Healthcare Management Solutions, LLC GSA Multiple Award Schedule (MAS) Federal Supply Schedule Pricelist

Prices Shown Herein are Net (discount deducted)

GENERAL SERVICES ADMINISTRATION Federal Supply Service

Authorized Federal Supply Schedule Price List

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system. The internet address GSA Advantage!® is: http://www.GSAAdvantage.gov.

Schedule Title: Multiple Award Schedule

Federal Supply Group: Information Technology

Contract Number: GS-35F-0001Y

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

Contract Period: October 3, 2021 through October 2, 2026

Contractor: Healthcare Management Solutions, LLC
1000 Technology Drive, Suite 1310
Fairmont, West Virginia 26554
304-368-0288
http://www.hcmsllc.com

Contract Administrator: Laura Reeder
contracts@hcmsllc.com
Phone: 304-368-0288
Fax: 304-368-0389
Healthcare Management Solutions, LLC
1000 Technology Drive, Suite 1310
Fairmont, West Virginia 26554

Business Size: Small

Pricelist current as of Modification #PS-A842, effective June 21, 2022.
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Customer Information

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

See Awarded SINS and descriptions below. Awarded Prices can be found on page 16.

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<tr>
<th>SIN</th>
<th>SIN Description</th>
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<tr>
<td>54151S</td>
<td>IT Professional Services</td>
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<td>54151HEAL</td>
<td>Health IT Services</td>
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<td>OLM</td>
<td>Order Level Materials</td>
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1b. Lowest priced model number and lowest unit prices.

Prices shown in the pricelist are for 1 hour.

1c. Labor Category Descriptions

Project Director I

SIN 54151S

**Functional Responsibility:**
Responsible for all phases of performance, including contract management, contract cost control, IT project management, coordination of resource needs, coordination with company resources and management, and has direct accountability for the technical accuracy, timeliness and quality of deliverables. Lead and manage software program development by planning and coordinating program and project efforts, providing project reports, maintaining schedules and budgets for the program. Serve as focal point of contact with the client on all IT program activities. Detect and analytically solve a wide variety of IT business problems. Provide technical leadership and guidance to resolve complex technical problems across multiple projects.

Possess the ability to manage a project from inception to deployment and a demonstrated ability to manage multi-task contracts. Supervise the project performance of staff in accordance with the company's policies and procedures. Provide quality assurance for all deliverables.

**Position Qualifications:**
Master's Degree plus 2 years of relevant experience, OR
Bachelor's Degree plus 5 years of relevant experience, OR
Associate's Degree plus 7 years of relevant experience, OR
High School Diploma or GED plus 10 years of relevant experience
SIN 54151HEAL

**Functional Responsibility:**
Responsible for all phases of performance for clinical or Health IT systems, including contract management, contract cost control, IT project management, coordination of resource needs, coordination with company resources and management, and has direct accountability for the technical accuracy, timeliness and quality of deliverables. Lead and manage health or clinical related software program development by planning and coordinating program and project efforts, providing project reports, maintaining schedules and budgets for the program. Serve as focal point of contact with the client on all clinical or Health IT program activities. Detect and analytically solve a wide variety of clinical or Health IT business problems. Provide technical leadership and guidance to resolve complex technical problems across multiple projects.

Possess the ability to manage a clinical or Health IT projects from inception to deployment and a demonstrated ability to manage multi-task contracts. Supervise the project performance of staff in accordance with the company's policies and procedures. Provide quality assurance for all deliverables.

**Position Qualifications:**
Master's Degree plus 2 years of relevant experience, OR
Bachelor's Degree plus 5 years of relevant experience, OR
Associate's Degree plus 7 years of relevant experience, OR
High School Diploma or GED plus 10 years of relevant experience

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SIN 54151S

**Functional Responsibility:**
Has substantive IT knowledge and demonstrated hands-on expertise and/or training in Information Technology system or software: planning, design, modification, development, writing, and/or implementation. Provide technical expertise and oversight in assessing project issues and developing resolutions to meet productivity, quality, and client satisfaction goals and objectives. Ensure logical and systematic conversion of client requirements into solutions within technical, schedule, and cost constraints.

