General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List

Multiple Award Schedule (MAS)

SPECIAL ITEM NUMBER 54151S - INFORMATION TECHNOLOGY PROFESSIONAL SERVICES
SPECIAL ITEM NUMBER 54151HEAL - HEALTH INFORMATION TECHNOLOGY SERVICES
SPECIAL ITEM NUMBER OLM – ORDER-LEVEL MATERIALS (OLMs)

Note: Contractor has been awarded under the Cooperative Purchasing and Disaster Recovery Programs.

Keystone Peer Review Organization, Inc. ("KEPRO")
777 East Park Drive
Harrisburg, PA 17111
Phone: (717) 564-8288
Fax: (717) 564-3862
http://www.kepro.com

Contract Number: GS-35F-158DA

Period Covered by Contract: January 29, 2016 – January 28, 2026

Pricelist current through Modification #PO-0008 January 15, 2021

On-line 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: GSAAdvantage.gov. For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.


**INFORMATION FOR ORDERING ACTIVITIES**

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

   - **Special Item No. 54151S** - Information Technology Professional Services
   - **Special Item No. 54151HEAL** - Health Information Technology Services
   - **Special Item No. OLM** - Order-Level Materials (OLMs)

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

   See Price Sheet

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.

   Skill category descriptions begin on page 10.

2. Maximum order.

<table>
<thead>
<tr>
<th>SIN</th>
<th>MAXIMUM ORDER</th>
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<tr>
<td>54151S</td>
<td>$500,000 per SIN/Order</td>
</tr>
<tr>
<td>54151HEAL</td>
<td>$500,000 per SIN/Order</td>
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</table>

3. Minimum order. $100

4. Geographic coverage. Domestic only

5. Point of production. Same as company address.

6. Discount from list prices or statement of net price. Government prices are net.

7. Quantity discounts. None

8. Prompt payment terms. None

9. Foreign items. None

10a. Time of delivery. As negotiated on the task order level.

10b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery. As negotiated on the task order level.

10c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery is available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery. As negotiated on the task order level.

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 effect a faster delivery. As negotiated on the task order level.
11. F.O.B. point. Not Applicable

12a. Ordering address. Same as company address.

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

13. Payment address. Same as company address.

14. Warranty provision. Not Applicable

15. Export packing charges, if applicable. Not Applicable

16. Terms and conditions of rental, maintenance, and repair. Not Applicable

17. Terms and conditions of installation. Not Applicable

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices. Not Applicable

18b. Terms and conditions for any other services. Not Applicable

19. List of service and distribution points. Not Applicable

20. List of participating dealers. Not Applicable

21. Preventive maintenance. Not Applicable

22a. Special attributes such as environmental attributes. 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. www.kepro.com

23. Data Universal Number System (DUNS) number. 155421159

24. Notification regarding registration in SAM.gov (formerly the Central Contractor Registration) database. CAGE Code: 1BMP2
LABOR CATEGORY DESCRIPTIONS APPLICABLE TO SINS 54151S AND 54151HEAL

**IT MANAGER**

**Minimum/General Experience**: Five or more years’ experience in technical operations management and/or an equivalent combination of training and experience.

**Functional Responsibility**: Responsible for overall planning, organizing, and execution of all IT functions. Directs all IT operations to meet customer requirements as well as the support and maintenance of existing infrastructure, applications, and development of new technical solutions.

**Minimum Education**: Bachelor’s degree in Computer Science or related field preferred. Equivalent work experience considered.

**SERVICE DESK ANALYST**

**Minimum/General Experience**: Six to twelve months Service Desk, Help Desk, or related technical support experience in a Windows/Microsoft environment including basic PC hardware and software support experience.

**Functional Responsibility**: Provide customer support over the phone and via e-mail for Service Desk incidents per requirements as defined in Service Level Agreements (SLA). Escalates incidents as necessary.

**Minimum Education**: High school diploma or equivalent

**BUSINESS ANALYST**

**Minimum/General Experience**: Three to five years’ of business process analysis, business process design, and project management experience.

