

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

*On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system.*

*The INTERNET address GSA Advantage!® is: [GSAAdvantage.gov](http://GSAAdvantage.gov).*

**MULTIPLE AWARD SCHEDULE (MAS)**

<b>Large Category</b>	<b>Subcategory</b>	<b>PSC</b>
Information Technology	IT Services	D399
Information Technology	IT Solutions	D399
Miscellaneous	Complimentary SIN	0000

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

**Contract number GS-35F-0617Y is listed here for reference purposes only and is replaced by Contract number 47QRAA18D001P. Contract number GS-35F-0617Y is only to be used for BPAs and orders awarded prior to, or pending an award decision as of follow on contract award/Surviving MAS mod dated 08/23/22. All new BPAs and orders MUST be awarded against the Deloitte Consulting's MAS contract 47QRAA18D001P.**

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

**CONTRACT PERIOD: SEPTEMBER 7, 2022 through SEPTEMBER 6, 2027**

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

Mailing Address:

1919 N. Lynn Street  
Arlington, VA 22209

Physical Address:

1919 N. Lynn Street  
Arlington, VA 22209  
Phone: (703) 251-1642  
Website: [www.deloitte.com](http://www.deloitte.com)

**Price list current through  
Modification #PO-0043 dated 08/30/22 (effective 9/7/22) & Refresh 0017**

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

## CUSTOMER INFORMATION

### 1. AWARDED:

Large Category	Subcategory	SIN	SIN Title
Information Technology	IT Services	54151HACS 54151HACS(RC)	Highly Adaptive Cybersecurity Services (HACS)
Information Technology	IT Services	54151HEAL 54151HEAL(RC)	Health Information Technology Services
Information Technology	IT Services	54151S 54151S(RC)	Information Technology Professional Services
Information Technology	IT Solutions	541519PIV 541519PIV(RC)	Homeland Security Presidential Directive 12 Product and Service Components
Miscellaneous	Complimentary SIN	OLM OLM(RC)	Order Level of Materials

### 2. MAXIMUM ORDER:

Large Category	Subcategory	SIN	SIN Title	Maximum Order
Information Technology	IT Services	54151HACS 54151HACS(RC)	Highly Adaptive Cybersecurity Services (HACS)	\$500,000
Information Technology	IT Services	54151HEAL 54151HEAL(RC)	Health Information Technology Services	\$500,000
Information Technology	IT Services	54151S 54151S(RC)	Information Technology Professional Services	\$500,000
Information Technology	IT Solutions	541519PIV 541519PIV(RC)	Homeland Security Presidential Directive 12 Product and Service Components	\$1,000,000
Miscellaneous	Complimentary SIN	OLM OLM(RC)	Order Level of Materials	\$250,000

### 3. MINIMUM ORDER: \$100.00

### 4. GEOGRAPHIC COVERAGE (delivery area)

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

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

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

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

### 6. DISCOUNT FROM LIST PRICES: Please refer to pricing tables

### 7. QUANTITY DISCOUNTS: None

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

**9. FOREIGN ITEMS:** Not applicable

**10a. TIME OF DELIVERY:**

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

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

**10b. EXPEDITED DELIVERY:** Not applicable

**10c. OVERNIGHT AND 2-DAY DELIVERY:** Not applicable

**10d. URGENT REQUIREMENTS:**

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

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

**12a. ORDERING ADDRESSES:**

**Ordering Address: (contracts)**

Attn: Nancy Dunn  
 Deloitte Consulting LLP  
 1919 N Lynn St; Arlington, VA 22209  
 Phone: (703) 251-1143 Fax: (703) 842-6748  
 Email: [usdeloittegsacontracts@deloitte.com](mailto:usdeloittegsacontracts@deloitte.com)

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

**13. PAYMENT ADDRESS:**

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

**14. WARRANTY PROVISION:** Not applicable

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

- 16. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR:** Not applicable
- 17. **TERMS AND CONDITIONS OF INSTALLATION:** Not applicable
- 18a. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES:** Not applicable
- 18b. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES:** Not applicable
- 19. **LIST OF SERVICE AND DISTRIBUTION POINTS:** Not applicable
- 20. **LIST OF PARTICIPATING DEALERS:** Not applicable
- 21. **PREVENTIVE MAINTENANCE:** Not applicable
- 22a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES:** Not applicable
- 22b. **SECTION 508 COMPLIANCE INFORMATION IS AVAILABLE ON INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT) SUPPLIES AND SERVICES WILL BE ADDRESSED ON A TASK ORDER BASIS. THE EIT STANDARDS CAN BE FOUND AT: [www.Section508.gov/](http://www.Section508.gov/).**
- 23. **UNIQUE ENTITY IDENTIFIER (UEI) NUMBER:** 01-912-1586
- 24. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** Registered.

