SCHEDULE TITLE: Multiple Award Schedule (MAS)

54151S- INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

<table>
<thead>
<tr>
<th>FPDS Code</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>D301</td>
<td>IT Facility Operation and Maintenance</td>
</tr>
<tr>
<td>D302</td>
<td>IT Systems Development Services</td>
</tr>
<tr>
<td>D306</td>
<td>IT Systems Analysis Services</td>
</tr>
<tr>
<td>D307</td>
<td>Automated Information Systems Design and Integration Services</td>
</tr>
<tr>
<td>D308</td>
<td>Programming Services</td>
</tr>
<tr>
<td>D310</td>
<td>IT Backup and Security Services</td>
</tr>
<tr>
<td>D311</td>
<td>IT Data Conversion Services</td>
</tr>
<tr>
<td>D313</td>
<td>Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services</td>
</tr>
<tr>
<td>D316</td>
<td>IT Network Management Services</td>
</tr>
<tr>
<td>D317</td>
<td>Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services</td>
</tr>
<tr>
<td>D399</td>
<td>Other Information Technology Services, Not Elsewhere Classified</td>
</tr>
</tbody>
</table>

54151HEAL – HEALTH INFORMATION TECHNOLOGY SERVICES

Headquarters Address: Concept to Integration Technologies, LLC
4610 Fringetree Woods St
San Antonio, TX 78249
(P) (210) 569 3490
www.c2itechnologies.com

Mailing Address: Concept to Integration Technologies, LLC
4610 Fringetree Woods St.
San Antonio, TX 78249
(210)569-3490

Contract Number: GS35F182GA
Period Covered by Contract: 01/19/17 – 01/18/22

Pricelist current through Modification #A837, dated 10/13/21.
Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (http://www.gsaadvantage.gov).
CUSTOMER INFORMATION:

1. Awarded Special Item Number(s):

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Professional Information Technology Services</td>
</tr>
<tr>
<td>54151HEAL</td>
<td>Health Information Technology Services</td>
</tr>
</tbody>
</table>

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

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 8.

2. Maximum Order: $500,000

3. Minimum Order: $100

4. Geographic Coverage: Domestic

5. Point of Production: N/A

6. Prices Shown Herein are Net (discount deducted)

7. Quantity Discount: None

8. Prompt Payment Terms: Net 30

9. Foreign Items: None

10. Time of Delivery: Concept to Integration Technologies, LLC shall deliver or perform services in accordance with the terms negotiated in an agency’s order.

10b. Expedited Delivery: Consult with Contractor

10c. Overnight/2-Day Delivery: Consult with Contractor

10d. Urgent Requirements: Consult with Contractor

11. FOB Point: Destination

12a. Ordering Address: Contracts and Program Management Office
    ATTN: Ron Kapise
    3132 Flintlock Rd
    Fairfax, VA 22030
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 Address:** Accounts Receivables
    
    ATTN: Ron Kapise 3132 Flintlock Rd Fairfax, VA
    22030

14. **Warranty Provisions:** Contractor's Standard Warranty

15. **Export Packing charges:** 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:** 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. **Environmental attributes**, e.g., recycled content, energy efficiency, and/or reduced pollutants:
    Not applicable

22b. Contact Concept to Integration Solutions for Section 508 compliance information. The EIT standards can be found at: http://www.section508.gov

23. **DUNS Number:** 080239504

24. Concept to Integration Technologies is registered in the System for Award Management (SAM) database.
1. **SCOPE**
   
a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT 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.

2. **PERFORMANCE INCENTIVES**
   
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 in accordance with this clause.

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

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.
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 (Deviation – May 2003) 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 Services.

9. INDEPENDENT CONTRACTOR
All 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.

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 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.
## 54151S Hourly Rates

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Effective 1/1/2017</th>
<th>Effective 1/1/2018</th>
<th>Effective 1/1/2019</th>
<th>Effective 1/1/2020</th>
<th>Effective 1/1/2021</th>
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<td>Project Manager</td>
<td>$ 93.24</td>
<td>$ 94.83</td>
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<td>$ 98.08</td>
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<td>Subject Matter Expert (SME) 1</td>
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# 54151HEAL Hourly Rates

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<td>Management Analyst HealthCare IT, 1</td>
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<tr>
<td>Subject Matter Expert (SME) HealthCare IT 4</td>
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<td>$91.47</td>
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<tr>
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**Labor Category Descriptions 54151S**

