



**General Services Administration  
Federal Acquisition Service  
Authorized Federal Supply Schedule (FSS) Price List**

*Online access to contract ordering information, terms and conditions, pricing, and the option to create an electronic delivery order are available through GSA Advantage!®. The website for GSA Advantage!® is: <http://www.gsaadvantage.gov>*

**Multiple Award Schedule (MAS)  
Contract Number: GS-35F-0161Y  
Information Technology Large Category  
FSC Code: DA01**

**Gunnison Consulting Group, Inc.**  
8280 Willow Oaks Corporate Drive, Suite 600  
Fairfax, VA 22031-4516  
Phone: 703.346.1168  
Fax: 888.428.4561  
[www.gunnisonconsulting.com](http://www.gunnisonconsulting.com)

**Contract Administrator: Sarwat Farooq, [sfarooq@gunnisonconsulting.com](mailto:sfarooq@gunnisonconsulting.com)  
Phone: 703.996.4124**

**Contract Period: January 24, 2012 - January 23, 2027**

**Business Size: Other than Small Business**

**Prices shown herein are NET (discount deducted).**

**Pricelist current as of modification PS-0046 effective December 1, 2023**

*For more information on ordering go to the following website: <https://www.gsa.gov/schedules>.*



**Contract Holder**

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## CUSTOMER INFORMATION

1a. Table of Awarded Special Item Numbers (SINs):

Please refer to GSA eLibrary ([www.gsaelibrary.gsa.gov](http://www.gsaelibrary.gsa.gov)) for detailed SIN descriptions

SIN	SIN Title
54151HEAL / 54151HEAL RC / 54151HEAL STLOC	Health Information Technology Services
54151S / 54151S RC / 54151S STLOC	Information Technology Professional Services
OLM / OLM RC / OLM STLOC	Order-Level Materials (OLM)

1b. Lowest Priced Model Number and Lowest Price: Please refer to our rates beginning on [page #23](#)

1c. Labor Category Descriptions: Please refer to our descriptions beginning on [page # 7](#)

2. Maximum Order: SIN 54151HEAL and 54151S: \$ 500,000  
SIN OLM: \$ 250,000

*The maximum order threshold represents the point where, given the dollar value of the potential order, the Schedule Contractor may decline the order. Schedule contractors are encouraged, but not obligated, to accept orders exceeding this limit.*

3. Minimum Order: \$ 100.00

4. Geographic Coverage: Domestic delivery only

5. Point of Production: 8280 Willow Oaks Corporate Drive, Suite 600  
Fairfax, VA 22031-4516

6. Discount from List Price: All prices herein are net

7. Volume Discounts:

- 1.0% volume discount on task orders with an initial funded value from \$500,001-\$999,999
- 2.0% volume discount on task orders with an initial funded value of at least \$1,000,000

*Volume discounts are not additive*

8. Prompt Payment Terms: 1.0% 10, Net 30 days  
*Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions*

9. Foreign Items: None

10a. Time of Delivery: As negotiated at the Task Order level

10b. Expedited Delivery: Items available for expedited delivery are noted in this price list.

10c. Overnight and 2-Day Delivery: Overnight and two-day deliverable may be available, please contact contractor for availability.

10d. Urgent Requirement: Ordering agencies can request accelerated delivery for urgent requirements.

11. F.O.B. Point: Destination

12a. Ordering Address: Gunnison Consulting Group, Inc.  
8280 Willow Oaks Corporate Drive, Suite 600  
Fairfax, VA 22031-4516

12b. Ordering Procedures: See Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment Address: Gunnison Consulting Group, Inc.  
8280 Willow Oaks Corporate Drive, Suite 600  
Fairfax, VA 22031-4516

14. Warranty Provision: Not Applicable

15. Export Packing Charges: Not Applicable

16. Terms and conditions of rental, maintenance, and repair (if applicable): Not Applicable

17. Terms and conditions of installation (if applicable): Not Applicable

18a. Terms and conditions of repair parts indicating date of parts, price lists and any discounts from list prices (if applicable): Not Applicable

18b. Terms and conditions for any other services (if applicable): Not Applicable

19. List of service and distribution points (if applicable): Not Applicable

20. List of participating dealers (if applicable): Not Applicable

21. Preventative maintenance (if applicable) Not Applicable

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants.): Not Applicable

22b. If applicable, indicate that Section 508 compliance information is available on Information and Communications Technology (ICT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The ICT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/) See [www.gunnisonconsulting.com](http://www.gunnisonconsulting.com).

23. Unique Entity Identifier (UEI) Number: U17XQAKKMPT7

24. Gunnison Consulting Group, Inc. *is* registered in the System for Award Management (SAM).

## **CONTRACT OVERVIEW**

GSA awarded Gunnison Consulting Group, Inc. a GSA Multiple Award Schedule (MAS) contract under the Information Technology Large Category with contract number **GS-35F-0161Y**. The current option period is July 23, 2022 – January 23, 2027. GSA may exercise one additional five-year option period. The contract allows for the placement of Firm Fixed Price or Time and Materials task orders using the labor categories and ceiling rates defined in the contract.

## **CONTRACT ADMINISTRATOR**

Sarwat Farooq, Senior Contracts Manager  
Gunnison Consulting Group, Inc.  
8280 Willow Oaks Corporate Drive, Suite 600  
Fairfax, VA 22031-4516  
Phone: 703.996.4124  
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## **BRIEF COMPANY OVERVIEW**

Since 1994, Gunnison Consulting Group has served the Federal Government by taking on its most ambitious technology projects. Our 25+ years of success are attributed to a culture dedicated to making the impossible possible. We collaboratively work with our customers to understand their requirements, and goals, and then bring to bear our domain expertise, industry knowledge, and partnerships to achieve those objectives.

With a winning combination of thought-leading innovation, industry certifications, and strong partnerships, Gunnison brings a holistic, multi-disciplinary approach to solving its customers' biggest problems yielding long term collaborative partnerships with our clients averaging 10 or more years. Our areas of expertise include:

- ✓ Big Data Management and Analytics
- ✓ Agile Development / DevSecOps
- ✓ Enterprise Mobile Solutions
- ✓ Quality Assurance & Automated Testing
- ✓ Cybersecurity
- ✓ Geospatial Information Systems
- ✓ IT Service Management
- ✓ Infrastructure Management

## **CONTRACT USE**

This contract is available for use by all federal government agencies as a source for Information Technology professional services. Executive agencies, other Federal agencies, mixed-ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

## **CONTRACT SCOPE**

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of professional services as specified in each task order.

Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours or time-and-material.

## **SPECIAL ITEM NUMBER (SIN) DESCRIPTIONS**

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. Gunnison Consulting Group has been awarded a contract by GSA to provide services under the following SINs:

54151HEAL	Health Information Technology Services
54151S	Information Technology Professional Services
OLM	Order-Level Materials (OLM)

Please refer to GSA eLibrary ([www.gsaelibrary.gsa.gov](http://www.gsaelibrary.gsa.gov)) for detailed SIN descriptions.

## INSTRUCTIONS FOR PLACING ORDERS FOR SERVICES BASED ON GSA SCHEDULE HOURLY RATES

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that Gunnison Consulting Group, Inc. meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders; facsimile orders, credit card orders, blanket purchase agreement orders or individual purchase orders under this contract.

