



**AUTHORIZED FEDERAL SUPPLY SCHEDULE
PRICELIST GENERAL PURPOSE COMMERCIAL
INFORMATION TECHNOLOGY**

CONTRACT NUMBER: GS-35F-0264Y

CONTRACT PERIOD: MARCH 13, 2017 – MARCH 13, 2022

***SIN 132-51 - INFORMATION TECHNOLOGY PROFESSIONAL
SERVICES SIN 132-56 – HEALTH INFORMATION
TECHNOLOGY SERVICES***

The Oracle Gold Partner logo, consisting of the word 'ORACLE' in white on a red rectangular background, followed by the words 'Gold Partner' in black text.

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AUTHORIZED INFORMATION TECHNOLOGY SCHEDULE PRICELIST GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE AND SERVICES

Special Item No. 132-51 Information Technology Professional Services

Note: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Ruck Act. These services include, but are not limited to architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performed by the publisher or manufacturer or one of their authorized agents.

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SECTION 1. INFORMATION FOR ORDERING ACTIVITIES

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). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (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.

1. GEOGRAPHIC SCOPE OF CONTRACT

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.

Offerors are requested to check one of the following boxes:

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

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

N/A

2. ORDERING ADDRESS AND PAYMENT INFORMATION

Ordering Information: Contractors must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice. The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

- **Facsimile Transmissions:** For orders by facsimile transmission, use the following telephone number.

Fax Number: (888) 450-7960

Attention: Ahmad Abuzaakouk

- **Mailed or EDI Orders:** For mailed or EDI orders, use the following information.

Name: Ahmad Abuzaakouk

Address: Concept Plus, LLC

12150 Monument Drive, Suite #615

Fairfax, VA 2033

Telephone: (703) 436-8085

(Contact Ahmad Abuzaakouk regarding establishment of EDI interface)

Technical and/or Ordering Assistance: Below are the telephone number(s) that can be used by ordering agencies to obtain technical and/or ordering assistance.

For Ordering/Contract Assistance:

Name: Ahmad Abuzaakouk

Address: Concept Plus, LLC

12150 Monument Drive, Suite #615

Fairfax, VA 2033

Telephone: (703) 436-8085

E-mail: gsa70@conceptplusllc.com

When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.

3. LIABILITY FOR INJURY OR DAMAGE

- a) Injury or Damages: Concept Plus shall not be liable for any injury to Government ordering activity personnel or damage to Government ordering activity property arising from the services provided unless such injury is due to the fault or negligence of the contractor
- b) Consequential Damages: Concept Plus shall not be liable for consequential damages of any kind or nature, whether alleged to be attributed to such breach of the contract, to tort or negligence, or otherwise caused. In no event shall Concept Plus be liable for costs or damages resulting from alleged breach of the contract even if, under applicable law, such costs or damages would not be considered consequential or special damages.

4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279

Block 9: G. Order/Modification Under Federal Schedule Contract

Block 16: Data Universal Numbering System (DUNS) Number: 828934062

Block 30: Type of Contractor: B – Other Small Business

- A. Small Disadvantaged Business
- B. Other Small Business
- C. Large Business
- G. Other Nonprofit Organization
- L. Foreign Contractor

Block 31: Woman-Owned Small Business - No

Block 37: Concept Plus LLC, Taxpayer Identification Number (TIN): 26-3246931

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

- A: Service Disabled Veteran Owned Small Business
- B: Other Veteran Owned Small Business

4a. CAGE Code: 5AF73

4b. Concept Plus has registered with the Central Contractor Registration Database

5. FOB DESTINATION

48 contiguous states, District of Columbia, Alaska, & Hawaii

6. DELIVERY SCHEDULE

- a. **Time of Delivery:** Concept Plus shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

<u>SPECIAL ITEM NUMBER</u>	<u>DELIVERY TIME (Days ARO)</u>
132-51	As negotiated with ordering activity
132-56	As negotiated with ordering activity

- b. **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 Concept Plus for the purpose of obtaining accelerated delivery. Concept Plus shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Concept Plus in writing.) If Concept Plus 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.

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

- a. **Prompt Payment:** 1% - 20 days from receipt of Net 30 invoice
- b. **Quantity:** N/A
- c. **Dollar Volume:** N/A
- d. **Other Special Discounts:** 1% discount is offered for the use of a Government purchase card. Also, a basic discount ranging from 4% to 13% has been offered to the Government depending upon the specific labor category purchased.

8. TRADE AGREEMENTS ACT OF 1979, AS AMENDED

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

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING

All services will be within the United States of America

10. SMALL REQUIREMENTS

The minimum dollar of orders to be issued is \$100.00

11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment)

Special Item Number 132-51 - Information Technology Professional Services: The maximum dollar value per order for this SIN is \$500,000

Special Item Number 132-56 - Information Technology Professional Services: The maximum dollar value per order for this SIN is \$500,000

12. 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.

13. 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.

13.1 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.

13.2 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.

14. 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 Act (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).

15. 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)

16. 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.gsaadvantage.gov>

17. 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.

18. 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.

19. 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:

None

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.

20. 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).

21. 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.

22. 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 received 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 applies.