**Position Qualifications:**
Master's Degree plus 8 years of relevant experience, OR
Bachelor's Degree plus 10 years of relevant experience, OR
Associate's Degree plus 12 years of relevant experience, OR
High School Diploma or GED plus 15 years of relevant experience

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SIN 54151HEAL

**Functional Responsibility:**
Has substantive clinical or Health IT knowledge and demonstrated hands-on expertise and/or training in Information Technology system or software: planning, design, modification, development, writing, and/or implementation. Provide technical expertise and oversight in assessing project issues as they relate to clinical or Health IT and
developing resolutions to meet productivity, quality, and client satisfaction goals and objectives. Ensure logical and systematic conversion of client Health IT requirements into solutions within technical, schedule, and cost constraints.

**Position Qualifications:**
Master's Degree plus 8 years of relevant experience, OR
Bachelor's Degree plus 10 years of relevant experience, OR
Associate's Degree plus 12 years of relevant experience, OR
High School Diploma or GED plus 15 years of relevant experience

**Project Manager I**

**SIN 54151S**

**Functional Responsibility:**
Direct a group of technology program or client projects, overseeing technology development. Retain responsibility for overall contract performance. Possess the ability to manage a project from inception to deployment and a demonstrated ability to manage multi-task contracts.

Supervise the project performance of staff in accordance with the company's policies and procedures. Provide quality assurance for all deliverables.

**Position Qualifications:**
Master's Degree plus 1 year of relevant experience, OR
Bachelor's Degree plus 3 years of relevant experience, OR
Associate's Degree plus 5 years of relevant experience, OR
High School Diploma or GED plus 7 years of relevant experience

**SIN 54151HEAL**

**Functional Responsibility:**
Direct a group of clinical or Health IT programs or client projects, overseeing technology development. Retain responsibility for overall contract performance. Possess the ability to manage a project from inception to deployment and a demonstrated ability to manage multi-task contracts in a healthcare setting.

Supervise the project performance of staff in accordance with the company's policies and procedures. Provide quality assurance for all deliverables.

**Position Qualifications:**
Master's Degree plus 1 year of relevant experience, OR
Bachelor's Degree plus 3 years of relevant experience, OR
Associate's Degree plus 5 years of relevant experience, OR
High School Diploma or GED plus 7 years of relevant experience

**IT Specialist I**

**SIN 54151S**

**Functional Responsibility:**
Individual must be very knowledgeable in all aspects of IT. Oversee and coordinate the operational aspect of projects and serve as a liaison between project management and
planning. Conduct or participate in multidisciplinary research and collaborate with developers in the planning, design, development, and utilization of electronic data processing systems. Assess project issues and develop resolutions to meet productivity, quality, and client satisfaction goals and objectives. Ensure the logical and systematic conversion of customer or product requirements into total systems solutions that acknowledge technical, schedule, and cost constraints. Demonstrate very good oral and written communication skills. Prepare documentation or reports of program development. Perform work without appreciable direction, exercise considerable latitude in determining objectives and approaches to assignments, and is virtually self-initiated and self-managed. May serve as overall project manager.

**Position Qualifications:**
Master's Degree, OR
Bachelor's Degree plus 2 years of relevant experience, OR
Associate's Degree plus 4 years of relevant experience, OR
High School Diploma or GED plus 10 years of relevant experience

**SIN 54151HEAL**

**Functional Responsibility:**
Individual must be very knowledgeable in all aspects of health and clinical IT. Oversee and coordinate the operational aspect of projects and serve as a liaison between project management and planning. Conduct or participate in multidisciplinary research and collaborate with developers in the planning, design, development, and utilization of electronic data processing systems. Assess project issues and develop resolutions to meet productivity, quality, and client satisfaction goals and objectives. Ensure the logical and systematic conversion of customer or product requirements into total systems solutions that acknowledge technical, schedule, and cost constraints. Demonstrate very good oral and written communication skills. Prepare documentation or reports of program development. Perform work without appreciable direction, exercise considerable latitude in determining objectives and approaches to assignments, and is virtually self-initiated and self-managed. May serve as overall project manager in a healthcare setting.

**Position Qualifications:**
Master's Degree, OR
Bachelor's Degree plus 2 years of relevant experience, OR
Associate's Degree plus 4 years of relevant experience, OR
High School Diploma or GED plus 10 years of relevant experience

**IT Specialist II**

**SIN 54151S**

**Functional Responsibility:**
Individual must be very knowledgeable in all aspects of IT. Oversee and coordinate the operational aspect of projects and serve as a liaison between project management and planning. Conduct or participate in multidisciplinary research and collaborate with developers in the planning, design, development, and utilization of electronic data processing systems. Assess project issues and develop resolutions to meet productivity,
quality, and client satisfaction goals and objectives. Ensure the logical and systematic conversion of customer or product requirements into total systems solutions that acknowledge technical, schedule, and cost constraints. Demonstrate very good oral and written communication skills. Prepare documentation or reports of program development. Perform work without appreciable direction, exercise considerable latitude in determining objectives and approaches to assignments, and be virtually self-initiated and self-managed. May serve as overall project manager.

