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

Information Technology
FSC Code: D399

Information Technology Professional Services
Health Information Technology Services

Contract Number: GS-35F-0384W

CONTRACT PERIOD: April 15, 2010 through April 14, 2025

Prices are current through modification PO-0010 effective April 15, 2020

For more information on ordering from Federal Supply go to this website: www.gsa.gov/schedules

CONTRACTOR:

BEACON SYSTEMS, INC
3928 Coral Ridge Dr
Coral Springs, FL 33065-7613
Phone: 954-426-1171
Fax: 954-426-1181
www.BeaconGOV.com

CONTRACTOR’S ADMINISTRATION SOURCE:
Vinod Reddi, COO
3928 Coral Ridge Dr
Coral Springs, FL 33065-7613
Phone: 954-426-1171
Fax: 954-426-1181
E-Mail: vreddi@beacongov.com

BUSINESS SIZE:
Small Business Asian (Asian-Indian) American Owned
CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
</tr>
<tr>
<td>54151HEAL</td>
<td>Health Information Technology Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order Level Materials (OLM)</td>
</tr>
</tbody>
</table>

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:
(Government net price based on a unit of one)

<table>
<thead>
<tr>
<th>SIN</th>
<th>Labor Category</th>
<th>UOM</th>
<th>Net GSA Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>QA Engineer</td>
<td>Hour</td>
<td>65.59</td>
</tr>
<tr>
<td>54151HEAL</td>
<td>Customer Support Specialist</td>
<td>Hour</td>
<td>$46.33</td>
</tr>
</tbody>
</table>

1c. HOURLY RATES (Services only): See Price List starting on page 17.

2. MAXIMUM ORDER:

SIN 54151S - $500,000  
SIN 54151HEAL - $500,000  
SIN OLM - $250,000

NOTE TO ORDERING ACTIVITIES: *If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. MINIMUM ORDER: $100.00

4. GEOGRAPHIC COVERAGE: Domestic, 50 states, Washington, DC, Puerto Rico, US Territories and to a CONUS port or consolidation point for orders received from overseas activities.

5. POINT(S) OF PRODUCTION: Broward County, Coral Springs, FL

6. DISCOUNT FROM LIST PRICES: GSA Net Prices are shown on the attached GSA Pricelist. Negotiated discount has been applied and the IFF has been added.

7. QUANTITY DISCOUNT(S): None

7a. VOLUME DISCOUNT(S): 1% on orders over $100,000.00

8. PROMPT PAYMENT TERMS: Net 30 Days

9.a Government Purchase Cards must be accepted at or below the micro-purchase threshold.

9.b Government Purchase Cards are not accepted above the micro-purchase threshold.

10. FOREIGN ITEMS: None
11a. **TIME OF DELIVERY**: Delivery to be negotiated with Government Client

11b. **EXPEDITED DELIVERY**: Expedited Delivery to be negotiated with Government Client.

11c. **OVERNIGHT AND 2-DAY DELIVERY**: N/A

11d. **URGENT REQUIREMENTS**: Agencies can contact the Contractor’s representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. **FOB POINT**: Destination

13a. **ORDERING ADDRESS**: Same as contractor

13b. **ORDERING PROCEDURES**: Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or services. The ordering procedures, information on Blanket Purchase Agreements (BPA’s) and a sample BPA can be found at the GSA/FSS Schedule Homepage (fss.gsa.gov/schedules).

14. **PAYMENT ADDRESS**: Same as contractor

15. **WARRANTY PROVISION**: N/A

16. **EXPORT PACKING CHARGES**: Not applicable

17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE**: N/A

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 AVAILABLE)**: 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. **Section 508 Compliance for Electronic and Information Technology (EIT)**: Section 508 compliance may be found at www.BeaconGOV.com

25. **DUNS NUMBER**: 607597064

26. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE**: Contractor has an Active Registration in the SAM database.
**NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.**

1. **SCOPE**
   
a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.

b. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.


a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.

b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity’s mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. **ORDER**

a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. **PERFORMANCE OF SERVICES**

a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors
cannot use GSA city pair contracts.

