



**GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICES  
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

*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](http://GSAAdvantage.gov).*

**GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT,  
SOFTWARE AND SERVICES (SCHEDULE 70)**

FPDS Code D302 IT Telecom-Systems Development Services  
FPDS Code D306 IT Telecom-Systems Development Analysis  
FPDS Code D307 IT Telecom-IT Strategy and Architecture  
FPDS Code D308 IT Telecom-Programming Services  
FPDS Code D316 IT Telecom-Telecommunications Network Management  
FPDS Code D317 IT Telecom-Web-Based Subscription  
FPDS Code D302 IT Telecom-Systems Development Services  
FPDS Code D399 IT Telecom-Other IT Services, Not Elsewhere Classified

**CONTRACT NUMBER: GS-35F-0617Y**

*For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov)*

**CONTRACT PERIOD: SEPTEMBER 7, 2012 through SEPTEMBER 6, 2022**

**DELOITTE CONSULTING LLP  
(Ordering and Contract Administration)**

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**Price list current through  
Modification #PS-A808 dated 11/12/19 Refresh 55**

*Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>).*

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**CUSTOMER INFORMATION**

**1. AWARDED:**

| <b>SPECIAL ITEM NUMBER (SIN)</b>                                  | <b>LABOR RATES</b>              | <b>CATEGORY DESCRIPTIONS</b> |
|---|---------------------------------|------------------------------|
| <b>132-45, 132-45(RC): Highly Adaptive Cybersecurity Services</b> | See page 58                     | See descriptions on page 50  |
| <b>132-51, 132-51(RC): IT Professional Services</b>               | See page 59                     | See descriptions on page 32  |
| <b>132-56, 132-56(RC): Health IT Services</b>                     | See page 60                     | See descriptions on page 41  |
| <b>132-62, 132-62(RC): Products &amp; Services HSPD12</b>         | See page 61                     | See descriptions on page 32  |
| <b>70-500, 70-500(RC): Order Level Materials (OLM)</b>            | Defined at the Task Order Level |                              |

**2. MAXIMUM ORDER:** 132-45, 132-45RC, 132-51, 132-51(RC), 132-56, 132-56(RC): \$500,000; 132-62, 132-62(RC): \$1,000,000; 70-500, 70-500(RC): \$100,000

**3. MINIMUM ORDER:** \$100.00

**4. GEOGRAPHIC COVERAGE (delivery area)**

The Geographic Scope of Contract will be domestic and overseas delivery.

*Domestic delivery* is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

*Overseas delivery* is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

**5. POINT(S) OF PRODUCTION (city, county, and State or foreign country):** Deloitte Consulting offices

**6. DISCOUNT FROM LIST PRICES:** Please refer to pricing tables on pages 39, 58, 59 and 60

**7. QUANTITY DISCOUNTS:** None

**8. PROMPT PAYMENT TERMS:** Net 30 days [Information for Ordering agencies: Prompt payment terms cannot be negotiated out of the contractual out of the agreement in exchange for concessions.]

**9. ACCEPTANCE OF GOVERNMENT PURCHASE CARD:**

- a. Notification that Government purchase cards are accepted or are not accepted below the micro-purchase threshold: Yes, per 552.232-79
- b. Notification that Government purchase cards are accepted above or below the micro-purchase threshold: Yes

**10. FOREIGN ITEMS:** Not applicable

**11a. TIME OF DELIVERY:**

The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

DELIVERY TIME (Days ARO): To be negotiated between Contractor and the Ordering Activity

**11b. EXPEDITED DELIVERY:** Not applicable

**11c. OVERNIGHT AND 2-DAY DELIVERY:** Not applicable

**11d. URGENT REQUIREMENTS:**

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

**12. F.O.B. POINT:** Destination

**13a. ORDERING ADDRESSES:**

**Ordering Address: (contracts)**

Attn: Kimberly Gibson  
Deloitte Consulting LLP  
1919 N Lynn St; Arlington, VA 22209  
Phone: (703) 251-1642 Fax: (703) 842-6748  
Email: [usdeloittegsacontracts@deloitte.com](mailto:usdeloittegsacontracts@deloitte.com)

**13b. 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.

**14. PAYMENT ADDRESS:**

| EFT INFORMATION   | CHECK REMITTANCE ADDRESS   | FOR OVERNIGHT REMITTANCE ONLY   |
|---|--|---|
| Bank of America<br>Account#: 385015866174<br>Swift code:<br>BOFAUS3N US<br>ACH: 011900571<br>US WIRE: 026009593 | Deloitte Consulting LLP<br>P O Box 844717<br>Dallas, TX 75284-4717 | Deloitte Consulting LLP<br>LBX#844717<br>1950 N. Stemmons Freeway<br>Suite 5010<br>Dallas, TX 75207<br>Email remittance detail to:<br><a href="mailto:Deloittepayments@Deloitte.com">Deloittepayments@Deloitte.com</a><br>Taxpayer Id# 06-1454513 |

**15. WARRANTY PROVISION:** Not applicable

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

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

Reference 9a and 9b above. Bank account information for wire transfer payments will be shown on the invoice.

**18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR:** Not applicable

- 19. **TERMS AND CONDITIONS OF INSTALLATION:** Not applicable
- 20. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES:** Not applicable
- 20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES:** Not applicable
- 21. **LIST OF SERVICE AND DISTRIBUTION POINTS:** Not applicable
- 22. **LIST OF PARTICIPATING DEALERS:** Not applicable
- 23. **PREVENTIVE MAINTENANCE:** Not applicable
- 24a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES:** Not applicable
- 24b. **SECTION 508 COMPLIANCE INFORMATION IS AVAILABLE ON ELECTRONIC AND INFORMATION TECHNOLOGY (EIT) SUPPLIES AND SERVICES WILL BE ADDRESSED ON A TASK ORDER BASIS. THE EIT STANDARDS CAN BE FOUND AT: [www.Section508.gov/](http://www.Section508.gov/).**
- 25. **DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER:** 01-912-1586
- 26. **NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE:** Deloitte Consulting is registered in both the Central Contractor Registration (CCR) and System for Award Management (SAM).

### **ADDITIONAL CUSTOMER INFORMATION**

#### **1. SPECIAL NOTICE TO AGENCIES: Small Business Participation**

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!  on-line shopping service ([www.gsaadvantage.gov](http://www.gsaadvantage.gov)). The catalogs/pricelists, GSA Advantage!  and the Federal Acquisition Service Home Page ([www.gsa.gov/fas](http://www.gsa.gov/fas)) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

## 2. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

## 3. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: 019121586

Block 30: Type of Contractor – C. Large Business

Block 31: Woman-Owned Small Business - NO

Block 37: Contractor's Taxpayer Identification Number (TIN): 06-1454513

Block 40: Veteran Owned Small Business (VOSB): NO

## 4. CAGE Code: 1TTG5

## 5. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: 0%- 30 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity – Not Applicable
- c. Dollar Volume – Not Applicable below the Maximum Order Value
- d. Government Educational Institutions– Not Applicable below the Maximum Order Value

## 6. TRADE AGREEMENTS ACT OF 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, and Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

## 7. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

Not Applicable and outside the scope of the contract.

## 8. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

## 9. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS

**REQUIREMENTS:** ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

**10. FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):** Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

**11. FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):** Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

**12. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)**

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

- (f) **Organizational Conflicts of Interest:** Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) **Documentation/Standards:** The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) **Data/Deliverable Requirements:** Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) **Government-Furnished Property:** As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) **Availability of Funds:** Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) **Overtime:** For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Labor Services (SCLS) (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

### **13. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:**

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4).

### **14. GSA ADVANTAGE!**

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.gsadvantage.gov>.

### **15. PURCHASE OF OPEN MARKET ITEMS**

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. Ordering Activities procuring open market items must follow FAR 8.402(f).



For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, only if-

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

## 16. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
  - (1) Time of delivery/installation quotations for individual orders;
  - (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
  - (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.
- c. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.

## 17. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

**Not applicable**

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

## 18. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

## 19. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

## 20. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act apply.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, de-installation, and reinstallation services under SIN 132-8 or 132-9.

## 21. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:  
This order is placed under written authorization from dated \_\_\_\_\_. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

## 22. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the

Government's interest shall not be effective—

- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
  - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request

### **23. SOFTWARE INTEROPERABILITY.**

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

### **24. ADVANCE PAYMENTS**

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

**TERMS AND CONDITIONS APPLICABLE TO HIGHLY ADAPTIVE CYBERSECURITY SERVICES (HACS) (SPECIAL ITEM NUMBER 132-45)**

**NOTE: The Transactional Data Reporting (TDR) Rule requires vendors to electronically report the price the federal government paid for an item or service purchased through GSA acquisition vehicles. The TDR PILOT DOES NOT APPLY TO THIS SIN, EXCEPT if a TDR-covered SIN(s) is proposed as part of your total offering to GSA (e.g. offer 132-51 and 132-8). If both TDR and NON TDR SINS are offered, then the entire contract is subject to TDR and -**

**The Price Reduction Clause (PRC) and Commercial Sales Practice (CSP) requirements are removed for the entire contract." If NON TDR SIN(s) are offered only, then the offering will be subject to the PRC and CSP**

**Vendor suitability for offering services through the Highly Adaptive Cybersecurity Services (HACS) SIN must be in accordance with the following laws and standards when applicable to the specific task orders, including but not limited to:**

