 96.00
Technical Writer/Editor I	\$ 71.26	15.00%	\$ 60.57	15.00%	\$ 60.57	\$ 61.03
Training Manager	\$ 138.62	15.00%	\$ 117.83	15.00%	\$ 117.83	\$ 118.72
Training Specialist II	\$ 130.99	15.00%	\$ 111.34	15.00%	\$ 111.34	\$ 112.18
Training Specialist I	\$ 110.44	15.00%	\$ 93.87	15.00%	\$ 93.87	\$ 94.58
IT Policy/Legislative Specialist	\$ 122.36	15.00%	\$ 104.01	15.00%	\$ 104.01	\$ 104.79
IT Strategic/Capital Planner	\$ 183.44	15.00%	\$ 155.92	15.00%	\$ 155.92	\$ 157.10
Knowledge Management Specialist	\$ 118.42	15.00%	\$100.66	15.00%	\$ 100.66	\$ 101.42

SIN 132-51 Critical Information

NOTE: The Transactional Data Reporting (TDR) Rule requires vendors to electronically report the price the federal government paid for an item or service purchased through GSA acquisition vehicles. The TDR PILOT DOES NOT APPLY TO THIS SIN, EXCEPT if a TDR-covered SIN(s) is proposed as part of your total offering to GSA (e.g. offer 132-51 and 132-8). If both TDR and NON TDR SINs are offered, then the entire contract is subject to TDR and the Price Reduction Clause (PRC) and Commercial Sales Practice (CSP) requirements are removed for the entire contract." If NON TDR SIN(s) are offered only, then the offering will be subject to the PRC and CSP.

****NOTE: The phrase, "Information Technology (IT) Professional Services/Identity Access Management (IAM) Professional Services" in the following paragraphs may need to be revised in order to be consistent with the Offeror's proposal; e.g., if only IT Professional Services are offered, all references to IAM Services should be deleted.****

*****NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.**

1. SCOPE

- a) The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT/IAM Professional Services within the scope of this Information Technology Schedule.
- b) The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

- a) Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- b) The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c) Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering

activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a) Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b) All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a) The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b) The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c) The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d) Any Contractor travel required in the performance of IT/IAM Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

- a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90

days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either- (1) Cancel the stop-work order; or (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

- b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS –COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/IAM Professional Services.

9. INDEPENDENT CONTRACTOR

All IT/IAM Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a) Definitions.

- “Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.
- “Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.
- An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

- b) To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT/IAM Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for

service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements – Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

- a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by – (1) The offeror; (2) Subcontractors; and/or (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT/IAM PROFESSIONAL SERVICES AND PRICING

- a) The Contractor shall provide a description of each type of IT/IAM Service offered under Special Item Numbers 132-51 IT/IAM Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b) Pricing for all IT/IAM Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates,

term rates, and/or fixed prices, minimum general experience and minimum education.

The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE: Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure, and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, and conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science

SIN 132-56 Labor Categories

Title: Health IT Program Manager III

Experience: Bachelor's Degree or equivalent experience. Minimum of 10 years of experience.

Functional Responsibility: Knows how to plan, analyze and evaluate the effectiveness of operating Health IT programs. Able to use source data to evaluate the effectiveness of Health IT programs and business processes. Able to use qualitative and quantitative analytical skills to assess the effectiveness of the operations. Able to effectively manipulate data to present program status and make recommendations on improving business processes.

Title: Health IT Program Manager II

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Knows how to plan, analyze and evaluate the effectiveness of operating Health IT programs. Able to use source data to evaluate the effectiveness of Health IT programs and business processes. Able to use qualitative and quantitative analytical skills to assess the effectiveness of the operations.

Title: Health IT Program Manager I

Experience: Bachelor's Degree or equivalent experience. No minimum experience requirement

Functional Responsibility: Able to gather the appropriate data that will be used to plan, analyze, and evaluate the effectiveness of operating Health IT programs.

Title: Health IT Project Manager III

Experience: Master's Degree or equivalent experience. Minimum of 8 years of progressive experience (or equivalent combination of education and experience). Relevant experience includes, but is not limited to, experience in facilitation, training, data collection, data analysis, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices.