**Position Qualifications:**
Master's Degree plus 5 years of relevant experience, OR Bachelor's Degree plus 8 years of relevant experience, OR Associate's Degree plus 10 years of relevant experience, OR High School Diploma or GED plus 13 years of relevant experience

**SIN 54151HEAL**

**Functional Responsibility:**
Individual must be very knowledgeable in all aspects of clinical or Health IT. Oversee and coordinate the operational aspect of clinical or Health IT projects and serve as a liaison between project management and planning. Conduct or participate in multidisciplinary research and collaborate with developers in the planning, design, development, and utilization of electronic data processing systems. Assess clinical or Health IT project issues and develop resolutions to meet productivity, quality, and client satisfaction goals and objectives. Ensure the logical and systematic conversion of customer or product requirements into total clinical or Health IT systems solutions that acknowledge technical, schedule, and cost constraints. Demonstrate very good oral and written communication skills. Prepare documentation or reports of program development. Perform work without appreciable direction, exercise considerable latitude in determining objectives and approaches to assignments, and be virtually self-initiated and self-managed. May serve as overall project manager in a healthcare setting.

**Position Qualifications:**
Master's Degree plus 5 years of relevant experience, OR Bachelor's Degree plus 8 years of relevant experience, OR Associate's Degree plus 10 years of relevant experience, OR High School Diploma or GED plus 13 years of relevant experience

**IT Specialist III**

**SIN 54151S**

**Functional Responsibility:**
Individual must be very knowledgeable in all aspects of IT. Oversee and coordinate the operational aspect of projects and serve as a liaison between project management and planning. Conduct or participate in multidisciplinary research and collaborate with developers in the planning, design, development, and utilization of electronic data processing systems. Assess project issues and develop resolutions to meet productivity, quality, and client satisfaction goals and objectives. Ensure the logical and systematic conversion of customer or product requirements into total systems solutions that
acknowledge technical, schedule, and cost constraints. Demonstrate very good oral and written communication skills. Prepare documentation or reports of program development. Perform work without appreciable direction, exercise considerable latitude in determining objectives and approaches to assignments, and be virtually self-initiated and self-managed. May serve as overall project manager.

Position Qualifications:
Master's Degree plus 6 years of relevant experience, OR Bachelor's Degree plus 10 years of relevant experience, OR Associate's Degree plus 13 years of relevant experience, OR High School Diploma or GED plus 16 years of relevant experience

SIN 54151HEAL

Functional Responsibility:
Individual must be very knowledgeable in all aspects of clinical or Health IT. Oversee and coordinate the operational aspect of clinical or Health IT projects and serve as a liaison between project management and planning. Conduct or participate in multidisciplinary research and collaborate with developers in the planning, design, development, and utilization of electronic data processing systems. Assess project issues and develop resolutions to meet productivity, quality, and client satisfaction goals and objectives. Ensure the logical and systematic conversion of customer or product requirements into total systems solutions that acknowledge technical, schedule, and cost constraints. Demonstrate very good oral and written communication skills. Prepare documentation or reports of program development. Perform work without appreciable direction, exercise considerable latitude in determining objectives and approaches to assignments, and be virtually self-initiated and self-managed. May serve as overall project manager in a healthcare setting.

Position Qualifications:
Master's Degree plus 6 years of relevant experience, OR Bachelor's Degree plus 10 years of relevant experience, OR Associate's Degree plus 13 years of relevant experience, OR High School Diploma or GED plus 16 years of relevant experience

Senior Systems Analyst I

SIN 54151S

Functional Responsibility:
This individual is competent to work at the highest level of all phases of IT applications systems analysis and programming activities. Formulate and define technical system scope and objectives. Translate operational requirements into specific hardware and software designs or process solutions. Perform all necessary functions including end user interface, requirements analysis and definition, functional description development, test plan development and implementation, and the development of final documentation. Apply management and financial expertise, Federal government financial methodologies, regulations, and principles to government projects.
Position Qualifications:
Master's Degree plus 1 year of relevant experience, OR  
Bachelor's Degree plus 4 years of relevant experience, OR  
Associate's Degree plus 6 years of relevant experience, OR  
High School Diploma or GED plus 9 years of relevant experience

**Functional Responsibility:**
This individual is competent to work at the highest level of all phases of clinical or Health IT applications systems analysis and programming activities. Formulate and define technical system scope and objectives. Translate operational clinical or Health IT requirements into specific hardware and software designs or process solutions. Perform all necessary functions including end user interface, requirements analysis and definition, functional description development, test plan development and implementation, and the development of final documentation. Apply management and financial expertise, Federal government financial methodologies, regulations, and principles to government projects in a healthcare setting.