- **Federal Acquisition Regulation (FAR) Part 52.204-21**
- **OMB Memorandum M-06-19** - Reporting Incidents Involving Personally Identifiable Information and Incorporating the Cost for Security in Agency Information Technology Investments
- **OMB Memorandum M -07-16** - Safeguarding Against and Responding to the Breach of Personally Identifiable Information
- **OMB Memorandum M-16-03** - Fiscal Year 2015-2016 Guidance on Federal Information Security and Privacy Management Requirements
- **OMB Memorandum M-16-04** – Cybersecurity Implementation Plan (CSIP) for Federal Civilian Government
- **The Cybersecurity National Action Plan (CNAP) NIST SP 800-14** - Generally Accepted Principles and Practices for Securing Information Technology Systems
- **NIST SP 800-27A** - Engineering Principles for Information Technology Security (A Baseline for Achieving Security)
- **NIST SP 800-30** - Guide for Conducting Risk Assessments
- **NIST SP 800-35** - Guide to Information Technology Security Services
- **NIST SP 800-37** - Guide for Applying the Risk Management Framework to Federal Information Systems: A Security Life Cycle Approach
- **NIST SP 800-39** - Managing Information Security Risk: Organization, Mission, and Information System View
- **NIST SP 800-44** - Guidelines on Securing Public Web Servers
- **NIST SP 800-48** - Guide to Securing Legacy IEEE 802.11 Wireless Networks
- **NIST SP 800-53** – Security and Privacy Controls for Federal Information Systems and Organizations
- **NIST SP 800-61** - Computer Security Incident Handling Guide

- NIST SP 800-64 - Security Considerations in the System Development Life Cycle
- NIST SP 800-82 - Guide to Industrial Control Systems (ICS) Security
- NIST SP 800-86 - Guide to Integrating Forensic Techniques into Incident Response
- NIST SP 800-115 - Technical Guide to Information Security Testing and Assessment
- NIST SP 800-128 - Guide for Security-Focused Configuration Management of Information Systems
- NIST SP 800-137 - Information Security Continuous Monitoring (ISCM) for Federal Information Systems and Organizations
- NIST SP 800-153 - Guidelines for Securing Wireless Local Area Networks (WLANs)
- NIST SP 800-171 - Protecting Controlled Unclassified Information in non-federal Information Systems and Organizations

**\*\*\*\*NOTE: All non-professional labor categories must be incidental to, and used solely to support Highly Adaptive Cybersecurity Services, and cannot be purchased separately.**

**\*\*\*\*NOTE: All labor categories under the Special Item Number 132-51 Information Technology Professional Services may remain under SIN 132-51 unless the labor categories are specific to the Highly Adaptive Cybersecurity Services SINS.**

## 1. SCOPE

- a. The labor categories, prices, terms and conditions stated under Special Item Numbers 132-45 High Adaptive Cybersecurity Services apply exclusively to High Adaptive Cybersecurity Services within the scope of this Information Technology Schedule.
- b. Services under these SINS are limited to Highly Adaptive Cybersecurity Services only. Software and hardware products are under different Special Item Numbers on IT Schedule 70 (e.g. 132-32, 132-33, 132-8), and may be quoted along with services to provide a total solution.
- c. These SINS provide ordering activities with access to Highly Adaptive Cybersecurity services only.
- d. Highly Adaptive Cybersecurity Services provided under these SINS shall comply with all Cybersecurity certifications and industry standards as applicable pertaining to the type of services as specified by ordering agency.
- 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 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 Highly Adaptive Cybersecurity 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**

Inspection of services is in accordance with 552.212-4 - CONTRACT TERMS AND CONDITIONS – COMMERCIAL ITEMS (MAY 2015) (ALTERNATE II – JUL 2009) (FAR DEVIATION – JUL 2015) (TAILORED) for Firm-Fixed Price and Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

**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 (MAY 2014) Rights in Data – General, may apply.

The Contractor shall comply with contract clause (52.204-21) to the Federal Acquisition Regulation (FAR) for the basic safeguarding of contractor information systems that process, store, or transmit Federal data received by the contract in performance of the contract. This includes contract documents and all information generated in the performance of the contract.

**6. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

Subject to the ordering activity's security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite Highly Adaptive Cybersecurity Services.

**7. INDEPENDENT CONTRACTOR**

All Highly Adaptive Cybersecurity 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 Highly Adaptive Cybersecurity 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. 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.

**12. DESCRIPTION OF HIGHLY ADAPTIVE CYBERSECURITY SERVICES AND PRICING**

a) The Contractor shall provide a description of each type of Highly Adaptive Cybersecurity Service offered under Special Item Numbers 132-45 for Highly Adaptive Cybersecurity 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 Highly Adaptive Cybersecurity Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates,, 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 (see SCP FSS 004)

**EXAMPLE**

Commercial Job Title: Computer Network Defense Analysis

Description: Uses defensive measures and information collected from a variety of sources to identify, analyze, and report events that occur or might occur within the network in order to protect information, information systems, and networks from threats.

Professionals involved in this specialty perform the following tasks:

- Provide timely detection, identification, and alerting of possible attacks/intrusions, anomalous activities, and misuse activities and distinguish these incidents and events from benign activities
- Provide daily summary reports of network events and activity relevant to Computer Network Defense practices
- Monitor external data sources (e.g., Computer Network Defense vendor sites, Computer Emergency Response Teams, SANS, Security Focus) to maintain currency of Computer Network Defense threat condition and determine which security issues may have an impact on the enterprise.

Knowledge, Skills and Abilities: Knowledge of applicable laws (e.g., Electronic Communications Privacy Act, Foreign Intelligence Surveillance Act, Protect America Act, search and seizure laws, civil liberties and



privacy laws, etc.), statutes (e.g., in Titles 10, 18, 32, 50 in U.S. Code), Presidential Directives, executive branch guidelines, and/or administrative/criminal legal guidelines and procedures relevant to work performed

Minimum Experience: 5 Years

Minimum Education Requirements: a bachelor's of science degree with a concentration in computer science, cybersecurity services, management information systems (MIS), engineering or information science is essential.

Highly Desirable: Offensive Security Certified Professional (OSCP) or commercial Cybersecurity advanced certification(s).

**TERMS AND CONDITIONS APPLICABLE TO  
INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM  
NUMBER 132-51)**

**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 I-FSS-60 Performance Incentives (April 2000)**

- 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**

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS –COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts 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 (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 Professional Service offered under Special Item Numbers 132-51 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.

**TERMS AND CONDITIONS APPLICABLE TO  
HEALTH INFORMATION TECHNOLOGY (IT) SERVICES**

**(SPECIAL ITEM NUMBER 132-56)**

*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

***\*\*\*\*NOTE: 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 132-51 Information Technology Professional Services may remain under SIN 132-51 unless the labor categories are specific to the Health IT SIN.***

**1. SCOPE**

- a. The labor categories, prices, terms and conditions stated under Special Item Number 132-56 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 IT Schedule 70 (e.g. 132-32, 132-33, 132-8).
- 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**

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS –COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

**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 132-56 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 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:

**EXAMPLE:** Commercial Job Title: Health IT Subject Matter Expert

Minimum Experience: Ten (10) years.

Functional Responsibilities: Significant information technology consulting and clinical information system strategy and implementation experience. Experienced in client engagements representing a wide array of activities, related to professional information technology projects, in a healthcare/clinical environment, including strategic planning related to information technology systems and/or software, governance, process design/ redesign, clinical content development, and communications and training strategies for information technology solutions.

Minimum Education: Medical Doctor or Doctor of Osteopathic Medicine.

**TERMS AND CONDITIONS APPLICABLE TO  
AUTHENTICATION PRODUCTS AND SERVICES**

**(SPECIAL ITEM NUMBER 132-62)**

**1. ORDER**

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering authentication products and 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.
- c. When placing an order, ordering activities may deal directly with the contractor or ordering activities may send the requirement to the Program Management Office to received assisted services for a fee.

**2. 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 the Services under SINs 132-60 A-E, 132-61 and 132-62 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.

**3. 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.

#### **4. 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 (MAY 2001) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

#### **5. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite services.

#### **6. INDEPENDENT CONTRACTOR**

All services performed by the Contractor under the terms of this contract shall be an independent Contractor, and not as an agent or employee of the ordering activity.

#### **7. 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.

## 8. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for products and/or 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.

## 9. 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.

## 11. 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.

## 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 AUTHENTICATION PRODUCTS, SERVICES AND PRICING**

As a GSA approved vendor to supply FIPS-201 Compliant Services, Deloitte offers HSPD-12 Services across eight discrete areas which, in total, provide a comprehensive approach to supplying IT-related services and support under SIN 132-62. Our service areas include:

- 1.0 PIV Enrollment and Registration, Services
- 2.0 PIV Infrastructure Services
- 3.0 PIV Card Management and Production Services
- 4.0 PIV Card Finalization Services
- 5.0 Physical Access Control Products and Services
- 6.0 Logical Access Control Products and Services
- 7.0 PIV System Integrated Services
- 8.0 Approved FIPS 201-Compliant Products and Services

#### ***1.0 PIV Enrollment and Registration Services***

Deloitte's PIV Enrollment and Registration services include developing comprehensive supporting procedures, integration services, training efforts, and operations / maintenance of registration solutions. The full range of enrollment and registration services are included, for example:

- Full development of standard operating procedures aligned with PIV I and PIV II
- Privacy reviews, audits, and development of a privacy impact assessment
- Training for enrollment/registration agents, including a full certification program
- Use of enrollment components that meet or exceed the specific requirements defined in FIPS 201 and that are already tested or in the process of being tested for FIPS 201 compliance by the GSA and the National Institute of Standards and Technology (NIST)
- Integrated quality checks which ensure that the quality of the biometric images captured are usable as interoperable biometric templates in all environments
- Role-based access control for registration personnel, system administrators, etc.
- Performance metrics and reporting tools
- Staffing of enrollment workstations with certified PIV registrars