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, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

23. SECTION 508 COMPLIANCE.

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant:

Yes X

No

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility

Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL):

www.section508.gov

The EIT standard can be found at: www.Section508.gov/.

24. 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.

25. 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.

26. 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>.

27. 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)

SECTION 2. TERMS AND CONDITIONS

A. APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51, 132-56) AND HEALTH INFORMATION TECHNOLOGY SERVICES (SPECIAL ITEM NUMBER 132-56)

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT/IAM Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

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/IAM 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/IAM Professional Services.

9. INDEPENDENT CONTRACTOR

All IT/IAM 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/IAM 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

Please see Sections 4 and 5 below of this document.

**B. USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS****PREAMBLE**

Concept Plus, LLC 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 demonstrate 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 (Ahmad Abuzaakouk: 877.678.4660, email: abuzaakouk@conceptplusllc.com, Fax: 888.450.7960).

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity Date

Contractor Date

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 or 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:

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

SECTION 3. OVERVIEW – CONCEPT PLUS, LLC

CORPORATE OVERVIEW

Established in 2008, Concept Plus, LLC provides sensible solutions for its customers. As an Oracle Gold Partner, we offer reasonable and competitive rates for the design, development, implementation, and maintenance of comprehensive solutions built on Oracle technology.

Located in Fairfax, VA Concept Plus is a SBA 8(a) firm with our core business focused on Oracle middleware, enterprise applications, and database technology. We work close with Oracle’s development, support, and sales teams to build and deploy high performance enterprise business solutions to support our customers.

Our philosophy is to develop enduring partnerships with our clients by consistently delivering quality personnel and technology consulting services. Because we implement systems based on Oracle’s best practices, and methodologies working with Concept Plus saves time, reduces risk and ultimately provides a quicker return on our clients Oracle investment. Especially important in today's market, we help our customers accomplish more for less.

Concept Plus core services include:

Enterprise Application Services:

- Oracle E-Business Suite Implementation
- Oracle E-Business Upgrades
- Oracle E-Business Suite Support Services

Technology Services

- Oracle Fusion Middleware Architecture & Administration
- Oracle Business Intelligence & Data Warehousing
- Database Administration & Architecture

Technical Support

- Database Administration
- Application Development
- Database Modeling & Re-engineering
- Application Server Administration

Integration Services

- SOA Development & Architecture
- HL7, X12, UDF Interface Development & Architecture

CORPORATE VISION

Our vision is to be the nexus of a new era in information management, showing organizations how to take advantage of the extraordinary value of their information.

CORPORATE MISSION

Our mission is to revolutionize the way organizations identify and access relevant information by freeing it from the technology that has captured it.

CORPORATE QUALITY POLICY

Concept Plus is a purpose driven company that is passionate and committed to customer satisfaction and continuous improvement.

CORPORATE MANAGEMENT

The company has over three consecutive years of providing high caliber information management support to the United States Government and industry partners. All of our contracts have been awarded through fully competitive competitions. Concept Plus's growth is a direct result of providing consistent, quality customer services support. Our steady growth reflects the high satisfaction on the part of our clients and management. Our management team places a premium emphasis on selecting opportunities. We take this position to avoid situations where we may not have the infrastructure, or processes to support new requirements at the highest standards of performance. We have an unsurpassed track record with regard to the management of subcontractors.

Concept Plus also has an infrastructure and management staff more typical of companies two to three times our size. This includes a comprehensive network and use of shared files, a robust accounting system, an experienced Human Resource (HR) manager, and a contracts and subcontract manager. Our executive staff is experienced with a proven track record. We have assembled a team that has demonstrated expertise across the selected SIN and sub SIN areas. In summary, Concept Plus has the values, track record, personnel, infrastructure, and expertise to exceed the Government's expectations in every respect.

SECTION 4. IT PROFESSIONAL SERVICES AREAS (SIN 132.51)

Concept Plus, LLC qualifications under SIN 132 51 Information Technology Services includes Sub-SINs Facility Management, Systems Development Services, Programming Services, Backup and Security Services, and IT Network Management Services under the GSA Schedule 70 - General Purpose Commercial Information Technology Equipment, Software, and Services procurement.

Our professional service experience includes a depth of experience in information technology related support services, especially in procurements involving multiple, complex task orders. Concept Plus understands and has demonstrated how to make a contract transition transparent to the customer and excels in managing scope, schedule and cost.

Equally important is that we have a corporate culture that focuses on the workforce. This culture dovetails neatly with the GSA Multiple Award Schedule (MAS) Express Program's expressed workforce requirements. Concept Plus also highly values the individual and respects a management team and workforce that are efficient and effective in supporting the customer. For these reasons, Concept Plus represents a best value offeror for the GSA Schedule 70 - General Purpose Commercial Information Technology Equipment, Software, and Services.