If it is determined that your agency needs an outside source to provide IT Professional services, follow these simple steps:

Orders under the Micro-Purchase Threshold
<ul style="list-style-type: none"> <li>Select the contractor best suited for your needs and place the order.</li> </ul>
Orders in-between the Micro-Purchase Threshold and the Simplified Acquisition Threshold
<ul style="list-style-type: none"> <li>Prepare a SOW or Performance Work Statement (PWS) in accordance with FAR 8.405-2(b).</li> <li>Prepare and send the RFQ (including SOW and evaluation criteria) to at least <b>three</b> GSA Schedule contractors.</li> <li>Evaluate, then make a "Best Value" determination.</li> </ul> <p><b>Note:</b> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</p>
Orders over the Simplified Acquisition Threshold
<ul style="list-style-type: none"> <li>Prepare the RFQ (including the SOW and evaluation criteria) and post on eBuy to afford all Schedule contractors the opportunity to respond, or provide the RFQ to as many Schedule contractors as practicable, consistent with market research, to reasonably ensure that quotes are received from at least <b>three</b> contractors.</li> <li>Seek price reductions.</li> <li>Evaluate all responses and place the order, or establish the BPA with the GSA Schedule contractor that represents the best value (refer to FAR 8.405-2(d)).</li> </ul> <p><b>Note:</b> The ordering activity should request GSA Schedule contractors to submit firm-fixed prices to perform the services identified in the SOW.</p>

### Developing a Statement of Work (SOW)

In the SOW, include the following information:

- Work to be performed,
- Location of work,
- Period of performance;
- Deliverable schedule, and
- Special standards and any special requirements, where applicable.

### Preparing a Request for Quote (RFQ)

- Include the SOW and evaluation criteria;
- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order;
- If preferred, request a performance plan from contractors and information on past experience; and include information on the basis for selection.
- May be posted on GSA's electronic RFQ system, e-Buy

For more information related to ordering services, go to <http://www.gsa.gov/schedules-ordering> and see guidelines in the Multiple Award Schedule (MAS) Desk Reference Guide.

## BLANKET PURCHASE AGREEMENT

Ordering activities may establish BPAs under any schedule contract to fill repetitive needs for supplies or services. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPAs and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). In determining how many BPAs to establish, consider:

- The scope and complexity of the requirement(s);
- The need to periodically compare multiple technical approaches or prices;
- The administrative costs of BPAs; and
- The technical qualifications of the schedule contractor(s).

Establishment of a single BPA, or multiple BPAs, shall be made using the same procedures outlined in 8.405-1 or 8.405-2. BPAs shall address the frequency of ordering, invoicing, discounts, requirements (e.g. estimated quantities, work to be performed), delivery locations, and time.

When establishing multiple BPAs, the ordering activity shall specify the procedures for placing orders under the BPAs.

Establishment of a multi-agency BPA against a Federal Supply Schedule contract is permitted if the multi-agency BPA identifies the participating agencies and their estimated requirements at the time the BPA is established.

Ordering from BPAs:

Single BPA. If the ordering activity establishes one BPA, authorized users may place the order directly under the established BPA when the need for the supply or service arises.

Multiple BPAs. If the ordering activity establishes multiple BPAs, before placing an order exceeding the micro-purchase threshold, the ordering activity shall:

- Forward the requirement, or statement of work and the evaluation criteria, to an appropriate number of BPA holders, as established in the BPA ordering procedures; and
- Evaluate the responses received, make a best value determination (see 8.404(d)), and place the order with the BPA holder that represents the best value.

BPAs for hourly rate services. If the BPA is for hourly rate services, the ordering activity shall develop a statement of work for requirements covered by the BPA. All orders under the BPA shall specify a price for the performance of the tasks identified in the statement of work.

Duration of BPAs. BPAs generally should not exceed five years in length, but may do so to meet program requirements. Contractors may be awarded BPAs that extend beyond the current term of their GSA Schedule contract, so long as there are option periods in their GSA Schedule contract that, if exercised, will cover the BPA's period of performance.

Review of BPAs:

The ordering activity that established the BPA shall review it at least once a year to determine whether:

- The schedule contract, upon which the BPA was established, is still in effect;
- The BPA still represents the best value (see 8.404(d)); and
- Estimated quantities/amounts have been exceeded and additional price reductions can be obtained.

The ordering activity shall document the results of its review.



## LABOR CATEGORY DESCRIPTIONS

In accordance with its standard commercial practices, **Gunnison Consulting Group** may utilize the education / experience substitutions identified below when assigning personnel to work on a task order:

### Experience Substitutions Methodology:

Associates Degree + two (2) years additional related IT Professional Services experience	Substitutes for a Bachelor's Degree
Bachelor's Degree + two (2) years additional related IT Professional Services experience	
Master's Degree + three (3) years additional related IT Professional Services experience	Substitutes for a Ph.D.
Bachelor's Degree + five (5) years additional related IT Professional Services experience	

### Education Substitutions Methodology:

- A Ph.D. may be substituted for three (3) years of required experience for positions requiring a Master's Degree or five (5) years with positions requiring a Bachelor's Degree.
- A Master's Degree may be substituted for two (2) years of required experience with positions requiring a Bachelor's Degree.
- A Bachelor's Degree may be substituted for four (4) years of experience
- Specialized IT certifications may be substituted for two (2) years of experience

### 54151HEAL Labor Categories

<b>Chief Information Security Officer</b>
<b>Minimum General Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> Responsible for establishing and maintaining Health IT enterprise information security standards. Tasked with the development, implementation, and enforcement of these standards and procedures. Responsible for safeguarding Health IT information systems' sensitive data assets, including conducting regular audits, staying up to date with emerging threats, and implementing advanced security measures.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Application Engineer I</b>
<b>Minimum General Experience:</b> One (1) year of experience
<b>Functional Responsibility:</b> Assists in analyzing functional Health IT business applications and design specifications for functional activities. Assist in the preparation of required documentation, including both user and program documentation. Enhance Health IT applications to improve performance and add functionality.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Application Engineer II</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Analyze and study complex Health IT system requirements. Design software tools and subsystems to support software reuse and manages the implementation. Estimate software development costs and schedule. Review existing programs and assist in making refinements, reducing operating time, and improving current techniques. Supervise software configuration management.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Applications Programmer III</b>
<b>Minimum General Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> Analyze Health IT functional business applications and design specifications. Translate detailed design into computer software. Test, debug, and refine the computer software to produce the

required product. Prepare required documentation, including both program-level and user-level documentation. Enhance software to reduce operating time or improve efficiency. Provide technical direction to programmers to ensure program deadlines are met. Experience in Health IT information system design, including application programming.

**Minimum Education:** Bachelor's degree

### Health IT Bioinformatician

**Minimum General Experience:** Six (6) years of experience

**Functional Responsibility:** Provides high level expertise in the application of technology to areas of interest to government health organizations including Medical or Public Health Informatics. Provides expertise across a wide variety of IT areas as applied to public health, including information retrieval technology, decision science, web technology, data mining, expert systems, networking, public health science, and education.