#### ***2.0 PIV Infrastructure Services***

Deloitte's Infrastructure Services are comprehensive and have been proven in multiple customer scenarios. We offer end-to-end infrastructure services for every component of a full PIV solution, including:

- Standards-based infrastructure that leverages Service Oriented Architecture principles (SOA)

- Standards-based services that work with each other to support the various functional scenarios
- Cost-effective and easily integrated services developed in different languages and technologies to include other PIV components
- System-wide integrity, privacy protection, and assurance provided through a comprehensive set of security mechanisms, including: graphical card security, electrical card security, physical security, Hardware Security Models (HSMs), digital signatures, strong identification & authentication (I&A), Role-based Access Control (RBAC), data segmentation, secure communications, audit, security training, and SOPs
- Fully integrated, layered security structure, which makes extensive use of PKI as well as solid practices in secure system design methods
- High standard of data security by using cryptographic and biometric logon techniques with password protection as well as other, symmetric key-based techniques for access control.
- Data encryption methodologies for strong privacy of applicant data

### ***3.0 PIV Card Management and Production Services***

Deloitte's solution includes Card Management Services. Our comprehensive Card Management Services addresses each of the card management and production hardware and/or software products that are required to be a GSA qualified HSPD-12 provider, including:

- PIV cards
- Data model development
- Topography design
- Managing inventory of PIV compliant card stock and supplies in a secure environment.
- Managing secure shipping.
- Conducting inventory control.
- Performing routine quality checks
- Managing the delivery of quantities of cards via secure shipping and delivery processes, including delivery tracking and confirmation, to authorized locations and authorities.
- Card Management System (CMS) – Integrating a CMS with other authorized PIV systems infrastructure components and PKI Certificate Authorities.
- Manage all aspects of a card life cycle
- Support of card level interfaces, including multiple card types.
- Support authentication and authorization processes tied to integrated security processes
- Establish an interface with the IDMS, the PKI certification authority, and the card printing system, and capability of interacting with a variety of government systems for enterprise-level physical and logical access control systems in a secure manner.
- Specify, integrate and implement printer workstations that meet all of the GSA FIPS 201 Evaluation Program specifications for card printer stations, including peripherals, with enough ports to connect all of them simultaneously. Additionally, identify supplies requirements for each card activation and finalization station, including hardware, software, consumables, replacement parts, etc.

### ***4.0 PIV Card Finalization Services***

Deloitte's Card Activation and Finalization services include:

- Centralized or distributed configurations to complete initial configurations of hardware and software
- Activation and finalization deployment services, including the card architectures, data models, card topographies, are put into a standardized configuration management process
- Support the hardware and software in the infrastructure that supports activation and finalization, including the portal activation tool, enrollment workstation, card production facility, and help desk
- Configuration Management (CM) processes
- Central or distributed application of software changes
- Online or offline card activation activities
- Comprehensive inventory control including provision of on-line access to authorized authorities and PIV system components
- Secure shipping, including tracking capabilities, only to authorized locations and authorities
- Setup instructions and installation support at government or contractor sites
- Set up or transfer of finalization services from one facility to another, including provision of detailed setup instructions
- Inventory control system and detailed quality assurance measure
- Card activation and finalization personnel services

## ***5.0 Physical Access Control Products and Services***

Deloitte's Physical Access Control systems (PACs) services include requirements, architecture, design, and implementation of PACs in order to support implementation and integration with various credentialing and Identity Management solutions, for example:

- Provisioning services
- Validation services
- OCSP/PKI integration
- Visitor management
- PACs middleware services
- Integration of PIV, PIV-interoperable and PIV-compatible credentials
- Multi-credential integration

## ***6.0 Logical Access Control Products and Services***

Deloitte's logical access control products and services include integration of commercial-off-the-shelf access control products to support usage of a PIV, PIV-interoperable, or PIV-compatible credential as well as the subsequent services associated with a full implementation of logical access to include, for example:

- Single-sign-on
- Provisioning
- Federation, both internal and external to the enterprise
- Role management



- Privilege Management
- Backend Attribute Exchange
- Authorization
- Attribute-based and role-based access control
- Multi-level authentication tailored to applications or roles
- Business owner dashboards to manage and communicate compliance as well as overall system usage
- Training for all relevant populations, including operations, infrastructure, end user, application owner, and business owner
- Directory services
- Enhanced auditing and attest services
- Communications and change management to support successful rollout
- Application evaluations to prioritize integration based on various parameters such as risk, urgency, or population size

## ***7.0 PIV System Integrated Services***

Deloitte provides integration services for all relevant identity, credential, and access management products. These include, for example:

- Alignment of PIV programs and services with related Agency programs such as the overall security program, risk program, enterprise architecture framework, [<CM>] privacy program, or metrics / measurement reporting.
- HSPD-12 IDMS Web Services Development and Integration
- IAM integration support
- PACS integration support
- Onboard/off-boarding
- HR automated synchronization
- Enrollment Broker Services
- PIV life Cycle manage services
- PIV, PIV-interoperable, and PIV-compatible integration services
- Integration of Human Resource, Financial, ERP, or other systems with PIV operations

## ***8.0 Approved FIPS 201-Compliant Projects and Services***

Deloitte's services include all identity, credentialing, and access management solutions and services to address the full scope of PIV implementation and usage. These include, for example:

- Integration of FIPS 201 –compliant products to provide an end-to-end PIV-compliant credentialing solution
- Programmatic support for credentialing programs of any scale; this includes strategic planning, acquisition support, change management, business planning, alternatives analysis, testing, communications, training, and stakeholder management.
- Federal or Agency-specific strategies and guidance
- Supplemental identity solutions to address PIV-interoperable or PIV-compatible credentials that leverage PIV system components where appropriate
- Remote multi-factor authentication solutions, processes, and policies
- Evaluation of relevant products and services for use in an identity, credential, or access management environment Usage applications to include access control, training, attendance, or



other tailored uses PIV, PIV-Interoperable, or PIV-compliant solution/program audit and evaluation.

Provided below is a description of each of the categories of professional services offered by Deloitte Consulting:

### Experience Substitutions:

|   |        |                    |
|---|--------|--------------------|
| H.S. Diploma + 4 years additional relevant IT experience      | Equals | Bachelor's Degrees |
| Associate Degree + 1 years additional relevant IT experience  | Equals | Bachelor's Degrees |
| Bachelor's Degree + 2 years additional relevant IT experience | Equals | Master's Degree    |
| Master's Degree + 4 years additional relevant IT experience   | Equals | Ph.D.              |

|   |
|---|
| A Ph.D. may be substituted for 4 years of required relevant IT experience with a Master's Degree or 6 years relevant IT experience with a Bachelor's Degree |
| A Master's Degree may be substituted for 2 years of required relevant IT experience with a Bachelor's Degree  |
| A Bachelor's Degree may be substituted for 4 years of required relevant IT experience with a High School Diploma  |
| An Associate's Degree may be substituted for 3 years of required relevant IT experience with a High School Diploma  |

### IT Partner/Principal/Director (PPD) [SINs 132-51 & 132-62]:

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

**Minimum Experience:** This position requires a minimum of ten years of information technology experience.

**General Experience:** Experience typically includes: executive level management and direction on client engagements, experience in project definition and systems analysis, creation of competitive strategies, and integration of global technical solutions. A PPD is proficient in project estimation and resource planning efforts and in resolving project issues, such as technical compatibility, client expectations, and timing. A PPD identifies themes capable of being developed into new IT strategy methodology, helps to ensure overall soundness of analytical approach, and is able to suggest alternatives. A PPD manages resources; champions firm initiatives, and leads developments in new business enterprises through technical innovations. Other experience includes coordinating multiple projects and team, and assisting clients in achieving desired program results.

**Functional Responsibility:** Serves as the client's engagement manager for specific project areas and assumes responsibility for client communications related to communicating technical concerns. Is the contractor's liaison and point of contact with the Contracting Officer's Technical and delegated government representatives. Maintains responsibility for formulating work standards, creating strategic project objectives, and managing client issues and feedback. Assumes accountability for supervising designated resources and enforcing quality control practices for each project. Maintains responsibility for project reviews and overall contract progress and performance.

### **IT Senior Manager [SINs 132-51 & 132-62]:**

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

**Minimum Experience:** This position requires a minimum of seven years of information technology experience.

**General Experience:** Experience typically includes engagement experience in program scope and approach, focus on program delivery and technical integration, ability to drive IT Strategy and planning changes at the executive levels, oversight of key information technology enablers, and management of project resources. Maintains responsibility for managing the program team and daily operations of project development or serves in a role as a highly experienced Technical expert, and helps to ensure client comfort and feasibility with designed solution. Other experience includes communication with client and project managers and management of multiple projects across various industry lines.

**Functional Responsibility:** Manages program activities and is a key point of contact with client executives. Assumes responsibility for program delivery and oversight of key technical enablers on projects and identification of needs for new tools. Conducts regular interaction and communications with the Contracting Officer's Technical and delegated government representatives. Maintains responsibility for managing technical solutions, delegating appropriate resources, and helping to ensure quality assurance principles are met across projects and deliverables.

### **IT Manager [SINs 132-51 & 132-62]:**

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

**Minimum Experience:** This position requires a minimum of five years information technology experience.

**General Experience:** Experience typically includes management and direction on client engagements or extensive knowledge of and experience with system development and implementation, development of engagement work plans, deployment of program criterion, and related activities. A Project Manager devises or modifies procedures to solve complex problems, provides guidance and experience on technical solution implementation, engages resources and/or serves as a team leader, performs analyses of client issues, interprets implications of design, and helps to ensure that software design meets business needs. Other experience includes implementing business process reengineering, developing financial models, orchestrating change management principles, and conducting performance measurements.