SIN and Sub-SIN Professional Services Experience Examples:*132 51 Information Technology Services*

FSC/PSC Class D301 ADP FACILITY MANAGEMENT

Facility Management

FSC/PSC Class D302 ADP SYSTEMS DEVELOPMENT SERVICES

Systems Development Services

FSC/PSC Class D308 PROGRAMMING SERVICES

Programming Services

FSC/PSC Class D310 ADP BACKUP AND SECURITY SERVICES

Backup and Security Services

FSC/PSC Class D316 TELECOMMUNICATION NETWORK MGMT SVCS

IT Network Management Services

SECTION 5. LABOR CATEGORY DESCRIPTIONS AND RATES FOR SIN 132-51

A. LABOR CATEGORY DESCRIPTIONS FOR SIN 132-51

Software Engineer Category

Labor Category #1 - Software Engineer I

Minimum/General Experience: Two (2) years technical experience with knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.

Functional Responsibility: Designs, modifies, develops and implements software systems and applications. Supports and/or installs software systems and applications. Participates in the testing process through test review and analysis, test witnessing and certification of software. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #2 - Software Engineer V

Minimum/General Experience: Has at least fourteen (14) years technical experience demonstrating expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is expected.

Functional Responsibility: Designs, modifies, develops and implements software systems and applications. Also, coordinates work teams. Provides technical support to project team members. Performs a variety of tasks. May provide consultation on complex projects and is considered to be the top-level contributor/specialist. Typically reports to an executive or a manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #3 - Data Warehouse Architect I

Minimum/General Experience: Two (2) years technical experience with knowledge of commonly used concepts, practices, and procedures within the particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.

Functional Responsibility: Designs and builds relational databases for data storage or processing. Develops strategies for warehouse implementation, data acquisition,

and archive recovery. Cleans and maintains the database by removing and deleting old data. May evaluate new data sources for adherence to the organization's quality standards and ease of integration. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a supervisor or manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #4 - Data Warehouse Architect III

Minimum/General Experience: Nine (9) years technical experience with knowledge of commonly used concepts, practices and procedures within the particular field. Relies on experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is expected.

Functional Responsibility: Designs and builds relational databases for data storage or processing. Develops strategies for warehouse implementation, data acquisition, and archive recovery. Cleans and maintains the database by removing and deleting old data. May evaluate new data sources for adherence to the organization's quality standards and ease of integration. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a supervisor or manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Database Administrator Category

Labor Category #5 - Database Administrator I

Minimum/General Experience: Two (2) years technical experience and familiarity with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. A certain degree of creativity and latitude is required.

Functional Responsibility: Administers, maintains, develops and implements policies and procedures for ensuring the security and integrity of the database. Implements data models and database designs, data access and table maintenance codes; resolves Oracle database performance issues, database capacity issues, replication, and other distributed data issues. Performs a variety of tasks. Works under general supervision; typically reports to a manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category # - Database Administrator II

Minimum/General Experience: Five (5) years technical experience and familiarity with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. A certain degree of creativity and latitude is required.

Functional Responsibility: Administers, maintains, develops and implements policies and procedures for ensuring the security and integrity of the database. Implements data models and database designs, data access and table maintenance codes; resolves Oracle database performance issues, database capacity issues, replication, and other distributed data issues. Performs a variety of tasks. Works under general supervision; typically reports to a manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #7 - Database Administrator III

Minimum/General Experience: Has at least nine (9) years technical experience and familiarity with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. A certain degree of creativity and latitude is required.

Functional Responsibility: Administers, maintains, develops and implements policies and procedures for ensuring the security and integrity of the database. Implements data models and database designs, data access and table maintenance codes; resolves Oracle database performance issues, database capacity issues, replication, and other distributed data issues. Performs a variety of tasks. Coordinates and consolidates design efforts on major products. May provide work leadership for lower level employees.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Administration Category**Labor Category #8 - Project Administrator**

Minimum/General Experience: Two (2) years experience demonstrating the ability to use word processing and graphics production software and equipment.

Functional Responsibility: Duties include general administrative and clerical duties such as typing, filing, taking meeting minutes, composing routine correspondence, assisting in the production of final form documentation to meet requirements of governing contract; performing data entry on a variety of systems; and maintaining a technical library – all in a supervised setting.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #9 - Junior Project Control Specialist

Minimum/General Experience: Five (5) years technical experience demonstrating the ability to prepare and analyze financial statements, develop project schedules, utilize cost accounting and labor-reporting systems, and manage contracts and/or subcontracts with minimal oversight. Has demonstrated experience and ability to use spreadsheets and project management tools to track deliverables, financial transactions, and management information.

Functional Responsibility: Manages financial and/or administrative aspects of assigned contracts and deliverables. Tracks and validates all client financial information, maintains master contract files, prepares and monitors status of all deliverables, tracks the value of contracts, and reports payment of government fees. Updates task reports with funding information and prepares revenue projections for all active contract task orders.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Management Category**Labor Category #10 - Project Manager**

Minimum/General Experience: Eight (8) years technical experience and familiarity with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is expected.

Functional Responsibility: Responsible for the coordination and completion of projects. Oversees all aspects of projects. Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project. Prepares reports for upper management regarding status of project. Performs a variety of tasks. Leads and directs the work of others. Typically reports to a manager or head of a unit/department.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #11 - Program Manager

Minimum/General Experience: Twelve (12) years technical experience and familiarity with standard concepts, practices, and procedures within a particular field. Usually holds a professional certification with Program Management as the central focus of knowledge, skills, or abilities. Relies on extensive experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is required.