**Labor Category Descriptions of IT Professional Services: 54151S**

<table>
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<tr>
<th>Management Analyst I</th>
</tr>
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<tbody>
<tr>
<td><strong>Minimum General Experience</strong>: One or more years of Contract Management experience, to include: Development of Program Acquisition Documentation, Development of Testing Criteria, Development of Corrective Action Systems, Development of Program Monitoring Approach (e.g. PERT, CPM, EVM), Analysis of Programs Health, Data Collection and Analysis, Development of Cost Estimates, and Development of Program Status Reports. Comprehensive knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.</td>
</tr>
<tr>
<td><strong>Functional Responsibility</strong>: Define and document business needs and requirements, and generate associated business solutions that satisfy needs. Understand and apply project management methodology. Promote actions that consistently link results to the business needs and enterprise direction of the company. Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies. Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs. Analyze business needs, develop requirements, and coordinate the development of procedures, training, and other communication. Leaders with the ability to transfer knowledge effectively; Experience using the Microsoft Office, including Microsoft Word, Excel, PowerPoint, and Outlook; Good organizational, interpersonal, and communication skills; Excellent customer service skills; Ability to learn and apply technical information; Proven performance in a team environment; Self-motivated and able to work without close supervision; Ability to multitask in a busy and changing work environment; Interest in building and maintaining strong working relationships with support partners and customer groups.</td>
</tr>
<tr>
<td><strong>Minimum Education</strong>: Bachelor’s or Master’s degree in Computer Science, Business, or a related field (i.e., Economics, Marketing, Finance, Accounting, Management Information Systems, etc.). An additional two years of relevant experience may be substituted for education.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Management Analyst II</th>
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<tbody>
<tr>
<td><strong>Minimum General Experience</strong>: Three or more years of Contract Management experience, to include: Development of Program Acquisition Documentation, Development of Testing Criteria, Development of Corrective Action Systems, Development of Program Monitoring Approach (e.g. PERT, CPM, EVM), Analysis of Programs Health, Data Collection and Analysis, Development of Cost Estimates, and Development of Program Status Reports. Comprehensive knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.</td>
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<tr>
<th>Management and Program Technician I</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Minimum General Experience</strong>: Two or more years of Contract Management experience, to include: Development of Program Acquisition Documentation, Development of Testing Criteria, Development of Corrective Action Systems, Development of Program Monitoring Approach (e.g. PERT, CPM, EVM), Analysis of Programs Health, Data Collection and Analysis, Development of Cost Estimates, and Development of Program Status Reports. Comprehensive knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures.</td>
</tr>
<tr>
<td><strong>Functional Responsibility</strong>: Define and document business needs and requirements, and generate associated business solutions that satisfy needs. Understand and apply project management methodology. Promote actions that consistently link results to the business needs and enterprise direction of the company. Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies. Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs. Analyze business needs, develop requirements, and coordinate the development of procedures, training, and other communication. Leaders with the ability to transfer knowledge effectively; Experience using the Microsoft Office, including Microsoft Word, Excel, PowerPoint, and Outlook; Good organizational, interpersonal, and communication skills; Excellent customer service skills; Ability to learn and apply technical information; Proven performance in a team environment; Self-motivated and able to work without close supervision; Ability to multitask in a busy and changing work environment; Interest in building and maintaining strong working relationships with support partners and customer groups.</td>
</tr>
<tr>
<td><strong>Minimum Education</strong>: Bachelor’s or Master’s degree in Computer Science, Business, or a related field (i.e., Economics, Marketing, Finance, Accounting, Management Information Systems, etc.).</td>
</tr>
</tbody>
</table>
**Minimum General Experience:** One or more years of direct work experience with the use of advanced information technology to develop and/or integrate complex data.

**Functional Responsibility:** Requirements analysis; project management out-year budgeting and forecasting; development of milestone schedules, compliance planning and program planning. Must have knowledge of DoD standards and regulations like the FAR, DFAR, OPM requirements, and other business related regulations.

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

**Management and Program Technician II**

**Minimum General Experience:** Three or more years of direct work experience with the use of advanced information technology to develop and/or integrate complex data.

**Functional Responsibility:** Requirements analysis; project management out-year budgeting and forecasting; development of milestone schedules, compliance planning and program planning. Must have knowledge of DoD standards and regulations like the FAR, DFAR, OPM requirements, and other business related regulations.