**Functional Responsibility:** Serves in the role of project team leader over assigned support areas, often filling the position of project team lead and instructing, directing, and monitoring the work of other IT staff or serves in a role of an experienced technical expert. Conducts analysis of work plan completeness, prepares status reports, and supports quality control practices. Performs analyses of client issues, assesses appropriate alternatives, and recommends solutions. Communicates client expectations to project team, and escalates appropriate issues to senior level project staff. Maintains technical knowledge within industry and service line.

### **IT Senior Consultant /SINs 132-51 & 132-62/:**

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

**Minimum Experience:** This position has a minimum of four years of IT consulting and/or directly relevant industry experience and/or educational training in related fields.

**General Experience:** Experience typically includes program management support and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables. Proficient in the use of firm tools and enablers to better support the overall objectives and goals of the program objectives. Demonstrates these skills by performing status reports, verifying work plan completeness, and communicating with team members.

**Functional Responsibility:** Provides senior-level analytical and program support, and is focused on providing high performance work. An IT Senior Consultant contributes to engagement work plan development and often leads less complex engagement tasks to completion within scope and budget. Serves as a senior-level analytical correspondent within engagement team. Assumes responsibility for contributing to work plan development, reaching engagement milestones, and may lead specific project tasks. Applies business modeling, process modeling, and business design techniques. Conducts analysis of appropriate consulting tools to satisfy program requirements, and creates project deliverables. Formulates diagnoses through financial or statistical modeling, assesses appropriate alternatives, and offers conclusions to Project Manager. This position performs analyses and makes diagnoses, as well as defines symptoms and problems, and develops conclusions.

## **IT Consultant /SINs 132-51 & 132-62/:**

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

**Minimum Experience:** This position requires a minimum of two years in the IT field or other related work experience.

**General 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. Provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions.

**Functional Responsibility:** Provides 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.

## **IT Analyst /SINs 132-51 & 132-62/:**

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

**Minimum Experience:** This position requires less than one year of experience, in an IT field or related work experience.

**General Experience:** Experience typically includes performing technical and non-technical analyses on 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.

**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.

## **Project Controller III (Senior Project Controller) [SINs 132-51 & 132-62]:**

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

**Minimum Experience:** This position requires a minimum of 3 years of experience in a financial analysis role.

**General Experience:** Project Controllers specialize in project operations serving as a focal point for key aspects of program's business and financial management and control. Project controllers provide engagement management knowledge for the entire project management team(s) by assisting with initiating and controlling organization and logistical aspects of projects. Their greatest value, however, is in their understanding and application of sound business and financial processes to ensure efficient program execution.

**Responsibilities:** Project Controller III's (PCIII) are responsible for supporting one or more project teams through the coordination and management of key program and financial management activities. PCIIIs take the lead role in the implementation of appropriate project management controls such as forecasting, budgeting, financial analysis, reconciliation, and forecasting processes. PCIII's also develop and implement the necessary standards and metrics for project, quality, and risk management activities and offer financial advice tailored for their particular project. PCIII's often provide oversight and management of other program control resources and are responsible for deliverable quality reviews.

## **Project Controller II (Project Controller) [SINs 132-51 & 132-62]:**

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

**Minimum Experience:** This position requires a minimum of 1 year of experience in a financial analysis role.

**General Experience:** Project Controller IIs specialize in project operations serving as a focal point for key aspects of program's business and financial management and control. Project controller IIs provide engagement management knowledge for the entire project management team(s) by assisting with initiating and controlling organization and logistical aspects of projects.

**Responsibilities:** Project Controller II's (PCII) are responsible for supporting one or more project teams through the management of key program and financial management activities and processes. They are responsible for the implementation of appropriate project management controls such as forecasting, budgeting, financial analysis, reconciliation processes. PCII's also implement necessary standards and metrics for project management, quality, and risk management and offer project financial advice. PCII's can provide oversight and management of other program control resources and are responsible for deliverable quality reviews.

## **Project Controller I (Project Analyst) [SINs 132-51 & 132-62]:**

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

**General Experience:** This position specializes in project operations serving as a focal point for key aspects of program's business and financial management and control. Project controller provides engagement management knowledge for the entire project management team(s) by assisting with initiating and controlling organization and logistical aspects of projects.

**Responsibilities:** Project Controller I's (PCI) support one or more project teams by supporting appropriate project management controls such as forecasting, budgeting, financial analysis, reconciliation processes. PCIs perform various financial analyses, such as reconciliations and variance analysis. They also provide support the preparation of budgets, forecasts and metric tracking. They have an understanding of and utilize standard processes for project, quality, and risk management.

## **IT Project Delivery Manager II: [SIN 132-51]**

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

**Minimum Experience:** This position has a minimum of 9 years of consulting and/or industry experience.

**General Experience:** Experience typically includes ability to manage IT engagements of moderate size and complexity, or work streams within a large engagement; professional oral and written communication skills, and presentation skills; strong problem solving and troubleshooting skills; ability to mentor and manage junior staff and further their professional growth, and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are client service delivery and operations execution on projects ranging in scope including, but not limited to: technology strategy, architecture and service management; 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). Possess competencies in multiple IT technologies, business processes, or combination of both. Collaborates with project teams comprised of other consulting practitioners. Works independently to execute a portion of the project scope, and may perform as a project manager on IT engagements of moderate size complexity, or lead one or multiple work streams on large engagements. Leads deliverables and reviews the work of others for quality and accuracy. Teaches others on the project team about the client environment and mission, and overall project scope. Communicates project delivery schedule and milestones while maintaining productive and professional relationships with client. May perform analyses of a technical or non-technical nature. The role is for a specific IT client engagement and employment is tied to ongoing Federal client demand.



## **IT Project Delivery Manager: *[SIN 132-51]***

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

**Minimum Experience:** This position has a minimum of 7 years of consulting and/or industry experience.

**General Experience:** Experience typically includes ability to support 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, and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to proactively improve the 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: technology strategy, architecture and service management; 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 IT 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.

## **IT Project Delivery Specialist: *[SIN 132-51]***

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

**Minimum Experience:** This position has a minimum of 5 years of consulting and/or industry experience.

**General Experience:** Experience typically includes ability to work independently; ability to manage small IT engagements or work streams within larger engagements; professional oral and written communication skills; problem solving and troubleshooting skills; able to exercise mature judgment; excellent teamwork and interpersonal skills; able to handle multiple team members with confidence; aptitude for trouble-shooting and problem-solving and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of IT Implementation and Operations Management best practices while taking ownership of tasks and/or project workstreams and guiding more junior professionals. Supports and/or leads workstreams on engagements related, but not limited to: technology strategy, architecture and service management; 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). Role requires performing analysis and diagnosing client issues. Expected to actively share knowledge and acquired skills with team members through formal and informal channels. Provides assistance in proposal development as required on an as-needed basis. Works independently to execute a portion of the project scope, and may perform as a work stream / team lead that directs the work of junior staff. Contributes to deliverables, reviews the work of others for quality and accuracy. Demonstrates an understanding of the client environment and overall project scope. This role is for a specific client IT engagement and employment is tied to ongoing Federal client demand.

## **IT Project Delivery Senior Analyst: [SIN 132-51]**

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

**Minimum Experience:** This position has a minimum of 3 years of consulting and/or industry experience.

**General Experience:** Experience typically includes ability to work independently, under general guidance; ability to lead project deliverables through to completion; experience working in teams and in a team environment that is process-oriented and deadline-driven; professional oral and written communication skills; relevant software or application skills necessary to complete job successfully; problem solving and troubleshooting skills with the ability to exercise mature judgment; and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of IT Implementation and Operations Management best practices. Leads and supports tasks, including deliverable development, on IT engagement related, but not limited to: technology strategy, architecture and service management; 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). Creates and/or pursues project deliverables. May guide and coach Project Delivery Analysts in deliverable development. Able to perform tasks independently. This role performs analysis and diagnoses client issues while demonstrating an understanding of the client environment and overall project scope. This role is for a specific client IT engagement and employment is tied to ongoing Federal Client demand.

## **IT Project Delivery Analyst: [SIN 132-51]**

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

**Minimum Experience:** This position require has a minimum of 1 year of consulting and/or industry experience.

**General Experience:** Experience typically includes ability to work independently under general guidance; experience working in teams and in a team environment that is process-oriented and deadline-driven; professional oral and written communication skills; relevant software or application skills necessary to complete job successfully; and problem solving and troubleshooting skills with the ability to exercise mature judgment.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of IT Implementation and Operations Management best practices. Leads and supports tasks and portions of the project scope on IT engagements related, but not limited to: technology strategy, architecture and service management; 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). Executes a portion of the project scope under the guidance of the Project Delivery Manager or other designated mid-to-senior-level staff. Contributes to deliverables where work is reviewed by team members for quality and accuracy. Demonstrates an understanding of the client environment and overall project scope. Able to perform tasks independently subject to general guidance to execute a portion of the project scope. The role is for a specific client IT engagement and employment is tied to ongoing Federal client demand.

## **IT Project Delivery Coordinator: [SIN 132-51]**

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

**Minimum Experience:** This position typically has 0 or more years of consulting and/or industry experience.

**General Experience:** Experience typically includes working under direct supervision; ability to work on teams and in a team environment that is process-oriented and deadline-driven; professional oral and written communication skills; basic software or application skills necessary to complete job successfully. Contributes to problem solving and troubleshooting skills with the ability to exercise mature judgment and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of Implementation and Operations Management best practices; supports task and portions of the project scope on engagement related, but not limited, to technology strategy, architecture and service management; 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). Performs analysis and diagnosis of client issues. Executes a portion of the project scope under direction of the Project Delivery Manager or other designated mid-to-senior-level staff. Contributes to deliverables with work reviewed by team members for quality and accuracy. Demonstrates a foundational understanding of the client environment and overall project scope. The role is for a specific client engagement and employment is tied to ongoing Federal client demand.