Functional Responsibility: Coordinates and monitors the scheduling, pricing, and technical performance of company programs. Responsibilities also include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develops new business and expands product line. Ensures adherence to master plans and schedules, develops solutions to program problems, and directs work of incumbents assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Performs a variety of complex tasks. Typically reports to a unit/department head.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #12 - Technical Manager

Minimum/General Experience: Eight (8) years technical experience and must have detailed familiarity with commercial test environments and operating procedures. Demonstrated experience and ability to supervise a team of test specialists and manage complex, state-of-the-art test programs. Ability to manage and work effectively with diverse organizations and personalities to execute a successful test program.

Functional Responsibility: Translates complex program requirements into testable objectives. Recommends test cycle, test plans, safety reviews, and detailed test objectives. Applies complex test methodologies and compensate for limitations and restrictions. Has the ability to develop overall test strategy to include objectives, methodologies, analysis, and schedules. Able to independently assess system performance against stated requirements. Capable of applying test discipline to design a thorough and executable test program. Spearheads analysis efforts to dissect output data, interface with the client, and provide clear results and recommendations.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #13 - System Security Manager

Minimum/General Experience: Eight (8) years technical experience and familiarity with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is expected.

Functional Responsibility: Responsible for developing and managing Information Systems security, including disaster recovery, database protection and software development. Manages IT security analysts to ensure that all applications are functional and secure. Performs a variety of tasks. Leads and directs the work of others. Typically reports to top management.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #14 - Test/Requirements Manager

Minimum/General Experience: Eight (8) years technical experience and must have detailed familiarity with commercial test environments and operating procedures. Demonstrated experience and ability to supervise a team of test specialists and manage complex, state-of-the-art test programs. Ability to manage and work effectively with diverse organizations and personalities to execute a successful test program.

Functional Responsibility: Translates complex program requirements into testable objectives. Recommends test cycle, test plans, safety reviews, and detailed test objectives. Applies complex test methodologies and compensate for limitations and restrictions. Has the ability to develop overall test strategy to include objectives, methodologies, analysis, and schedules. Able to independently assess system performance against stated requirements. Capable of applying test discipline to design a thorough and executable test program. Spearheads analysis efforts to dissect output data, interface with the client, and provide clear results and recommendations.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Systems Integration Category**Labor Category #15 - Systems Integration Engineer I**

Minimum/General Experience: Two (2) years technical experience with the ability to assist in the analysis of existing systems and the definition, design and development of new system requirements. Able to perform requirements analysis for general users of office automation.

Functional Responsibility: Participates in the determination of system specifications, input/output processes, and working parameters for

hardware/software compatibility. Works with direct supervision, to identify, analyze and resolve program support deficiencies.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #16 - Systems Integration Engineer II

Minimum/General Experience: Five (5) years technical experience having demonstrated the ability to implement computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing with minimal oversight. Demonstrated ability to analyze existing systems and define, design and develop new integrated system requirements.

Functional Responsibility: Determines system specifications, input/ output processes, and working parameters for hardware/software compatibility. Performs requirements analysis for a wide range of users in areas of office automation. Coordinates design of subsystems and integration of total system. Identifies, analyzes and resolves program support deficiencies.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #17 - Systems Integration Engineer III

Minimum/General Experience: Nine (9) years technical experience having demonstrated ability to lead a team of specialists involved in combining a multitude of very complex system and software packages. Demonstrated ability to assess architecture and current hardware limitations, define and design complex system specifications, input/output processes and working parameters for hardware/software compatibility. Demonstrated ability to implement computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing.

Functional Responsibility: Presents system designs for user approval at formal reviews. Independently integrate software, interpret software test results, and recommend solutions for unsatisfactory test results. Coordinates design of subsystems and integration of total system and life-cycle support, including maintenance, administration, and management. Analyzes and resolves difficult and complicated program support deficiencies. Conducts independent technical investigations in systems design. Coordinates and consolidates design efforts on major products. May provide work leadership for lower level employees.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #18 - Systems Integration Engineer IV

Minimum/General Experience: Fourteen (14) years technical experience having demonstrated ability to lead a team of specialists involved in combining a multitude of very complex system and software packages. Demonstrated ability to assess architecture and current hardware limitations, define and design complex system specifications, input/output processes and working parameters for hardware/software compatibility. Demonstrated ability to implement computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing.

Functional Responsibility: Presents system designs for user approval at formal reviews. Independently integrate software, interpret software test results, and recommend solutions for unsatisfactory test results. Coordinates design of subsystems and integration of total system and life-cycle support, including maintenance, administration, and management. Analyzes and resolves difficult and complicated program support deficiencies. Conducts independent technical investigations in systems design. Coordinates and consolidates design efforts on major products. May provide work leadership for lower level employees.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Systems Analyst Category**Labor Category #19 - Systems Analyst I**

Minimum/General Experience: Two (2) years experience with knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.

Functional Responsibility: Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's application systems. Consults with users to identify current operating procedures and to clarify program objectives. Primary job functions do not typically require exercising independent judgment. Works under immediate supervision and typically reports to a manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #20 - Systems Analyst III

Minimum/General Experience: Nine (9) years technical experience and familiarity with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals.