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

**Management and Program Technician III**

**Minimum General Experience:** Five or more years of direct work experience with the use of advanced information technology to develop and/or integrate complex data.

**Functional Responsibility:** Requirements analysis; project management out-year budgeting and forecasting; development of milestone schedules, compliance planning and program planning. Must have knowledge of DoD standards and regulations like the FAR, DFAR, OPM requirements, and other business related regulations.

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

**Program Manager**

**Minimum General Experience:** Seven or more years of technical experience related to enterprise systems/computer systems or similar systems. Five years demonstrated ability to supervise, plan and lead technical/engineering teams in multiple, complex task assignments involving diverse engineering disciplines and includes written and oral communications commensurate with management role. Five years Program Management Experience, to include: Technology Assessments, Requirements Development, Infrastructure Operations, Systems Analysis, Programmatic Support, Acquisition Planning, and Budget Planning.

**Functional Responsibility:** Technical management of DOD projects. Participates in planning, requirements analysis, provides direction, and responsible for project deliverables.

**Minimum Education:** Bachelor’s or Master’s degree in business studies, engineering, physics, computer science, information security or other technically oriented curriculum. An additional two years of relevant experience may be substituted for education.

**Project Manager**

**Minimum General Experience:** Three or more years of technical experience related to enterprise systems/computer systems or similar systems. Three years demonstrated ability to supervise, plan and lead technical/engineering teams in multiple, complex task assignments involving diverse engineering disciplines and includes written and oral communications commensurate with management role.

**Functional Responsibility:** Technical or operational management of projects or teams. Participates in planning, requirements analysis, provides direction, and responsible for project deliverables. Assists the Program Manager in working with the Government Contracting Officer, COR/COTRs and other government personnel. Responsible for the successful development/scoping of services, launch and continuity of services provided to the client. Such job responsibilities will include - assigning priorities on work to be performed, monitoring progress of all jobs, coordinating communication between Client Services, Production and IT. The Project Manager must also document scope of work and job requirements for all new and existing programs.

**Minimum Education:** Bachelor of Sciences degree in business studies, engineering, physics, computer science, information security or other technically oriented curriculum. An additional two years of relevant experience may be substituted for education.

**Subject Matter Expert (SME) I**
**Minimum General Experience:** One or more years of hands-on experience with the following areas: program management and strategic planning, Systems Requirements, Systems Integration, Information Assurance requirements, Operational Requirements, Enterprise Strategic Planning and operations, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in one or more of: FISMA; IA processes; advanced system architecture; hardware technologies; digital/analog communications technologies; applied physics; human factors engineering; computer simulation; electronic sensor technologies. Demonstrated experience in minimum two of the following areas:

- a. Ability to plan and organize work and interact with technical and non-technical personnel translating user requirements into responsive applications.
- b. Demonstrated detailed knowledge of IA concepts and requirements.
- c. Demonstrated comprehensive knowledge of DOD military specifications and standards.
- d. System design integration planning for multiple large-scale installations.
- e. Hardware and software Evaluation
- f. Application and System Assessments, planning execution and management.
- g. System requirements planning and oversight.
- h. Technical development product milestone scheduling.
- i. Demonstrated comprehensive knowledge of FISMA and other IA requirements.

**Functional Responsibility:** Experience must include the full functional knowledge of the Systems Engineering Process (SEP). A recognized as an expert in his/her principal IT functional area such as Virtualization, Information Assurance (IA), cyber security, enterprise architecture, cloud computing, wireless technologies, big data analytics, systems engineering, systems integration and software engineering. Must have experience interfacing with the business customer and have experience in converting the business needs/requirement into the functional and technical requirements.

**Minimum Education:** Bachelor’s Degree in a recognized technical, engineering, scientific, managerial, business, or other discipline related to area of expertise. An additional two years of relevant experience may be substituted for education.