## **IT Center Associate Lead: [SIN 132-51]**

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

**Minimum Experience:** This position has a minimum of 3 years of consulting and/or industry experience.

**General Experience:** Experience typically includes knowledge of the enterprise software development life-cycle with expertise in development on Microsoft .NET framework platforms, Java or SharePoint; Ability to work independently; potential to lead portions of a project or work stream; professional oral and written communication skills and problem solving and troubleshooting skills with the ability to exercise mature judgment.

**Functional Responsibility:** Identifies business requirements and helps create technology solutions to meet clients' business needs. Requires understanding expectations set by the client and recognizing when issues/events may affect delivery. In addition, responsibilities may include requirements management, functional design, prototyping, process design (including scenario design, flow mapping), testing, training, and defining support procedures. Involves performing analysis and effective diagnosis of client issues. Expected to actively share knowledge and acquired skills with team members through formal and informal channels, and some assistance in proposal development may be required on an as-needed basis. Works independently to execute a portion of the project scope and may perform as a work stream / team lead that directs the work of junior staff. Contributes to deliverables, reviews the work of others for quality and accuracy and demonstrates an understanding of the client environment and overall project scope.

## **Health IT Partner/Principal/Director (PPD) [SIN 132-56]:**

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

**Minimum Experience:** This position requires a minimum of ten years of related experience.

**General Experience:** Experience typically includes: Supporting Health IT management across executive level management and direction on client engagements, experience in project definition and systems analysis, creation of competitive strategies, and integration of global technical solutions. A PPD is proficient in project estimation and resource planning efforts and in resolving project issues, such as technical compatibility, client expectations, and timing. A PPD identifies themes capable of being developed into new IT strategy methodology, helps to ensure overall soundness of analytical approach, and is able to suggest alternatives. A PPD manages resources; champions firm initiatives, and leads developments in new business enterprises through technical innovations. Experienced in providing medical thought leadership for clinical information systems. Other experience includes coordinating multiple projects and teams, and assisting clients in achieving desired program results.

**Functional Responsibility:** Serves as the client's engagement manager for specific project areas related to Health IT experience and assumes responsibility for client communications related to communicating technical concerns. Is the contractor's liaison and point of contact with the Contracting Officer's Technical and delegated government representatives. Maintains responsibility for formulating work standards, creating strategic project objectives, and managing client issues and feedback. Assumes accountability for supervising designated resources and enforcing quality control practices for each project. Maintains responsibility for project reviews and overall contract progress and performance.

## **Health IT Senior Manager [SIN 132-56]:**

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

**Minimum Experience:** This position requires a minimum of seven years of related experience.

**General Experience:** Experience typically includes engagement experience in program scope and approach, focus on program delivery and technical integration, ability to drive Health IT Strategy and planning changes at the executive levels, oversight of key information technology enablers, and management of project resources. Health IT experience through secure use and sharing of health information. Maintains responsibility for managing the program team and daily operations of project development or serves in a role as a highly experienced Technical expert, and helps to ensure client comfort and feasibility with designed solution. Other experience includes communication with client and project managers and management of multiple projects across various industry lines.

**Functional Responsibility:** Manages Health IT related program activities and is a key point of contact with client executives. Assumes responsibility for program delivery and oversight of key technical enablers on projects and identification of needs for new tools. Conducts regular interaction and communications with the Contracting Officer's Technical and delegated government representatives. Maintains responsibility for managing technical solutions, delegating appropriate resources, and helping to ensure quality assurance principles are met across projects and deliverables.

## **Health IT Manager [SIN 132-56]:**

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

**Minimum Experience:** This position requires a minimum of five years related experience.

**General Experience:** Experience typically includes management and direction on client Health IT related engagements or extensive knowledge of and experience with system development and implementation, development of engagement work plans, deployment of program criterion, and related activities. 5+ years' experience working with a managed care organization, health insurer, or consultant in a network management/contract management role, such as contracting, provider services. Responsible for managing various sized technical health related projects and initiatives impacting multiple entities within the IT Health System. A Manager devises or modifies procedures to solve complex problems, provides guidance and experience on technical solution implementation, engages resources and/or serves as a team leader, performs analyses of client issues, interprets implications of design, and helps to ensure that software design meets business needs. Other experience includes implementing business process reengineering, developing financial models, orchestrating change management principles, and conducting performance measurements.

**Functional Responsibility:** Serves in the role of project team leader over assigned support areas, often filling the position of project team lead and instructing, directing, and monitoring the work of other Health IT staff or serves in a role of an experienced technical expert. Conducts analysis of work plan completeness, prepares status reports, and supports quality control practices. Performs analyses of client issues, assesses appropriate alternatives, and recommends solutions. Communicates client expectations to project team, and escalates appropriate issues to senior level project staff. Maintains technical knowledge within industry and service line.

## **Health IT Senior Consultant [SIN 132-56]:**

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

**Minimum Experience:** This position has a minimum of four years of related consulting and/or directly relevant industry experience and/or educational training in related fields.

**General Experience:** Experience typically includes program management support and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables. This role requires building strong working relationships with all levels of the organization, including executives, management and line staff in order to coordinate the efforts of Health IT resources. Proficient in the use of firm tools and enablers to better support the overall objectives and goals of the program objectives. Demonstrates these skills by performing status reports, verifying work plan completeness, and communicating with team members.

**Functional Responsibility:** Provides senior-level analytical and program support, and is focused on providing high performance work. A Health IT Senior Consultant contributes to engagement work plan development and often leads less complex engagement tasks to completion within scope and budget. Serves as a senior-level analytical correspondent within engagement team. Assumes responsibility for contributing to work plan development, reaching engagement milestones, and may lead specific project tasks. Applies business modeling, process modeling, and business design techniques. Conducts analysis of appropriate consulting tools to satisfy program requirements, and creates project deliverables. Formulates diagnoses through financial or statistical modeling, assesses appropriate alternatives, and offers conclusions to Project Manager. This position performs analyses and makes diagnoses, as well as defines symptoms and problems, and develops conclusions.

## **Health IT Consultant [SIN 132-56]:**

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

**Minimum Experience:** This position requires a minimum of two years in the related field or other related work experience.

**General 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.

**Functional Responsibility:** Provides 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.

### **Health IT Analyst [SIN 132-56]:**

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

**Minimum Experience:** This position requires less than one year of experience, in a related field or related work experience.

**General 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.

**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.

### **Health IT Project Controller III (Senior Project Controller) [SIN 132-56]:**

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

**Minimum Experience:** This position requires a minimum of 3 years of experience in a financial analysis role in a related environment.

**General Experience:** Project Controllers specialize in project operations serving as a focal point for key aspects of program's business and financial management and control. Project controllers provide engagement management knowledge for the entire project management team(s) by assisting with initiating and controlling organization and logistical aspects of projects. Their greatest value, however, is in their understanding and application of sound business and financial processes to ensure efficient program execution in an IT Healthcare engagement or related setting.

**Responsibilities:** Project Controller III's (PCIII) are responsible for supporting one or more project teams through the coordination and management of key program and financial management activities. PCIIIs take the lead role in the implementation of appropriate project management controls such as forecasting, budgeting, financial analysis,

reconciliation, and forecasting processes in Health IT or related setting. PCIII's also develop and implement the necessary standards and metrics for project, quality, and risk management activities and offer financial advice tailored for their particular project. PCIII's often provide oversight and management of other program control resources and are responsible for deliverable quality reviews.

## **Health IT Project Controller II (Project Controller) [SIN 132-56]:**

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

**Minimum Experience:** This position requires a minimum of 1 year of experience in a financial analysis role in a related environment or related setting.

**General Experience:** Project Controller IIs specialize in project operations serving as a focal point for key aspects of program's business and financial management and control. Project controller IIs provide IT Healthcare engagement management knowledge for the entire project management team(s) by assisting with initiating and controlling organization and logistical aspects of projects.

**Responsibilities:** Project Controller II's (PCII) are responsible for supporting one or more project teams through the management of key program and financial management activities and processes. They are responsible for the implementation of appropriate project management controls such as forecasting, budgeting, financial analysis, reconciliation processes in a Health IT or related setting. PCII's also implement necessary standards and metrics for project management, quality, and risk management and offer project financial advice. PCII's can provide oversight and management of other program control resources and are responsible for deliverable quality reviews.

## **Health IT Project Controller I (Project Analyst) [SIN 132-56]:**

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

**General Experience:** This position specializes in project operations serving as a focal point for key aspects of program's business and financial management and control. Project controller provides engagement management knowledge for the entire project management team(s) by assisting with initiating and controlling organization and logistical aspects of projects.

**Responsibilities:** Project Controller I's (PCI) support one or more project teams by supporting appropriate project management controls such as forecasting, budgeting, financial analysis, reconciliation processes in a healthcare or related setting. PCIs perform various financial analyses, such as reconciliations and variance analysis. They also support the preparation of budgets, forecasts and metric tracking. They have an understanding of and utilize standard processes for project, quality, and risk management.