Functional Responsibility: Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and installing to support an organization's application systems. Consults with users to identify current operating procedures and to clarify program objectives. Performs a variety of complicated tasks. May provide consultation on complex projects and is considered to be the top-level contributor/specialist. Typically reports to a manager or head of a unit/department.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #21 - Systems Analyst IV

Minimum/General Experience: Fourteen (14) years technical experience, which provides the ability to demonstrate expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals.

Functional Responsibility: Reviews, analyzes, and evaluates business systems and user needs. Documents requirements, defines scope and objectives, and formulates systems to parallel overall business strategies. May provide consultation on complex projects and is considered to be the top-level contributor/specialist. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Subject Matter Experts Category

Labor Category #22 - SME I

Minimum/General Experience: Five (5) years experience demonstrating the ability to define problems and analyze and develop plans and requirements in the subject matter area for simple to moderately complex systems in the subject matter area.

Functional Responsibility: Coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems specifications in the areas of risk management; life-cycle management; policy development, methodologies, and modeling, and simulation in the functional area being addressed.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #23 - SME III

Minimum/General Experience: Nine (9) years experience demonstrating the ability to provide managerial, and administrative direction for problem definition, analysis,

requirements development and implementation for complex to extremely complex systems in the subject matter area.

Functional Responsibility: Makes recommendations and advises on system-wide improvements, risk management; automation, modeling and simulation, optimization and maintenance efforts in the functional area being addressed.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #24 - SME IV

Minimum/General Experience: Has at least fourteen (14) years experience demonstrating the ability to confer with senior management using industry expertise to define the client's strategic information technology business goals, and advises in the reengineering of business processes to meet these goals. Demonstrated experience and ability to effectively communicate, both orally and in writing.

Functional Responsibility: Analyze client requirements and recommend development or acquisition strategies. Ability to assist client in developing strategies and concepts. Advises the client on the impact of new legislation or new technologies that are relevant to their activity.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

B. LABOR CATEGORY RATES FOR SIN 132-51

Concept Plus, LLC Labor Categories	GSA Rate w/IFF
1. Software Engineer I	\$75.01
2. Software Engineer V	\$250.00
3. Data Warehouse Architect	\$124.88
4. Data Warehouse Architect III	\$201.65
5. Data Administrator I	\$135.00
6. Database Administrator II	\$145.02
7. Database Administrator III	\$195.24
8. Project Administrator	\$47.25
9. Junior Project Control Specialist	\$57.00
10. Project Manager	\$130.00
11. Program Manager	\$134.37
12. Technical Manager	\$140.00
13. System Security Manager	\$127.27
14. Test/Requirements Manager	\$115.94
15. System Integration Engineer I	\$87.50
16. System Integration Engineer II	\$90.01
17. System Integration Engineer III	\$124.92
18. System Integration Engineer IV	\$143.09
19. Systems Analyst I	\$75.89
20. Systems Analyst III	\$115.00
21. Systems Analyst IV	\$123.13
22. SME I	\$175.35
23. SME III	\$225.25
24. SME IV	\$260.00

SECTION 6: LABOR CATEGORY DESCRIPTIONS AND RATES FOR SIN 132-56

A. LABOR CATEGORY DESCRIPTIONS FOR SIN 132-56

Labor Category #1 - Healthcare Software Engineer I

Minimum/General Experience: Two (2) years technical experience with knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.

Functional Responsibility: Designs, modifies, develops and implements software systems and clinical/healthcare applications. Supports and/or installs software systems and applications. Participates in the testing process through test review and analysis, test witnessing and certification of software. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #2 - Healthcare Software Engineer III

Minimum/General Experience: Has at least eight (8) years technical experience demonstrating expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is expected.

Functional Responsibility: Designs, modifies, develops and implements software systems and clinical/healthcare applications. Also, coordinates work teams. Provides technical support to project team members. Performs a variety of tasks. May provide consultation on complex projects and is considered to be the top-level contributor/specialist. Typically reports to an executive or a manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #3 - Healthcare Software Engineer V

Minimum/General Experience: Has at least fourteen (14) years technical experience demonstrating expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is expected.

Functional Responsibility: Designs, modifies, develops and implements software systems and clinical/healthcare applications. Also, coordinates work teams.

Provides technical support to project team members. Performs a variety of tasks. May provide consultation on complex projects and is considered to be the top-level contributor/specialist. Typically reports to an executive or a manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #4 - Healthcare Data Warehouse Architect I

Minimum/General Experience: Two (2) years technical experience with knowledge of commonly used concepts, practices, and procedures within the particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.

Functional Responsibility: Designs and builds relational clinical/healthcare databases for data storage or processing. Develops strategies for warehouse implementation, data acquisition, and archive recovery. Cleans and maintains the database by removing and deleting old data. May evaluate new data sources for adherence to the organization's quality standards and ease of integration. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a supervisor or manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #5 - Healthcare Data Warehouse Architect III

Minimum/General Experience: Nine (9) years technical experience with knowledge of commonly used concepts, practices and procedures within the particular field. Relies on experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is expected.