Functional Responsibility: Supervises other Health IT consultant specialists— and applies an organization-wide set of disciplines for the planning, analysis, design, and construction of information systems on an enterprise-wide basis or across, a major sector of the enterprise. Supervises other Health IT consultant specialists in performing data collection from multiple sources to include the web, client databases, and other resources. Utilizes analytical tools and methodology to perform data analysis in support of the development of analytical Health IT products. Performs enterprise strategic systems planning, enterprise information planning and business area analysis— and performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems and applies reverse engineering and re-engineering disciplines to develop migration and strategic planning documents.

Title: Health IT Project Manager II

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience

Functional Responsibility: Primary interface with Agency in managing the project. Provides management and technical review to ensure consistent high quality and timely results, directs critical decision making, and manages project issues to avoid conflicts and delays. Meets regularly with government managers and advises them on deliverables and issues on their Health IT project. Facilitates overall strategy development at the project and program levels. Shall be from prime Contractor organization. Excellent oral and written communication skills required

Title: Health IT Project Manager I

Experience: Bachelor's Degree or equivalent experience. Minimum of 2 years of experience

Functional Responsibility: Has experience in creating, applying and maintaining tools to track Health IT program, project, or task performance data, including cost, schedule, and performance data. Has experience in the creation of routine and ad hoc

reports. Able to provide oral and written discussion of analytical findings using narrative and graphic forms.

Title: Health IT Business Process Redesign Consultant III

Experience: Bachelor's Degree or equivalent experience. Minimum of 10 years of experience in strategic planning and business process reengineering. Minimum of 10 years of Federal experience (direct or via contract) managing large-scale government programs and a thorough knowledge of the government budget and investment life-cycle.

Functional Responsibility: Consult at the highest level of agency management and serve as trusted advisors providing the highest level of analytical guidance and advice to senior executives in Health IT programs and portfolios. Assist overall strategy development at the agency level.

Title: Health IT Business Process Redesign Consultant II

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience

Functional Responsibility: Has experience in the analysis of Health IT business and information environment and be able to effectively recommend and implement improvements to the business and data architectures that will improve overall agency performance.

Title: Health IT Business Process Redesign Consultant I

Experience: Bachelor's Degree or equivalent experience. Minimum of 1 year of experience in business process reengineering.

Functional Responsibility: Support agency Health IT program managers. Coordinate activities with their managers. Has good facilitation, oral, and written communication skills. Strong working knowledge of office software such as Microsoft Office required. Accurately take and transcribe notes during meetings and track action items.

Title: Health IT Functional Analyst III

Experience: Bachelor's Degree, Degree in engineering, or a related scientific or technical discipline is required. Minimum of 5 years of experience, 8 years of additional relevant experience may be substituted for education

Functional Responsibility: Work with customers, users and project leads in analyzing, designing, implementing and supporting Health IT business applications and systems. Has experience in having primary responsibility for individual projects and systems. Has experience in testing functionality and matching to requirements.

Title: Health IT Functional Analyst II

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Document functional and business requirements, building use cases, experience mapping data fields across databases for data migrations, conducting 1-on-1 and small panel interviews with customers, experience using a variety of work-flow tools such as Visio. Experience supporting both agile and waterfall Health IT software development projects. Prior experience testing all documented business and functional requirements against newly developed Health IT solutions for accuracy.

Title: Health IT Functional Analyst I

Experience: Bachelor's Degree, Degree in engineering, or a related scientific or technical discipline is required. Minimum of 1 year of experience.

Functional Responsibility: Work with customers, users and project leads in analyzing, designing, implementing and supporting Health IT business applications and systems. Has experience in having primary responsibility for individual projects and systems. Has experience in testing functionality and matching to requirements.

Title: Health IT Facilitator III

Experience: Minimum of 3 years of experience with Master's degree, or 6 years of experience with Bachelor's degree. Relevant experience includes, but is not limited to, experience in workshop and focus group facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, and information system development methods and practices. General experience includes excellent interpersonal, communication and client management skills.