5. **STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)**

   (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

   (1) Cancel the stop-work order; or

   (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

   (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

   (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

   (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

   (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

   (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. **INSPECTION OF SERVICES**


7. **RESPONSIBILITIES OF THE CONTRACTOR**

   The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. **RESPONSIBILITIES OF THE ORDERING ACTIVITY**

   Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.
9. INDEPENDENT CONTRACTOR
All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST
a. Definitions.
“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES
The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS
For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

(1) The offeror;
(2) Subcontractors; and/or
(3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. **RESUMES**

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. **INCIDENTAL SUPPORT COSTS**

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. **APPROVAL OF SUBCONTRACTS**

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. **DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING**

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 54151S IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

The following is an example of the manner in which the description of a commercial job title should be presented:

1. **Software Engineer/Programmer**

   **Minimum/General Experience:** Four years experience providing functional analysis related services, similar to that as described under "Functional Responsibility" below, and having knowledge and understanding of applicable technical concepts and practices.

   **Functional Responsibility:** Analyzes business or user needs to determine ADP functional and cross-functional requirements and devise most efficient methods of accomplishing work. Operates in a business or technical environment, using analytical and evaluative techniques. Has extensive experience in particular functional area. Confers with personnel of organizational unit, identifies specific input and output requirements. Conducts operational effectiveness reviews. Develops or updates functional or operational manuals outlining established procedures in accordance with organizational policy. Performs feasibility studies and cost benefit analyses.

   **Minimum Education:** B.S in related discipline or equivalent training.

2. **Database Designer/Administrator**

   **Minimum/General Experience:** A minimum of six (6) years of application programming experience including three (3) or more years in system design and development.
**Functional Responsibility:** Works in a data intensive environment (such as a data warehouse), which includes data design, database architecture, and metadata and repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds dimensional databases. Responsible for developing data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Evaluates reusability of current data for additional analyses. Conducts data cleaning to rid the system of old, unused, or duplicate data. Reviews object and data models and the metadata repository to structure the data for better management and quicker access.

**Minimum Education:** Bachelor’s degree in Computer Science, Information Systems, Engineering, Business or other related discipline or equivalent experience.

3. **Information Assurance Network Specialist:**

**Minimum/General Experience:** Minimum eight (8) years experience providing security analysis/implementation, systems engineering, electrical design, design assurance, testing, software engineering, program design, configuration management, integration or testing to support information assurance requirements.

**Functional Responsibility:** Reviews and recommends information assurance solutions to customer problems. Conducts systems security analysis and implementation, system engineering, electrical design, design assurance, testing, software engineering, program design, configuration management, integration and testing of information assurance products and techniques. Analyzes and defines security requirements for local and wide area networks. Designs, engineers, and implements solutions that meet network security requirements. Responsible for integration and implementation of the network security solution. Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle. Configures test beds and conducts testing, records and analyzes results, and provides recommendations for improvements for the products/systems under test. Analyzes and defines security requirements for computer systems which may include mainframes, workstations, and personal computers. Designs, engineers and implements solutions that meet security requirements.

**Minimum Education:** Bachelor’s degree in Computer Science, Information Systems, Engineering, Business or other related discipline or equivalent experience.

4. **Network Engineer**

**Minimum/General Experience:** Minimum five (5) years experience providing network maintenance and support as described under “Functional Responsibility” below, and having knowledge and understanding of applicable technical concepts and practices.

**Functional Responsibility:** Assists in the development and maintenance of network communications. Uses knowledge of LAN/WAN systems to help design and install internal and external networks. Tests and evaluates network systems to eliminate problems and make improvements. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected.

**Minimum Education:** Bachelor’s degree and at least 5 years of experience in the field or in a related area.
5. **Project Manager**

**Minimum/General Experience:** Minimum ten (10) years experience providing technical contract management and support oversight, similar to that as described under “Functional Responsibility” below, and having knowledge and understanding of applicable technical concepts and practices.

**Functional Responsibility:** Supervises all contract/technical employees. Manages business and technical activities relating to the design, installation and operations of information systems involving multiple projects and personnel at potentially diverse locations. Establishes work breakdown structures, coordinates and monitors technical, schedule and cost elements of the program. Organizes, directs and coordinates planning and all contract support activities. Resolves technical, scheduling and cost issues and serves as the primary point of contact between the Government and various elements of the Contract. Prepares management reports and maintains accurate records. Establishes and alters (as necessary) work of subordinates. Ensures compliance to task specifications and contract provisions. Interprets policies, purposes and goals of the organization for subordinates. Responsible for negotiating and making business decisions for the Company.