**Subject Matter Expert (SME) 2**

**Minimum General Experience:** Three or more years of hands-on experience with the following areas: program management and strategic planning, Systems Requirements, Systems Integration, Information Assurance requirements, Operational Requirements, Enterprise Strategic Planning and operations, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in one or more of: FISMA; IA processes; advanced system architecture; hardware technologies; digital/analog communications technologies; applied physics; human factors engineering; computer simulation; electronic sensor technologies. Demonstrated experience in minimum two of the following areas:

- k. Ability to plan and organize work and interact with technical and non-technical personnel translating user requirements into responsive applications.
- l. Demonstrated detailed knowledge of IA concepts and requirements.
- m. Demonstrated comprehensive knowledge of DOD military specifications and standards.
- n. System design integration planning for multiple large-scale installations.
- o. Hardware and software Evaluation
- p. Application and System Assessments, planning execution and management.
- q. System requirements planning and oversight.
- r. Technical development product milestone scheduling.
- s. Demonstrated comprehensive knowledge of FISMA and other IA requirements.

**Functional Responsibility:** Experience must include the full functional knowledge of the Systems Engineering Process (SEP). A recognized as an expert in his/her principal IT functional area such as Virtualization, Information
Assurance (IA), cyber security, enterprise architecture, cloud computing, wireless technologies, big data analytics, systems engineering, systems integration and software engineering. Must have experience interfacing with the business customer and have experience in converting the business needs/requirement into the functional and technical requirements.

**Minimum Education:** Bachelor’s Degree in a recognized technical, engineering, scientific, managerial, business, or other discipline related to area of expertise. An additional two years of relevant experience may be substituted for education.

**Subject Matter Expert (SME) 3**

**Minimum General Experience:** Five or more years of hands-on experience with the following areas: program management and strategic planning, Systems Requirements, Systems Integration, Information Assurance requirements, Operational Requirements, Enterprise Strategic Planning and operations, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in one or more of: FISMA; IA processes; advanced system architecture; hardware technologies; digital/analog communications technologies; applied physics; human factors engineering; computer simulation; electronic sensor technologies. Demonstrated experience in minimum two of the following areas:

u. Ability to plan and organize work and interact with technical and non-technical personnel translating user requirements into responsive applications.

v. Demonstrated detailed knowledge of IA concepts and requirements.

w. Demonstrated comprehensive knowledge of DOD military specifications and standards.

x. System design integration planning for multiple large-scale installations.

y. Hardware and software Evaluation

z. Application and System Assessments, planning execution and management.

aa. System requirements planning and oversight.

bb. Technical development product milestone scheduling.

c. Demonstrated comprehensive knowledge of FISMA and other IA requirements.


**Functional Responsibility:** Experience must include the full functional knowledge of the Systems Engineering Process (SEP). A recognized as an expert in his/her principal IT functional area such as Virtualization, Information Assurance (IA), cyber security, enterprise architecture, cloud computing, wireless technologies, big data analytics, systems engineering, systems integration and software engineering. Must have experience interfacing with the business customer and have experience in converting the business needs/requirement into the functional and technical requirements.

**Minimum Education:** Bachelor’s Degree in a recognized technical, engineering, scientific, managerial, business, or other discipline related to area of expertise. An additional two years of relevant experience may be substituted for education.

**Subject Matter Expert (SME) 4**

**Minimum General Experience:** Seven or more years of hands-on experience with the following areas program management and strategic planning, Systems Requirements, Systems Integration, Information Assurance requirements, Operational Requirements, Enterprise Strategic Planning and operations, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in one or more of: FISMA; IA processes; advanced system architecture; hardware technologies; digital/analog communications technologies; applied physics; human factors engineering; computer simulation; electronic sensor technologies. Demonstrated experience in minimum two of the following areas:

ee. Ability to plan and organize work and interact with technical and non-technical personnel translating user requirements into responsive applications.

ff. Demonstrated detailed knowledge of IA concepts and requirements.

gg. Demonstrated comprehensive knowledge of DOD military specifications and standards.

hh. System design integration planning for multiple large-scale installations.
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System requirements planning and oversight.

Technical development product milestone scheduling.

Demonstrated comprehensive knowledge of FISMA and other IA requirements.


**Functional Responsibility:** Experience must include the full functional knowledge of the Systems Engineering Process (SEP). A recognized as an expert in his/her principal IT functional area such as Virtualization, Information Assurance (IA), cyber security, enterprise architecture, cloud computing, wireless technologies, big data analytics, systems engineering, systems integration and software engineering. Must have experience interfacing with the business customer and have experience in converting the business needs/requirement into the functional and technical requirements.