Position Qualifications:
Master's Degree plus 1 year of relevant experience, OR  
Bachelor's Degree plus 4 years of relevant experience, OR  
Associate's Degree plus 6 years of relevant experience, OR  
High School Diploma or GED plus 9 years of relevant experience

**Senior Data Analyst I**

**SIN 54151S**

Functional Responsibility:
Perform support services for technology projects involving specific development, maintenance, and troubleshooting activities in support of new or legacy data systems or databases according to project requirements or specifications. Ensure workstation/ server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Also, ensure data and media recoverability by implementing a schedule of system backups and database archive operations. Revise company definition of data as defined in data dictionary and updates data dictionary. Develop and update functional or operating manuals outlining established methods of performing work in accordance with the organizational policy. Specify user and user access levels for each segment of the database. Modify database programs to increase processing performance. Conduct routine hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines.

Position Qualifications:
Master's Degree plus 4 years of relevant experience, OR  
Bachelor's Degree plus 6 years of relevant experience, OR  
Associate's Degree plus 8 years of relevant experience, OR  
High School Diploma or GED plus 11 years of relevant experience
SIN 54151HEAL

Functional Responsibility:
Perform support services for clinical or Health IT projects involving specific development, maintenance, and troubleshooting activities in support of new or legacy data systems or databases according to project requirements or specifications. Ensure workstation/ server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Also, ensure data and media recoverability by implementing a schedule of system backups and database archive operations. Revise company definition of data as defined in data dictionary and updates data dictionary. Develop and update functional or operating manuals outlining established methods of performing work in accordance with the organizational policy. Specify user and user access levels for each segment of the database. Modify clinical or Health IT database programs to increase processing performance. Conduct routine hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines in a healthcare setting.

Position Qualifications:
Master's Degree plus 4 years of relevant experience, OR
Bachelor's Degree plus 6 years of relevant experience, OR
Associate's Degree plus 8 years of relevant experience, OR
High School Diploma or GED plus 11 years of relevant experience

Data Analyst I
SIN 54151S

Functional Responsibility:
Perform support services for technology projects involving specific development, maintenance, and troubleshooting activities in support of new or legacy data systems or databases according to project requirements or specifications. Ensure workstation/ server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Also, ensure data and media recoverability by implementing a schedule of system backups and database archive operations. Revise company definition of data as defined in data dictionary and updates data dictionary. Develop and update functional or operating manuals outlining established methods of performing work in accordance with the organizational policy. Specify user and user access levels for each segment of the database. Modify database programs to increase processing performance. Conduct routine hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines.

Position Qualifications:
Master's Degree plus 1 year of relevant experience, OR
Bachelor's Degree plus 3 years of relevant experience, OR
Associate's Degree plus 5 years of relevant experience, OR
High School Diploma or GED plus 8 years of relevant experience
SIN 54151HEAL

**Functional Responsibility:**
Perform support services for clinical or Health IT projects involving specific development, maintenance, and troubleshooting activities in support of new or legacy data systems or databases according to project requirements or specifications. Ensure workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Also, ensure data and media recoverability by implementing a schedule of system backups and database archive operations. Revise company definition of data as defined in data dictionary and updates data dictionary. Develop and update functional or operating manuals outlining established methods of performing work in accordance with the organizational policy. Specify user and user access levels for each segment of the database. Modify database programs to increase processing performance. Conduct routine hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines in a healthcare setting.

**Position Qualifications:**
Master's Degree plus 1 year of relevant experience, OR
Bachelor's Degree plus 3 years of relevant experience, OR
Associate's Degree plus 5 years of relevant experience, OR
High School Diploma or GED plus 8 years of relevant experience

Junior Analyst I

SIN 54151S

**Functional Responsibility:**
Consult with user to identify current IT operating procedures and clarify program objectives based on both user technical needs and sufficient understanding of applicable business systems and industry requirements. Analyze and alter software to increase operating efficiency or adapt to new requirements. Prepare detailed technical specifications from which programs will be written. Design, code, test, debug, document, and maintain those programs. Develop system requirements and program specifications from inception to conclusion.