**Minimum Education:** Bachelor's degree

### Health IT Business Analyst I

**Minimum General Experience:** One (1) year of experience

**Functional Responsibility:** Assists with the implementation of best practices in the healthcare sector. Provides expertise in the business process and the development of business models, system analysis, design, and improvement. Evaluates healthcare organizations, helps define engagement strategies, and identifies IT inadequacies.

**Minimum Education:** Bachelor's degree

### Health IT Business Analyst II

**Minimum General Experience:** Three (3) years of experience

**Functional Responsibility:** Assists with the implementation of best practices in the healthcare sector. Provides senior-level expertise in the business process and the development of business models, system analysis, design, and improvement. Evaluates healthcare organizations, helps define engagement strategies, and identifies IT inadequacies.

**Minimum Education:** Bachelor's degree

### Health IT Business Analyst III

**Minimum General Experience:** Six (6) years of experience

**Functional Responsibility:** Leads the implementation of best practices in the healthcare sector. Leads the business process and development of business models, system analysis, design, and improvement. Evaluates healthcare organizations, defines engagement strategies, and identifies IT inadequacies.

**Minimum Education:** Bachelor's degree

### Health IT Computer Security System Specialist I

**Minimum General Experience:** One (1) year of experience

**Functional Responsibility:** Assist in defining security requirements for Multilevel Security (MLS) issues. Design, develop, engineer, and implement solutions to MLS requirements on Health IT program. Gather and organize technical information about an Health IT focused organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Perform risk analyses which also includes risk assessment.

**Minimum Education:** Bachelor's degree

### Health IT Computer Security System Specialist II

**Minimum General Experience:** Three (3) years of experience

**Functional Responsibility:** Analyze and defines security requirements for MLS issues. Design, develop, engineer, and implement solutions to MLS requirements. Guide effort to gather and organize technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Develop security standards.

**Minimum Education:** Bachelor's degree

<b>Health IT Computer Security System Specialist III</b>
<b>Minimum General Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> Perform complex risk analyses and assessment on Health IT programs. Establish and satisfy information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands. Support Health IT programs at the highest levels in the development and implementation of doctrine and policies. Perform analysis, design, and development of security features for Health IT system architectures.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Configuration Management Specialist</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Expert guidance in configuration management planning for Health IT programs. Responsible for outlining provisions for key aspects such as configuration identification, change control, configuration status accounting, and conducting configuration audits. Ensures robust, secure, and efficient systems that support the delivery of optimal administrative efficiency.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Database Administrator</b>
<b>Minimum General Experience:</b> One (1) year of experience
<b>Functional Responsibility:</b> Analyze database requirements of Health IT programs. Analyze and determine information needs and elements, database relationships and attributes, proposed manipulation, data flow and storage requirements, and data output and reporting capabilities. Apply knowledge of database management systems to coordinate maintenance and changes to databases. Test and implement changes or new database designs. Knowledge of and ability to monitor databases and to analyze and organize data and apply new technology designs and programs.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Database Management Specialist I</b>
<b>Minimum General Experience:</b> One (1) year of experience
<b>Functional Responsibility:</b> Provides administrative support to Health IT program requirements. Assists in maintaining the integrity and performance of company databases, ensuring all data remains consistent and clearly defined across databases, and easily accessible by users. Performs regular data entry, conducts complex data queries, and generates detailed reports for various healthcare departmental needs.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Database Management Specialist II</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Provides highly technical expertise in the application of Database Management Systems (DBMS) within the Health IT environment. Evaluates available DBMS products and makes professional recommendations that align with validated user requirements. Contributes to the testing process and assists in the implementations of modifications or new Health IT database designs. Actively monitoring database utilization and statistics, enabling proactive measures and adjustments to ensure optimal performance and efficiency.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Database Management Specialist III</b>
<b>Minimum General Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> Manage the development of data base projects. Plan and budget staff and data base resources. When necessary, reallocate resources to maximize benefits. Prepare and deliver presentations on DBMS concepts. Provide daily supervision and direction to support staff. Extensive knowledge of relational database environment.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Database Specialist I</b>
<b>Minimum General Experience:</b> One (1) year of experience
<b>Functional Responsibility:</b> Assists in evaluating suitable DBMS products that align with user requirements. Understanding user needs, researching various DBMS products, and making recommendations. Determines the ideal file organization and indexing methods for specific user applications, optimizing data retrieval and storage efficiency.
<b>Minimum Education:</b> Bachelor's degree
<b>Health IT Database Specialist II</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Evaluates suitable DBMS products that align with user requirements. Understanding user needs, researching various DBMS products, and making recommendations. Determines the ideal file organization and indexing methods for specific user applications, optimizing data retrieval and storage efficiency.
<b>Minimum Education:</b> Bachelor's degree
<b>Health IT Database Specialist III</b>
<b>Minimum General Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> Manages the suitable DBMS products that align with user requirements. Understanding user needs, researching various DBMS products, and making recommendations. Determines the ideal file organization and indexing methods for specific user applications, optimizing data retrieval and storage efficiency.
<b>Minimum Education:</b> Bachelor's degree
<b>Health IT Data Security Specialist</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Provides support to plan, coordinate, and implement the organization's information security. Understands business security practices and procedures; knowledge of current security tools available; hardware/software firewalls and their implementation; different communication protocols; encryption techniques/tools; familiarity with commercial products.
<b>Minimum Education:</b> Bachelor's degree
<b>Health IT Functional Analyst I</b>
<b>Minimum General Experience:</b> One (1) year of experience
<b>Functional Responsibility:</b> Support definition of Health IT financial business practices and incorporate processes into an automated solution. Assist in applying sound accounting and data processing principles. Integrate government financial business practices. Identify potential problems and solutions through analysis and recommends solutions. Work with functional specialists, vendors, and customers to effectively automate requirements.
<b>Minimum Education:</b> Bachelor's degree
<b>Health IT Functional Analyst II</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Analyzes user needs to determine functional and cross-functional Health IT requirements. Performs functional allocations to identify required tasks and their interrelationships. Identifies resources required for each task. Provides daily supervision and direction to support staff.
<b>Minimum Education:</b> Bachelor's degree
<b>Health IT Information Engineer I</b>
<b>Minimum General Experience:</b> One (1) year of experience
<b>Functional Responsibility:</b> Apply Health IT business process improvement practices to assist in re-engineering methodologies/principles and business process modernization projects. Assist in establishing standards for

information systems procedures. Apply Health IT organization-wide information models for use in designing and building integrated, shared software and database management systems and data warehouses.

**Minimum Education:** Bachelor's degree

### Health IT Information Engineer II

**Minimum General Experience:** Three (3) years of experience

**Functional Responsibility:** Applies an Health IT enterprise-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. Develop analytical and computational techniques and methodology for problem solutions. Performs enterprise-wide strategic systems planning, business information planning, business and analysis. Provides technical guidance in software engineering techniques and automated support tools. Provides daily supervision and direction to staff.

**Minimum Education:** Bachelor's degree

### Health IT Information Resource Management Analyst

**Minimum General Experience:** Six (6) years of experience

**Functional Responsibility:** Ensures problem resolution and Health IT program customer satisfaction for individual task orders. Reviews work products for correctness, compliance with industry-accepted standards, federal government legislative and regulatory requirements and user standards specified in task orders. Develop requirements of Health IT product/service from inception to conclusion on simple to complex projects.

