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

For more information on ordering from Federal Supply Schedule click on the FSS Schedules button at fss.gsa.gov. On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!™, a menu-driven database system. The INTERNET address for GSA Advantage!™ is: http://www.GSAAdvantage.gov.

General Services Administration
Multiple Award Schedule (MAS)
Category: Professional Services

STG International, Inc. (STGi)
2900 South Quincy Street, Suite 888
Alexandria, VA 22206
Phone: (703) 578-6030
Fax: (703) 578-4474
Internet Address: www.stginternational.com
Ordering: contracts@stginternational.com
Contract Administration: Jeff Bell / jbell@stginternational.com

CONTRACT NUMBER: GS-00F-153CA

CONTRACT PERIOD: JUNE 2, 2015 – JUNE 1, 2025

Current through Modification PA-0016, effective August 19, 2020

Business Size: Large Business
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CUSTOMER INFORMATION

1a. Table of Awarded Special Item Numbers:

<table>
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<th>SIN</th>
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1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. See below.

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. If hourly rates are not applicable, indicate “Not applicable” for this item. See below.

2. Maximum Order: $1,000,000.00

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Worldwide

5. Point(s) of production (city, county, and state or foreign country): Same as Contractor

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).

7. Quantity discounts: None

8. Prompt payment terms: Net 30. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Accepted

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Accepted

10. Foreign items (list items by country of origin): None
11a. Time of Delivery (Contractor insert number of days): Contact Contractor

11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery is available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to affect a faster delivery: Contact Contractor

12. F.O.B Points: 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: Contractor’s standard commercial warranty.

16. Export Packing Charges (if applicable): N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro- purchase level): Contact Contractor

18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

19. Terms and conditions of installation (if applicable): N/A

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

20a. Terms and conditions for any other services (if applicable): N/A

21. List of service and distribution points (if applicable): N/A

22. List of participating dealers (if applicable): N/A
23. Preventive maintenance (if applicable): N/A

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A

24b. 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. contactor’s website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/) N/A

25. Data Universal Numbering System (DUNS) number: 179570403

26. Notification regarding registration in System of Award (SAM) database: Registered (Cage: 1GEJ7)
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LABOR CATEGORY DESCRIPTIONS-541611

Program Manager

**Functional Responsibilities:** Has responsibility for a major program and frequently will be responsible for multiple contracts providing a variety of services to a diverse customer base. Works with senior leadership in client organizations to plan and implement new programs and ensure quality products and services consistent with the terms of each agreement are provided in a timely manner. Works with clients to identify and resolve complex problems or contractual issues. Has responsibility for several projects simultaneously.

**Minimum Education:** Must have an undergraduate degree in a related discipline. A graduate degree is preferred.

**Minimum Experience:** Must have at least 10 years of relevant work experience.

Project Manager

**Functional Responsibilities:** Manages a team of professionals in providing a wide range of services, and managing assigned projects within scope and budget. Is responsible for all aspects of project performance (i.e. technical, contractual, administrative, financial, etc.). The Project Manager provides leadership to the project team, ensures conformance to performance requirements, and assists in the overall direction to all project level activities and personnel.

**Minimum Education:** Must have an undergraduate degree in a related field. A graduate degree is preferred.

**Minimum Experience:** Must have at least eight years of relevant work experience.

**Substitutions:** Five additional years of work experience may be substituted for the undergraduate degree.

Team Leader

**Functional Responsibilities:** Leads a team of analysts and/or consultants in accomplishing specific tasks in support of management, organizational and business improvement efforts.

**Minimum Education:** Must have an undergraduate degree

**Minimum Experience:** Must have at least five years of related work experience.

**Substitutions:** Five additional years of work experience may be substituted for the degree requirement.

Senior Business Consultant

**Functional Responsibilities:** Lead data collection and analysis tasks in support of the development of business cases to support management decision-making and business process improvement. May be required to conduct cost benefit analyses and provide subject matter expertise in one or more related business or management areas.

**Minimum Education:** An undergraduate degree in a related field is required. A master’s degree is preferred.
Minimum Experience: Must have a minimum of 6 years of work experience of which 3 years will relate to business consulting and/or BPR assignments.

Business Consultant

Functional Responsibilities: Participates in data collection and analysis tasks that contribute to the development of business cases to support management decision-making. May also conduct cost benefit analyses.

Minimum Education: Must have an undergraduate degree in a related field is required.

Minimum Experience: Must have a minimum of 4 years of work experience of which 2 years will relate to the aforementioned activities.