**Minimum Education:** Bachelor's Degree in Computer Science, Information Systems, Engineering, Business or related field. A Master’s Degree and eight (8) years of experience will be considered as equivalent educational requirements.

6. **Security Engineer**

**Minimum/General Experience:** 6 or more years of demonstrated experience with increasing responsibility and system complexity.

**Functional Responsibility:** May work independently or under the general supervision of others to design and implement solutions to secure infrastructure, applications, and government assets. Installs and configures firewalls, VPNs, and other security appliance and devices. Documents, and implements security policies. Performs comprehensive risk, vulnerability and security system assessments and audits to ensure regulatory compliance and adherence to defined standards. Implements strategies to mitigate viruses and known/unknown threats. Monitors security infrastructure and modifies as necessary to continually improve protection.

**Minimum Education:** BS in Engineering degree or related field or certification.

7. **Technical/Team Lead:**

**Minimum/General Experience:** Six (6) or more years of increasingly complex and responsible systems analysis and application development experience.

**Functional Responsibility:** Applies expert systems analysis and design techniques to complex system development in a specialized design area and/or resolves unique or unyielding problems in existing complex
systems by applying new technology. Reviews user requirements and provides direction in the identification of problem and potential resolution. Provides analytical support in the conceptualization, development and implementation of complex, multiple, inter-linked systems. Defines system objectives and prepares system design specifications to meet user requirements. Formulates logical statements of user requirements and develops solutions through application of systems and methods engineering techniques. Reviews alternate approaches and selects appropriate methodology. May be responsible for the employment, training, and direction of assigned employees.

**Minimum Education:** Bachelor’s degree in Computer Science, Information Systems, Engineering, Business or other related discipline or equivalent.

**8. Sr. Software Engineer/Programmer**

**Minimum/General Experience:** Six (6) or more years of increasingly complex and responsible systems analysis and application development experience.

**Functional Responsibility:** Applies expert systems analysis and design techniques to complex system development in a specialized design area and/or resolves unique or unyielding problems in existing complex systems by applying new technology. Reviews user requirements and provides direction in the identification of problem and potential resolution. Provides analytical support in the conceptualization, development and implementation of complex, multiple, inter-linked systems. Involvement may include database management, SQA or configuration management, depending on the task. Defines system objectives and prepares system design specifications to meet user requirements. Formulates logical statements of user requirements and develops solutions through application of systems and methods engineering techniques. May be tasked with CM/SQA responsibilities. Reviews alternate approaches and selects appropriate methodology. May be responsible for the employment, training, and direction of assigned employees.

**Minimum Education:** Bachelor’s degree in Computer Science, Information Systems, Engineering, Business or other related discipline. Microsoft Certified Application Developer (MCAD) or Sun Certified Java Programmer plus four (4) years of additional experience may be considered in lieu of educational requirements.

**9. Solutions Architect:**

**Minimum/General Experience:** A minimum of 7 years of technical experience performing requirement analysis for, and system design of, computer systems. Requires competence in structured analysis and architecture design concepts/methods. Possesses knowledge of the state-of-the-art in open system standards (e.g., OSI, ISO, OSE, TAFIM), design methodologies and tools such as entity relationship, data-flow diagrams, IDEF1x, object-oriented principles, and systems engineering practices.

**Functional Responsibility:** Analytically and systematically evaluates problems of workflow, organization, and planning. Develops computer system solutions. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provides for present and future cross-functional requirements and interfaces.

**Minimum Education:** Bachelor’s degree in Computer Science, Information Systems, Engineering, Business or other related discipline or equivalent experience.
10. **Technical Writer**

**Minimum/General Experience:** Minimum six (6) years experience in technical writing as described under “Functional Responsibility” below and having knowledge and understanding of applicable technical concepts and practices.

**Functional Responsibility:** Writes a variety of technical articles, reports, brochures, and/or manuals for documentation for a wide range of uses. May be responsible for coordinating the display of graphics and the production of the document. Familiar with a variety of the field’s concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected.

**Minimum Education:** Bachelor's degree in area of specialty and 6-8 years of experience in the field or in a related area.