**Minimum Education:** Bachelor's degree

### Health IT Policy Specialist

**Minimum General Experience:** Six (6) years of experience

**Functional Responsibility:** Interprets and implements public policy initiatives related to Health IT. Assists with devising long-term strategy development, tracking evolving legislation, and making informed Health IT policy recommendations. Meets with clients frequently to effectively relay progress, receive feedback, and establish priorities.

**Minimum Education:** Bachelor's degree

### Health IT Program Administration Specialist

**Minimum General Experience:** Three (3) years of experience

**Functional Responsibility:** Assist in the preparation of management plans and reports for Health IT or related programs. Coordinate schedules to facilitate completion of contract deliverables, task order review, briefings/presentations, and in-process review preparation. Perform analysis, development, and review of program administrative operating procedures.

**Minimum Education:** Bachelor's degree

### Health IT Program Manager

**Minimum General Experience:** Five (5) years of experience

**Functional Responsibility:** Serves as the program manager for the Health IT program for organizing, directing, and managing all aspects of contract operational support functions involving multiple complex and inter-related project tasks that often require managing teams of contractor personnel at multiple locations. Provides overall direction and strategy of Health IT program activities.

**Minimum Education:** Bachelor's degree

### Health IT Project Leader

**Minimum General Experience:** Four (4) years of experience

**Functional Responsibility:** Consult in a specific functional area of Health IT focused project. Support the development of work plans to fulfill Health IT contract requirements. Support formulation of milestone schedules or other documented plans.

**Minimum Education:** Bachelor's degree

<b>Health IT Project Manager I</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Assists in managing aspects of Health IT related projects. Responsible for providing daily technical leadership in small to medium sized projects or a significant segment of large and complex projects. Expertise in resource coordination, staff qualification checks, adherence to methodologies, and ensuring quality and timely delivery.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Project Manager II</b>
<b>Minimum General Experience:</b> Five (5) years of experience
<b>Functional Responsibility:</b> Oversees all aspects of health IT related projects. Responsible for providing daily technical leadership to project teams on a significant segment of large and complex projects. Expertise in resource coordination, staff qualification checks, adherence to methodologies, and ensuring quality and timely delivery.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Project Manager III</b>
<b>Minimum General Experience:</b> Seven (7) years of experience
<b>Functional Responsibility:</b> Management for all aspects of health IT related projects. Responsible for providing daily technical leadership on large and complex projects or significant segment enterprise projects. Expertise in resource coordination, staff qualification checks, adherence to methodologies, and ensuring quality and timely delivery.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Quality Assurance Specialist</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Tasked with the development and execution of quality control methodologies to ensure adherence to quality assurance standards, guidelines, and procedures within a large-scale Health IT environment. Key duties include defining significant and minor qualities, including quality metrics and scoring indicators, and determining necessary quality control resources for specific Health-related tasks. Responsible for creating and maintaining processes for evaluating hardware, software, and associated documentation in relation to Health IT, and may assist in these evaluations. Engages in formal and informal reviews at defined stages throughout the development life cycle.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Subject Matter Expert I</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Provide technical knowledge and analysis of highly specialized Health IT applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice. Apply principles, methods and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles and methods to technical problems.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Subject Matter Expert II</b>
<b>Minimum General Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> Analyze user needs to determine Health IT functional requirements and define problems and develop plans and requirements in the subject matter area for systems related to Health IT information systems architecture. Identify resources required for each task. Possess requisite knowledge and expertise so recognized in the professional community that the government is able to qualify the individual as an expert in the field of Health IT. Demonstrate exceptional oral and written communication skills.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Subject Matter Expert III</b>
<b>Minimum General Experience:</b> Nine (9) years of experience
<b>Functional Responsibility:</b> Provide technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in Health IT. Make recommendations and advise on organization-wide system improvements. Possess requisite knowledge and expertise so recognized in the professional community that the government is able to qualify the individual as an expert in the field of Health IT. Demonstrate exceptional oral and written communication skills.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Systems Architect I</b>
<b>Minimum General Experience:</b> One (1) year of experience
<b>Functional Responsibility:</b> Assist in establishing system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale Health IT information systems. Assist in the design of Health IT 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. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Systems Architect II</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Establish Health IT system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design Health IT 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 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.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Systems Engineer I</b>
<b>Minimum General Experience:</b> One (1) year of experience
<b>Functional Responsibility:</b> Assists in performing additions and changes to network hardware and operating systems, and attached devices. Provides 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. Maintains network infrastructure standards including network communication protocols.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Systems Engineer II</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Coordinate 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 Health IT 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. Assist in providing technical consultation, training and support to Health IT staff.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Systems Engineer III</b>
<b>Minimum General Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> 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. Manage 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. Lead 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. Provide technical consultation, training and support to Health IT staff. Diagnose and resolve complex communication problems.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Technical Writer/Editor – Level II</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Contributes to the creation, revision, and verification of technical documents, such as proposals, manuals, reports, and presentations related to the Health IT sector. Produces document drafts, collects technical and background data, and collaborates with project management and technical specialists to ensure the final output aligns with contract stipulations and regulations. Updated on relevant guidelines and regulations by consulting various information sources.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Test Engineer</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Ensures system reliability through comprehensive evaluation and testing. Tasked with the assessment, recommendation, and implementation of automated test tools and strategies, enhancing the performance and reliability of Health IT systems. Designs and executes test and evaluation procedures to guarantee that system requirements are met. Responsible for the development, maintenance, and upgrading of automated test scripts and architectures related to application products. This includes drafting, implementing, and providing status reports for system test cases. Analyzes test cases and regularly reports on progress. Comprehensive knowledge in testing to support user requirements for complex software/hardware applications in a healthcare setting. Instrumental in all phases of risk management assessments and software/hardware development, placing particular emphasis on analyzing user requirements, test design, and the selection of test tools.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Training Manager</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Leads and oversees training operations conducted by the contractor. They are responsible for the creation of training documents and services, assimilating inputs from researchers, test engineers, systems analysts, training specialists, logisticians, and the government, all while adhering to client training policies. Supervising the activities of Training Specialists under their leadership, they maintain regular communication with clients to ensure that their training needs are comprehensively addressed.
<b>Minimum Education:</b> Bachelor's degree

<b>Health IT Training Specialist – Level I</b>
<b>Minimum General Experience:</b> One (1) year of experience
<b>Functional Responsibility:</b> Ensures quality and compliance in a digital setting. Devises and implements quality control techniques, evaluates resources for Health IT tasks, and participates in the review process during the development cycle. Assists in assessing the hardware, software, and relevant documentation.
<b>Minimum Education:</b> Bachelor's degree