## **Health IT Project Delivery Manager II [SIN 132-56]:**

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

**Minimum Experience:** This position has a minimum of 9 years of consulting and/or related industry experience.

**General Experience:** Experience typically includes ability to manage Health IT engagements of moderate size and complexity, or work streams within a large engagement; professional oral and written communication skills, and presentation skills; strong problem solving and troubleshooting skills; ability to mentor and manage junior staff and further their professional growth, and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are client service delivery and operations execution on projects ranging in scope including, but not limited to: Health IT, technology strategy, architecture and service management; 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). Possess competencies in multiple IT technologies, business processes, or combination of both. Collaborates with project teams comprised of other consulting practitioners. Works independently to execute a portion of the project scope, and may perform as a project manager on IT engagements of moderate size complexity, or lead one or multiple work streams on large engagements. Leads deliverables and reviews the work of others for quality and accuracy. Teaches others on the project team about the client environment and mission, and overall project scope. Communicates project delivery schedule and milestones while maintaining productive and professional relationships with client. May perform analyses of a technical or non-technical nature. The role is for a specific IT client engagement and employment is tied to ongoing Federal client demand.

## **Health IT Project Delivery Manager [SIN 132-56]:**

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

**Minimum Experience:** This position has a minimum of 7 years of consulting and/or related industry experience.

**General 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, and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to proactively improve the 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; 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.

## **Health IT Project Delivery Specialist [SIN 132-56]:**

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

**Minimum Experience:** This position has a minimum of 5 years of consulting and/or related industry experience.

**General Experience:** Experience typically includes ability to work independently; ability to manage small Health IT engagements or work streams within larger engagements; professional oral and written communication skills; problem solving and troubleshooting skills; able to exercise mature judgment; excellent teamwork and interpersonal skills; able to handle multiple team members with confidence; aptitude for trouble-shooting and problem-solving and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of IT Implementation and Operations Management best practices while taking ownership of tasks and/or project workstreams and guiding more junior professionals. Supports and/or leads workstreams on engagements related, but not limited to: technology strategy, architecture and service management; IT security; Health IT, 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). Role requires performing analysis and diagnosing client issues. Expected to actively share knowledge and acquired skills with team members through formal and informal channels. Provides assistance in proposal development as required on an as-needed basis. Works independently to execute a portion of the project scope, and may perform as a work stream / team lead that directs the work of junior staff. Contributes to deliverables, reviews the work of others for quality and accuracy. Demonstrates an understanding of the client environment and overall project scope. This role is for a specific client Health IT related engagement and employment is tied to ongoing Federal client demand.

## **Health IT Project Delivery Senior Analyst [SIN 132-56]:**

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

**Minimum Experience:** This position has a minimum of 3 years of consulting and/or related industry experience.

**General Experience:** Experience typically includes ability to work independently, under general guidance; ability to lead project deliverables through to completion; experience working in teams and in a team environment that is process-oriented and deadline-driven; professional oral and written communication skills; relevant software or application skills necessary to complete job successfully; problem solving and troubleshooting skills with the ability to exercise mature judgment; and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of IT Implementation and Operations Management best practices. Leads and supports tasks, including deliverable development, on IT engagement related, but not limited to: technology strategy, architecture and service management; IT security; Health IT, 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). Creates and/or pursues project deliverables. May guide and coach Project Delivery Analysts in deliverable development. Able to perform tasks independently. This role performs analysis and diagnoses client issues while demonstrating an understanding of the client environment and overall project scope. This role is for a specific client Health IT related engagement and employment is tied to ongoing Federal Client demand.

## **Health IT Project Delivery Analyst [SIN 132-56]:**

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

**Minimum Experience:** This position require has a minimum of 1 year of consulting and/or related industry experience.

**General Experience:** Experience typically includes ability to work independently under general guidance; experience working in teams and in a team environment that is process-oriented and deadline-driven; professional oral and written communication skills; relevant software or application skills necessary to complete job successfully; and problem solving and troubleshooting skills with the ability to exercise mature judgment.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of IT Implementation and Operations Management best practices. Leads and supports tasks and portions of the project scope on IT engagements related, but not limited to: technology strategy, architecture and service management; IT security; Health IT, 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). Executes a portion of the project scope under the guidance of the Project Delivery Manager or other designated mid-to-senior-level staff.

Contributes to deliverables where work is reviewed by team members for quality and accuracy. Demonstrates an understanding of the client environment and overall project scope. Able to perform tasks independently subject to general guidance to execute a portion of the project scope. The role is for a specific client health IT related engagement and employment is tied to ongoing Federal client demand.

### **Health IT Project Delivery Coordinator [SIN 132-56]:**

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

**Minimum Experience:** This position typically has 0 or more years of consulting and/or related industry experience.

**General Experience:** Experience typically includes working under direct supervision; ability to work on teams and in a team environment that is process-oriented and deadline-driven; professional oral and written communication skills; basic software or application skills necessary to complete job successfully. Contributes to problem solving and troubleshooting skills with the ability to exercise mature judgment and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of Implementation and Operations Management best practices; supports task and portions of the project scope on engagement related, but not limited, to technology strategy, architecture and service management; IT security; Health IT; 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). Performs analysis and diagnosis of client issues. Executes a portion of the project scope under direction of the Project Delivery Manager or other designated mid- to-senior-level staff. Contributes to deliverables with work reviewed by team members for quality and accuracy.

Demonstrates a foundational understanding of the client environment and overall project scope. The role is for a specific client Health IT related engagement and employment is tied to ongoing Federal client demand.

## **Health IT Center Associate Lead [SIN 132-56]:**

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

**Minimum Experience:** This position has a minimum of 3 years of consulting and/or related industry experience.

**General Experience:** Experience typically includes knowledge of the enterprise software development life-cycle with expertise in development on Microsoft .NET framework platforms, Java or SharePoint; Ability to work independently; potential to lead portions of a project or work stream; professional oral and written communication skills and problem solving and troubleshooting skills with the ability to exercise mature judgment.

**Functional Responsibility:** Identifies business requirements and helps create technology solutions to meet clients' business needs. Requires understanding expectations set by the client and recognizing when issues/events may affect delivery. In addition, responsibilities may include requirements management, functional design, prototyping, process design (including scenario design, flow mapping), testing, training, and defining support procedures. Involves performing analysis and effective diagnosis of client issues. Expected to actively share knowledge and acquired skills with team members through formal and informal channels, and some assistance in proposal development may be required on an as-needed basis. Works independently to execute a portion of the project scope and may perform as a work stream / team lead that directs the work of junior staff. Contributes to deliverables, reviews the work of others for quality and accuracy and demonstrates an understanding of the client environment and overall project scope.

## **Cybersecurity Partner/Principal/Director (PPD) [SINs 132-45]:**

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

**Minimum Experience:** This position requires a minimum of ten years of information technology experience.

**General Experience:** Experience typically includes: executive level management and direction on client engagements, experience in project definition and systems analysis, creation of competitive strategies, and integration of global technical solutions. A PPD is proficient in project estimation and resource planning efforts and in resolving project issues, such as technical compatibility, client expectations, and timing. A PPD identifies themes capable of being developed into new Cybersecurity strategy methodology, helps to ensure overall soundness of analytical approach, and is able to suggest alternatives. A PPD manages resources; champions firm initiatives, and leads developments in new business enterprises through technical innovations. Other experience includes coordinating multiple projects and team, and assisting clients in achieving desired program results.

**Functional Responsibility:** Serves as the client's Cybersecurity engagement manager for specific project areas and assumes responsibility for client communications related to communicating technical concerns. Is the contractor's liaison and point of contact with the Contracting Officer's Technical and delegated government representatives. Maintains responsibility for formulating work standards, creating strategic project objectives, and managing client issues and feedback. Assumes accountability for supervising designated resources and enforcing quality control practices for each Cybersecurity project. Maintains responsibility for project reviews and overall contract progress and performance.

### **Cybersecurity Senior Manager [SINs 132-45]:**

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

**Minimum Experience:** This position requires a minimum of seven years of information technology experience.

**General Experience:** Experience typically includes engagement experience in program scope and approach, focus on program delivery and technical integration, ability to drive Cybersecurity Strategy and planning changes at the executive levels, oversight of key cybersecurity enablers, and management of project resources. Maintains responsibility for managing the program team and daily operations of project development or serves in a role as a highly experienced Technical expert, and helps to ensure client comfort and feasibility with designed solution. Other experience includes communication with client and project managers and management of multiple projects across various industry lines.

**Functional Responsibility:** Manages Cybersecurity program activities and is a key point of contact with client executives. Assumes responsibility for program delivery and oversight of key technical enablers on projects and identification of needs for new tools. Conducts regular interaction and communications with the Contracting Officer's Technical and delegated government representatives. Maintains responsibility for managing technical solutions, delegating appropriate resources, and helping to ensure quality assurance principles are met across projects and deliverables.

## **Cybersecurity Manager [SINs 132-45]:**

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

**Minimum Experience:** This position requires a minimum of five years of information technology experience.

**General Experience:** Experience typically includes management and direction on client engagements or extensive knowledge of and experience with system development and implementation, development of engagement work plans, deployment of program criterion, and related activities. Devises or modifies procedures to solve complex problems, provides guidance and experience on technical solution implementation, engages resources and/or serves as a team leader, performs analyses of client issues, interprets implications of design, and helps to ensure that software design meets business needs. Other experience includes implementing business process reengineering, developing financial models, orchestrating change management principles, conducting performance measurements, and providing cybersecurity expertise.

**Functional Responsibility:** Serves in the role of project team leader over assigned support areas, often filling the position of project team lead and instructing, directing, and monitoring the work of other cybersecurity staff or serves in a role of an experienced Cybersecurity technical expert. Conducts analysis of work plan completeness, prepares status reports, and supports quality control practices. Performs analyses of client issues, assesses appropriate alternatives, and recommends solutions. Communicates client expectations to project team, and escalates appropriate issues to senior level project staff. Maintains technical knowledge within industry and service line.

## **Cybersecurity Senior Consultant [SINs 132-45]:**

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

**Minimum Experience:** This position requires a minimum of four years of IT consulting and/or directly relevant industry experience and/or educational training in related fields.