Functional Responsibility: Responsible for delivery of session. Provides facilitation services to Health IT organizations, including but not limited to working with staff to identify event objectives and participants, developing agendas, and providing meeting leadership and problem solving techniques. Also responsible for facilitating team building, idea generation, decision making, vision development, implementation planning, communication plan development, data analysis, process analysis, and process re-engineering.

Title: Health IT Facilitator II

Experience: Minimum of 3 years of experience for Bachelor's degree. Relevant experience includes, but is not limited to, experience in workshop and focus group facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management

techniques, organizational development, activity and data modeling, and information system development methods and practices. General experience includes excellent interpersonal, communication and client management skills. "

Functional Responsibility: Guides and assists clients through a wide range of management, organizational and business improvement and modernization initiatives by applying continuous process improvement strategies, methodologies and principles. Provides facilitation services to Health IT agency, including but not limited to working with staff to identify event objectives and participants, developing agendas, and providing meeting leadership and problem solving techniques. Responsible for facilitating team building, idea generation, decision making, vision development, implementation planning, communication plan development, data analysis, process analysis, and process re-engineering. Identifies best practices, assesses performance measurement and researches, collects and verifies data and translates it into strategic and operational guidance.

Title: Health IT Facilitator I

Experience: Professional training or equivalent experience in one of the following types of disciplines: process analysis, facilitation, performance measures, or project management. Minimum of 3 years of analytical and organizational skills working in organizational, process or program effectiveness or improvement environment.

Functional Responsibility: Coordinates organizational or project information for Health IT government personnel, including agenda items, meeting management, analysis of reports and maintain reporting schedules. Meets regularly with contractor project and government managers and advises them on deliverables and issues. Provides administrative support to the other team members. Has excellent oral and written communication skills.

Title: Health IT Organizational Effectiveness Consultant III

Experience: Bachelor's Degree and professional training or equivalent experience in two of the following types of disciplines: process analysis, facilitation, Interest-Based Problem Solving, performance measures, project management, logistics management, personnel transition planning, or quality assurance. Minimum 5 years of experience in management of group settings and client relationship management.

Functional Responsibility: Consult with Health IT program managers to identify, diagnose, and problem-solve organizational effectiveness problems and solutions through the use of group dynamics. Coordinate and manage multi-stakeholder outputs and inputs to enhance organizational behavior through the management of information, communication, behavior, and logistics. Provide strategic consulting services to align meeting outputs to desired outcomes. Performs enterprise strategic systems planning, enterprise information planning and business area analysis — and

performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Excellent facilitation, interpersonal, communication and client management skills are required.

Title: Health IT Organizational Effectiveness Consultant II

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience in organization design and related process development.

Functional Responsibility: Consult with Health IT program managers to identify, diagnose, and problem solve organizational effectiveness problems and solutions. Coordinate activities with their managers. Excellent facilitation skills required.

Title: Health IT Organizational Effectiveness Consultant I

Experience: Bachelor's Degree or equivalent experience. Minimum of 1 year of analytical and organizational skills working in an organizational, process or program effectiveness or improvement environment.

Functional Responsibility: Coordinate organizational or project information for Health IT government personnel, including agenda items, meeting management, analysis of reports and maintain reporting schedules. Meet regularly with program and government managers and advise them on deliverables and issues on their projects. Regularly advise Health IT government managers on issues relating to the operation of their organizations, projects or programs, and serve as trusted advisors providing analytical guidance.

Title: Health IT Governance and Policy Analyst II

Experience: Minimum of 8 years of related project-related experience with Bachelor's degree or a Master's degree plus 6 years of related project-related experience. Also has PMP and/or commensurate experience

Functional Responsibility: Provides executive analytical, advisory and implementation expertise in Health IT Governance. Assists governance boards in the oversight of portfolios of Health IT projects and can provide organizational assessments, project management and portfolio management methodologies, process redesign and organizational change management. Applies analytical expertise to assist in defining, analyzing, validating, and documenting complex process or organizational solutions. Has extensive experience in the operations of governance boards, governance process design, and project oversight and evaluation, and experience in Health IT management methodologies, process redesign and quality assurance.