## 54151S Labor Categories

<b>Business Analyst</b>
<b>Minimum General Experience:</b> Four (4) years of experience
<b>Functional Responsibility:</b> Assist in applying common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting and designing application software packages. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Identify information technology inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Support the development of functional area strategies for enhanced IT.
<b>Minimum Education:</b> Bachelor's Degree
<b>Computer Specialist I</b>
<b>Minimum General Experience:</b> Zero (0) years of experience
<b>Functional Responsibility:</b> Requires technical research and writing skills. Provides documentation, process and testing support to the development team and customer under the direction of functional leads and project managers. May assist with reporting and contract/task compliance activities.
<b>Minimum Education:</b> Bachelor's degree
<b>Computer Specialist II</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Must have technical research and writing skills and moderate proficiency in specified software applications or applicable field. Provides documentation, process and testing support to the systems/software development team and customer under the direction of functional leads and project managers. May lead specific assignments. Assists with reporting and contract/task compliance activities.
<b>Minimum Education:</b> Bachelor's degree
<b>Expert Advisor</b>
<b>Minimum General Experience:</b> Twenty (20) years of experience
<b>Functional Responsibility:</b> Progressive and relevant experience in a specific Information Technology skill or a unique area of expertise in a functional domain. Must have specific leadership experience in task order subject matter area, as evidenced by papers, studies, analyses, and/or technical program leadership. Develops and recommends technology approaches based on the unique skill or area of expertise using sound industry best practices and methods. Analyzes software and data results and provides reports addressing customer issues and opportunities.
<b>Minimum Education:</b> Bachelor's degree
<b>Facilitator</b>
<b>Minimum General Experience:</b> Fifteen (15) years of experience
<b>Functional Responsibility:</b> Specific experience leading cross-functional teams with a goal of producing software requirements and/or specifications. Leads Joint Application Design (JAD) sessions, systems requirements sessions, planning sessions, risk management efforts, and evaluations or recommendations of technology or methodology. Contributes to or leads development of team results/products.
<b>Minimum Education:</b> Bachelor's degree
<b>IT Specialist</b>
<b>Minimum General Experience:</b> Zero (0) years of experience
<b>Functional Responsibility:</b> Apply directed improvements, reengineering methodologies, and related methodologies and principles to implement IT projects. Responsible for transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of support tools and through automated processes. Support activity and data modeling, development of modern business methods and processes, and identification of best practices, such as software development

methodologies and defect or configuration management processes. Create, assess, and report on performance measurements. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer.

**Minimum Education:** Bachelor's Degree

### Lead Analyst

**Minimum General Experience:** Seven (7) years of experience

**Functional Responsibility:** Support the development and implementation of work plans to fulfill client requirements. Oversee a task or work order, including methodology, communications, risk management, and budget management. Support formulation of milestone schedules or other documented plans. Analyze new and project-related issues or risks and suggest solutions that normally involve the schedule, technology, methodology, tools, solution components, and financial management of the project.

**Minimum Education:** Bachelor's Degree

### Mobile Developer – Mid

**Minimum General Experience:** One (1) year of experience

**Functional Responsibility:** Develop digital solutions or implement other emerging technologies. Apply proficiency in mobile application programming languages, development, deployment or support. Implement approved requirements via software code, and perform or support testing activities, as assigned by the project lead. May lead development of specific modules and portions of team CM and QA processes as directed. Ensure version control of all software.

**Minimum Education:** Bachelor's Degree

### Mobile Developer – Sr.

**Minimum General Experience:** Four (4) years of experience

**Functional Responsibility:** Develop digital solutions or implement other emerging technologies, leading specific modules and assignments. Apply high level of proficiency in mobile application programming languages, development, deployment or support. Lead day-to-day system/software development activities. Ensure effective and efficient implementation of requirements; define coding standards; direct releases, to include content and verification of release readiness. Support customers by investigating issues and providing feedback on change requests.

**Minimum Education:** Bachelor's Degree

### Programmer / Analyst I

**Minimum General Experience:** Zero (0) years of experience

**Functional Responsibility:** Experience in applicable editors and programming languages. Implements approved requirements via software code, and performs or supports testing activities, as assigned by the project lead. Ensures version control of all software and leads portions of team CM and QA processes as directed.

**Minimum Education:** Bachelor's degree

### Programmer / Analyst II

**Minimum General Experience:** Three (3) years of experience

**Functional Responsibility:** Proficiency in applicable editors and programming languages. Implements approved requirements via software code, and performs or supports testing activities, as assigned by the project lead. May lead development of specific modules. Ensures version control of all software and leads portions of team CM and QA processes as directed.

**Minimum Education:** Bachelor's degree

### Programmer / Analyst III

**Minimum General Experience:** Five (5) years of experience

**Functional Responsibility:** Create or analyze design specifications and use cases for business and mission applications. Develop software or system diagrams and logic flow charts to support system definitions. Translate detailed design into functional software, to include integration of third-party tools or software. Test, debug, and refine software to produce the required product. Prepare required documentation, including

program-level and input to user-level and security documentation. Enhance software to reduce operating time or improve efficiency. Provide technical direction to programmers to ensure program deadlines are met. Apply experience in full life-cycle information system design, development and support, including application programming, databases, and interfaces to the development of complex software to satisfy design objectives.

**Minimum Education:** Bachelor's Degree

### Project Administrator

**Minimum General Experience:** Zero (0) years of experience

**Functional Responsibility:** General experience in management or administration of small project teams. Responsible for the administrative management of a system/software development task, such as delivery of progress reports, preparation of invoices and deliverables, and ensuring compliance with personnel security and training requirements.

**Minimum Education:** Bachelor's Degree

### Project Analyst

**Minimum General Experience:** Three (3) years of experience

**Functional Responsibility:** General experience in project management or administration of small project teams with an information technology focus. Monitors and evaluates task/project progress for systems/software development projects in assigned area(s), to include schedule, cost, and resources. Updates program documentation and provides briefings under direction of project manager. Writes project planning, execution, monitoring and closeout documentation.

**Minimum Education:** Bachelor's Degree

### Project Director

**Minimum General Experience:** Fifteen (15) years of experience

**Functional Responsibility:** Progressive years of experience in managing, directing and implementing Information Technology projects. Experience must include managing a diverse group of functional activities, and subordinate groups of technical and administrative personnel; management and control of large budgets and multiple resources; and demonstrated capability in managing complex commercial and government contracts. Overall responsibility for contract administration and program/task order management for Information Technology projects or programs. Coordinates resources among projects and ensures appropriate qualifications of staff for program/task teams. Reviews technical approaches to ensure that the proper systems/software development methodologies and procedures are followed in accordance with program/task order requirements, and ensures all products and services are of high quality and delivered on time and within budget limitations. Serves as liaison between Contractor personnel and the Contracting Officer's Technical Representative (COTR).

**Minimum Education:** Bachelor's Degree.

### Project Manager

**Minimum General Experience:** Fifteen (15) years of experience.

**Functional Responsibility:** Related experience includes at least 3 years' successful experience managing small projects or major tasks. High level of proficiency in the program area and proficiency in specified software applications and operating systems. Responsible for the day-to-day technical management and leadership of one or more systems/software development projects/task orders. Coordinates resources among projects and ensures appropriate qualifications of staff for project/task teams. Reviews technical approaches to ensure that the proper methodologies and procedures are followed in accordance with project/task order requirements, and ensures all products and services are of high quality and delivered on time and within budget limitations. Serves as liaison between Contractor personnel and the Contracting Officer's Technical Representative (COTR).

**Minimum Education:** Bachelor's Degree

### Quality Assurance Specialist

**Minimum General Experience:** One (1) year of experience.

**Functional Responsibility:** Applicable experience in the quality of systems/software products. Supports project quality assurance activities, to include process quality and product quality. Performs specific assignments

related to functional, stress, load and/or integration testing of software modules and coordinates execution with team members. Implements and manages tools and processes under direction. Gathers metrics for project uses.