**Functional Responsibility**: Working in collaboration with KePRO business units, analyze process and workflow requirements; design and document automation recommendations that will improve operational efficiency and effectiveness. Function as the ITS liaison in the development of new business processes and business process improvement projects.

**Minimum Education**: Bachelor’s degree in business or related field preferred. Equivalent work experience considered.

**SOFTWARE QUALITY ASSURANCE ANALYST**

**Minimum/General Experience**: Three or more years’ experience in Software Quality Assurance, SQA.

**Functional Responsibility**: Perform verification and validation in support of changes to existing and new software development. Create software test scripts and test protocols from requirement specifications, as well as, perform testing, validation, and evaluation of unit, module, and system level software or software patches to ensure conformance to system requirements specification.

**Minimum Education**: Bachelor’s degree in Computer Science or related field preferred. Equivalent work experience considered.

**IT TECHNICAL WRITER**

**Minimum/General Experience**: Two years’ experience as a technical writer.

**Functional Responsibility**: Prepares narrative of business system project documents, user guides, release notes, etc.

**Minimum Education**: Bachelor’s Degree in technical writing or related field preferred. Equivalent work experience considered.
**SECURITY ANALYST**

**Minimum/General Experience:** Three or more years’ of systems security administration including design, deployment, and monitoring.

**Functional Responsibility:** Provide policy and corporate guidance for KePRO’s information and physical security strategies. Work to maintain and improve the current posture and plan for continued growth of security infrastructure.

**Minimum Education:** Bachelor’s degree in Computer Security or related field required. Equivalent experience considered. CISSP, GIAC, ISACA, or Microsoft certification highly desirable.

**APPLICATION ARCHITECT**

**Minimum/General Experience:** Five to seven years’ of progressive desktop, web, or mobile application programming and systems analysis experience including design and development of complex projects preferred; Microsoft Windows and Microsoft Office experience helpful.

**Functional Responsibility:** Under general supervision, provide programming, testing, documentation, and information systems analysis of health care systems in support of our contracts.

**Minimum Education:** Bachelor’s degree in Computer Science or related field preferred. Equivalent work experience considered.

**PROGRAMMER/ANALYST**

**Minimum/General Experience:** Two to three years’ of progressive programming and system analysis experience including design and development of complex projects preferred. Microsoft .NET Development experience required. Microsoft SQL Server experience preferred. Microsoft Windows and Microsoft Office experience helpful.

**Functional Responsibility:** Under direct supervision, provide programming, testing, documentation, and information systems analysis of health care systems in support of KEPRO contracts.

**Minimum Education:** Associate’s or Bachelor’s degree in Computer Science or related field preferred. Equivalent work experience considered.

**SENIOR PROGRAMMER/ANALYST**

**Minimum/General Experience:** Three to five years’ of progressive programming and system analysis experience including design and development of complex projects preferred. Microsoft .NET Development experience required. Microsoft SQL Server experience preferred. Microsoft Windows and Microsoft Office experience helpful.

**Functional Responsibility:** Under general supervision, provide programming, testing, documentation, and information systems analysis of health care systems in support of KEPRO contracts.

**Minimum Education:** Bachelor’s degree in Computer Science or related field preferred. Equivalent work experience considered.
HEALTH IT MANAGER
Minimum/General Experience: Five or more years’ experience in technical operations management and/or an equivalent combination of training and experience.

Functional Responsibility: Responsible for overall planning, organizing, and execution of all IT functions. Direct all IT operations to meet customer requirements as well as the support and maintenance of existing infrastructure, applications, and development of new technical solutions.

Minimum Education: Bachelor’s degree in Computer Science or related field preferred. Equivalent work experience considered.

HEALTH SERVICE DESK ANALYST
Minimum/General Experience: Six to twelve months Service Desk, Help Desk, or related technical support experience in a Windows/Microsoft environment including basic PC hardware and software support experience.