Functional Responsibility: Designs and builds relational clinical/healthcare databases for data storage or processing. Develops strategies for warehouse implementation, data acquisition, and archive recovery. Cleans and maintains the database by removing and deleting old data. May evaluate new data sources for adherence to the organization's quality standards and ease of integration. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a supervisor or manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #6 - Healthcare Database Administrator I

Minimum/General Experience: Two (2) years technical experience and familiarity with standard concepts, practices, and procedures within a particular field. Relies on

limited experience and judgment to plan and accomplish goals. A certain degree of creativity and latitude is required.

Functional Responsibility: Administers, maintains, develops and implements policies and procedures for ensuring the security and integrity of clinical/healthcare databases. Implements data models and database designs, data access and table maintenance codes; resolves Oracle database performance issues, database capacity issues, replication, and other distributed data issues. Performs a variety of tasks. Works under general supervision; typically reports to a manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #7 - Healthcare Database Administrator II

Minimum/General Experience: Five (5) years technical experience and familiarity with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. A certain degree of creativity and latitude is required.

Functional Responsibility: Administers, maintains, develops and implements policies and procedures for ensuring the security and integrity clinical/healthcare databases. Implements data models and database designs, data access and table maintenance codes; resolves Oracle database performance issues, database capacity issues, replication, and other distributed data issues. Performs a variety of tasks. Works under general supervision; typically reports to a manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #8 - Healthcare Database Administrator III

Minimum/General Experience: Has at least nine (9) years technical experience and familiarity with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. A certain degree of creativity and latitude is required.

Functional Responsibility: Administers, maintains, develops and implements policies and procedures for ensuring the security and integrity clinical/healthcare databases. Implements data models and database designs, data access and table maintenance codes; resolves Oracle database performance issues, database capacity issues, replication, and other distributed data issues. Performs a variety of tasks. Coordinates and consolidates design efforts on major products. May provide work leadership for lower level employees.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #9 - Healthcare Project Administrator

Minimum/General Experience: Two (2) years experience demonstrating the ability to use word processing and graphics production software and equipment.

Functional Responsibility: Duties include general clinical/healthcare administrative and clerical duties such as typing, filing, taking meeting minutes, composing routine correspondence, assisting in the production of final form documentation to meet requirements of governing contract; performing data entry on a variety of systems; and maintaining a technical library – all in a supervised setting.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #10 - Healthcare Security Specialist

Minimum/General Experience: Eight (8) years of experience with knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.

Functional Responsibility: Analyzes and defines security requirements. Verifies clinical/healthcare system protections meet designated certification and accreditation criteria. Plan, implement, upgrade, or monitor security measures for the protection of clinical/healthcare computer networks and information. May ensure appropriate security controls are in place that will safeguard clinical/healthcare digital files and vital electronic infrastructure. May respond to computer security breaches and viruses.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #11 - Healthcare Junior Project Control Specialist

Minimum/General Experience: Five (5) years technical experience demonstrating the ability to prepare and analyze financial statements, develop project schedules, utilize cost accounting and labor-reporting systems, and manage contracts and/or subcontracts with minimal oversight. Has demonstrated experience and ability to use spreadsheets and project management tools to track deliverables, financial transactions, and management information.

Functional Responsibility: Manages clinical/healthcare financial and/or administrative aspects of assigned contracts and deliverables. Tracks and validates all client financial information, maintains master contract files, prepares and monitors status of all deliverables, tracks the value of contracts, and reports payment of government fees. Updates task reports with funding information and prepares revenue projections for all active contract task orders.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #12 - Healthcare Project Manager

Minimum/General Experience: Eight (8) years technical experience and familiarity with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is expected.

Functional Responsibility: Responsible for the coordination and completion of projects. Oversees all aspects of clinical/healthcare projects. Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project. Prepares reports for upper management regarding status of project. Performs a variety of tasks. Leads and directs the work of others. Typically reports to a manager or head of a unit/department.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #13 - Healthcare Program Manager

Minimum/General Experience: Twelve (12) years technical experience and familiarity with standard concepts, practices, and procedures within a particular field. Usually holds a professional certification with Program Management as the central focus of knowledge, skills, or abilities. Relies on extensive experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is required.

Functional Responsibility: Coordinates and monitors the scheduling, pricing, and technical performance of company clinical/healthcare programs. Responsibilities also include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develops new business and expands product line. Ensures adherence to master plans and schedules, develops solutions to program problems, and directs work of incumbents assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Performs a variety of complex tasks. Typically reports to a unit/department head.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #14 - Healthcare Technical Manager

Minimum/General Experience: Eight (8) years technical experience and must have detailed familiarity with commercial test environments and operating procedures. Demonstrated experience and ability to supervise a team of test specialists and manage complex, state-of-the-art test programs. Ability to manage and work

effectively with diverse organizations and personalities to execute a successful test program.

Functional Responsibility: Translates complex clinical/healthcare program requirements into testable objectives. Recommends test cycle, test plans, safety reviews, and detailed test objectives. Applies complex test methodologies and compensate for limitations and restrictions. Has the ability to develop overall test strategy to include objectives, methodologies, analysis, and schedules. Able to independently assess system performance against stated requirements. Capable of applying test discipline to design a thorough and executable test program. Spearheads analysis efforts to dissect output data, interface with the client, and provide clear results and recommendations.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #15 - Healthcare System Security Manager

Minimum/General Experience: Eight (8) years technical experience and familiarity with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. A wide degree of creativity and latitude is expected.