**Position Qualifications:**
Master's Degree plus 2 years of relevant experience, OR
Bachelor's Degree plus 4 years of relevant experience, OR
Associate's Degree plus 6 years of relevant experience, OR
High School Diploma or GED plus 9 years of relevant experience

SIN 54151HEAL

**Functional Responsibility:**
Consult with user to identify current clinical or Health IT operating procedures and clarify program objectives based on both user technical needs and sufficient understanding of applicable business systems and industry requirements. Analyze and alter software to increase operating efficiency or adapt to new requirements in a healthcare setting. Prepare detailed technical specifications from which programs will be written. Design, code, test,
debug, document, and maintain those programs. Develop clinical or Health IT system requirements and program specifications from inception.

**Position Qualifications:**
Master's Degree plus 2 years of relevant experience, OR
Bachelor's Degree plus 4 years of relevant experience, OR
Associate's Degree plus 6 years of relevant experience, OR
High School Diploma or GED plus 9 years of relevant experience

**Equivalencies**
The following certifications and licenses may be used as education and experience equivalencies:

- Technical Certifications may be substituted for an Associate's Degree or 2 years of relevant experience.
- Professional Certifications may be substituted for a Bachelor’s Degree or 4 years of relevant experience.
- Professional Licenses may be substituted for a Master’s Degree or 6 years of relevant experience.
- Undergraduate credits from an accredited institution may be applied toward an educational equivalency.

2. **Maximum Order**
   SIN 54151S: $500,000.00
   SIN 54151HEAL: $500,000.00
   SIN OLM: $250,000.00

3. **Minimum Order**
   $100

4. **Geographic Scope of Contract**
   United States and its Territories and Possessions

5. **Points of Production**
   Fairmont, West Virginia; Columbia, Maryland; and at customer site as requested

6. **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.
9. **Foreign Items**
   None

10a. **Time of delivery**
   Specified on the Task Order

10b. **Expedited Delivery**
   Contact the Contractor

10c. **Overnight and Two-day delivery**
   Contact the Contractor

10d. **Urgent Requirements**
   Contact HMS for urgent requirements. When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact HMS for the purpose of obtaining accelerated delivery. HMS shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by HMS in writing.) If HMS offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

11. **F.O.B. point(s)**
   Destination

12a. **Ordering address**
   Healthcare Management Solutions, LLC
   1000 Technology Drive, Suite 1310
   Fairmont, West Virginia 26554
   (304) 368-0288 (phone)
   (304) 368-0389 (fax)
   [www.hcmsllc.com](http://www.hcmsllc.com)

12b. **Ordering procedures**
   For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. **Payment addresses**
   Healthcare Management Solutions, LLC
   Attn: Finance
   1000 Technology Drive, Suite 1310
   Fairmont, West Virginia 26554
   (304) 368-0288 (phone)
   (304) 368-0389 (fax)
14. **Warranty Provision**
Contractor’s standard commercial warranty

15. **Export Packing Charges**
N/A

16. **Terms and conditions of rental, maintenance, and repair**
N/A

17. **Terms and conditions of installation**
N/A

18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices**
N/A

18b. **Terms and conditions for any other services**
N/A

19. **List of service and distribution points**
N/A

20. **List of participating dealers**
N/A

21. **Preventative maintenance**
N/A

22a. **Special attributes such as environmental attributes**
N/A

22b. **Section 508 compliance information**
N/A

23. **Unique Entity Identifier (UEI) Number**
JJMLX8VQ6WY1

24. **System for Award Management (SAM)**
Contractor is registered in the System for Award Management (SAM) database.

**Non-Local travel & Other Direct Costs (ODCs)**
Consistent with HMS’ cost accounting practices, ODCs will be invoiced at actual cost incurred plus indirect costs (G&A or material handling) at the fixed amount applicable to the order. Reimbursable non-local travel will be invoiced in the following manner:
a) Lodging will be invoiced at the Federal Travel Regulations (FTR) or Joint Travel Regulations (JTR) rates as applicable and where available plus any applicable taxes. If lodging is not available at the FTR/JTR rate, HMS will seek prior written approval to exceed that amount.
b) Meals and Incidental Expenses (M&IE) will be invoiced in accordance with the FTR or JTR as applicable.
c) Transportation will be invoiced at actual amounts incurred.
d) G&A will be applied to items a, b, and c, at the fixed amount applicable to the order.

**Final Pricing:** The rates shown below include the Industrial Funding Fee (IFF) of 0.75%. Pricing is valid for both customer and contractor sites.

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