**Minimum Education:** Bachelor's Degree

#### Release and Configuration Manager – Mid

**Minimum General Experience:** Three (3) years of experience

**Functional Responsibility:** Provide configuration management planning. Describe provisions for configuration identification, change control, configuration status accounting, and configuration audits. Regulate the change process so that only approved and validated changes are incorporated into product documents and related software.

**Minimum Education:** Bachelor's Degree

#### Senior Analytics Consultant

**Minimum General Experience:** Ten (10) years of experience

**Functional Responsibility:** Provide strategic planning of large projects or a significant segment of a large complex project. Provide the overall approach to clarify mission statements, so they can be used as springboards in envisioning a desired information technology 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. Utilize a consolidated strategic planning process and prioritize those initiatives. Assist in preparation of key strategic planning documentation, including Office of Management and Budget (OMB) and enterprise level requirements.

**Minimum Education:** Bachelor's Degree

#### Senior Architect

**Minimum General Experience:** Seven (7) years of experience

**Functional Responsibility:** Analyze and study complex requirements both within and across systems. Design systems and subsystems, or identify alternate solutions. Manage all aspects of an implementation and report to senior level client staff on progress. Manage system development and support using formal specifications, data flow diagrams, other accepted design techniques and industry standard or open-source tools. Estimate full life-cycle development costs and schedule, and provide analyses of alternatives. Supervise system implementations, and direct improvements.

**Minimum Education:** Bachelor's Degree

#### Senior Data Engineer

**Minimum General Experience:** Fifteen (15) years of experience

**Functional Responsibility:** Technical expert with majority of experience in a data engineering field; consults on all approaches, architecture, plans, and processes relating to data architectures and management. Evaluates alternate implementation methods. Ensures data products meet customer needs. Ensures technical quality of work, to include performing QA/oversight of technical data deliverables.

**Minimum Education:** Bachelor's Degree

#### Senior Programmer

**Minimum General Experience:** Ten (10) years of experience

**Functional Responsibility:** High level of proficiency in applicable editors and programming languages. Knowledge of computer operations and specified software applications. Leads day-to-day system/software development activities. Ensures effective and efficient implementation of requirements; defines coding standards; directs releases, to include content and verification of release readiness. Supports customers by investigating issues and providing feedback on change requests.

**Minimum Education:** Bachelor's Degree

#### Senior Project Director

**Minimum General Experience:** Eighteen (18) years of experience

**Functional Responsibility:** Progressive years of experience in managing, directing and implementing Information Technology projects, at program and enterprise levels. Experience managing a diverse group of functional activities, and subordinate groups of technical and administrative personnel; manage and control large budgets and multiple resources; apply capability in managing complex commercial and government contracts. Overall responsibility for contract administration and program/task order management for Information Technology projects or programs. Coordinate resources among projects and ensures appropriate qualifications of staff for program/task teams. Review technical approaches to ensure appropriate systems/software development methodologies and procedures are followed in accordance with program/task order requirements and industry best practices. Ensure all products and services are of high quality and delivered on time and within budget limitations; negotiate budget, scope and schedule as necessary. Serve as liaison between Contractor personnel and the Contracting Officer's Technical Representative (COTR).

**Minimum Education:** Bachelor's Degree

### Senior QA Specialist

**Minimum General Experience:** Seven (7) years of experience

**Functional Responsibility:** High level or proficiency, applicable experience and prior responsibility for the quality of systems/software products. Plans and leads project quality assurance activities, to include process quality and product quality on system/software development projects. Defines approaches to functional, stress, load and/or integration testing of software modules and coordinates execution with lead programmers, customers, and other stakeholders. Researches and recommends supporting tools; directs or leads implementation of tool and process use. Identifies metrics for project management review and issue identification and mitigation.

**Minimum Education:** Bachelor's Degree

### Senior Security Engineer

**Minimum General Experience:** Ten (10) years of experience

**Functional Responsibility:** Security expert to consult on security Information Technology strategy and policy with projects or senior customer staff. Reviews approaches, plans, and processes, with focus on providing feedback and recommendations to customers on minimum standards and alternatives. Writes or contributes to security documentation such as risk assessments and mitigation plans, security accreditation and authorization documentation, plans of actions/milestones, and monitoring procedures. Participates in or leads security reviews (physical and/or information technology).

**Minimum Education:** Bachelor's Degree

### Senior Software Engineer

**Minimum General Experience:** Seven (7) years of experience

**Functional Responsibility:** Analyze and study complex system requirements. Design software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manage software development and support using formal specifications, data flow diagrams, other accepted design techniques and industry standard or open-source tools. Estimate software development costs and schedule. Review existing programs and assist in making refinements, reducing operating time, and improving current techniques. Supervise software configuration management and deployment processes; identify and implement improvements. May manage portions or all of a project, in addition to technical duties.

**Minimum Education:** Bachelor's Degree

### Senior Subject Matter Expert

**Minimum General Experience:** Fifteen (15) years of experience

**Functional Responsibility:** Relevant experience in a specific skill or a unique area of expertise. Must have specific leadership experience in task order subject matter area, as evidenced by papers, studies, analyses, and/or technical program leadership. Develops and recommends statistical or technology strategies based on the unique skill or area of expertise using sound statistical and industry methods. Analyzes data results and provides reports addressing customer issues and opportunities.

**Minimum Education:** Bachelor's Degree

<b>Senior Systems Analyst</b>
<b>Minimum General Experience:</b> Ten (10) years of experience
<b>Functional Responsibility:</b> High level of proficiency in software applications design. Directs research of systems processes, approaches, or methodologies for specific system/software development tasks/projects. Develops detailed system or software specifications. Makes detailed observations, conducts interviews, performs research, analyzes information, and interprets results. Compiles results and provides reports and presentations on results and recommendations. Regularly selects and applies standard concepts, practices, and procedures within the Information Technology field to plan and accomplish tasks.
<b>Minimum Education:</b> Bachelor's Degree

<b>Senior Systems Architect</b>
<b>Minimum General Experience:</b> Fifteen (15) years of experience
<b>Functional Responsibility:</b> Technical expert with majority of experience in a systems architecture or systems engineering field. Technical expert to consult on all approaches, architecture, plans, and processes, with focus on providing feedback to customers and the team on requirements and specifications for system or enterprise architectures; evaluates and recommends alternate implementation methods. Ensures team architecture products meet customer needs.
<b>Minimum Education:</b> Bachelor's Degree

<b>Senior Technical Writer/Editor</b>
<b>Minimum General Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> 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. Ensure compliance with applicable standards, including Section 508, and quality of documentation.
<b>Minimum Education:</b> Bachelor's Degree

<b>Software Application Architect</b>
<b>Minimum General Experience:</b> Five (5) years of experience
<b>Functional Responsibility:</b> Apply a set of disciplines for the planning, analysis, design and construction of information systems on a program or project basis. Develop analytical and computational techniques and methodology for problem solutions. Perform enterprise-wide strategic systems planning, business information planning, business and analysis. Perform process and data modeling in support of the planning and analysis efforts using both manual and automated tools. Apply reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Provide technical guidance in software engineering techniques and automated support tools. Provide daily supervision and direction to staff.
<b>Minimum Education:</b> Bachelor's Degree

<b>Subject Matter Specialist</b>
<b>Minimum General Experience:</b> Ten (10) years of experience
<b>Functional Responsibility:</b> Relevant experience in a specific skill or a unique area of expertise. Implements statistical or technology strategies based on the unique skill or area of expertise using sound statistical and industry methods. Analyzes software and data results and provides reports addressing customer issues and opportunities.
<b>Minimum Education:</b> Bachelor's Degree

<b>Systems Analyst I</b>
<b>Minimum General Experience:</b> Three (3) years of experience

**Functional Responsibility:** Proficiency in the technical or procedural aspects of software applications development. Carries out research of processes, approaches, or methodologies for specific systems/software development tasks/projects. Makes observations, conducts interviews, performs research, analyzes information, and interprets results. Compiles results and provides reports; contributes to or authors requirements and specifications.

