GENERAL SERVICES ADMINISTRATION
Federal Supply Service | Authorized Federal Supply Schedule Price List

MULTIPLE AWARD SCHEDULE (MAS)

CONTRACT NUMBER: GS-10F-203AA

CONTRACT PERIOD: JULY 03, 2013 - JULY 02, 2023

PRICE LIST CURRENT THROUGH MODIFICATION PS-0033 EFFECTIVE JUNE 8, 2021

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

Atlas Research LLC
805 Fifteenth Street, Suite 910
Washington, DC 20005

Contractor Phone Number: (202) 717-8710
Contractor Fax Number: (202) 289-6146
Contractor Website: www.atlasresearch.us
E-mail: gsapoc@atlasresearch.us
Contract Administrator: Vanessa M. Downes
Business Size: Other Than Small Business

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

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.
**CUSTOMER INFORMATION**

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

<table>
<thead>
<tr>
<th>MASSIN</th>
<th>Recovery</th>
<th>MAS SIN Description</th>
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</thead>
<tbody>
<tr>
<td>541430</td>
<td>541530RC</td>
<td>Graphic Design Services</td>
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<tr>
<td>54151HEAL</td>
<td>54151HEALRC</td>
<td>Health Information Technology Services</td>
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<tr>
<td>54151S</td>
<td>54151SRC</td>
<td>Information Technology Professional Services</td>
</tr>
<tr>
<td>541611</td>
<td>541611RC</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
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<tr>
<td>541613</td>
<td>541613RC</td>
<td>Marketing Consulting Services</td>
</tr>
<tr>
<td>541820</td>
<td>541820RC</td>
<td>Public Relations Agencies</td>
</tr>
<tr>
<td>541910</td>
<td>541910RC</td>
<td>Market Research and Analysis</td>
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<td>611430</td>
<td>611430RC</td>
<td>Professional and Management Development and Training</td>
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<tr>
<td>OLM</td>
<td>OOCORP 500RC</td>
<td>Order-Level Materials (OLM)</td>
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</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: Not applicable.

1c. Labor Category Descriptions: See Pricelist section entitled “Labor Category Descriptions”, containing job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services.

2. Maximum Order: $1,000,000.00

3. Minimum Order: $100.00


5. Point(s) of production (city, county, and state or foreign country): Not applicable.

6. Discount from list prices or statement of net price: Prices shown are government net prices with discounts already taken.

7. Quantity discounts: None

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

9. Foreign items (list items by country of origin): None

10a. Time of Delivery (Contractor insert number of days): As negotiated on an individual order basis.

10b. Expedited Delivery. Contact Customer.

10c. Overnight and 2-day delivery. Contact Customer.
10d. 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

11. F.O. B Points(s): Destination

12a. Ordering Address(es):

Atlas Research LLC
805 Fifteenth Street, NW
Suite 910
Washington, D.C. 20005
Attention: Ms. Vanessa M. Downes, Senior Director of Contracts
Phone: (202) 717-8738
Fax: (202) 289-6146
Email: vdownes@atlasresearch.us

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) can be found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address(es):

Electronic Funds Transfer Remittance:
Atlantic Union Bank
1800 Robert Fulton Drive
Reston, VA  20191
Main Line:  703-871-2100
Main Line Toll Free: 800-931-0370
Main Fax: 703-737-3426
Account Number: 2962959
Routing Number: 051403164

Check Remittance:
Atlas Research LLC
805 Fifteenth Street, NW
Suite 910
Washington, D.C. 20005
Attention: Atlas Accounts Receivable

14. Warranty provision: Not applicable.

15. Export Packing Charges (if applicable): 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. Preventive 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 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/. Not applicable.

