AUTHORIZED INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY PROFESSIONAL SERVICES
SPECIAL ITEM NUMBER 132-56 - HEALTH INFORMATION TECHNOLOGY (IT) SERVICES

Note: Contractor has been awarded all Special Item Numbers under the Disaster Recovery and Cooperative Purchasing Programs.

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Contract Number: 47QTCA19D004L
Period Covered by Contract: January 18, 2019 – January 17, 2024
Pricelist current through Modification #PO-0001, January 18, 2019
Business Size: Other than Small
General Services Administration
Federal Supply Service

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Supply Service’s Home Page via the Internet at http://www.fss.gsa.gov/
INFORMATION FOR ALL ORDERING ACTIVITIES

1a. Table of awarded Special Item Numbers:
   
   SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY PROFESSIONAL SERVICES
   SPECIAL ITEM NUMBER 132-56 - HEALTH INFORMATION TECHNOLOGY (IT) SERVICES

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: See Attached Pricelist

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided: See Attached Pricelist

2. Maximum order:
   
   132-51: $500,000.00
   132-56: $500,000.00

3. Minimum order: $100.00

4. Geographic coverage: Domestic.

5. Points of production: N/A

6. Discount from list prices or statement of net price: All pricing represents net prices, discount deducted.

7. Quantity discounts, single shipment to single location: 2% for Orders over $500,000

8. Prompt payment terms: 0% - net 30 days from receipt of invoice or date of acceptance, whichever is later.

9a. The Government purchase cards are accepted at and below the micro-purchase threshold.

9b. The Government purchase cards are accepted above the micro-purchase threshold.

10. Foreign items: N/A

11b. Expedited Delivery: As negotiated on the task order level

11c. Overnight and 2-day delivery: As negotiated on the task order level

11d. Urgent Requirements: As negotiated on the task order level

12. F.O.B. point: Destination

13a. Ordering address: Same as contractor

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

15. Warranty provision: Standard Commercial Warranty

16. Export packing charges: N/A

17. Terms and conditions of Government purchase card acceptance: None

18. Terms and conditions of rental, maintenance, and repair: N/A

19. Terms and conditions of installation: N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: N/A

20a. Terms and conditions for any other services: N/A

21. List of service and distribution points: N/A

22. List of participating dealers: N/A

23. Preventive maintenance: N/A

24a. Special attributes such as environmental attributes: N/A

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov: N/A

25. Data Universal Number System (DUNS) number: 036487688

26. Technology Solutions Provider, Inc. is registered in the System for Award Management (SAM) database. Cage Code: 847P8
1. **SCOPE**
   
a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT 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 1-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.

b. 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 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


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 Professional Services.

9. INDEPENDENT CONTRACTOR

All IT 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 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) (DEVIAITION 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) (DEVIAITION 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 PROFESSIONAL SERVICES AND PRICING**

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT 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 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.

c. 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, conducts feasibility studies.

Minimum Education: Bachelor’s Degree in Computer Science
TERMS AND CONDITIONS APPLICABLE TO HEALTH INFORMATION TECHNOLOGY (IT) SERVICES (SPECIAL ITEM NUMBER 132-56)

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

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.

   c. 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


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.
Information Technology Labor Category Descriptions

Job Title: IT Director

Functional Responsibilities: This role serves as the executive sponsor for the project, ensuring overall project quality and leading the team. Leads and participates in targeted interview sessions, strategy assessment activities, solution and deliverable review, and key presentation and information sharing sessions. Provides strategic and technical expertise to the project, helping the team to synthesize findings and develop recommendations. Oversees the entire project team and works to ensure the best possible outcomes. Responsible for the successful strategy, execution, and outcomes of projects.

Minimum Education: Bachelor's Degree

Minimum/General Experience: 15 years of minimum experience

Job Title: IT Senior Technical Architect

Functional Responsibilities: This role drives forward specific areas of technology architecture. Provides architectural solutions/designs to project execution teams for implementation. Provides technology architectural assessments, strategies, and roadmaps for one or more technology domains. Leads projects within architecture. Works with Product Owner/Business Analysts to understand functional requirements and interacts with other cross-functional teams to architect, design, develop, test, and release features. Develops Proof-of-Concept projects to validate new architectures and solutions.

Minimum Education: Bachelor's Degree + Cert Level - MCSE

Minimum/General Experience: 10 years of minimum experience

Job Title: IT Project Manager

Functional Responsibilities: This role is responsible for planning and leading the successful execution of the project, creation of project plans, review of documentation, interactions, and deliverables, and creating ongoing project status and health reports. Executes the planning, communication, and completion of your individual activities on the project, as needed. Communicates and negotiates effectively with clients, assigned resources, and vendors to ensure completion of projects on time and on budget. Creates, improves, and delivers key communications and deliverables.