**Minimum Education:** Bachelor’s Degree in a recognized technical, engineering, scientific, managerial, business, or other discipline related to area of expertise. An additional two years of relevant experience may be substituted for education.

**Subject Matter Expert (SME) S**

**Minimum General Experience:** Nine or more years of hands-on experience with the following areas program management and strategic planning, Systems Requirements, Systems Integration, Information Assurance requirements, Operational Requirements, Enterprise Strategic Planning and operations, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in one or more of: FISMA; IA processes; advanced system architecture; hardware technologies; digital/analog communications technologies; applied physics; human factors engineering; computer simulation; electronic sensor technologies. Demonstrated experience in minimum two of the following areas:

- Ability to plan and organize work and interact with technical and non-technical personnel translating user requirements into responsive applications.
- Demonstrated detailed knowledge of IA concepts and requirements.
- Demonstrated comprehensive knowledge of DOD military specifications and standards.
- System design integration planning for multiple large-scale installations.
- Hardware and software Evaluation
- Application and System Assessments, planning execution and management.
- System requirements planning and oversight.
- Technical development product milestone scheduling.
- Demonstrated comprehensive knowledge of FISMA and other IA requirements.

**Functional Responsibility:** Experience must include the full functional knowledge of the Systems Engineering Process (SEP). A recognized as an expert in his/her principal IT functional area such as Virtualization, Information Assurance (IA), cyber security, enterprise architecture, cloud computing, wireless technologies, big data analytics, systems engineering, systems integration and software engineering. Must have experience interfacing with the business customer and have experience in converting the business needs/requirement into the functional and technical requirements.

**Minimum Education:** Bachelor’s Degree in a recognized technical, engineering, scientific, managerial, business, or other discipline related to area of expertise. An additional two years of relevant experience may be substituted for education.
The following equivalencies are established for job title requirements unless otherwise stated in the table above:

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Note: C2I’s prices are based upon a commercial price list, only revisions in the commercial pricelist will enable a revision of the Schedule contract prices. Schedule contract price increases will be in accordance with 552.216-70 Economic Price Adjustment – FSS Multiple Award Schedule Contracts.
## Management Analyst HealthCare IT, I

**Minimum General Experience:** One or more years of Contract Management experience, to include:
- Development of Program Acquisition Documentation
- Development of Testing Criteria
- Development of Corrective Action Systems
- Development of Program Monitoring Approach (e.g. PERT, CPM, EVM)
- Analysis of Programs Health
- Data Collection and Analysis
- Development of Cost Estimates
- Development of Program Status Reports
- Comprehensive knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures
- Relevant experience should be in Health Care either in industry or Military and/or Government Health Care.

**Functional Responsibility:**
- Define and document business needs and requirements, and generate associated business solutions that satisfy needs. Understand and apply project management methodology. Promote actions that consistently link results to the business needs and enterprise direction of the company.
- Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies.
- Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs. Analyze business needs, develop requirements, and coordinate the development of procedures, training, and other communication. Leaders with the ability to transfer knowledge effectively.
- Experience using the Microsoft Office, including Microsoft Word, Excel, PowerPoint, and Outlook.
- Good organizational, interpersonal, and communication skills; Excellent customer service skills;
- Ability to learn and apply technical information; Proven performance in a team environment;
- Self-motivated and able to work without close supervision; Ability to multitask in a busy and changing work environment;
- Interest in building and maintaining strong working relationships with support partners and customer groups.

**Minimum Education:** Bachelor’s or Master’s degree in Computer Science, Business, or a related field (i.e., Economics, Marketing, Finance, Accounting, Management Information Systems, etc.). An additional two years of relevant experience may be substituted for education.

## Management Analyst HealthCare IT, II

**Minimum General Experience:** Three or more years of Contract Management experience, to include:
- Development of Program Acquisition Documentation
- Development of Testing Criteria
- Development of Corrective Action Systems
- Development of Program Monitoring Approach (e.g. PERT, CPM, EVM)
- Analysis of Programs Health
- Data Collection and Analysis
- Development of Cost Estimates
- Development of Program Status Reports
- Comprehensive knowledge of Federal Acquisition Regulation (FAR) and DoD procurement policies and procedures
- Relevant experience should be in Health Care either in industry or Military and/or Government Health Care.