23. Unique Entity Identifier (UEI number): 827560744

24. Notification regarding registration in System for Award Management: Registered.
## Labor Category Pricing

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

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<tr>
<th>SIN</th>
<th>Awarded Labor Category</th>
<th>Site</th>
<th>Year 8 Present – 07/02/2021</th>
<th>Year 9 07/03/2021 – 07/02/2022</th>
<th>Year 10 07/03/2022–07/02/2023</th>
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<td>$142.19</td>
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</table>
**Labor Category Descriptions (MAS SINS: 541820, 541910, 541430, 541613, 541611, 611430)**

**ASSOCIATE / ANALYST I**

**Description:** Prepares and conducts analyses and studies, needs assessments, and requirements analysis to align systems and solutions; applies analytical methodologies and principles to meet client needs; prepares forecasts and analyzes trends, develops and analyzes metrics, and prepares reports and recommendations related to management, organizational structure, policies/procedures and systems; areas of focus include but are not limited to business performance, project analysis, internal control, risk assessment, and support of project objectives.

**Experience & Education:** Minimum of 1 year of experience and Bachelor’s Degree

**ASSOCIATE / ANALYST II**

**Description:** Prepares and conducts analyses and studies, needs assessments, and requirements analysis to align systems and solutions; applies analytical methodologies and principles to meet client needs; prepares forecasts and analyzes trends, develops and analyzes metrics, and prepares reports and recommendations related to management, organizational structure, policies/procedures and systems; areas of focus include but are not limited to business performance, project analysis, internal control, risk assessment, and support of project objectives.

**Experience & Education:** Minimum of 2 years of experience and Bachelor’s Degree

**ASSOCIATE / ANALYST III**

**Description:** Prepares and conducts analyses and studies, needs assessments, and requirements analysis to align systems and solutions; applies analytical methodologies and principles to meet client needs; prepares forecasts and analyzes trends, develops and analyzes metrics, and prepares reports and recommendations related to management, organizational structure, policies/procedures and systems; areas of focus include but are not limited to business performance, project analysis, internal control, risk assessment, and support of project objectives.

**Experience & Education:** Minimum of 4 years of experience and Bachelor’s Degree

**MANAGEMENT CONSULTANT I**

**Description:** Possesses knowledge, experience, and capabilities in the development of solutions, recommendations, or outcomes across multiple tasks and/or organizations; evaluates options to address organizational challenges and contributes to implementation of project plans; supports project objectives and helps assess the impact of industry trends and policies.

**Experience & Education:** Minimum of 4 years of experience and Bachelor’s Degree

**MANAGEMENT CONSULTANT II**

**Description:** Possesses demonstrated knowledge, experience, and ability in the development of solutions, recommendations, or outcomes across multiple tasks and/or organizations; evaluates options to address organizational challenges and contributes to implementation of project plans; supports project objectives and helps assess the impact of industry trends and policies.

**Experience & Education:** Minimum of 6 years of experience and Master’s Degree

**MANAGEMENT CONSULTANT III**

**Description:** Possesses demonstrated knowledge, experience, and ability in the development and management of solutions, recommendations, or outcomes across multiple tasks and/or organizations; evaluates options to address organizational challenges and manages implementation of project plans; directs activities in support of project objectives and helps assess the impact of industry trends and policies; manages projects tasks as needed.

**Experience & Education:** Minimum of 10 years of experience and Master’s Degree
FUNCTIONAL SPECIALIST I
Description: Possesses knowledge in designated field or discipline; supports assessments of organization’s challenges using specialized skills and knowledge; contributes to the execution of project or task plan and helps assess the impact of industry trends, policy or standard methodologies; conducts activities in support of the project team’s objectives; may include specialized certifications and/or qualifications relevant to the project scope.
Experience & Education: Minimum of 2 years of experience and Bachelor's Degree

FUNCTIONAL SPECIALIST II
Description: Possesses demonstrated knowledge in designated field or discipline; possesses substantive experience providing solutions to an organization’s challenges through the application of knowledge gained through similar prior engagements; participates in the development of solutions by leveraging knowledge of the designated field or discipline; contributes to the implementation of strategy and helps assess the impact of industry trends and policies; directs the activities of Specialists or other staff as necessary on activities related to the specified field or discipline; may include specialized certifications and/or qualifications relevant to the project scope.
Experience & Education: Minimum of 4 years of experience and Master's Degree