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

## Experience Substitutions:

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

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

### **IT Partner/Principal/Director (PPD) [SIN 54151S - Legacy 132-51 & 541519PIV - Legacy 132-62]:**

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

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

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

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

## ***IT Senior Manager [SIN 54151S - Legacy 132-51 & 54151PIV - Legacy 132-62]:***

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

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

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

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

## ***IT Manager [SIN 54151S - Legacy 132-51 & 54151PIV - Legacy 132-62]:***

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

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

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

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

**IT Senior Consultant /SIN 54151S - Legacy 132-51 & 54151PIV - Legacy 132-62/:**

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

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

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

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

**IT Consultant [SIN 54151S - Legacy 132-51 & 54151PIV - Legacy 132-62]:**

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

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

**General Experience:** Experience typically includes proficiency in analysis and defining business needs, applying methodologies, support of program management, exposure to client issues, and development of project deliverables. Provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions.

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

**IT Analyst [SIN 54151S - Legacy 132-51 & 54151PIV - Legacy 132-62]:**

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

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

**General Experience:** Experience typically includes performing technical and non-technical analyses on project issues and helps to ensure technical implementations follow quality assurance metrics, has programming experience in one or more languages, and is versed in system testing. Other experience includes data warehousing, information systems design, financial modeling, and business process improvement documentation.

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



## **Project Controller III (Senior Project Controller) [SIN 54151S - Legacy 132-51 & 54151PIV - Legacy 132-62]:**

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

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

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

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

## **Project Controller II (Project Controller) [SIN 54151S - Legacy 132-51 & 54151PIV - Legacy 132-62]:**

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

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

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

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

## **Project Controller I (Project Analyst) /SIN 54151S - Legacy 132-51 & 54151PIV - Legacy 132-62]:**

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

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

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

## **IT Project Delivery Manager II /SIN 54151S - Legacy 132-51]:**

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

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

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

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

## **IT Project Delivery Manager [SIN 54151S - Legacy 132-51]:**

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

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

**General Experience:** Experience typically includes ability to support IT engagements of greater than average size and complexity; ability to lead multiple teams and multiple clients with confidence; excellent teamwork and interpersonal skills; professional oral and written communication skills; drives and leads problem solving and troubleshooting, as well as the development of these skills in junior staff; ability to mentor and manage junior staff and further their professional growth, and ability to acquire U.S. Security Clearance preferred, but not required.

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

## **IT Project Delivery Specialist [SIN 54151S - Legacy 132-51]:**

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

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

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

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of IT Implementation and Operations Management best practices while taking ownership of tasks and/or project workstreams and guiding more junior professionals. Supports and/or leads workstreams on engagements related, but not limited to: technology strategy, architecture and service management; IT security; systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g., software, platform, infrastructure as a service). Role requires performing analysis and diagnosing client issues. Expected to actively share knowledge and acquired skills with team members through formal and informal channels. Provides assistance in proposal development as required on an as-needed basis.

Works independently to execute a portion of the project scope, and may perform as a work stream / team lead that directs the work of junior staff. Contributes to deliverables, reviews the work of others for quality and accuracy. Demonstrates an understanding of the client environment and overall project scope. This role is for a specific client IT engagement and employment is tied to ongoing Federal client demand.

## **IT Project Delivery Senior Analyst [SIN 54151S - Legacy 132-51]:**

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

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

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

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of IT Implementation and Operations Management best practices. Leads and supports tasks, including deliverable development, on IT engagement related, but not limited to: technology strategy, architecture and service management; IT security; systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g., software, platform, infrastructure as a service). Creates and/or pursues project deliverables. May guide and coach Project Delivery Analysts in deliverable development. Able to perform tasks independently. This role performs analysis and diagnoses client issues while demonstrating an understanding of the client environment and overall project scope. This role is for a specific client IT engagement and employment is tied to ongoing Federal Client demand.

## **IT Project Delivery Analyst [SIN 54151S - Legacy 132-51]:**

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

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

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

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of IT Implementation and Operations Management best practices. Leads and supports tasks and portions of the project scope on IT engagements related, but not limited to: technology strategy, architecture and service management; IT security; systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g., software, platform, infrastructure as a service). Executes a portion of the project scope under the guidance of the Project Delivery Manager or other designated mid-to-senior-level staff. Contributes to deliverables where work is reviewed by team members for quality and accuracy. Demonstrates an understanding of the client environment and overall project scope.

Able to perform tasks independently subject to general guidance to execute a portion of the project scope. The role is for a specific client IT engagement and employment is tied to ongoing Federal client demand.

## **IT Project Delivery Coordinator [SIN 54151S - Legacy 132-51]:**

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

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

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

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of Implementation and Operations Management best practices; supports task and portions of the project scope on engagement related, but not limited, to technology strategy, architecture and service management; IT security; systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g. software, platform, infrastructure as a service). Performs analysis and diagnosis of client issues. Executes a portion of the project scope under direction of the Project Delivery Manager or other designated mid-to-senior-level staff. Contributes to deliverables with work reviewed by team members for quality and accuracy. Demonstrates a foundational understanding of the client environment and overall project scope. The role is for a specific client engagement and employment is tied to ongoing Federal client demand.