**Functional Responsibility:**
- Define and document business needs and requirements, and generate associated business solutions that satisfy needs. Understand and apply project management methodology. Promote actions that consistently link results to the business needs and enterprise direction of the company.
- Reviews, analyzes, and evaluates business systems and user needs. Formulates systems to parallel overall business strategies.
- Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs. Analyze business needs, develop requirements, and coordinate the development of procedures, training, and other communication. Leaders with the ability to transfer knowledge effectively.
- Experience using the Microsoft Office, including Microsoft Word, Excel, PowerPoint, and Outlook.
- Good organizational, interpersonal, and communication skills; Excellent customer service skills;
- Ability to learn and apply technical information; Proven performance in a team environment;
- Self-motivated and able to work without close supervision; Ability to multitask in a busy and changing work environment;
- Interest in building and maintaining strong working relationships with support partners and customer groups.
**Minimum Education:** Bachelor’s or Master’s degree in Computer Science, Business, or a related field (i.e., Economics, Marketing, Finance, Accounting, Management Information Systems, etc. An additional two years of relevant experience may be substituted for education.

**Management and Program Technician HealthCare IT, I**

**Minimum General Experience:** One or more years of direct work experience with the use of advanced information technology to develop and/or integrate complex data. Relevant experience should be in Health Care either in industry or Military and/or Government Health Care.

**Functional Responsibility:** Requirements analysis; project management out-year budgeting and forecasting; development of milestone schedules, compliance planning and program planning. Must have knowledge of DoD standards and regulations like the FAR, DFAR, OPM requirements, and other business related regulations.

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

**Management and Program Technician HealthCare IT, II**

**Minimum General Experience:** Three or more years of direct work experience with the use of advanced information technology to develop and/or integrate complex data. Relevant experience should be in Health Care either in industry or Military and/or Government Health Care.

**Functional Responsibility:** Requirements analysis; project management out-year budgeting and forecasting; development of milestone schedules, compliance planning and program planning. Must have knowledge of DoD standards and regulations like the FAR, DFAR, OPM requirements, and other business related regulations.

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

**Management and Program Technician HealthCare IT, III**

**Minimum General Experience:** Five or more years of direct work experience with the use of advanced information technology to develop and/or integrate complex data. Relevant experience should be in Health Care either in industry or Military and/or Government Health Care.

**Functional Responsibility:** Requirements analysis; project management out-year budgeting and forecasting; development of milestone schedules, compliance planning and program planning. Must have knowledge of DoD standards and regulations like the FAR, DFAR, OPM requirements, and other business related regulations.

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

**Program Manager HealthCare IT**

**Minimum General Experience:** Seven years of technical experience related to enterprise systems/computer systems or similar systems. Five years demonstrated ability to supervise, plan and lead technical/engineering teams in multiple, complex task assignments involving diverse engineering disciplines and includes written and oral communications commensurate with management role. Eight years Program Management Experience, to include: Technology Assessments, Requirements Development, Infrastructure Operations, Systems Analysis, Programmatic Support, Acquisition Planning, and Budget Planning. Relevant experience should be in Health Care either in industry or Military and/or Government Health Care.

**Functional Responsibility:** Technical management of DOD projects. Participates in planning, requirements analysis, provides direction, and responsible for project deliverables.

**Minimum Education:** Master’s degree in business studies, engineering, physics, computer science, information security or other technically oriented curriculum. An additional two years of relevant experience may be substituted for education.

**Project Manager HealthCare IT**

**Minimum General Experience:** Three or more years of technical experience related to enterprise systems/computer systems or similar systems. Three years demonstrated ability to supervise, plan and lead technical/engineering teams in multiple, complex task assignments involving diverse engineering disciplines and includes written and oral communications commensurate with management role. A minimum of three years of experience managing cost, schedule, performance, and risk. Relevant experience should be in Health Care either in industry or Military and/or Government Health Care.
**Functional Responsibility:** Technical or operational management of projects or teams. Participates in planning, requirements analysis, provides direction, and responsible for project deliverables. Assists the Program Manager in working with the Government Contracting Officer, COR/COTRs and other government personnel. Responsible for the successful development/scoping of services, launch and continuity of services provided to the client. Such job responsibilities will include - assigning priorities on work to be performed, monitoring progress of all jobs, coordinating communication between Client Services, Production and IT. The Project Manager must also document scope of work and job requirements for all new and existing programs.

**Minimum Education:** Bachelor of Sciences degree in business studies, engineering, physics, computer science, information security or other technically oriented curriculum. An additional two years of relevant experience may be substituted for education.