FUNCTIONAL SPECIALIST III
Description: Senior expert with extensive knowledge in designated field or discipline; provides insight and advice concerning task or project strategic direction and outcomes; may contribute to the evaluation, analysis, and development of recommended solutions; resolves complex problems which require an in-depth knowledge of subject matter related to the designated field or discipline; applies principles and methods of the subject matter to specialized solutions; generally possesses demonstrated ability and experience in management consulting and specialized expertise in technical domains; may direct other staff as necessary on activated related to the specified field or discipline.
Experience & Education: Minimum of 12 years of experience and Master's Degree

SUBJECT MATTER EXPERT I
Description: Senior expert with extensive, enterprise-wide knowledge and experience in one or more designated functional and/or domain areas; provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions; provides high level vision to program/project manager or senior client leadership to influence objectives of complex efforts; primarily utilized on projects for specific expertise, not in a managerial capacity, to align with and support the organization's core goals and strategic direction.
Experience & Education: Minimum of 12 years of experience and Master's Degree

SUBJECT MATTER EXPERT II
Description: Senior expert with extensive, enterprise-wide knowledge and experience in one or more designated functional and/or domain areas; provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions; provides high level vision to program/project manager or senior client leadership to influence objectives of complex efforts; primarily utilized on projects for specific expertise, not in a managerial capacity, to align with and support the organization's core goals and strategic direction.
Experience & Education: Minimum of 12 years of experience and Doctorate Degree

SUBJECT MATTER EXPERT III
Description: Senior industry leader and expert with extensive, enterprise-wide knowledge and experience in one or more designated functional and/or domain areas; provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions; provides high level vision to program/project manager or senior client leadership to influence objectives of complex efforts; primarily utilized on projects for specific expertise, not in a managerial capacity, to align with and
support the organization’s core goals and strategic direction.

**Experience & Education:** Minimum of 14 years of experience and Doctorate Degree

**PROJECT MANAGER**

**Description:** Performs day-to-day management of contract support operations, possibly involving multiple tasks and groups of personnel at multiple locations, on a single project; demonstrates skills in the scope of work encompassed by the task order; provides technical guidance to the project team in performance of the work, and reviews the quality of all work products; organizes, directs, and coordinates the planning and production of all contract support activities; responsible for staffing, project planning, project financials, and staff direction and oversight; maintains and manages the client interface at the COTR levels of the client organization; assists the Program Manager as required in managing contract performance.

**Experience & Education:** Minimum of 9 years of experience and Master’s Degree

**PROGRAM MANAGER**

**Description:** Provides oversight and executive level management to overall contract operations often involving multiple projects/tasks and groups of personnel at multiple locations; maintains and manages relationships with senior level management within the client organization; responsible for ensuring senior level management within the client organization is aware of overall program status, including all relevant projects and their potential impact on higher level organizational strategic vision; this may include subject matter and unique technical knowledge; ensures quality standards and work performance on all task orders and projects; plans, organizes, and oversees work efforts, assigns resources, manages personnel, provides risk management, ensures quality management, monitors overall project, and directs program personnel.

**Experience & Education:** Minimum of 12 years of experience and Master’s Degree

**PROGRAM DIRECTOR / SENIOR ADVISOR**

**Description:** Senior executive responsible for providing strategic direction, vision, leadership, and program management to the team; contributes to organizational direction through regular involvement with senior level client leadership and team members; maintains productive and effective client relationship with the most senior levels of the client organization.

**Experience & Education:** Minimum of 15 years of experience and Master’s Degree

**CORPORATE EXECUTIVE**

**Description:** Provides strategic advisory services and consultations; defines agenda and project objectives; manages execution of multiple strategic initiatives; balances potentially conflicting themes and objectives; generates innovative approaches to address business problems; ensures that appropriate structure is in place to support innovation and lasting change.