Minimum Education: Bachelor's Degree

Minimum/General Experience: 4 years of minimum experience
**Job Title:** IT Project Coordinator 1

**Functional Responsibilities:** This role provides support for the planning, execution, and quality assurance of projects. Tracks and updates project plans, documentation, deliverables, and ongoing status reports. Files project documents and maintains central repository for all project documentation (e.g., status reporting, risk management, issue management, change management, etc.). Develops and maintains a detailed project schedule and task list. Tracks, documents, and communicates project changes (e.g., people, scope, timeline, and budget). Produces project status reports. Coordinates meetings, including scheduling, meeting minutes, and documenting action items.

**Minimum Education:** Bachelor's Degree

**Minimum/General Experience:** 0 years of minimum experience

**Job Title:** IT Senior Data Scientist

**Functional Responsibilities:** This role performs data analysis and statistical analysis and develops algorithms and methodologies on structured and unstructured data for on-demand and software-embedded use. Applies and develops machine learning and other advanced analytics algorithms. Collaborates with software developers to plan and construct the architecture of model deployment. Implements code and processes that will be ultimately implemented within large production databases. Develops ad hoc queries, builds conceptual models, and works with large datasets in order to answer business questions. Provides documentation, flowcharts, layouts, diagrams, charts, code comments, and clear code.

**Minimum Education:** Master’s Degree

**Minimum/General Experience:** 7 years of minimum experience

**Job Title:** IT Senior Consultant, Data and Technical

**Functional Responsibilities:** This role discovers, evaluates, and documents data sources for quality, accuracy, availability, completeness, and other key document characteristics. Designs and supports the build of ETL jobs and workflows to combine data from disparate sources from varied relational and noSQL databases and platforms.

**Minimum Education:** Bachelor’s Degree

**Minimum/General Experience:** 8 years of minimum experience
Job Title: IT Data Engineer

Functional Responsibilities: This role maintains database performance by identifying and resolving production and application development problems. Performs extraction, transform, and loading (ETL), data cleaning and standardization, and data analysis and summarization. Queries and processes large data sets and performs data quality checks. Performs quality assurance and verifies accuracy of solutions.

Minimum Education: Bachelor's Degree

Minimum/General Experience: 2 years of minimum experience

Job Title: IT Data Architect

Functional Responsibilities: This role architects and leads development of advanced data repository and data analytics solutions. Architects backend development of all advanced data repository and data analytics solutions. Helps define the data analytics solution delivery methodology as well as database schemas and architectures design-related documentation.

Minimum Education: Bachelor's Degree

Minimum/General Experience: 5 years of minimum experience

Job Title: IT Data Analyst

Functional Responsibilities: This role analyzes data, using measurement techniques, drafting KPIs, and building reports/dashboards to address business questions. Works with design-relevant data visualizations, leveraging appropriate tools such as Tableau, Qlik, IBM Cognos, Plotly, Kibana, based on client need. Works with team members to conduct data and dashboard quality assurance throughout the design. Builds dashboard automation processes as well as organizes analysis findings into logical presentations and presents analytic results.

Minimum Education: Bachelor's Degree

Minimum/General Experience: 2 years of minimum experience
Job Title: IT Data Scientist

Functional Responsibilities: This role performs data analysis and statistical analysis and develops algorithms and methodologies on structured and unstructured data for on-demand and software-embedded use. Applies and develops machine learning and other advanced analytics algorithms. Collaborates with software developers to plan and construct the architecture of model deployment. Implements code and processes that will be ultimately implemented within large production databases. Develops ad hoc queries, builds conceptual models, and works with large datasets in order to answer business questions. Provides documentation, flowcharts, layouts, diagrams, charts, code comments, and clear code.

Minimum Education: Bachelor’s Degree

Minimum/General Experience: 3 years of minimum experience
Healthcare Information Technology Labor Category Descriptions

**Job Title:** Health IT Director

**Functional Responsibilities:** This role serves as the executive sponsor for the project, ensuring overall project quality and leading the team. Leads and participates in targeted interview sessions, strategy assessment activities, solution and deliverable review, and key presentation and information sharing sessions. Provides strategic and technical expertise to the project, helping the team to synthesize findings and develop solutions in health information systems. Oversees the entire project team and works to ensure the best possible outcomes. Responsible for the successful strategy, execution, and outcomes of projects.

**Minimum Education:** Bachelor's Degree

**Minimum/General Experience:** 15 years of minimum experience

**Job Title:** Health IT Senior Technical Architect

**Functional Responsibilities:** This role drives forward specific areas of technology architecture in health information systems. Provides architectural solutions/designs to project execution teams for implementation. Provides technology architectural assessments, strategies, and roadmaps for one or more technology domains. Leads projects within architecture. Works with Product Owner/Business Analysts to understand functional requirements and interacts with other cross-functional teams to architect, design, develop, test, and release features. Develops Proof-of-Concept projects to validate new architectures and solutions.