**Minimum Education:** Bachelor's Degree

### Systems Analyst II

**Minimum General Experience:** Seven (7) years of experience

**Functional Responsibility:** High level of proficiency in the technical or procedural aspects of software applications development. Carries out research of systems processes, approaches, or methodologies for specific systems/software development tasks/projects. Makes detailed observations, conducts interviews, performs research, analyzes information, and interprets results. Compiles results and provides reports and presentations on results and recommendations. Regularly selects and applies standard concepts, practices, and procedures within the Information Technology field to plan and accomplish tasks.

**Minimum Education:** Bachelor's Degree

### Systems/Data Architect

**Minimum General Experience:** Five (5) years of experience

**Functional Responsibility:** Experience in systems architecture or systems engineering. Contributes to development of system and data architectures, to include documentation such as the System Architecture plan, logical and physical data diagrams, use cases, data flows, interface documentation, and requirements and specifications.

**Minimum Education:** Bachelor's Degree

### Technical Manager

**Minimum General Experience:** Ten (10) years of experience

**Functional Responsibility:** Related experience includes at least 2 years' successful experience managing small projects or major tasks. Responsible for the day-to-day technical management and leadership for systems/software development project/task orders. Prior experience must be in a field related to the project/task subject area. Coordinates resources and ensures appropriate qualifications of staff for project/task teams. Reviews technical approaches to ensure that the proper methodologies and procedures are followed in accordance with project/task order requirements, and ensures all products and services are of high quality and delivered on time and within budget limitations.

**Minimum Education:** Bachelor's Degree

### Technical Writer

**Minimum General Experience:** Zero (0) years of experience

**Functional Responsibility:** Moderate proficiency in writing technical or business documentation. Writes or contributes to project documentation under direction of functional leads, to include user and help guides and manuals, reports, plans, and presentations. Creates graphical representations of data and concepts.

**Minimum Education:** Bachelor's Degree

### Test Engineer

**Minimum General Experience:** One (1) year of experience

**Functional Responsibility:** Must have moderate proficiency in specified software applications or applicable field. Performs functional and/or integration testing of software modules under the direction of project quality leads, either automated or manual.

**Minimum Education:** Bachelor's Degree

### Test Engineer – Level III

**Minimum General Experience:** Three (3) years of experience

**Functional Responsibility:** Work closely with developers, project managers, and other stakeholders to define, document, analyze, perform, and interpret tests for products, systems, components, or modifications. Identify

functional problems and suggest resolutions. Recommend and assist in the definition of internal quality control standards. Define and track quality assurance metrics such as defect densities and open defect counts. Analyze test cases and provide regular progress reports. Apply experience with a variety of testing concepts, best practices, and procedures. Rely on extensive experience and judgment to plan and accomplish testing goals. Design, implement, and conduct test and evaluation procedures to ensure system requirements are met. May evaluate, recommend, and implement automated test tools and strategies. May develop, maintain, and upgrade automated test scripts and frameworks for application products. Serve as subject matter specialists providing testing know-how for the support of user requirements of complex to highly complex software/hardware applications. Strong understanding of SDLC processes and the QA lifecycle and methodology.

**Minimum Education:** Bachelor's Degree

The preceding labor category definitions describe the functional responsibilities, education, and experience requirements for each labor category. These requirements are a guide to the types of experience and education typical of personnel in each labor category. Education and experience may be substituted for each other as described in the substitution methodology on page 7.

Further, both parties recognize that, on occasion, there may be a need to waive the requirements in order to use the best individual for a task order. Therefore, waivers to the education/experience requirements may be granted by either the task order CO or COR. If such a waiver is included in our proposal, award of a contract shall be deemed a grant of the waiver. If there is no proposal, such as in the case of replacing a contractor employee during the course of a previously awarded contract, CO or COR acceptance of submitted candidate shall be deemed approval of such waiver.