**Experience & Education:** Minimum of 17 years of experience and Doctorate Degree

**Experience & Education Substitution:** Education and experience may be substituted for each other. Each year of relevant experience may be substituted for one year of education, and vice versa.

- Bachelor’s degree = Associate degree + 2 years relevant experience = 4 years relevant experience
- Master’s degree = Bachelor’s degree + 2 years relevant experience = 6 years relevant experience
- Doctorate degree = Master’s degree + 4 years relevant experience = 10 years relevant experience

**LABOR CATEGORY DESCRIPTIONS (MAS SIN 54151S)**

**Commercial Job Title:** Analyst

**Minimum/General Experience:** Two years of professional analytical experience

**Functional Responsibility:** Applies knowledge and skills to support more senior staff in implementing
project methodologies and completing assigned tasks. Responsibilities may include documenting and analyzing existing organization functions and structures; assessing current processes and procedures and developing recommendations for improvement; gathering and documenting system requirements; assessing alternative approaches to meeting stakeholder requirements; supporting client planning efforts; establishing and managing program/project offices; preparation of reports.

**Minimum Education:** Bachelor’s Degree in applicable discipline

**Commercial Job Title: Consultant**

**Minimum/General Experience:** Seven years of experience in functional and systems analysis

**Functional Responsibility:** Applies advanced programmatic and technical knowledge and skills to implement project methodologies and complete assigned tasks in accordance with engagement requirements and guidance from project management and executive leadership. May supervise other Consultants. Contributes to and helps lead engagement planning and engagement planning and methodology development and assumes responsibility for achieving project milestones in accordance with established requirements and within existing cost, schedule, and technical constraints. Responsibilities include documenting and analyzing existing organization functions and structures; assessing current processes and procedures, and developing recommendations for improvement; gathering and documenting system requirements; assessing alternative approaches to meeting stakeholder requirements; supporting system acquisition planning; establishing and managing program/project management offices; performing independent verification and validation assessments; and supporting system design, development, and operation activities.

**Minimum Education:** Master’s Degree in applicable discipline

**Commercial Job Title: Project Manager**

**Minimum/General Experience:** Six years of experience in related technical and management discipline

**Functional Responsibility:** Provides competent technical leadership and is responsible for ensuring successful delivery of various detailed and diverse elements of information technology projects. Assists the Program Director in working with government lead(s) to ensure work standards and schedules are being met. Is responsible for the management of a specific task, or for a particular portion of a larger, more complex project. Manages a group of functional activities and subordinate groups of technical and administrative personnel. Reviews quality of work products; organizes and coordinates planning and production of task activities. Contributes to staffing and planning activities supporting overall project. Is fully knowledgeable of all aspects of the technical areas involved in the assigned project.

**Minimum Education:** Master’s Degree in applicable discipline plus applicable certifications

**Commercial Job Title: Jr. SME**

**Minimum/General Experience:** Five years of experience in related technical and management discipline

**Functional Responsibility:** Recognized functional or technical expertise directly related to project specific needs and requirements. Applies business practices to improve methodologies/principles and business processes. Evaluates solutions and applies, as appropriate, risk analysis and performance measurement techniques.

**Minimum Education:** Bachelor’s Degree in field related to expertise.
Commercial Job Title: SME
Minimum/General Experience: Seven years of experience in related technical and management discipline
Functional Responsibility: Recognized functional or technical expertise across multiple knowledge areas directly related to project specific needs and requirements. Works directly with agency/organization leaders to allocate resources and ensure final solutions meet agency/organization needs. Wide-spread reputation across community and discipline.
Minimum Education: Bachelor’s degree in related area of expertise.
Note: For all Labor Categories listed above, both education and experience may be substituted for each other. Each year of relevant experience may be substituted for one year of education, and vice versa.