Functional Responsibility: Responsible for developing and managing clinical/healthcare Information Systems security, including disaster recovery, database protection and software development. Manages Health IT security analysts to ensure that all applications are functional and secure. Performs a variety of tasks. Leads and directs the work of others. Typically reports to top management.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #16 - Healthcare Test/Requirements Manager

Minimum/General Experience: Eight (8) years technical experience and must have detailed familiarity with commercial test environments and operating procedures. Demonstrated experience and ability to supervise a team of test specialists and manage complex, state-of-the-art test programs. Ability to manage and work effectively with diverse organizations and personalities to execute a successful test program.

Functional Responsibility: Translates complex clinical/healthcare program requirements into testable objectives. Recommends test cycle, test plans, safety reviews, and detailed test objectives. Applies complex test methodologies and compensate for limitations and restrictions. Has the ability to develop overall test strategy to include objectives, methodologies, analysis, and schedules. Able to

independently assess system performance against stated requirements. Capable of applying test discipline to design a thorough and executable test program. Spearheads analysis efforts to dissect output data, interface with the client, and provide clear results and recommendations.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #17 - Healthcare Systems Integration Engineer I

Minimum/General Experience: Two (2) years technical experience with the ability to assist in the analysis of existing systems and the definition, design and development of new system requirements. Able to perform requirements analysis for general users of office automation.

Functional Responsibility: Participates in the determination of clinical/healthcare system specifications, input/output processes, and working parameters for hardware/software compatibility. Works with direct supervision, to identify, analyze and resolve program support deficiencies.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #18 - Healthcare Systems Integration Engineer II

Minimum/General Experience: Five (5) years technical experience having demonstrated the ability to implement computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing with minimal oversight. Demonstrated ability to analyze existing systems and define, design and develop new integrated system requirements.

Functional Responsibility: Determines clinical/healthcare system specifications, input/output processes, and working parameters for hardware/software compatibility. Performs requirements analysis for a wide range of users in areas of office automation. Coordinates design of subsystems and integration of total system. Identifies, analyzes and resolves program support deficiencies.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #19 - Healthcare Systems Integration Engineer III

Minimum/General Experience: Nine (9) years technical experience having demonstrated ability to lead a team of specialists involved in combining a multitude of very complex system and software packages. Demonstrated ability to assess architecture and current hardware limitations, define and design complex system specifications, input/output processes and working parameters for

hardware/software compatibility. Demonstrated ability to implement computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing.

Functional Responsibility: Presents system designs for user approval at formal reviews. Independently integrate clinical/healthcare software, interpret software test results, and recommend solutions for unsatisfactory test results. Coordinates design of subsystems and integration of total system and life-cycle support, including maintenance, administration, and management. Analyzes and resolves difficult and complicated program support deficiencies. Conducts independent technical investigations in systems design. Coordinates and consolidates design efforts on major products. May provide work leadership for lower level employees.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #20 - Healthcare Systems Integration Engineer IV

Minimum/General Experience: Fourteen (14) years technical experience having demonstrated ability to lead a team of specialists involved in combining a multitude of very complex system and software packages. Demonstrated ability to assess architecture and current hardware limitations, define and design complex system specifications, input/output processes and working parameters for hardware/software compatibility. Demonstrated ability to implement computer systems in a phased approach of requirements analysis and conceptual design, site survey, system design review, critical design review, installation, integration, and testing.

Functional Responsibility: Presents system designs for user approval at formal reviews. Independently integrate clinical/healthcare software, interpret software test results, and recommend solutions for unsatisfactory test results. Coordinates design of subsystems and integration of total system and life-cycle support, including maintenance, administration, and management. Analyzes and resolves difficult and complicated program support deficiencies. Conducts independent technical investigations in systems design. Coordinates and consolidates design efforts on major products. May provide work leadership for lower level employees.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #21 - Healthcare Systems Analyst I

Minimum/General Experience: Two (2) years experience with knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.

Functional Responsibility: Reviews, analyzes, and modifies clinical/healthcare programming systems including encoding, testing, debugging and installing to support an organization's application systems. Consults with users to identify current operating procedures and to clarify program objectives. Primary job functions do not typically require exercising independent judgment. Works under immediate supervision and typically reports to a manager.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #22 - Healthcare Systems Analyst III

Minimum/General Experience: Nine (9) years technical experience and familiarity with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals.

Functional Responsibility: Reviews, analyzes, and modifies clinical/healthcare programming systems including encoding, testing, debugging and installing to support an organization's application systems. Consults with users to identify current operating procedures and to clarify program objectives. Performs a variety of complicated tasks. May provide consultation on complex projects and is considered to be the top-level contributor/specialist. Typically reports to a manager or head of a unit/department.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #23 - Healthcare Systems Analyst IV

Minimum/General Experience: Fourteen (14) years technical experience, which provides the ability to demonstrate expertise in a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals.