Title: Health IT Governance and Policy Analyst I

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Tracks changes in Health IT public policy and assist senior analysts in advancing the organization's mission in public policy. Takes direction from the senior Health IT clients and be able to work on a diverse portfolio of policy issues.

Title: Health IT Solutions Architect

Experience: Bachelor's Degree or equivalent experience. Minimum of 10 years required in a solutions architect role. 8+ years' experience designing technical and operational architecture for web services/SOA applications.

Functional Responsibility: Experience defining Health IT technology strategies and roadmaps. Experience building SaaS based applications in the Cloud utilizing services such as AWS. Experience utilizing open sources technologies to develop digital products, such as websites and web/mobile applications.

Title: Health IT SharePoint Analyst

Experience: Bachelor's Degree or equivalent experience. Minimum of 8 years of experience as a SharePoint developer experience with a minimum of 6 years hands on experience with Microsoft .Net framework, of which 5 years were spent on SharePoint.

Functional Responsibility: Strong knowledge of SharePoint UI and SharePoint web part development. Strong skills required in SharePoint 2010 Development, .NET Development, SharePoint 2010 PowerShell Development, and Visual Studio 2010. Prior experience with InfoPath is required. Prior experience using SharePoint 2013 is required. Direct experience designing and deploying global SharePoint 2010 intranets for clients is required. Extremely well-versed in all areas of systems administration and design for Windows 2008 based platforms.

Title: Health IT Systems Engineer III

Experience: Bachelor's Degree or equivalent experience. Minimum of 10 years of experience, relevant experience may be substituted for education

Functional Responsibility: Supervise, coordinate and/or perform additions and changes to Health IT network hardware and operating systems, and attached devices; including investigation, analysis, recommendation, configuration, installation, and testing of new network hardware and software. Provide direct support in the day-to-day operations on network hardware and operating systems including the evaluation of system utilization, monitoring response time and primary support for detection and correction of operational problems. Troubleshoot at the physical level of the network, working with network measurement hardware and software, as well as physical checking and testing of hardware devices at the logical level working with communication protocols. Participate in planning design, technical review and implementation for new network infrastructure hardware and network operating systems for voice and data communication networks. Maintain network infrastructure

standards including network communication protocols such as TCP/IP. Provide technical consultation, training and support to Health IT staff as designated by the Government. Diagnose and resolve complex communication problems.

Title: Health IT Systems Engineer II

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience.

Functional Responsibility: Coordinate and/or perform additions and changes to Health IT network hardware and operating systems, and attached devices; includes investigation, analysis, recommendation, configuration, installation, and testing of new network hardware and software. Provide direct support in the day-to-day operations on network hardware and operating systems, including the evaluation of system utilization, monitoring response time and primary support for detection and correction of operational problems. Troubleshoot at the physical level of the network, working with network measurement hardware and software, as well as physical checking and testing of hardware devices at the logical level working with communication protocols. Maintain network infrastructure standards including network communication protocols such as TCP/IP. Provide technical consultation, training and support to Health IT staff as designated by the Government.

Title: Health IT Systems Engineer I

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and ISO reference models, and profiles of standards such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model as they apply to the implementation and specification of information management solution of the application platform, across the Application Program Interface (API), and the external environment/software application. Ensure that the common operating environment is compliant with the Health IT enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Provide daily supervision and direction to staff.

Title: Health IT Technical Writer/Editor III

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience.

Functional Responsibility: Write and/or edit technical Health IT documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develop outlines and drafts for review and approval by Health IT technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables. Commensurate experience, education, and level of supervision and direction.

Title: Health IT Technical Writer/Editor II

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Write and/or edit technical Health IT documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develop outlines and drafts for review and approval by Health IT technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables. Commensurate experience, education, and level of supervision and direction.

Title: Health IT Technical Writer/Editor I

Experience: Bachelor's Degree or equivalent experience. No minimum experience requirement

Functional Responsibility: Assist in writing and/or editing Health IT technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develop outlines and drafts for review and approval by Health IT technical specialists and project management ensuring that final documents meet applicable contract requirements and

regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables. Commensurate experience, education, and level of supervision and direction.