11. **QA Engineer**

**Minimum/General Experience:** Minimum four (4) years experience providing quality assurance as described under “Functional Responsibility” below, and having knowledge and understanding of applicable technical concepts and practices.

**Functional Responsibility:** Performs inspections and sets quality assurance testing models for analysis of raw materials, materials in process, and finished products. Requires a bachelor's degree in area of specialty and at least 4 years of experience in the field or in a related area. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related discipline or equivalent experience.

12. **Consultant**

**Minimum/General Experience:** Minimum six (6) years experience providing technical consulting services as described under “Functional Responsibility” below and having knowledge and understanding of applicable technical concepts and practices.

**Functional Responsibility:** Provides expert consultation in one or more areas for the design, development and implementation of technical products and systems. Recognized as technical leader and resource. Recommends alterations and enhancements to improve quality of products and/or procedures. Responsible for all internal activities and product development. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May provide consultation on complex projects and is considered to be the top level contributor/specialist. A wide degree of creativity and latitude is expected.

**Minimum Education:** Bachelor's degree in engineering and at least 6 years of experience in the field or in a related area.
****NOTE: This SIN is limited to professional Health IT Services only. Any non-professional labor categories shall be offered under SIN ANCILLARY labor only. All non-professional labor categories must be incidental to, and used solely to support Health IT services, and cannot be purchased separately.

****NOTE: All labor categories under the Special Item Number 54151S Information Technology Professional Services may remain under SIN 54151S unless the labor categories are specific to the Health IT SIN.

Vendor suitability for offering services through the new Health IT SIN must be in accordance with the following laws and standards when applicable to the specific task orders, including but not limited to:

- Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH)
- The Health Insurance Portability and Accountability Act of 1996 (HIPAA)
- National Institute of Standards and Technology (NIST) Federal Information Processing Standards (FIPS) and Special Publications
- Federal Information Security Management Act (FISMA) of 2002

1. SCOPE

a. The labor categories, prices, terms and conditions stated under Special Item Number 54151HEAL Health Information Technology Services apply exclusively to Health IT Services within the scope of this Information Technology Schedule.

b. This SIN is limited to Health IT Services only. Software and hardware products are out of scope. Hardware and software can be acquired through different Special Item Numbers on Information Technology Schedule (e.g. 511210, 54151, and 33411)

c. This SIN provides ordering activities with access to Health IT services.

d. Health IT Services provided under this SIN shall comply with all Healthcare certifications and industry standards as applicable at the task order level.

e. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. ORDER

a. Agencies may use written orders, Electronic Data Interchange (EDI) orders, Blanket Purchase Agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.
3. PERFORMANCE OF SERVICES
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity. All Contracts will be fully funded.

   b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

   c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

   d. Any Contractor travel required in the performance of Health IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts. All travel will be agreed upon with the client prior to the Contractor's travel.

4. INSPECTION OF SERVICES

5. RESPONSIBILITIES OF THE CONTRACTOR
   The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

6. RESPONSIBILITIES OF THE ORDERING ACTIVITY
   Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite Health IT Services.

7. INDEPENDENT CONTRACTOR
   All Health IT Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

8. ORGANIZATIONAL CONFLICTS OF INTEREST
   a. Definitions.

      “Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

      “Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

      An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

   b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.
9. INVOICES
The Contractor, upon completion of the work ordered, shall submit invoices for Health IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

10. RESUMES
Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

11. INCIDENTAL SUPPORT COSTS
Incidental support costs are not considered part of the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

12. APPROVAL OF SUBCONTRACTS
The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

13. DESCRIPTION OF HEALTH IT SERVICES AND PRICING
a. The Contractor shall provide a description of each type of Health IT Service offered under Special Item Numbers 54151HEAL Health IT Services and it should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Pricing for all Health IT Services are in accordance with the Contractor’s customary commercial practices; hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

   1. Health IT Project Delivery Manager

   Minimum/General Experience: This position has a minimum of 5 years of consulting and/or related industry experience. Experience typically includes ability to support Health IT engagements of greater than average size and complexity; ability to lead multiple teams and multiple clients with confidence; excellent teamwork and interpersonal skills; professional oral and written communication skills; drives and leads problem solving and troubleshooting, as well as the development of these skills in junior staff; ability to mentor and manage junior staff and further their professional growth. Experience with federal health IT regulations related to HITECH, HIPPA, NIST FIPS, AND FISMA.