Jr. Business Consultant

Functional Responsibilities: Works under the supervision of a more experienced business consultant to assist with a variety of data collection and analysis tasks in support of the development of business cases to support management decision-making and business process improvements.

Minimum Education: Must have an undergraduate degree in a related field.

Minimum Experience: Must have a minimum of 1 year of work experience.

Senior BPR Specialist

Functional Responsibilities: Leads major business process reengineering assignments to support organizational improvement through implementation of new technology solutions or major restructuring initiatives.

Minimum Education: Must have a related undergraduate degree. A graduate degree is preferred.

Minimum Experience: Must have at least five years of BPR experience.

BPR Specialist

Functional Responsibilities: Participates in major business process reengineering assignments to support organizational improvement through implementation of new technology solutions or major restructuring initiatives.

Minimum Education: Must have a related undergraduate degree.

Minimum Experience: Must have at least two years of BPR experience.

Sr. Analyst

Functional Responsibilities: Conducts complex analyzes independently or as part of a team of analysts to support completion of management studies, workforce analyses, cost-benefit analyses, earned value management reports and/or similar activities. Responsible for the development of workplans and methodologies to facilitate the collection and analyses of data.

Minimum Education: Must have a Bachelor’s Degree in a related field. A graduate degree is preferred.

Minimum Experience: Has at least six years of related experience.
Analyst

**Functional Responsibilities:** Performs analytical tasks either independently or as part of a team of analysts conducting management studies, workforce analyses, cost-benefit analyses, earned value management reports and/or similar activities. Prepares a variety of reports, assessments, or evaluations.

**Minimum Education:** Must have a Bachelor’s Degree in a related field.

**Minimum Experience:** Must have at least four years of related experience.

Junior Analyst

**Functional Responsibilities:** Provides analytical support as part of a team of analysts conducting management studies, workforce analyses, cost-benefit analyses, and/or similar activities. Assists in the preparation of a variety of reports, assessments, or evaluations.

**Minimum Education:** Must have a Bachelor’s Degree in a related field.

**Minimum Experience:** Must have at least one year of related experience.

Senior Organizational Development Practitioner

**Functional Responsibilities:** Designs and develops major interventions related to an organization’s redesign of existing business processes or design new processes to support the attainment of mission critical business goals. Frequently provides subject matter expertise and may lead inter-disciplinary work teams. Conducts data collection, analysis and research in support of identifying individual and organizational performance barriers and recommend courses of action to minimize or eliminate obstacles preventing the achievement of optimal performance. Conduct workforce analyses and organizational assessments as well as develop staffing plans for new or redesigned organizations. Will develop performance measures and related metrics to assess performance outcomes. Works with senior executives and managers to develop organization performance goals and individual performance plans.

**Minimum Education:** Must have an undergraduate degree in a related field. A master’s or doctorate degree is desired.

**Minimum Experience:** Must have a minimum of ten years of relevant work experience.

Organizational Development Practitioner

**Functional Responsibilities:** Facilitates the implementation of major interventions related to an organization’s redesign of existing business processes or design new processes to support the attainment of mission critical business goals. Frequently provides subject matter expertise and may lead inter-disciplinary work teams. Conducts data collection, analysis and research in support of identifying individual and organizational performance barriers and recommend courses of action to minimize or eliminate obstacles preventing the achievement of optimal performance. Conduct workforce analyses and organizational assessments as well as develop staffing plans for new or redesigned organizations. Will develop performance measures and related metrics to assess performance outcomes. Works with senior executives and managers to develop organization performance goals and individual performance plans.
**Minimum Education:** Must have an undergraduate degree in a related field. A master’s degree is desired.

**Minimum Experience:** Must have a minimum of seven years of relevant work experience.

### Change Agent

**Functional Responsibilities:** Leads the design and implementation of a variety of interventions that will foster the implementation of organizational change in such areas as business processes, policy, culture, environment or workplace. Works with senior executives to develop strategies to lead and manage major change. Assist in the design, development and implementation of communication plans. Facilitates the alignment of organizational mission, vision, business goals, and operational plans.

**Minimum Education:** Must have a graduate degree in a related field.

**Minimum Experience:** Must have at least 12 years of related work experience.

### Research Assistant

**Functional Responsibilities:** Provides support to analysts and consultants by assisting them to gather information, display data or document results related to management studies or organizational improvement efforts.