Title: Health IT Training Manager

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience.

Functional Responsibility: Provide leadership and management for Health IT training tasks that are being performed by the Contractor. Prepare training documents and services that are required to support training requirements drawing input from the researchers, test engineers, systems analysts, training specialists, logisticians, and the Government and applying customer training policies. Supervise the activity of the Training Specialist(s). Maintain contact with the customer to insure that the training meets their needs.

Title: Health IT Training Specialist II

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience.

Functional Responsibility: Conduct the research necessary to develop and revise Health IT training courses. Develop and revise courses and prepare appropriate training catalogs. Prepare instructor materials (course outline, background material, and training aids). Prepare student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Train Health IT personnel by conducting formal classroom courses, workshops and seminars. Prepare reports and monitor training tasks in support of the goals of the Contractor Program Manager and the Government sponsor(s) using standard training standards and software and hardware programs such as modeling and simulation and prototyping efforts. Provide input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected. Commensurate education and experience.

Title: Health IT Training Specialist I

Experience: Bachelor's Degree or equivalent experience. Minimum of 1 year of experience.

Functional Responsibility: Conduct the research necessary to develop and revise Health IT training courses. Develop and revise courses and prepare appropriate training catalogs. Prepare student materials (course manuals, workbooks, handouts,

completion certificates, and course critique forms). Train personnel by conducting formal classroom courses, workshops and seminars. Prepare reports and monitor training tasks in support of the goals of the Contractor Program Manager and the Government sponsor(s) using standard training standards and software and hardware programs such as modeling and simulation and prototyping efforts. Provide input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected. Commensurate education and experience.

Title: Health IT Policy/Legislative Specialist

Experience: Bachelor's Degree or equivalent experience. Minimum of 3 years of experience

Functional Responsibility: Assist in interpreting and implementing Health IT public policy initiatives. Typical support includes assistance with long-term strategy development, tracking legislation, and making policy recommendations. Meet with client often on a daily basis to relay progress and establish priorities.

Title: Health IT Strategic/Capital Planner

Experience: Bachelor's Degree or equivalent experience. Minimum of 5 years of experience

Functional Responsibility: Provide strategic planning of large Health IT projects or a significant segment of a strategic planning portion of a large complex project. Provide the overall approach to clarify mission statements so they can be used as springboards in envisioning their desired future. Assist in developing mission and vision statements, subsequent goal delineation, provide guidance for building operational plans and specifying measurable outcomes to include capital outlay planning efforts in a consolidated strategic planning process and prioritizes those initiatives. Assist in preparation of key strategic planning documentation, including Office of Management and Budget (OMB) Form 300.

Title: Health IT Knowledge Management Specialist

Experience: Bachelor's Degree or equivalent experience. Minimum of 2 years of experience.

Functional Responsibility: Assist in the design, development, and implementation of Knowledge Management (KM) strategies for Health IT programs. Apply expertise in KM tools and deploy information management and content management strategies and experience. Comprehend and recognize key barriers to KM behavioral change and develop effective change management programs. Analyze business processes, interview stakeholders, and evaluate strategic and IT plans to develop KM programs. Develop KM governance structures and processes for implementing KM programs and

systems and provide consulting thought leadership on current best practices in KM, portal design, and intellectual capital and content management.