LABOR CATEGORY DESCRIPTIONS (RE: MAS SIN 54151HEAL)

Health IT Contractor Lead Project Manager
Minimum/General Experience: Minimum of 3 years of experience
Functional Responsibility: Single point of contact for any matter related to the contractor performance. The Project Manager is defined as a person with a BA/BS degree and experience relevant to the task order requirement of successfully managing a large-scale program, encompassing multiple projects, with a total lifecycle budget and complexity comparable to the task order at hand. Such experience shall include planning, initiating, managing, executing, and closing out programs in support of an agency’s mission. Additionally, contractor personnel shall possess a Project Management Professional (PMP) certification or similar in quality.
Minimum Education: Bachelor’s Degree

Health IT Principal
Minimum/General Experience: Minimum of 15 years of experience
Functional Responsibility: The Principal is defined as a person with a Master’s degree and experience relevant to the task order requirement. Such experience shall include planning, initiating, managing, executing, and closing out programs in support of an agency’s mission. The Principal shall assist in the execution of targeted program goals. Additionally, contractor personnel shall possess a Project Management Professional (PMP) certification or similar in quality.
Minimum Education: Master's Degree

Healthcare Systems Acquisition Management Specialist
Minimum/General Experience: Minimum of 3 years of experience
Functional Responsibility: The Acquisition Management Specialist researches, identifies, and analyzes program requirements and problems for projected and planned acquisition programs. In addition, the Acquisition Management Specialist develops budget projections for organizational support and capabilities for specific acquisition projects. The Acquisition Management Specialist develops and executes acquisition management plans for assigned acquisition activities.
Minimum Education: Bachelor’s Degree

Healthcare Change Management Specialist
Minimum/General Experience: Minimum of 3 years of experience
Functional Responsibility: The Change Management Specialist assists in the development and conducting of stakeholder analyses, impact analyses, and communications planning. The Change Management Specialist shall also provide input on the associated risks resulting from the change activities.
Minimum Education: Bachelor’s Degree
Healthcare Program Analyst
**Minimum/General Experience:** Minimum of 3 years of experience
**Functional Responsibility:** Support the analysis and evaluation of program effectiveness. The Program Analyst shall assist in executing program operations to meet the previously established goals and objectives. In addition, the Program Analyst shall provide input on the evaluation and improvement of the organization, and management of projects and programs to increase productivity. The Program Analyst shall also assist in the identification of program resources and assist in the development of program reports.
**Minimum Education:** Bachelor’s Degree

Healthcare Lean/Six Sigma Business Process Engineer
**Minimum/General Experience:** Minimum of 3 years of experience
**Functional Responsibility:** Support the design, development, and implementation of business processes within the organization and the processes for which the organization is responsible, using the Lean Management and/or Six Sigma framework for process improvement. The Lean/Six Sigma Business Process Engineer assists with the development of new business processes, diagnosis of current problems, and redesign, reconstruct, and monitor processes to make sure they are effective. The Lean Six/Sigma Business Process Engineer assists with the continuous update and improvement of the business processes per policy or organizational changes. The Lean/Six Sigma Business Process Engineer shall also assist in the implementation of new technologies to create an automated and efficient program environment. Each Lean/Six Sigma Business Process Engineer shall possess one or more of the following ASQ-recognized current certifications:

- Certified Six Sigma Master Black Belt (CSSMBB) for the program management level
- Certified Six Sigma Black Belt (CSSBB) for the project management level
- Certified Six Sigma Green Belt (CSSGB) for the project team level
- Lean Gold Certification (Lean Certification Alliance) for the program management level
- Lean Silver Certification (Lean Certification Alliance) for the project management level
- Lean Bronze Certification (Lean Certification Alliance) for the project team level

Note: The required level of certification will be specified at the order level.
**Minimum Education:** Bachelor’s Degree

Healthcare Program/Project Management Subject Matter Expert (SME): Requirements Engineering
**Minimum/General Experience:** Minimum of 3 years of experience
**Functional Responsibility:** An SME is defined as a person with a BA/BS degree and experience relevant to the task order requirement. Additionally, contractor personnel shall possess one or more of the following current certifications: Defense Acquisition Workforce Improvement Act certification (one of three levels), Certification of Competency of Business Analysis (CCBA), Certified Business Analysis Professional (CBAP) certification or equivalent:

- Requirements Engineering (to include all aspects such as inception/elicitation, identification, analysis, specification, modeling, validation, and management in general);

**Minimum Education:** Bachelor’s Degree

Healthcare Program/Project Management Subject Matter Expert (SME): Cost Estimation
**Minimum/General Experience:** Minimum of 3 years of experience
**Functional Responsibility:** A SME is defined as a person with a BA/BS degree and experience relevant to the task order requirement. Additionally, contractor personnel shall possess one or more of the following current certifications: a Project Management Professional (PMP), Federal Acquisition Certificate for Program/Project Management (FAC P/PM) (one of three levels), Defense Acquisition Workforce Improvement Act certification (one of three levels), Certification of Competency of Business Analysis (CCBA):
• Senior Subject Matter Expert - Cost Estimation

**Minimum Education:** Bachelor’s Degree

**Healthcare Program/Project Management Subject Matter Expert (SME): Systems Engineer**

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

**Functional Responsibility:** A SME is defined as a person with a BA/BS degree and experience relevant to the task order requirement. Additionally, contractor personnel shall possess one or more of the following current certifications; Defense Acquisition Workforce Improvement Act certification (one of three levels), International Council on Systems Engineering (INCOSE) certification or equivalent:

- Senior Subject Matter Expert - Systems Engineer

**Minimum Education:** Bachelor’s Degree

**Associate/Analyst I**

**Minimum/General Experience:** Minimum of 1 year experience

**Functional Responsibility:** Prepares and conducts analyses and studies, needs assessments, and requirements analysis to align systems and solutions; applies analytical methodologies and principles to meet client needs; prepares forecasts and analyzes trends, develops and analyzes metrics, and prepares reports and recommendations related to management, organizational structure, policies/procedures and systems; areas of focus include but are not limited to business performance, project analysis, internal control, risk assessment, and support of project objectives.

**Minimum Education:** Bachelor’s Degree

**Healthcare Systems Associate/Analyst II**

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

**Functional Responsibility:** Prepares and conducts analyses and studies, needs assessments, and requirements analysis to align systems and solutions; applies analytical methodologies and principles to meet client needs; prepares forecasts and analyzes trends, develops and analyzes metrics, and prepares reports and recommendations related to management, organizational structure, policies/procedures and systems; areas of focus include but are not limited to business performance, project analysis, internal control, risk assessment, and support of project objectives.

**Minimum Education:** Bachelor’s Degree

**Healthcare Systems Associate/Analyst III**

**Minimum/General Experience:** Minimum of 4 years of experience

**Functional Responsibility:** Prepares and conducts analyses and studies, needs assessments, and requirements analysis to align systems and solutions; applies analytical methodologies and principles to meet client needs; prepares forecasts and analyzes trends, develops and analyzes metrics, and prepares reports and recommendations related to management, organizational structure, policies/procedures and systems; areas of focus include but are not limited to business performance, project analysis, internal control, risk assessment, and support of project objectives.

**Minimum Education:** Bachelor’s Degree

**Healthcare Systems Management Consultant I**

**Minimum/General Experience:** Minimum of 4 years of experience

**Functional Responsibility:** Possesses knowledge, experience, and capabilities in the development of solutions, recommendations, or outcomes across multiple tasks and/or organizations; evaluates options to address organizational challenges and contributes to implementation of project plans; supports project objectives and helps assess the impact of industry trends and policies.

**Minimum Education:** Bachelor’s Degree

**Healthcare Systems Management Consultant II**

**Minimum/General Experience:** Minimum of 6 years of experience

**Functional Responsibility:** Possesses demonstrated knowledge, experience, and ability in the
development of solutions, recommendations, or outcomes across multiple tasks and/or organizations; evaluates options to address organizational challenges and contributes to implementation of project plans; supports project objectives and helps assess the impact of industry trends and policies.