**General Experience:** Experience typically includes program management support and familiarity with client issues, assistance with design issues, leading client teams, analysis of project data, and development of appropriate deliverables. Proficient in the use of firm tools and enablers to better support the overall objectives and goals of the program objectives. Demonstrates these skills by performing status reports, verifying work plan completeness, and communicating with team members.

**Functional Responsibility:** Provides senior-level analytical and program support, and is focused on providing high performance work. A Cybersecurity Senior Consultant contributes to engagement work plan development and often leads less complex engagement tasks to completion within scope and budget. Serves as a senior-level analytical correspondent within engagement team. Assumes responsibility for contributing to work plan development, reaching engagement milestones, and may lead specific Cybersecurity project tasks. Applies business modeling, process modeling, and business design techniques. Conducts analysis of appropriate consulting tools to satisfy program requirements, and creates project deliverables. Formulates diagnoses through financial or statistical modeling, assesses appropriate alternatives, and offers conclusions to Project Manager. This position performs analyses and makes diagnoses, as well as defines symptoms and problems, and develops conclusions.

### **Cybersecurity Consultant [SINs 132-45]:**

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

**Minimum Experience:** This position requires a minimum of two years in the IT field or other related work experience.

**General 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. Provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions.

**Functional Responsibility:** Provides analytical and program support. Completes assigned Cybersecurity 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.

### **Cybersecurity Analyst [SINs 132-45]:**

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

**Minimum Experience:** This position requires less than one year of experience in an IT field or related work experience.

**General Experience:** Experience typically includes performing technical and non-technical analyses on 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.



**Functional Responsibility:** Serves as a Cybersecurity IT 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.

## **Cybersecurity Project Delivery Manager II [SINs 132-45]:**

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

**Minimum Experience:** This position has a minimum of nine years of consulting and/or industry experience.

**General Experience:** Experience typically includes performing technical and non-technical analyses on 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.

**Functional Responsibility:** Primary responsibilities are client service delivery and operations execution on projects ranging in scope including, but not limited to: technology strategy, architecture and service management; Cybersecurity; 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). Possess competencies in multiple Cybersecurity technologies, business processes, or combination of both. Collaborates with project teams comprised of other consulting practitioners. Works independently to execute a portion of the project scope, and may perform as a project manager on Cybersecurity engagements of moderate size complexity, or lead one or multiple work streams on large engagements. Leads deliverables and reviews the work of others for quality and accuracy. Teaches others on the project team about the client environment and mission, and overall project scope. Communicates project delivery schedule and milestones while maintaining productive and professional relationships with client. May perform analyses of a technical or non-technical nature. The role is for a specific Cybersecurity client engagement and employment is tied to ongoing Federal client demand.

## **Cybersecurity Project Delivery Manager [SINs 132-45]:**

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

**Minimum Experience:** This position has a minimum of seven years of consulting and/or industry experience.

**General Experience:** Experience typically includes ability to support Cybersecurity 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, and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to proactively improve the 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: technology strategy, architecture and service management; IT and cybersecurity; 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 IT 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.

**Cybersecurity Project Delivery Specialist [SINs 132-45]:**

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

**Minimum Experience:** This position has a minimum of five years of consulting and/or industry experience.

**General Experience:** Experience typically includes ability to work independently; ability to manage small Cybersecurity engagements or work streams within larger engagements; professional oral and written communication skills; problem solving and troubleshooting skills; able to exercise mature judgment; excellent teamwork and interpersonal skills; able to handle multiple team members with confidence; aptitude for troubleshooting and problem-solving and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of Cybersecurity best practices while taking ownership of tasks and/or project workstreams and guiding more junior professionals. Supports and/or leads workstreams on engagements related, but not limited to: technology strategy, architecture and service management; Cybersecurity; 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). Role requires performing analysis and diagnosing client issues. Expected to actively share knowledge and acquired skills with team members through formal and informal channels. Provides assistance in proposal development as required on an as-needed basis. Works independently to execute a portion of the project scope, and may perform as a work stream / team lead that directs the work of junior staff. Contributes to deliverables, reviews the work of others for quality and accuracy. Demonstrates an understanding of the client environment and overall project scope. This role is for a specific client Cybersecurity engagement and employment is tied to ongoing Federal client demand.

## **Cybersecurity Project Delivery Senior Analyst [SINs 132-45]:**

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

**Minimum Experience:** This position has a minimum of three years of consulting and/or industry experience.

**General Experience:** Experience typically includes ability to work independently, under general guidance; ability to lead project deliverables through to completion; experience working in teams and in a team environment that is process-oriented and deadline-driven; professional oral and written communication skills; relevant software or application skills necessary to complete job successfully; problem solving and troubleshooting skills with the ability to exercise mature judgment; and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of Cybersecurity best practices. Leads and supports tasks, including deliverable development, on Cybersecurity engagement related, but not limited to: technology strategy, architecture and service management; Cybersecurity; 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). Creates and/or pursues project deliverables. May guide and coach Project Delivery Analysts in deliverable development. Able to perform tasks independently. This role performs analysis and diagnoses client issues while demonstrating an understanding of the client environment and overall project scope. This role is for a specific client Cybersecurity engagement and employment is tied to ongoing Federal Client demand.

## **Cybersecurity Project Delivery Analyst [SINs 132-45]:**

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

**Minimum Experience:** This position has a minimum of one year of consulting and/or industry experience.

**General Experience:** Experience typically includes ability to work independently under general guidance; experience working in teams and in a team environment that is process-oriented and deadline-driven; professional oral and written communication skills; relevant software or application skills necessary to complete job successfully; and problem solving and troubleshooting skills with the ability to exercise mature judgment.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of Cybersecurity best practices. Leads and supports tasks, including deliverable development, on Cybersecurity engagement related, but not limited to: technology strategy, architecture and service management; Cybersecurity; 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). Creates and/or pursues project deliverables. May guide and coach Project Delivery Analysts in deliverable development. Able to perform tasks independently. This role performs analysis and diagnoses client issues while demonstrating an understanding of the client environment and overall project scope. This role is for a specific client Cybersecurity engagement and employment is tied to ongoing Federal Client demand.

**Cybersecurity Project Delivery Coordinator [SINs 132-45]:**

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

**Minimum Experience:** This position typically has zero or more years of consulting and/or industry experience.

**General Experience:** Experience typically includes working under direct supervision; ability to work on teams and in a team environment that is process-oriented and deadline-driven; professional oral and written communication skills; basic software or application skills necessary to complete job successfully. Contributes to problem solving and troubleshooting skills with the ability to exercise mature judgment and ability to acquire U.S. Security Clearance preferred, but not required.

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of best practices; supports task and portions of the project scope on engagement related, but not limited, to technology strategy, architecture and service management; Cybersecurity; 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). Performs analysis and diagnosis of client issues. Executes a portion of the project scope under direction of the Project Delivery Manager or other designated mid- to-senior-level staff. Contributes to deliverables with work reviewed by team members for quality and accuracy. Demonstrates a foundational understanding of the client environment and overall project scope. The role is for a specific client engagement and employment is tied to ongoing Federal client demand.

*\*For any services performed under SIN 132-62, the resources provided in the aforementioned labor categories will also have experience implementing the requirements of HSPD-12. These personnel will be capable of supporting Personal Identity Verification (PIV) efforts to ensure identity assurance for access control and protection of Federal facilities and information systems from unauthorized access, interception, and tampering*

**SINs 132-45  
Highly Adaptive Cybersecurity Services (HACS)**

| SIN 132-45 HIGHLY ADAPTIVE CYBERSECURITY SERVICES (HACS) |                      |                      |                      |                      |                      |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|
| Labor Category   | Option 1             |                      |                      |                      |                      |
|  | Contract Year 6      | Contract Year 7      | Contract Year 8      | Contract Year 9      | Contract Year 10     |
|  | 03/06/18<br>09/06/18 | 09/07/18<br>09/06/19 | 09/07/19<br>09/06/20 | 09/07/20<br>09/06/21 | 09/07/21<br>09/06/22 |
| Cybersecurity IT Partner/Principal/Director              | \$312.00             | \$312.00             | \$312.00             | \$312.00             | \$312.00             |
| Cybersecurity IT Sr. Manager                             | \$278.00             | \$278.00             | \$278.00             | \$278.00             | \$278.00             |
| Cybersecurity IT Manager                                 | \$240.00             | \$240.00             | \$240.00             | \$240.00             | \$240.00             |
| Cybersecurity IT Sr. Consultant                          | \$203.00             | \$203.00             | \$203.00             | \$203.00             | \$203.00             |
| Cybersecurity IT Consultant                              | \$152.00             | \$152.00             | \$152.00             | \$152.00             | \$152.00             |
| Cybersecurity IT Analyst                                 | \$156.00             | \$156.00             | \$156.00             | \$156.00             | \$156.00             |
| Cybersecurity IT Project Delivery Manager II             | \$167.00             | \$167.00             | \$167.00             | \$167.00             | \$167.00             |
| Cybersecurity IT Project Delivery Manager                | \$144.00             | \$144.00             | \$144.00             | \$144.00             | \$144.00             |
| Cybersecurity IT Project Delivery Specialist             | \$120.00             | \$120.00             | \$120.00             | \$120.00             | \$120.00             |
| Cybersecurity IT Project Delivery Senior Analyst         | \$96.00              | \$96.00              | \$96.00              | \$96.00              | \$96.00              |
| Cybersecurity IT Project Delivery Analyst                | \$72.00              | \$72.00              | \$72.00              | \$72.00              | \$72.00              |
| Cybersecurity IT Project Delivery Coordinator            | \$40.80              | \$40.80              | \$40.80              | \$40.80              | \$40.80              |

**Notes:**

- (1) Includes 0.75% IFF
- (2) Other Direct Costs and Open Market Items will be burdened with Deloitte’s applicable General & Administrative (G&A) Costs.