Functional Responsibility: Reviews, analyzes, and evaluates clinical/healthcare systems and user needs. Documents requirements, defines scope and objectives, and formulates systems to parallel overall business strategies. May provide consultation on complex projects and is considered to be the top-level contributor/specialist. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #24 - Healthcare SME I

Minimum/General Experience: Five (5) years experience demonstrating the ability to define problems and analyze and develop plans and requirements in the subject matter area for simple to moderately complex systems in the subject matter area.

Functional Responsibility: Coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of clinical/healthcare programs and systems specifications in the areas of risk management; life-cycle management; policy development, methodologies, and modeling, and simulation in the functional area being addressed.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #25 - Healthcare SME III

Minimum/General Experience: Nine (9) years experience demonstrating the ability to provide managerial, and administrative direction for problem definition, analysis, requirements development and implementation for complex to extremely complex systems in the subject matter area.

Functional Responsibility: Makes recommendations and advises on clinical/healthcare system-wide improvements, risk management; automation, modeling and simulation, optimization and maintenance efforts in the functional area being addressed.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

Labor Category #26 - Healthcare SME IV

Minimum/General Experience: Has at least fourteen (14) years experience demonstrating the ability to confer with senior management using industry expertise to define the client's strategic information technology business goals, and advises in the reengineering of business processes to meet these goals.

Demonstrated experience and ability to effectively communicate, both orally and in writing.

Functional Responsibility: Analyze clinical/healthcare client requirements and recommend development or acquisition strategies. Ability to assist client in developing strategies and concepts. Advises the client on the impact of new legislation or new technologies that are relevant to their activity.

Minimum Education: Bachelor's Degree in a related area or four (4) years work experience in specific field.

B. LABOR CATEGORY RATES FOR SIN 132-56

# of services	Proposed Health IT Labor Category	Commercial Rate
1	Healthcare Software Engineer I	\$109.77
2	Healthcare Software Engineer III	\$150.00
3	Healthcare Software Engineer V	\$250.00
4	Healthcare Data Warehouse Architect I	\$125.96
5	Healthcare Data Warehouse Architect III	\$225.13
6	Healthcare Database Administrator I	\$150.45
7	Healthcare Database Administrator II	\$175.01
8	Healthcare Database Administrator III	\$215.36
9	Healthcare Project Administrator	\$74.00
10	Healthcare Security Specialist	\$165.00
11	Healthcare Junior Project Control Specialist	\$94.36
12	Healthcare Project Manager	\$161.15
13	Healthcare Program Manager	\$170.56
14	Healthcare Technical Manager	\$150.00
15	Healthcare System Security Manager	\$142.60
16	Healthcare Test/Requirements Manager	\$122.99
17	Healthcare System Integration Engineer I	\$93.16
18	Healthcare System Integration Engineer II	\$91.62
19	Healthcare System Integration Engineer III	\$129.29
20	Healthcare System Integration Engineer IV	\$150.00
21	Healthcare Systems Analyst I	\$92.17
22	Healthcare Systems Analyst III	\$122.99
23	Healthcare Systems Analyst IV	\$153.12
24	Healthcare SME I	\$190.00
25	Healthcare SME III	\$260.00
26	Healthcare SME IV	\$399.00

SECTION 7: SUBSTITUTION POLICIES FOR SIN 132-51 & SIN 132-56

Purpose: This policy describes the conditions and controls for labor and degree substitutions.

Policy: It is the policy of Concept Plus, LLC that labor and degree substitutions are acceptable on contracts where substitutions is not prohibited within the contractual guidelines.

Procedure: On a case-by-case basis, education may be substituted for years of experience (and vice versa) for purposed position consideration. In instances where contractual authority dictates specific experience and/or degree requirements, the contract shall be referred to as the document of authority.

In instances where specific experiences and degree requirements are not contractually defined, Concept Plus, LLC may elect to allow substitution of experience and/or degree substitutions. In general, the substitution criteria are as follows for education:

- **For Bachelor's degree, the following substitutions may be made:**
 - Base experience Requirement + 4 Additional Years of Experience in a functionally related field.

- **For Master's degree, the following substitutions may be made:**
 - Base experience Requirement + Bachelor's Degree + 2 Additional Years of Experience in a functionally related field.
 - Base experience Requirement + 6 Additional Years of Experience in a functionally related field.

- **For Doctorate degree, the following substitutions may be made:**
 - Base experience Requirement + Master's Degree + 6 Additional Years of Experience in a functionally related field
 - Base experience Requirement + 10 Additional Years of Experience in a functionally related field.

Allowable Work Experience Substitution:

- For One (1) Year Work Experience, the following substitutions may be made:
Vocational or technical training in work-related field

- For Two (2) Year's Work Experience, the following Substitutions may be made:
An Associate's Degree or specialized professional certification in a related field

To illustrate, if a contractual requirement were a Bachelor's Degree + 4 years of experience, a total of

8 years of functionally related experience may be allowed as a substitution.

Likewise, if a contractual requirement were for a Doctorate Degree + 10 years of experience, a Master's Degree + 14 years of experience may be substituted.

Additional years of experience are cumulative with degree requirements. That is, a Bachelors Degree +6 years additional years of experience may be substituted for a Doctorate Degree requirement.