**Subject Matter Expert HealthCare IT (SME) 1**

**Minimum General Experience:** One or more years of hands-on experience Relevant experience should be in Health Care either in industry or Military and/or Government Health Care and within the following areas: program management and strategic planning, Systems Requirements, Systems Integration, HIPPA requirements, Medical Systems, Operational Requirements, Enterprise Strategic Planning and operations, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in one or more of: medical systems; FISMA; HIPAA law; advanced system architecture; hardware technologies; digital/analog communications technologies; applied physics; human factors engineering; computer simulation; electronic sensor technologies. Demonstrated experience in minimum two of the following areas:

a. Ability to plan and organize work and interact with technical and non-technical personnel translating user requirements into responsive applications.

b. Demonstrated detailed knowledge of IA concepts and requirements.

c. Demonstrated comprehensive knowledge of DOD military specifications and standards.

d. System design integration planning for multiple large-scale installations.

e. Hardware and software Evaluation

f. Application and System Assessments, planning execution and management.

g. System requirements planning andoversight.

h. Technical development product milestone scheduling.

i. Demonstrated comprehensive knowledge of FISMA and HIPAA IA requirements.


**Functional Responsibility:** Experience must include the full functional knowledge of the Systems Engineering Process (SEP). A recognized as an expert in his/her principal IT functional area such as Virtualization, Information Assurance (IA), cyber security, enterprise architecture, cloud computing, wireless technologies, big data analytics, systems engineering, systems integration and software engineering. Must have experience interfacing with the business customer and have experience in converting the business needs/requirement into the functional and technical requirements.

**Minimum Education:** Bachelor’s Degree in a recognized technical, engineering, scientific, managerial, business, or other discipline related to area of expertise. An additional two years of relevant experience may be substituted for education.

**Subject Matter Expert HealthCare IT (SME) 2**

**Minimum General Experience:** Three or more years of hands-on experience Relevant experience should be in Health Care either in industry or Military and/or Government Health Care and within the following areas: program management and strategic planning, Systems Requirements, Systems Integration, HIPPA requirements, Medical Systems, Operational Requirements, Enterprise Strategic Planning and operations, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in one or more of: medical systems; FISMA; HIPAA law; advanced system architecture; hardware technologies; digital/analog communications technologies; applied physics; human factors engineering; computer simulation; electronic sensor technologies. Demonstrated experience in minimum two of the following areas:
k. Ability to plan and organize work and interact with technical and non-technical personnel translating user requirements into responsive applications.

l. Demonstrated detailed knowledge of IA concepts and requirements.

m. Demonstrated comprehensive knowledge of DOD military specifications and standards.

n. System design integration planning for multiple large-scale installations.

o. Hardware and software evaluation.

p. Application and System Assessments, planning execution and management.

q. System requirements planning and oversight.

r. Technical development product milestone scheduling.

s. Demonstrated comprehensive knowledge of FISMA and HIPAA IA requirements.


Functional Responsibility: Experience must include the full functional knowledge of the Systems Engineering Process (SEP). A recognized as an expert in his/her principal IT functional area such as Virtualization, Information Assurance (IA), cyber security, enterprise architecture, cloud computing, wireless technologies, big data analytics, systems engineering, systems integration and software engineering. Must have experience interfacing with the business customer and have experience in converting the business needs/requirement into the functional and technical requirements.

Minimum Education: Bachelor’s Degree in a recognized technical, engineering, scientific, managerial, business, or other discipline related to area of expertise. An additional two years of relevant experience may be substituted for education.

Subject Matter Expert HealthCare IT (SME) 3

Minimum General Experience: Five or more years of hands-on experience Relevant experience should be in Health Care either in industry or Military and/or Government Health Care and within the following areas: program management and strategic planning, Systems Requirements, Systems Integration, HIPAA requirements, Medical Systems, Operational Requirements, Enterprise Strategic Planning and operations, Test & Evaluation, and Training. Recognized expert who has demonstrated industry and public service leadership in one or more of: medical systems; FISMA; HIPAA law; advanced system architecture; hardware technologies; digital/analog communications technologies; applied physics; human factors engineering; computer simulation; electronic sensor technologies. Demonstrated experience in minimum two of the following areas:

u. Ability to plan and organize work and interact with technical and non-technical personnel translating user requirements into responsive applications.

v. Demonstrated detailed knowledge of IA concepts and requirements.

w. Demonstrated comprehensive knowledge of DOD military specifications and standards.

x. System design integration planning for multiple large-scale installations.

y. Hardware and software evaluation.

z. Application and System Assessments, planning execution and management.

aa. System requirements planning and oversight.

bb. Technical development product milestone scheduling.

c. Demonstrated comprehensive knowledge of FISMA and HIPAA IA requirements.