**Minimum Education:** Master’s Degree

**Healthcare Systems Management Consultant III**

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

**Functional Responsibility:** Possesses demonstrated knowledge, experience, and ability in the development and management of solutions, recommendations, or outcomes across multiple tasks and/or organizations; evaluates options to address organizational challenges and contributes to implementation of project plans; directs activities in support of project objectives and helps assess the impact of industry trends and policies; manages projects tasks as needed.

**Minimum Education:** Master’s Degree

**Health IT Functional Specialist I**

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

**Functional Responsibility:** Possesses knowledge in designated field or discipline; supports assessments of organization’s challenges using specializes skills and knowledge; contributes to the execution of project or task plan and helps assess the impact of industry trends, policy or standard methodologies; conducts activities in support of the project team’s objectives; may include specialized certifications and/or qualifications relevant to the project scope.

**Minimum Education:** Bachelor’s Degree

**Health IT Functional Specialist II**

**Minimum/General Experience:** Minimum of 4 years of experience

**Functional Responsibility:** Possesses demonstrated knowledge in designated field or discipline; possesses substantive experience providing solutions to an organization’s challenges through the application of knowledge gained through similar prior engagements; participates in the development of solutions by leveraging knowledge of the designated field or discipline; contributes to the implementation of strategy and helps assess the impact of industry trends and policies; directs the activities of Specialists or other staff as necessary on activities related to the specified field or discipline; may include specialized certifications and/or qualifications relevant to the project scope.

**Minimum Education:** Master’s Degree

**Health IT Functional Specialist III**

**Minimum/General Experience:** Minimum of 12 years of experience

**Functional Responsibility:** Possesses demonstrated knowledge in designated field or discipline; possesses substantive experience providing solutions to an organization’s challenges through the application of knowledge gained through similar prior engagements; participates in the development of solutions by leveraging knowledge of the designated field or discipline; contributes to the implementation of strategy and helps assess the impact of industry trends and policies; directs the activities of Specialists or other staff as necessary on activities related to the specified field or discipline; may include specialized certifications and/or qualifications relevant to the project scope.

**Minimum Education:** Master’s Degree

**Healthcare Systems Subject Matter Expert I**

**Minimum/General Experience:** Minimum of 12 years of experience

**Functional Responsibility:** Senior expert with extensive, enterprise-wide knowledge and experience in one or more designated functional and/or domain areas; provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions; provides high level vision to program/project manager or senior client leadership to influence objectives of complex efforts; primarily utilized on projects for specific expertise, not in a managerial capacity, to align with and support the organization’s core goals and strategic direction.

**Minimum Education:** Master’s Degree
Healthcare Systems Subject Matter Expert II

**Minimum/General Experience:** Minimum of 12 years of experience

**Functional Responsibility:** Senior expert with extensive, enterprise-wide knowledge and experience in one or more designated functional and/or domain areas; provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions; provides high level vision to program/project manager or senior client leadership to influence objectives of complex efforts; primarily utilized on projects for specific expertise, not in a managerial capacity, to align with and support the organization's core goals and strategic direction.

**Minimum Education:** Doctorate Degree

Healthcare Systems Subject Matter Expert III

**Minimum/General Experience:** Minimum of 14 years of experience

**Functional Responsibility:** Senior industry leader and expert with extensive, enterprise-wide knowledge and experience in one or more designated functional and/or domain areas; provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions; provides high level vision to program/project manager or senior client leadership to influence objectives of complex efforts; primarily utilized on projects for specific expertise, not in a managerial capacity, to align with and support the organization’s core goals and strategic direction.