**Minimum Education/Experience:** Must have at least two years of related work experience or an undergraduate degree.

### Administrative Assistant

**Functional Responsibilities:** Provides program/project management support services such as secretarial/administrative services; scheduling meetings; maintaining files; preparing travel orders and vouchers; reserving conference rooms; receive callers; assists with graphics preparation and presentations; photocopying; completing reports; and other general office duties as assigned. Must be able to work independently and follow through to completion all duties assigned. Administrative Assistants must be proficient in the MS Office Suite and be quick learners on varied computer software.

**Minimum Education/Experience:** Must have a minimum of one year of related work experience.

### Senior Systems Analyst

**Functional Responsibilities:** Plans and conduct analyses of complex business processes and data processing requirements to develop functional requirements documents and programming design specifications. Experienced in the evaluation of commercial off the shelf software to assess their value as potential technology solutions for new or redesigned business processes. Is well-versed in the systems development lifecycle and is capable of developing testing plans and conducting acceptance testing for new systems. Independently leads proof of concept tasks.

**Minimum Education:** Has a master’s degree in computer science or a related field.

**Minimum Experience:** Has at least 12 years of experience in the systems analysis, design and/or development fields.
**Substitutions:** A bachelor’s degree in computer science or related field and four additional years of experience may be substituted for the Master’s degree requirement.

**Systems Analyst**

**Functional Responsibilities:** Conduct analyses of complex business processes and data processing requirements to develop functional requirements documents and programming design specifications. Experienced in the evaluation of commercial off the shelf software to assess their value as potential technology solutions for new or redesigned business processes. Is well-versed in the systems development lifecycle and is capable of developing testing plans and conducting acceptance testing for new systems.

**Minimum Education:** Must have a bachelor’s degree in computer science or related field.

**Minimum Experience:** Has at least 8 years of experience in the systems analysis, design and/or development fields.

**Substitutions:** Six additional years of experience may be substituted for the bachelor’s degree requirement.

**Database Programmer**

**Functional Responsibilities:** Uses database programming knowledge and experience to develop complex databases and related interfaces. Must be able to analyze complex business or technical problems and be able to develop technical solutions. Will be able to design and build complex relational databases. May develop test plans and/or lead testing efforts.

**Minimum Education:** Must have a bachelor’s degree in computer science or a related field.

**Minimum Experience:** Must have at least four years of database development experience.

**Substitutions:** Six additional years of work experience may be substituted for the degree requirement.
LABOR CATEGORY DESCRIPTIONS-541211, 541214 & 541219

Subject Matter Expert I

**Functional Responsibilities:** Utilizes expertise in a subject matter area to develop project requirements from a project’s inception to its conclusion. Works with senior consultants to prepare recommendations for program improvements.

**Minimum Education:** Must have a Master’s degree

**Minimum Experience:** Eight years of experience in a specialized field.

Subject Matter Expert II

**Functional Responsibilities:** Uses expertise in a complex, specific subject matter area to define problems and develop plans and requirements in the completion of a project. Coordinates and manages analyses, evaluations and recommendations for optimization of project strategies.

**Minimum Education:** Must have a Master’s degree

**Minimum Experience:** Twelve years of experience in a specialized field.

Subject Matter Expert III

**Functional Responsibilities:** Works in extremely complex, specific subject matter areas providing technical, managerial and administrative direction for problem definition, analysis, requirement development and implementation. Advises on organization-wide system improvements, optimization or maintenance efforts in integrated financial management systems.

**Minimum Education:** Must have a Master’s degree

**Minimum Experience:** Fifteen years of experience in a specialized field.

Auditor I

**Functional Responsibilities:** Performs claims recovery activities, including account research functions, as directed, and helps correct claims that have been filed incorrectly. Provides assistance as needed throughout the entire audit and recovery process.

**Minimum Education:** Must have a Bachelor’s degree in a related field

**Minimum Experience:** Minimum three to four years of experience claims processing and/or performing audit recoveries.

Auditor II

**Functional Responsibilities:** Performs claims recovery activities, including account research functions, and provides guidance for lower-level auditors. Performs supervisory functions over entire audit and recovery process.