Functional Responsibility: Experience must include the full functional knowledge of the Systems Engineering Process (SEP). A recognized as an expert in his/her principal IT functional area such as Virtualization, Information Assurance (IA), cyber security, enterprise architecture, cloud computing, wireless technologies, big data analytics, systems engineering, systems integration and software engineering. Must have experience interfacing with the business customer and have experience in converting the business needs/requirement into the functional and technical requirements.

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Subject Matter Expert HealthCare IT (SME) 4
Minimum General Experience: Seven or more years of hands-on experience. Relevant experience should be in Health Care either in industry or Military and/or Government Health Care and within the following areas: program management and strategic planning, Systems Requirements, Systems Integration, HIPAA requirements, Medical Systems, Operational Requirements, Enterprise Strategic Planning, and Training. Recognized expert who has demonstrated industry and public service leadership in one or more of: medical systems; FISMA; HIPAA law; advanced system architecture; hardware technologies; digital/analog communications technologies; applied physics; human factors engineering; computer simulation; electronic sensor technologies. Five years of experience demonstrating the ability to plan and lead a technical/engineering team in multiple, diverse engineering disciplines. Demonstrated experience in minimum two of the following areas:

- Ability to plan and organize work and interact with technical and non-technical personnel translating user requirements into responsive applications.
- Demonstrated detailed knowledge of IA concepts and requirements.
- Demonstrated comprehensive knowledge of DOD military specifications and standards.
- System design integration planning for multiple large-scale installations.
- Technical development product milestone scheduling.
- Demonstrated comprehensive knowledge of FISMA and HIPAA IA requirements.

Functional Responsibility: Experience must include the full functional knowledge of the Systems Engineering Process (SEP). A recognized as an expert in his/her principal IT functional area such as Virtualization, Information Assurance (IA), cyber security, enterprise architecture, cloud computing, wireless technologies, big data analytics, systems engineering, systems integration, and software engineering. Must have experience interfacing with the business customer and have experience in converting the business needs/requirement into the functional and technical requirements.

Minimum Education: Bachelor’s Degree in a recognized technical, engineering, scientific, managerial, business, or other discipline related to area of expertise. An additional two years of relevant experience may be substituted for education.

Subject Matter Expert HealthCare IT (SME) 5

Minimum General Experience: Nine or more years of hands-on experience. Relevant experience should be in Health Care either in industry or Military and/or Government Health Care and within the following areas: program management and strategic planning, Systems Requirements, Systems Integration, HIPAA requirements, Medical Systems, Operational Requirements, Enterprise Strategic Planning, and Training. Recognized expert who has demonstrated industry and public service leadership in one or more of: medical systems; FISMA; HIPAA law; advanced system architecture; hardware technologies; digital/analog communications technologies; applied physics; human factors engineering; computer simulation; electronic sensor technologies. Six years of experience demonstrating the ability to plan and lead a technical/engineering team in multiple, diverse engineering disciplines. Demonstrated experience in minimum two of the following areas:

- Ability to plan and organize work and interact with technical and non-technical personnel translating user requirements into responsive applications.
- Demonstrated detailed knowledge of IA concepts and requirements.
- Demonstrated comprehensive knowledge of DOD military specifications and standards.
- System design integration planning for multiple large-scale installations.
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uu. System requirements planning and oversight.
vv. Technical development product milestone scheduling.
ww. Demonstrated comprehensive knowledge of FISMA and HIPAA IA requirements.

**Functional Responsibility:** Experience must include the full functional knowledge of the Systems Engineering Process (SEP). A recognized as an expert in his/her principal IT functional area such as Virtualization, Information Assurance (IA), cyber security, enterprise architecture, cloud computing, wireless technologies, big data analytics, systems engineering, systems integration and software engineering. Must have experience interfacing with the business customer and have experience in converting the business needs/requirement into the functional and technical requirements.

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