**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS) is applicable to this contract as it applies to the entire Schedule contract and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

**SIN 132-51  
Information Technology (IT) Professional Services**

| SIN 132-51 INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES |                      |                      |                      |                      |                      |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|
| Labor Category   | Option Year 1        |                      |                      |                      |                      |
|  | Contract Year 6      | Contract Year 7      | Contract Year 8      | Contract Year 9      | Contract Year 10     |
|  | 03/06/18<br>09/06/18 | 09/07/18<br>09/06/19 | 09/07/19<br>09/06/20 | 09/07/20<br>09/06/21 | 09/07/21<br>09/06/22 |
| IT Partner/Principal/Director                                | \$290.35             | \$290.35             | \$290.35             | \$290.35             | \$290.35             |
| IT Sr. Manager   | \$267.12             | \$267.12             | \$267.12             | \$267.12             | \$267.12             |
| IT Manager   | \$240.79             | \$240.79             | \$240.79             | \$240.79             | \$240.79             |
| IT Sr. Consultant  | \$185.22             | \$185.22             | \$185.22             | \$185.22             | \$185.22             |
| IT Consultant  | \$149.05             | \$149.05             | \$149.05             | \$149.05             | \$149.05             |
| IT Analyst   | \$129.66             | \$129.66             | \$129.66             | \$129.66             | \$129.66             |
| Project Controller III                                       | \$114.40             | \$114.40             | \$114.40             | \$114.40             | \$114.40             |
| Project Controller II  | \$85.70              | \$85.70              | \$85.70              | \$85.70              | \$85.70              |
| Project Controller I   | \$73.75              | \$73.75              | \$73.75              | \$73.75              | \$73.75              |
| IT Project Delivery Manager II                               | \$171.41             | \$171.41             | \$171.41             | \$171.41             | \$171.41             |
| IT Project Delivery Manager                                  | \$144.73             | \$144.73             | \$144.73             | \$144.73             | \$144.73             |
| IT Project Delivery Specialist                               | \$119.06             | \$119.06             | \$119.06             | \$119.06             | \$119.06             |
| IT Project Delivery Senior Analyst                           | \$95.99              | \$95.99              | \$95.99              | \$95.99              | \$95.99              |
| IT Project Delivery Analyst                                  | \$72.50              | \$72.50              | \$72.50              | \$72.50              | \$72.50              |
| IT Project Delivery Coordinator                              | \$41.98              | \$41.98              | \$41.98              | \$41.98              | \$41.98              |
| IT Center Associate Lead                                     | \$133.77             | \$133.77             | \$133.77             | \$133.77             | \$133.77             |

**Notes:**

- (1) Includes 0.75% IFF
- (2) Other Direct Costs and Open Market Items will be burdened with Deloitte’s applicable General & Administrative (G&A) Costs.

**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS) is applicable to this contract as it applies to the entire Schedule contract and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

**SIN 132-56**  
**Health Information Technology (HIT) Professional Services**

| SIN 132-56 HEALTH INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES |                      |                      |                      |                      |                      |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| Labor Category  | Option 1             |                      |                      |                      |                      |
|   | Contract Year 6      | Contract Year 7      | Contract Year 8      | Contract Year 9      | Contract Year 10     |
|   | 03/06/18<br>09/06/18 | 09/07/18<br>09/06/19 | 09/07/19<br>09/06/20 | 09/07/20<br>09/06/21 | 09/07/21<br>09/06/22 |
| Health IT Partner/Principal/Director                                | \$290.35             | \$290.35             | \$290.35             | \$290.35             | \$290.35             |
| Health IT Sr. Manager   | \$267.12             | \$267.12             | \$267.12             | \$267.12             | \$267.12             |
| Health IT Manager   | \$240.79             | \$240.79             | \$240.79             | \$240.79             | \$240.79             |
| Health IT Sr. Consultant  | \$185.22             | \$185.22             | \$185.22             | \$185.22             | \$185.22             |
| Health IT Consultant  | \$149.05             | \$149.05             | \$149.05             | \$149.05             | \$149.05             |
| Health IT Analyst   | \$129.66             | \$129.66             | \$129.66             | \$129.66             | \$129.66             |
| Health Project Controller III                                       | \$114.40             | \$114.40             | \$114.40             | \$114.40             | \$114.40             |
| Health Project Controller II  | \$85.70              | \$85.70              | \$85.70              | \$85.70              | \$85.70              |
| Health Project Controller I   | \$73.75              | \$73.75              | \$73.75              | \$73.75              | \$73.75              |
| Health IT Project Delivery Manager II                               | \$171.41             | \$171.41             | \$171.41             | \$171.41             | \$171.41             |
| Health IT Project Delivery Manager                                  | \$144.73             | \$144.73             | \$144.73             | \$144.73             | \$144.73             |
| Health IT Project Delivery Specialist                               | \$119.06             | \$119.06             | \$119.06             | \$119.06             | \$119.06             |
| Health IT Project Delivery Senior Analyst                           | \$95.99              | \$95.99              | \$95.99              | \$95.99              | \$95.99              |
| Health IT Project Delivery Analyst                                  | \$72.50              | \$72.50              | \$72.50              | \$72.50              | \$72.50              |
| Health IT Project Delivery Coordinator                              | \$41.98              | \$41.98              | \$41.98              | \$41.98              | \$41.98              |
| Health IT Center Associate Lead                                     | \$133.77             | \$133.77             | \$133.77             | \$133.77             | \$133.77             |

**Notes:**

- (1) Includes 0.75% IFF
- (2) Other Direct Costs and Open Market Items will be burdened with Deloitte’s applicable General & Administrative (G&A) Costs.

**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS) is applicable to this contract as it applies to the entire Schedule contract and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

**SIN 132-62  
HSPD12 Product and Service Component**

| SIN 132-62 HSPD-12 PRODUCTS AND COMPONENT SERVICES |                      |                      |                      |                      |                      |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|
| Labor Category                                     | Option 1             |                      |                      |                      |                      |
|  | Contract Year 6      | Contract Year 7      | Contract Year 8      | Contract Year 9      | Contract Year 10     |
|  | 03/06/18<br>09/06/18 | 09/07/18<br>09/06/19 | 09/07/19<br>09/06/20 | 09/07/20<br>09/06/21 | 09/07/21<br>09/06/22 |
| IT Partner/Principal/Director                      | \$290.35             | \$290.35             | \$290.35             | \$290.35             | \$290.35             |
| IT Sr. Manager                                     | \$267.12             | \$267.12             | \$267.12             | \$267.12             | \$267.12             |
| IT Manager   | \$240.79             | \$240.79             | \$240.79             | \$240.79             | \$240.79             |
| IT Sr. Consultant                                  | \$185.22             | \$185.22             | \$185.22             | \$185.22             | \$185.22             |
| IT Consultant                                      | \$149.05             | \$149.05             | \$149.05             | \$149.05             | \$149.05             |
| IT Analyst   | \$129.66             | \$129.66             | \$129.66             | \$129.66             | \$129.66             |
| Project Controller III                             | \$114.40             | \$114.40             | \$114.40             | \$114.40             | \$114.40             |
| Project Controller II                              | \$85.70              | \$85.70              | \$85.70              | \$85.70              | \$85.70              |
| Project Controller I                               | \$73.75              | \$73.75              | \$73.75              | \$73.75              | \$73.75              |

**Notes:**

- (1) Includes 0.75% IFF
- (2) Other Direct Costs and Open Market Items will be burdened with Deloitte’s applicable General & Administrative (G&A) Costs.

**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS) is applicable to this contract as it applies to the entire Schedule contract and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and / or when the contractor adds SCLS labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.



**SMALL BUSINESS PARTICIPATION  
PROCUREMENT PROGRAMS**

**PREAMBLE**

Deloitte Consulting LLP provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

**COMMITMENT**

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrates our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact: Teanna Jones; Phone: 571-858-1727; email: [teajones@deloitte.com](mailto:teajones@deloitte.com);

**Suggested Blanket Purchase Agreement (BPA) Template:**





Contract Holder

BPA NUMBER \_\_\_\_\_

**(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s), Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

| MODEL NUMBER/PART NUMBER | *SPECIAL BPA DISCOUNT/PRICE |
|--------------------------|-----------------------------|
| _____                    | _____                       |
| _____                    | _____                       |
| _____                    | _____                       |

- (2) Delivery:

| DESTINATION | DELIVERY SCHEDULES / DATES |
|-------------|----------------------------|
| _____       | _____                      |
| _____       | _____                      |
| _____       | _____                      |

- (3) The ordering activity estimates, but does not guarantee that the volume of purchases through this agreement will be \_\_\_\_.

- (4) This BPA does not obligate any funds.

- (5) This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.

- (6) The following office(s) is hereby authorized to place orders under this BPA:

| OFFICE | POINT OF CONTACT |
|--------|------------------|
| _____  | _____            |
| _____  | _____            |
| _____  | _____            |

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:
  - (a) Name of Contractor;
  - (b) Contract Number;
  - (c) BPA Number;
  - (d) Model Number or National Stock Number (NSN);
  - (e) Purchase Order Number;
  - (f) Date of Purchase;
  - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
  - (h) Date of Shipment.
  
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
  
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

\*\*\*\*\*

### **BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”**

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract. Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements. Here is a general outline on how it works:

- a. The customer identifies their requirements.
- b. Federal Supply Schedule Contractors may individually meet the customer’s needs, or -
- c. Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- d. Customers make a best value selection.

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