**Minimum Education:** Doctorate Degree

Healthcare Systems Project Manager

**Minimum/General Experience:** Minimum of 9 years of experience

**Functional Responsibility:** Performs day-to-day management of contract support operations, possibly involving multiple tasks and groups of personnel at multiple locations, on a single project; demonstrates skills in the scope of work encompassed by the task order; provides technical guidance to the project team in performance of the work, and reviews the quality of all work products; organizes, directs, and coordinates the planning and production of all contract support activities; responsible for staffing, project planning, project financials, and staff direction and oversight; maintains and manages the client interface at the COTR levels of the client organization; assists the Program Manager as required in managing contract performance.

**Minimum Education:** Master’s Degree

Healthcare Systems Program Manager

**Minimum/General Experience:** Minimum of 12 years of experience

**Functional Responsibility:** Provides oversight and executive level management to overall contract operations often involving multiple projects/tasks and groups of personnel at multiple locations; maintains and manages relationships with senior level management within the client organization; responsible for ensuring senior level management within the client organization is aware of overall program status, including all relevant projects and their potential impact on higher level organizational strategic vision; this may include subject matter and unique technical knowledge; ensures quality standards and work performance on all task orders and projects; plans, organizes, and oversees work efforts, assigns resources, manages personnel, provides risk management, ensures quality management, monitors overall project, and directs program personnel.

**Minimum Education:** Master’s Degree

Healthcare Systems Program Director/Senior Advisor

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

**Functional Responsibility:** Senior executive responsible for providing strategic direction, vision, leadership, and program management to the team; contributes to organizational direction through regular involvement with senior level client leadership and team members; maintains productive and effective client relationship with the most senior levels of the client organization.

**Minimum Education:** Master’s Degree
Healthcare Systems Corporate Executive/Strategic Advisor

Minimum/General Experience: Minimum of 17 years of experience

Functional Responsibility: Provides strategic advisory services and consultations; defines agenda and project objectives; manages execution of multiple strategic initiatives; balances potentially conflicting themes and objectives; generates innovative approaches to address business problems; ensures that appropriate structure is in place to support innovation and lasting change.

Minimum Education: Doctorate Degree

Note: For all Labor Categories listed above, both education and experience may be substituted for each other. Each year of relevant experience may be substituted for one year of education, and vice versa.

Service Contract Labor Standards: The Service Contract Labor Standards (SCLS) 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 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 eligible labor categories. If and/or when the contractor adds SCLS labor categories/employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

MAS SIN OLM: ORDER-LEVEL MATERIALS (OLMS)

Order-Level Materials (OLMs) are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Federal Supply Schedule (FSS) contract or FSS blanket purchase agreement (BPA). OLMs are not defined, priced, or awarded at the FSS contract level. They are unknown before a task or delivery order is placed against the FSS contract or FSS BPA. OLMs are only authorized for inclusion at the order level under a Time and Materials (T&M) or Labor-Hour (LH) Contract Line-Item Number (CLIN) and are subject to a Not to Exceed (NTE) ceiling price. OLMs include direct materials, subcontracts for supplies and incidental services for which there is not a labor category specified in the FSS contract, other direct costs (separate from those under ODC MAS SINs), and indirect costs. OLMs are purchased under the authority of the FSS Program and are not “open market items.”

Items awarded under ancillary supplies/services or other direct cost (ODC) MAS SINs are not OLMs. These items are defined, priced, and awarded at the FSS contract level, whereas OLMs are unknown before an order is placed. Ancillary supplies/services and ODC MAS SINs are for use under all order type CLINs (Fixed-Price (FP), T&M, and LH), whereas the Order-Level Materials MAS SIN is only authorized for use under T&M and LH order CLINs.

The Order-Level Materials MAS SIN is only authorized for use in direct support of another awarded MAS SIN. Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs. OLMs are defined and priced at the ordering activity level in accordance with GSAR clause 552.238-82 Special Ordering Procedures for the Acquisition of Order-Level Materials. Prices for items provided under the Order-Level Materials MAS SIN must be inclusive of the Industrial Funding Fee (IFF). The cumulative value of OLMs in an individual task or delivery order cannot exceed 33.33% of the total value of the order. The Maximum Order Threshold for the OLM MAS SINs is $250,000.