   Functional Responsibility: Primary responsibilities are to proactively improve the Health IT operational systems, processes, and policies in support of the client’s mission through the management and guidance of multiple work streams, teams, and clients. Supports engagements related, but not limited to: health information technology strategy, architecture and service management; Health IT security; systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g., software, platform, infrastructure as a service). Provides input to key deliverable structure and content, as well as facilitating buy-in of proposed solutions from top management levels. Responsibilities also include directing timely delivery of quality work products for the client. Management engagement risk. The role is specific client Health IT related engagement and employment is tied to ongoing Federal client demand. Responsible for the professional development of Project Delivery junior staff performing the role of counselor and coach, as well as providing leadership and support. This aspect of the role also requires providing input and guidance into the staffing/onboarding/roll-off and/or out-processing of Project Delivery resources.

   Minimum Education: Bachelor's Degree (BS/BA) preferred or equivalent
2. **Health IT Analyst**

**Minimum/ General Experience:** This position requires three to five years of experience, in a Health IT related field or related work experience. Experience typically includes performing technical and non-technical analyses on Health IT project issues and helps to ensure technical implementations follow quality assurance metrics, has programming experience in one or more languages, and is versed in system testing. Other experience includes data warehousing, information systems design, financial modeling, and business process improvement documentation. Experience with federal Health IT regulations related to HITECH, NIST FIPS, AND FISMA.

**Functional Responsibility:** Serves as an information technology resource on engagement team. Analyzes data and systems architecture, creates designs, and implements information systems solutions. Assists project team in meeting program objectives timely and effectively. Assumes responsibility for process documentation and technical soundness.

**Minimum Education:** Bachelor's Degree (BS/BA) or equivalent

3. **Health IT Consultant**

**Minimum/ General Experience:** This position requires a minimum of two years in the Health IT related field or other related work experience. Experience typically includes proficiency in analysis and defining business needs, applying methodologies, support of program management, exposure to client issues, and development of project deliverables Health IT. Provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions. Experience with federal health IT regulations related to HITECH, HIPPA, NIST FIPS, AND FISMA.

**Functional Responsibility:** Provides Health IT systems analytical and program support. Completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. Serves as a key analytical resource on engagement team. Assumes responsibility for conducting relevant research, distilling data, and creating reports. Actively engages consulting tools and methodologies to meet project objectives and complete program management activities. Maintains responsibility for quality assurance practices and fostering completion and accuracy of system documentation.

**Minimum Education:** Bachelor’s Degree (BS/BA) or equivalent

4. **Jr. Network Engineer**

**Minimum/General Experience:** Minimum 2 years’ experience providing network maintenance and support as described under “Functional Responsibility” below, and having knowledge and understanding of applicable technical concepts and practices. Experience with federal health IT regulations related to NIST FIPS, AND FISMA.

**Functional Responsibility:** Assists in the development and maintenance of Health IT network communications. Uses knowledge of LAN/WAN systems to help design and install internal and external networks. Tests and evaluates network systems to eliminate problems and make improvements. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. Must be able to work under guidance/leadership of senior network manager.

**Minimum Education:** Bachelor's degree and at least 2 years of experience in the field or in a related area.
5. **Customer Support Specialist**

**Minimum/General Experience:** Minimum 2 years’ experience providing customer service in general Health IT or application support areas as described under “Functional Responsibility” below, and having knowledge and understanding of applicable technical concepts and practices. Experience with federal health IT regulations related to HIPPA.

**Functional Responsibility:** Responds to telephone inquiries and provides information about services. Refers calls to other agencies/programs as appropriate. Refers difficult or complex questions to supervisors/Senior Customer Support Specialists. Enters call data into database. Maintains up-to-date knowledge of topics in order to respond to inquiries.