SIN 132-56 Pricing Chart

SERVICE PROPOSED (e.g. Job Title/Task)	COMMERCIAL LIST PRICE (CPL) OR MARKET PRICES	BEST DISCOUNT OFFERED TO MFC (%)	MFC PRICE	GSA (%) DISCOUNT (exclusive of the .75% IFF)	PRICE OFFERED TO GSA (excluding IFF)	PRICE OFFERED TO GSA (including IFF)
Health IT Program Manager III	\$ 131.51	15.00%	\$ 111.78	16.00%	\$ 110.47	\$ 111.30
Health IT Program Manager II	\$ 98.41	15.00%	\$ 83.65	16.00%	\$ 82.66	\$ 83.29
Health IT Program Manager I	\$ 85.20	15.00%	\$ 72.42	16.00%	\$ 71.57	\$ 72.11
Health IT Project Manager III	\$ 148.74	15.00%	\$ 126.43	15.00%	\$ 126.43	\$ 127.38
Health IT Project Manager II	\$ 135.79	15.00%	\$ 115.42	15.00%	\$ 115.42	\$ 116.29
Health IT Project Manager I	\$ 80.47	15.00%	\$ 68.40	16.00%	\$ 67.59	\$ 68.11
Health IT Business Process Redesign Consultant III	\$ 293.00	15.00%	\$ 249.05	15.00%	\$ 249.05	\$ 250.93
Health IT Business Process Redesign Consultant II	\$ 133.05	15.00%	\$ 113.09	16.00%	\$ 111.76	\$ 112.61
Health IT Business Process Redesign Consultant I	\$ 108.15	15.00%	\$ 91.93	15.00%	\$ 91.93	\$ 92.62
Health IT Functional Analyst III	\$ 133.53	15.00%	\$ 113.50	16.00%	\$ 112.17	\$ 113.01
Health IT Functional Analyst II	\$ 102.35	15.00%	\$ 87.00	16.00%	\$ 85.97	\$ 86.62
Health IT Functional Analyst I	\$ 102.96	15.00%	\$ 87.52	16.00%	\$ 86.49	\$ 87.14
Health IT Facilitator III	\$ 148.47	15.00%	\$ 126.20	15.00%	\$ 126.20	\$ 127.15
Health IT Facilitator II	\$ 144.45	15.00%	\$ 122.78	15.00%	\$ 122.78	\$ 123.71
Health IT Facilitator I	\$ 97.82	15.00%	\$ 83.15	15.00%	\$ 83.15	\$ 83.78
Health IT Organizational Effectiveness Consultant III	\$ 128.71	15.00%	\$ 109.40	15.00%	\$ 109.40	\$ 110.23
Health IT Organizational Effectiveness Consultant II	\$ 119.68	15.00%	\$ 101.73	15.00%	\$ 101.73	\$ 102.50

Health IT Organizational Effectiveness Consultant I	\$ 102.98	15.00%	\$ 87.53	15.00%	\$ 87.53	\$ 88.19
Health IT Governance and Policy Analyst II	\$ 179.51	15.00%	\$ 152.58	15.00%	\$ 152.58	\$ 153.74
Health IT Governance and Policy Analyst I	\$ 100.18	15.00%	\$ 85.15	16.00%	\$ 84.15	\$ 84.79
Health IT Solutions Architect	\$ 190.00	15.00%	\$ 161.50	16.00%	\$ 159.60	\$ 160.81
Health IT SharePoint Analyst	\$ 125.88	15.00%	\$ 107.00	16.00%	\$ 105.74	\$ 106.54
Health IT Systems Engineer III	\$ 158.73	15.00%	\$ 134.92	15.00%	\$ 134.92	\$ 135.94
Health IT Systems Engineer II	\$ 137.64	15.00%	\$ 116.99	15.00%	\$ 116.99	\$ 117.88
Health IT Systems Engineer I	\$ 115.55	15.00%	\$ 98.22	15.00%	\$ 98.22	\$ 98.96
Health IT Technical Writer/Editor III	\$ 121.76	15.00%	\$ 103.50	15.00%	\$ 103.50	\$ 104.28
Health IT Technical Writer/Editor II	\$ 112.09	15.00%	\$ 95.28	15.00%	\$ 95.28	\$ 96.00
Health IT Technical Writer/Editor I	\$ 71.26	15.00%	\$ 60.57	15.00%	\$ 60.57	\$ 61.03
Health IT Training Manager	\$ 138.62	15.00%	\$ 117.83	15.00%	\$ 117.83	\$ 118.72
Health IT Training Specialist II	\$ 130.99	15.00%	\$ 111.34	15.00%	\$ 111.34	\$ 112.18
Health IT Training Specialist I	\$ 110.44	15.00%	\$ 93.87	15.00%	\$ 93.87	\$ 94.58
Health IT Policy/Legislative Specialist	\$ 122.36	15.00%	\$ 104.01	15.00%	\$ 104.01	\$ 104.79
Health IT Strategic/Capital Planner	\$ 183.44	15.00%	\$ 155.92	15.00%	\$ 155.92	\$ 157.10
Health IT Knowledge Management Specialist	\$ 118.42	15.00%	\$ 100.66	15.00%	\$ 100.66	\$ 101.42