Functional Responsibility: Provide customer support over the phone and via e-mail for Service Desk incidents per requirements as defined in Service Level Agreements (SLA). Escalates incidents as necessary.

Minimum Education: High school diploma or equivalent

HEALTH BUSINESS ANALYST
Minimum/General Experience: Three to five years’ of business process analysis, business process design, and project management experience.

Functional Responsibility: Working in collaboration with KePRO business units, analyze process and workflow requirements; design and document automation recommendations that will improve operational efficiency and effectiveness. Function as the ITS liaison in the development of new business processes and business process improvement projects.

Minimum Education: Bachelor’s degree in business or related field preferred. Equivalent work experience considered.

HEALTH SOFTWARE QUALITY ASSURANCE ANALYST
Minimum/General Experience: Three or more years’ experience in Software Quality Assurance, SQA.

Functional Responsibility: Perform verification and validation in support of changes to existing and new software development. Create software test scripts and test protocols from requirement specifications, as well as, perform testing, validation, and evaluation of unit, module, and system level software or software patches to ensure conformance to system requirements specification.

Minimum Education: Bachelor’s degree in Computer Science or related field preferred. Equivalent work experience considered.

HEALTH IT TECHNICAL WRITER
Minimum/General Experience: Two years’ experience as a technical writer.

Functional Responsibility: Prepares narrative of business system project documents, user guides, release notes, etc.

Minimum Education: Bachelor’s Degree in technical writing or related field preferred. Equivalent work experience considered.
HEALTH SECURITY ANALYST

Minimum/General Experience: Three or more years’ of systems security administration including design, deployment, and monitoring.

Functional Responsibility: Provide policy and corporate guidance for KePRO’s information and physical security strategies. Work to maintain and improve the current posture and plan for continued growth of security infrastructure.

Minimum Education: Bachelor’s degree in Computer Security or related field required. Equivalent experience considered. CISSP, GIAC, ISACA, or Microsoft certification highly desirable.

HEALTH APPLICATION ARCHITECT

Minimum/General Experience: Five to seven years’ of progressive desktop, web, or mobile application programming and systems analysis experience including design and development of complex projects preferred; Microsoft Windows and Microsoft Office experience helpful.

Functional Responsibility: Under general supervision, provide programming, testing, documentation, and information systems analysis of health care systems in support of our contracts.

Minimum Education: Bachelor’s degree in Computer Science or related field preferred. Equivalent work experience considered.

HEALTH PROGRAMMER/ANALYST

Minimum/General Experience: Two to three years’ of progressive programming and system analysis experience including design and development of complex projects preferred. Microsoft .NET Development experience required. Microsoft SQL Server experience preferred. Microsoft Windows and Microsoft Office experience helpful.

Functional Responsibility: Under direct supervision, provide programming, testing, documentation, and information systems analysis of health care systems in support of KEPRO contracts.

Minimum Education: Associate’s or Bachelor’s degree in Computer Science or related field preferred. Equivalent work experience considered.

HEALTH SENIOR PROGRAMMER/ANALYST

Minimum/General Experience: Three to five years’ of progressive programming and system analysis experience including design and development of complex projects preferred. Microsoft .NET Development experience required. Microsoft SQL Server experience preferred. Microsoft Windows and Microsoft Office experience helpful.

Functional Responsibility: Under general supervision, provide programming, testing, documentation, and information systems analysis of health care systems in support of KEPRO contracts.

Minimum Education: Bachelor’s degree in Computer Science or related field preferred. Equivalent work experience considered.
SUBSTITUTIONS
Keystone Peer Review Organization, Inc. (“KEPRO”) reserves the right to make the following substitutions in the education and/or experience requirements of any of the service skill categories set forth herein.

Two years of work experience in the related technology area may be substituted for an Associate’s Degree.
Four years of work experience in the related technology area may be substituted for a Bachelor’s Degree.
Certification related to the technology is equivalent to two years of experience or education requirement.

Keystone Peer Review Organization, Inc. Authorized Schedule Pricelist

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