**Minimum Education:** Associate Degree and at least 2 years of experience in the field or in a related area.
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<thead>
<tr>
<th>LABOR CATEGORY</th>
<th>DESCRIPTION</th>
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<th>NET GSA PRICE</th>
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<tbody>
<tr>
<td>SIN 54151S</td>
<td><strong>Software Engineer/Programmer</strong> Analyzes business or user needs to determine ADP functional and cross-functional requirements and devise most efficient methods of accomplishing work. Operates in a business or technical environment, using analytical and evaluative techniques. Has extensive experience in particular functional area. Confers with personnel of organizational unit, identifies specific input and output requirements. Conducts operational effectiveness reviews. Develops or updates functional or operational manuals outlining established procedures in accordance with organizational policy. Performs feasibility studies and cost benefit analyses.</td>
<td>HR</td>
<td>$74.96</td>
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<td><strong>Database Designer/Administrator</strong> Works in a data intensive environment (such as a data warehouse), which includes data design, database architecture, and metadata and repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds dimensional databases. Responsible for developing data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Evaluates reusability of current data for additional analyses. Conducts data cleaning to rid the system of old, unused, or duplicate data. Reviews object and data models and the metadata repository to structure the data for better management and quicker access.</td>
<td>HR</td>
<td>$93.70</td>
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<td></td>
<td><strong>Information Assurance Network Specialist:</strong> Reviews and recommends information assurance solutions to customer problems. Conducts systems security analysis and implementation, system engineering, electrical design, design assurance, testing, software engineering, program design, configuration management, integration and testing of information assurance products and techniques. Analyzes and defines security requirements for local and wide area networks. Designs, engineers, and implements solutions that meet network security requirements. Responsible for integration and implementation of the network security solution. Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle. Configures test beds and conducts testing, records and analyzes</td>
<td>HR</td>
<td>$135.14</td>
</tr>
</tbody>
</table>
results, and provides recommendations for improvements for the products/systems under test. Analyzes and defines security requirements for computer systems which may include mainframes, workstations, and personal computers. Designs, engineers and implements solutions that meet security requirements.