**Minimum Education:** Bachelor's Degree + Cert Level - MCSE

**Minimum/General Experience:** 10 years of minimum experience

**Job Title:** Health IT Project Manager

**Functional Responsibilities:** This role is responsible for planning and leading the successful execution of the project, creation of project plans, review of documentation, interactions, and deliverables, and creating ongoing project status and health reports within health information systems. Executes the planning, communication, and completion of individual activities on the project, as needed. Communicates and negotiates effectively with clients, assigned resources, and vendors to ensure completion of projects on time and on budget. Creates, improves, and delivers key communications and deliverables.

**Minimum Education:** Bachelor's Degree

**Minimum/General Experience:** 4 years of minimum experience
Job Title: Health IT Project Coordinator 1

Functional Responsibilities: This role provides support for the planning, execution, and quality assurance of projects in health information systems. Tracks and updates project plans, documentation, deliverables, and ongoing status reports. Files project documents and maintains central repository for all project documentation (e.g., status reporting, risk management, issue management, change management, etc.). Develops and maintains a detailed project schedule and task list. Tracks, documents, and communicates project changes (e.g., people, scope, timeline, and budget). Produces project status reports. Coordinates meetings, including scheduling, meeting minutes, and documenting action items.

Minimum Education: Bachelor's Degree

Minimum/General Experience: 0 years of minimum experience

Job Title: Health IT Senior Data Scientist

Functional Responsibilities: This role performs data analysis and statistical analysis and develops algorithms and methodologies on structured and unstructured data for on-demand and software-embedded use within health information systems. Applies and develops machine learning and other advanced analytics algorithms. Collaborates with software developers to plan and construct the architecture of model deployment. Implements code and processes that will be ultimately implemented within large production databases. Develops ad hoc queries, builds conceptual models, and works with large datasets in order to answer business questions. Provides documentation, flowcharts, layouts, diagrams, charts, code comments, and clear code.

Minimum Education: Bachelor’s Degree

Minimum/General Experience: 7 years of minimum experience

Job Title: Health IT Senior Consultant, Data and Technical

Functional Responsibilities: This role discovers, evaluates, and documents data sources for quality, accuracy, availability, completeness, and other key document characteristics within health information systems. Designs and supports the build of ETL jobs and workflows to combine data from disparate sources from varied relational and noSQL databases and platforms.

Minimum Education: Bachelor’s Degree

Minimum/General Experience: 8 years of minimum experience
**Job Title:** Health IT Data Engineer

**Functional Responsibilities:** This role maintains database performance by identifying and resolving production and application development problems within health information systems. Performs extraction, transform, and loading (ETL), data cleaning and standardization, and data analysis and summarization. Queries and processes large data sets and performs data quality checks. Performs quality assurance and verifies accuracy of solutions.

**Minimum Education:** Bachelor's Degree

**Minimum/General Experience:** 2 years of minimum experience

**Job Title:** Health IT Data Architect

**Functional Responsibilities:** This role architects and leads development of advanced data repository and data analytics solutions within health information systems. Architects backend development of all advanced data repository and data analytics solutions. Helps define the data analytics solution delivery methodology as well as database schemas and architectures design-related documentation.

**Minimum Education:** Bachelor's Degree

**Minimum/General Experience:** 5 years of minimum experience

**Job Title:** Health IT Data Analyst

**Functional Responsibilities:** This role analyzes data, using measurement techniques, drafting KPIs, and building reports/dashboards to address business questions within health information systems. Works with design-relevant data visualizations, leveraging appropriate tools such as Tableau, Qlik, IBM Cognos, Plotly, Kibana, based on client need. Works with team members to conduct data and dashboard quality assurance throughout the design, builds dashboard automation processes as well as organizes analysis findings into logical presentations and presents analytic results.

**Minimum Education:** Bachelor's Degree

**Minimum/General Experience:** 2 years of minimum experience
**Job Title:** Health IT Data Scientist

**Functional Responsibilities:** This role performs data analysis and statistical analysis and develops algorithms and methodologies on structured and unstructured data for on-demand and software-embedded use within health information systems. Applies and develops machine learning and other advanced analytics algorithms. Collaborates with software developers to plan and construct the architecture of model deployment. Implements code and processes that will be ultimately implemented within large production databases. Develops ad hoc queries, builds conceptual models, and works with large datasets in order to answer business questions. Provides documentation, flowcharts, layouts, diagrams, charts, code comments, and clear code.

**Minimum Education:** Bachelor’s Degree

**Minimum/General Experience:** 3 years of minimum experience

KSM Consulting, LLC reserves the right to make the following substitutions in the education and/or experience requirements of any of the service skill categories set forth herein.

a. One year of experience is the equivalent of one year of education.

b. One year of education is the equivalent of one year of experience.

c. Certification related to the technology is equivalent to two years of experience or education requirement.
## GSA Price

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