SIN 132 56 Critical Information

NOTE: The Transactional Data Reporting (TDR) Rule requires vendors to electronically report the price the federal government paid for an item or service purchased through GSA acquisition vehicles. The TDR PILOT DOES NOT APPLY TO THIS SIN, EXCEPT if a TDR-covered SIN(s) is proposed as part of your total offering to GSA (e.g. offer 132-51 and 132-8). If both TDR and NON TDR SINs are offered, then the entire contract is subject to TDR and the Price Reduction Clause (PRC) and Commercial Sales Practice (CSP) requirements are removed for the entire contract." If NON TDR SIN(s) are offered only, then the offering will be subject to the PRC and CSP.

Vendor suitability for offering services through the new Health IT SIN must be in accordance with the following laws and standards when applicable to the specific task orders, including but not limited to:

- Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH)
- The Health Insurance Portability and Accountability Act of 1996 (HIPAA)
- National Institute of Standards and Technology (NIST) Federal Information Processing Standards (FIPS) and Special Publications
- Federal Information Security Management Act (FISMA) of 2002

******NOTE: All non-professional labor categories must be incidental to, and used solely to support Health IT services, and cannot be purchased separately.**

******NOTE: All labor categories under the Special Item Number 132-51 Information Technology Professional Services may remain under SIN 132-51 unless the labor categories are specific to the Health IT SIN.**

1. SCOPE

- a) The labor categories, prices, terms and conditions stated under Special Item Number 132-56 Health Information Technology Services apply exclusively to Health IT Services within the scope of this Information Technology Schedule.
- b) This SIN is limited to Health IT Services only. Software and hardware products are out of scope. Hardware and software can be acquired through different Special Item Numbers on IT Schedule 70 (e.g. 132-32, 132-33, 132-8).
- c) This SIN provides ordering activities with access to Health IT services.
- d) Health IT Services provided under this SIN shall comply with all Healthcare certifications and industry standards as applicable at the task order level.
- e) The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. ORDER

- a) Agencies may use written orders, Electronic Data Interchange (EDI) orders, Blanket Purchase Agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003)

Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

- b) All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

3. PERFORMANCE OF SERVICES

- a) The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity. All Contracts will be fully funded.
- b) The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c) The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d) Any Contractor travel required in the performance of Health IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts. All travel will be agreed upon with the client prior to the Contractor's travel.

4. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--
COMMERCIAL ITEMS (MAR 2009)

(DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT
TERMS AND CONDITIONS –COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I –
OCT 2008)

(DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts
orders placed under this contract.

5. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

6. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite Health IT Services.

7. INDEPENDENT CONTRACTOR

All Health IT Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

8. ORGANIZATIONAL CONFLICTS OF INTEREST

a) Definitions.

- “Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.
- “Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.
- An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

- b) To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

9. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for Health IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

10. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

11. INCIDENTAL SUPPORT COSTS

Incidental support costs are not considered part of the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

12. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

13. DESCRIPTION OF HEALTH IT SERVICES AND PRICING

- a) The Contractor shall provide a description of each type of Health IT Service offered under Special Item Numbers 132-56 Health IT Services and it should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b) Pricing for all Health IT Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE: Commercial Job Title: Health IT Subject Matter Expert

Minimum Experience: Ten (10) years.

Functional Responsibilities: Significant information technology consulting and clinical information system strategy and implementation experience. Experienced in client engagements representing a wide array of activities, related to professional information technology projects, in a healthcare/clinical environment, including strategic planning related to information technology systems and/or software, governance, process design/redesign, clinical content development, and communications and training strategies for information technology solutions.

Minimum Education: Medical Doctor or Doctor of Osteopathic Medicine.