## HOURLY RATES FOR SERVICES INCLUDING IFF

SIN	Labor Category	Year 12 1/24/23- 1/23/24	Year 13 1/24/24- 1/23/25	Year 14 1/24/25- 1/23/26	Year 15 1/24/26- 1/23/27
54151S	Business Analyst	\$ 122.19	\$ 125.24	\$ 128.37	\$ 131.59
54151S	Computer Specialist I	\$ 74.80	\$ 76.68	\$ 78.59	\$ 80.55
54151S	Computer Specialist II	\$ 84.91	\$ 87.03	\$ 89.21	\$ 91.44
54151S	Expert Advisor	\$ 278.30	\$ 285.26	\$ 292.39	\$ 299.71
54151S	Facilitator	\$ 204.84	\$ 209.95	\$ 215.20	\$ 220.58
54151S	IT Specialist	\$ 94.51	\$ 96.88	\$ 99.29	\$ 101.77
54151S	Lead Analyst	\$ 143.98	\$ 147.58	\$ 151.26	\$ 155.04
54151S	Mobile Developer - Mid.	\$ 94.17	\$ 96.52	\$ 98.94	\$ 101.42
54151S	Mobile Developer - Sr.	\$ 139.29	\$ 142.78	\$ 146.35	\$ 150.01
54151S	Programmer Analyst III	\$ 145.44	\$ 149.08	\$ 152.81	\$ 156.62
54151S	Programmer/Analyst I	\$ 72.80	\$ 74.62	\$ 76.48	\$ 78.40
54151S	Programmer/Analyst II	\$ 119.60	\$ 122.59	\$ 125.65	\$ 128.80
54151S	Project Administrator	\$ 81.72	\$ 83.77	\$ 85.86	\$ 88.01
54151S	Project Analyst	\$ 134.51	\$ 137.87	\$ 141.32	\$ 144.86
54151S	Project Director	\$ 177.77	\$ 182.22	\$ 186.77	\$ 191.44
54151S	Project Manager	\$ 193.80	\$ 198.65	\$ 203.62	\$ 208.71
54151S	Quality Assurance Specialist	\$ 107.56	\$ 110.25	\$ 113.01	\$ 115.83
54151S	Release and Configuration Manager - Mid	\$ 102.86	\$ 105.43	\$ 108.07	\$ 110.77
54151S	Senior Analytics Consultant	\$ 216.53	\$ 221.94	\$ 227.50	\$ 233.18
54151S	Senior Architect	\$ 171.15	\$ 175.44	\$ 179.82	\$ 184.31
54151S	Senior Project Director	\$ 242.85	\$ 248.93	\$ 255.15	\$ 261.53
54151S	Senior Technical Writer/Editor	\$ 125.14	\$ 128.27	\$ 131.48	\$ 134.76
54151S	Software Application Architect	\$ 147.93	\$ 151.63	\$ 155.42	\$ 159.30
54151S	Sr. Data Engineer	\$ 183.74	\$ 188.33	\$ 193.04	\$ 197.86
54151S	Sr. Programmer	\$ 154.06	\$ 157.90	\$ 161.85	\$ 165.90
54151S	Sr. QA Specialist	\$ 137.29	\$ 140.73	\$ 144.24	\$ 147.85
54151S	Sr. Security Engineer	\$ 193.58	\$ 198.42	\$ 203.38	\$ 208.46
54151S	Sr. Software Engineer	\$ 174.76	\$ 179.13	\$ 183.61	\$ 188.20
54151S	Sr. Subject Matter Expert	\$ 248.11	\$ 254.32	\$ 260.68	\$ 267.19
54151S	Sr. Systems Analyst	\$ 160.23	\$ 164.24	\$ 168.35	\$ 172.56
54151S	Sr. Systems Architect	\$ 165.92	\$ 170.08	\$ 174.33	\$ 178.69
54151S	Subject Matter Specialist	\$ 157.03	\$ 160.96	\$ 164.98	\$ 169.10
54151S	Systems Analyst I	\$ 77.42	\$ 79.36	\$ 81.34	\$ 83.38
54151S	Systems Analyst II	\$ 145.02	\$ 148.64	\$ 152.36	\$ 156.17
54151S	Systems/Data Architect	\$ 113.08	\$ 115.91	\$ 118.81	\$ 121.78
54151S	Technical Manager	\$ 156.99	\$ 160.92	\$ 164.94	\$ 169.06
54151S	Technical Writer	\$ 57.25	\$ 58.68	\$ 60.15	\$ 61.65
54151S	Test Engineer	\$ 94.41	\$ 96.77	\$ 99.18	\$ 101.66
54151S	Test Engineer - Level III	\$ 134.81	\$ 138.19	\$ 141.64	\$ 145.18
54151HEAL	Health IT Business Analyst I	\$83.18	\$85.26	\$87.40	\$89.58
54151HEAL	Health IT Business Analyst II	\$98.21	\$100.66	\$103.18	\$105.76
54151HEAL	Health IT Business Analyst III	\$120.71	\$123.73	\$126.82	\$129.99
54151HEAL	Health IT Project Manager I	\$150.92	\$154.69	\$158.56	\$162.52
54151HEAL	Health IT Project Manager II	\$184.45	\$189.07	\$193.79	\$198.64
54151HEAL	Health IT Project Manager III	\$219.18	\$224.66	\$230.28	\$236.03
54151HEAL	Health IT Program Manager	\$184.45	\$189.07	\$193.79	\$198.64
54151HEAL	Health IT Program Administration Specialist	\$123.97	\$127.07	\$130.25	\$133.50
54151HEAL	Health IT Project Leader	\$175.50	\$179.88	\$184.37	\$188.98
54151HEAL	Health IT Systems Architect I	\$209.11	\$214.34	\$219.70	\$225.19

SIN	Labor Category	Year 12 1/24/23- 1/23/24	Year 13 1/24/24- 1/23/25	Year 14 1/24/25- 1/23/26	Year 15 1/24/26- 1/23/27
54151HEAL	Health IT Systems Architect II	\$261.38	\$267.92	\$274.62	\$281.48
54151HEAL	Health IT Computer Security System Specialist I	\$114.96	\$117.83	\$120.78	\$123.80
54151HEAL	Health IT Computer Security System Specialist II	\$143.73	\$147.32	\$151.01	\$154.79
54151HEAL	Health IT Computer Security System Specialist III	\$204.30	\$209.41	\$214.65	\$220.02
54151HEAL	Health IT Information Engineer I	\$74.75	\$76.61	\$78.53	\$80.49
54151HEAL	Health IT Information Engineer II	\$113.20	\$116.03	\$118.93	\$121.90
54151HEAL	Health IT Information Resource Management Analyst	\$173.26	\$177.59	\$182.04	\$186.59
54151HEAL	Health IT Subject Matter Expert I	\$173.26	\$177.59	\$182.04	\$186.59
54151HEAL	Health IT Subject Matter Expert II	\$261.38	\$267.92	\$274.62	\$281.48
54151HEAL	Health IT Subject Matter Expert III	\$373.40	\$382.74	\$392.31	\$402.12
54151HEAL	Health IT Applications Programmer III	\$173.26	\$177.59	\$182.04	\$186.59
54151HEAL	Health IT Database Management Specialist I	\$137.75	\$141.20	\$144.73	\$148.34
54151HEAL	Health IT Database Management Specialist II	\$150.92	\$154.69	\$158.56	\$162.52
54151HEAL	Health IT Database Management Specialist III	\$188.72	\$193.43	\$198.27	\$203.22
54151HEAL	Health IT Database Administrator	\$209.11	\$214.34	\$219.70	\$225.19
54151HEAL	Health IT Configuration Management Specialist	\$147.87	\$151.57	\$155.36	\$159.23
54151HEAL	Health IT Systems Engineer I	\$85.86	\$88.01	\$90.21	\$92.46
54151HEAL	Health IT Systems Engineer II	\$121.17	\$124.20	\$127.30	\$130.49
54151HEAL	Health IT Systems Engineer III	\$137.75	\$141.20	\$144.73	\$148.34
54151HEAL	Health IT Policy Specialist	\$117.59	\$120.53	\$123.55	\$126.64
54151HEAL	Health IT Bioinformatician	\$350.99	\$359.77	\$368.77	\$377.98
54151HEAL	Health IT Database Specialist I	\$113.20	\$116.03	\$118.93	\$121.90
54151HEAL	Health IT Database Specialist II	\$137.75	\$141.20	\$144.73	\$148.34
54151HEAL	Health IT Database Specialist III	\$150.92	\$154.69	\$158.56	\$162.52
54151HEAL	Health IT Application Engineer I	\$113.20	\$116.03	\$118.93	\$121.90
54151HEAL	Health IT Application Engineer II	\$137.75	\$141.20	\$144.73	\$148.34
54151HEAL	Health IT Functional Analyst I	\$118.59	\$121.55	\$124.59	\$127.71
54151HEAL	Health IT Functional Analyst II	\$131.28	\$134.57	\$137.93	\$141.38
54151HEAL	Chief Information Security Officer	\$204.30	\$209.41	\$214.65	\$220.02
54151HEAL	Health IT Data Security Specialist	\$147.87	\$151.57	\$155.36	\$159.23
54151HEAL	Health IT Technical Writer/Editor – Level II	\$134.42	\$137.78	\$141.23	\$144.76
54151HEAL	Health IT Test Engineer	\$114.28	\$117.14	\$120.07	\$123.07
54151HEAL	Health IT Training Manager	\$145.90	\$149.55	\$153.29	\$157.12
54151HEAL	Health IT Training Specialist – Level I	\$123.97	\$127.07	\$130.25	\$133.50
54151HEAL	Health IT Quality Assurance Specialist	\$98.21	\$100.66	\$103.18	\$105.76

**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS/SCA eligible labor categories. If and/or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.