<p>| Network Engineer | Assists in the development and maintenance of network communications. Uses knowledge of LAN/WAN systems to help design and install internal and external networks. Tests and evaluates network systems to eliminate problems and make improvements. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. | HR | $88.73 |
| Project Manager | Supervises all contract/technical employees. Manages business and technical activities relating to the design, installation and operations of information systems involving multiple projects and personnel at potentially diverse locations. Establishes work breakdown structures, coordinates and monitors technical, schedule and cost elements of the program. Organizes, directs and coordinates planning and all contract support activities. Resolves technical, scheduling and cost issues and serves as the primary point of contact between the Government and various elements of the Contract. Prepares management reports and maintains accurate records. Establishes and alters (as necessary) work of subordinates. Ensures compliance to task specifications and contract provisions. Interprets policies, purposes and goals of the organization for subordinates. Responsible for negotiating and making business decisions for the Company. | HR | $133.09 |
| Security Engineer | May work independently or under the general supervision of others to design and implement solutions to secure infrastructure, applications, and government assets. Installs and configures firewalls, VPNs, and other security appliance and devices. Documents, and implements security policies. Performs comprehensive risk, vulnerability and security system assessments and audits to ensure regulatory compliance and adherence to defined standards. Implements strategies to mitigate viruses and known/unknown threats. Monitors security infrastructure and modifies as necessary to continually improve protection. | HR | $98.60 |</p>
<table>
<thead>
<tr>
<th>Role</th>
<th>职责</th>
<th>Description</th>
<th>Pay</th>
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<tbody>
<tr>
<td>Technical/Team Lead</td>
<td></td>
<td>Applies expert systems analysis and design techniques to complex system development in a specialized design area and/or resolves unique or unyielding problems in existing complex systems by applying new technology. Reviews user requirements and provides direction in the identification of problem and potential resolution. Provides analytical support in the conceptualization, development and implementation of complex, multiple, inter-linked systems. Defines system objectives and prepares system design specifications to meet user requirements. Formulates logical statements of user requirements and develops solutions through application of systems and methods engineering techniques. Reviews alternate approaches and selects appropriate methodology. May be responsible for the employment, training, and direction of assigned employees.</td>
<td>$98.60</td>
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<tr>
<td>Sr. Software Engineer / Programmer</td>
<td></td>
<td>Applies expert systems analysis and design techniques to complex system development in a specialized design area and/or resolves unique or unyielding problems in existing complex systems by applying new technology. Reviews user requirements and provides direction in the identification of problem and potential resolution. Provides analytical support in the conceptualization, development and implementation of complex, multiple, inter-linked systems. Involvement may include database management, SQA or configuration management, depending on the task. Defines system objectives and prepares system design specifications to meet user requirements. Formulates logical statements of user requirements and develops solutions through application of systems and methods engineering techniques. May be tasked with CM/SQA responsibilities. Reviews alternate approaches and selects appropriate methodology. May be responsible for the employment, training, and direction of assigned employees.</td>
<td>$88.73</td>
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<tr>
<td>Solutions Architect</td>
<td></td>
<td>Analytically and systematically evaluates problems of workflow, organization, and planning. Develops computer system solutions. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provides for present and future cross-functional requirements and interfaces.</td>
<td>$108.57</td>
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<tr>
<td>Technical Writer</td>
<td></td>
<td>Writes a variety of technical articles, reports, brochures, and/or manuals for documentation for a wide range of uses. May be responsible for coordinating the display of graphics and the production of the document. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected.</td>
<td>$74.96</td>
</tr>
<tr>
<td>Role</td>
<td>Description</td>
<td>HR</td>
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<tr>
<td>QA Engineer</td>
<td>Performs inspections and sets quality assurance testing models for analysis of raw materials, materials in process, and finished products. Requires a bachelor's degree in area of specialty and at least 4 years of experience in the field or in a related area. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks.</td>
<td>$65.59</td>
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<tr>
<td>Consultant</td>
<td>Provides expert consultation in one or more areas for the design, development and implementation of technical products and systems. Recognized as technical leader and resource. Recommends alterations and enhancements to improve quality of products and/or procedures. Responsible for all internal activities and product development. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May provide consultation on complex projects and is considered to be the top-level contributor/specialist. A wide degree of creativity and latitude is expected.</td>
<td>$98.60</td>
<td></td>
</tr>
<tr>
<td>Health IT Project Delivery Manager</td>
<td>Primary responsibilities are to proactively improve the Health IT operational systems, processes, and policies in support of the client’s mission through the management and guidance of multiple work streams, teams, and clients. Supports engagements related, but not limited to: health information technology strategy, architecture and service management; Health IT security; systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g., software, platform, infrastructure as a service). Provides input to key deliverable structure and content, as well as facilitating buy-in of proposed solutions from top management levels. Responsibilities also include directing timely delivery of quality work products for the client. Management engagement risk. The role is specific client Health IT related engagement and employment is tied to ongoing Federal client demand. Responsible for the professional development of Project Delivery junior staff performing the role of counselor and coach, as well as providing leadership and support. This aspect of the role also requires providing input and guidance into the staffing/onboarding/roll-off and/or out-processing of Project Delivery resources.</td>
<td>$141.20</td>
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<tr>
<td>Health IT Analyst</td>
<td>Serves as an information technology resource on engagement team. Analyzes data and systems architecture, creates designs, and implements information systems solutions. Assists project team in meeting program objectives timely and effectively. Assumes responsibility for process documentation and technical soundness.</td>
<td>$75.04</td>
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<tr>
<td>Role</td>
<td>Responsibilities</td>
<td>HR</td>
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<tr>
<td>Health IT Consultant</td>
<td>Provides Health IT systems analytical and program support. Completes assigned engagement tasks within the project scope and budget, while meeting deliverable requirements. Serves as a key analytical resource on engagement team. Assumes responsibility for conducting relevant research, distilling data, and creating reports. Actively engages consulting tools and methodologies to meet project objectives and complete program management activities. Maintains responsibility for quality assurance practices and fostering completion and accuracy of system documentation.</td>
<td>$88.87</td>
<td></td>
</tr>
<tr>
<td>Jr. Network Engineer</td>
<td>Assists in the development and maintenance of Health IT network communications. Uses knowledge of LAN/WAN systems to help design and install internal and external networks. Tests and evaluates network systems to eliminate problems and make improvements. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. Must be able to work under guidance/leadership of senior network manager.</td>
<td>$51.83</td>
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<tr>
<td>Customer Support Specialist</td>
<td>Responds to telephone inquiries and provides information about services. Refers calls to other agencies/programs as appropriate. Refers difficult or complex questions to supervisors/Senior Customer Support Specialists. Enters call data into database. Maintains up-to-date knowledge of topics in order to respond to inquiries.</td>
<td>$46.33</td>
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