**Minimum Education:** Must have a Bachelor’s degree in a related field

**Minimum Experience:** Minimum six to eight years of experience claims processing and/or performing audit recoveries.
**Biller**

**Functional Responsibilities:** Performs review and analysis of claims to identify claims that may require a healthcare recovery action. Uses knowledge of medical billing codes to assess errors made in billing. Must have high school diploma or GED, one year of coding experience, and one to two years of claims auditing experience. Requires current certification with the American Health Information Management Association (AHIMA) as a Certified Coding Specialist (CCS), Registered Health Information Technician (RHIT), or Registered Health Information Administrator (RHIA), or current certification with the American Academy of Professional Coders (AAPC) as Certified Procedural Coder (CPC). Knowledge of ICD-9, CPT, HCPCS, dental and medical terminology and anatomy, and healthcare billing standards and procedures required.

**Minimum Education:** Must have a high school diploma or GED.

**Minimum Experience:** One year of coding experience, and one to two years of claims auditing experience.

**Collector**

**Functional Responsibilities:** Performs reviews of healthcare claims utilizing knowledge of current coding guidelines. Researches and performs in-depth review of complex claims requiring an assessment of the validity and accuracy of the claim and its billing codes. Uses knowledge of specialty coding to ensure that documentation by providers is accurate with respect to expenses charged to the customer. Reports discrepancies related to expenses and costs to the customer to resolve potential fraud or negligence issues.

**Minimum Education:** Must have an Associate’s degree

**Minimum Experience:** Two years coding experience, and one to two years of claims auditing experience. Requires current certification with the AHIMA as a CCS, RHIT, RHIA or current certification with the AAPC as a CPC. Knowledge of ICD-9, CPT, HCPCS, dental and medical terminology and anatomy, and healthcare billing standards and procedures required.

**Budget Analyst I**

**Functional Responsibilities:** Provides analytical support as a part of a team of analysts conducting management studies, workforce analyses, cost-benefit analyses, and/or similar activities. Assists in the preparation of a variety of reports, assessments, or evaluations to support management decision-making and business process improvements.

**Minimum Education:** Must have a Bachelor’s degree in a related field

**Minimum Experience:** Minimum one year of work experience.

**Budget Analyst II**

**Functional Responsibilities:** Performs analytical tasks either independently or as part of a team of analysts conducting management studies, workforce analyses, cost-benefit analyses, earned value management reports and/or similar activities. Prepares a variety of reports, assessments, or evaluations to support management decision-making and business process improvements.

**Minimum Education:** Must have a Bachelor’s degree in a related field

**Minimum Experience:** Minimum four years of work experience.
Budget Analyst III

**Functional Responsibilities:** Conducts complex analyses independently or as part of a team of analysts to support completion of management studies, workforce analyses, cost-benefit analyses, earned value management reports and/or similar activities. Responsible for the development of work plans and methodologies to facilitate the collection and analyses of data. Leads data collection and analysis tasks in support of the development of business cases to support management decision-making and business process improvement.

**Minimum Education:** Bachelor’s in a related field, Master’s degree preferred.

**Minimum Experience:** Six years of experience in a specialized field.

Inpatient Coder I

**Functional Responsibilities:** Processes medical encounters using standard medical coding and billing practices in an inpatient environment.

**Minimum Education:** High School diploma or GED

**Minimum Experience:** One year of coding experience. Requires current certification with the AHIMA as a CCS or CCA or current certification with the AAPC as a CPC.

Inpatient Coder II

**Functional Responsibilities:** Processes medical encounters using standard medical coding and billing practices in an inpatient environment.

**Minimum Education:** Must have an Associate’s Degree

**Minimum Experience:** Two years coding experience. Requires current certification with the AHIMA as a CCS or CCA or current certification with the AAPC as a CPC.

Outpatient Coder I

**Functional Responsibilities:** Processes medical encounters using standard medical coding and billing practices in an outpatient environment.

**Minimum Education:** High School diploma or GED

**Minimum Experience:** One year of coding experience. Requires current certification with the AHIMA as a CCS or CCA or current certification with the AAPC as a CPC.

Outpatient Coder II

**Functional Responsibilities:** Processes medical encounters using standard medical coding and billing practices in an outpatient environment.

**Minimum Education:** Must have an Associate’s Degree

**Minimum Experience:** Two years coding experience. Requires current certification with the AHIMA as a CCS or CCA or current certification with the AAPC as a CPC.
Service Contract Labor Standards (SCLS) Matrix

<table>
<thead>
<tr>
<th>SCLS Eligible Labor Category</th>
<th>SCLS Equivalent Code Title</th>
<th>Wage Determination No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Assistant</td>
<td>01111 – General Clerk I</td>
<td>2015-4281</td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards (SCLS) is applicable to this contract and it includes SCLS applicable labor categories. The prices for the indicated (**) SCLS labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).