## **IT Center Associate Lead [SIN 54151S - Legacy 132-51]:**

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

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

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

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

## **Health IT Partner/Principal/Director (PPD) [SIN 54151HEAL - Legacy 132-56]:**

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

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

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

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

## **Health IT Senior Manager [SIN 54151HEAL - Legacy 132-56]:**

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

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

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

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

## **Health IT Manager [SIN 54151HEAL - Legacy 132-56]:**

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

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

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

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

## **Health IT Senior Consultant [SIN 54151HEAL - Legacy 132-56]:**

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

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

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

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

## Health IT Consultant [SIN 54151HEAL - Legacy 132-56]:

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

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

**General Experience:** Experience typically includes proficiency in analysis and defining business needs, applying methodologies, support of program management, exposure to client issues, and development of project deliverables Health IT. Provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions.

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

## Health IT Analyst [SIN 54151HEAL - Legacy 132-56]:

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

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

**General Experience:** Experience typically includes performing technical and non-technical analyses on Health IT project issues and helps to ensure technical implementations follow quality assurance metrics, has programming experience in one or more languages, and is versed in system testing. Other experience includes data warehousing, information systems design, financial modeling, and business process improvement documentation.

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

## Health IT Project Controller III (Senior Project Controller) [SIN 54151HEAL - Legacy 132-56]:

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

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

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



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

## **Health IT Project Controller II (Project Controller) [SIN 54151HEAL - Legacy 132-56]:**

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

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

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

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

## **Health IT Project Controller I (Project Analyst) [SIN 54151HEAL - Legacy 132-56]:**

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

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

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

## **Health IT Project Delivery Manager II [SIN 54151HEAL - Legacy 132-56]:**

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

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

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

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

## **Health IT Project Delivery Manager [SIN 54151HEAL - Legacy 132-56]:**

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

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

**General Experience:** Experience typically includes ability to support Health IT engagements of greater than average size and complexity; ability to lead multiple teams and multiple clients with confidence; excellent teamwork and interpersonal skills; professional oral and written communication skills; drives and leads problem solving and troubleshooting, as well as the development of these skills in junior staff; ability to mentor and manage junior staff and further their professional growth, and ability to acquire U.S. Security Clearance preferred, but not required.

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

Responsible for the professional development of Project Delivery junior staff performing the role of counselor and coach, as well as providing leadership and support. This aspect of the role also requires providing input and guidance into the staffing/onboarding/roll-off and/or out-processing of Project Delivery resources.

## **Health IT Project Delivery Specialist [SIN 54151HEAL- (Legacy 132-56):**

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

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

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

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

## **Health IT Project Delivery Senior Analyst [SIN 54151HEAL - Legacy 132-56]:**

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

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

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

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of IT Implementation and Operations Management best practices. Leads and supports tasks, including deliverable development, on IT engagement related, but not limited to: technology strategy, architecture and service management; IT security; Health IT, systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g., software, platform, infrastructure as a service). Creates and/or pursues project deliverables. May guide and coach Project Delivery Analysts in deliverable development. Able to perform tasks independently. This role performs analysis and diagnoses client

issues while demonstrating an understanding of the client environment and overall project scope. This role is for a specific client Health IT related engagement and employment is tied to ongoing Federal Client demand.

## **Health IT Project Delivery Analyst [SIN 54151HEAL - Legacy 132-56]:**

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

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

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

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of IT Implementation and Operations Management best practices. Leads and supports tasks and portions of the project scope on IT engagements related, but not limited to: technology strategy, architecture and service management; IT security; Health IT, systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g., software, platform, infrastructure as a service). Executes a portion of the project scope under the guidance of the Project Delivery Manager or other designated mid-to-senior-level staff.

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

## **Health IT Project Delivery Coordinator [SIN 54151HEAL - Legacy 132-56]:**

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

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

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

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of Implementation and Operations Management best practices; supports task and portions of the project scope on engagement related, but not limited, to technology strategy, architecture and service management; IT security; Health IT; systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g. software, platform, infrastructure as a service). Performs analysis and diagnosis of client issues. Executes a portion of the project scope under direction of the Project Delivery Manager or other designated mid- to-senior-level staff. Contributes to deliverables with work reviewed by team members for quality and accuracy.

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

## **Health IT Center Associate Lead [SIN 54151HEAL - Legacy 132-56]:**

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

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

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

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

## **Cybersecurity Partner/Principal/Director (PPD) [SIN 54151HACS - Legacy 132-45]:**

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

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

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

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

## **Cybersecurity Senior Manager [SIN 54151HACS - Legacy 132-45]:**

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

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

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

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

## **Cybersecurity Manager [SIN 54151HACS - Legacy 132-45]:**

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

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

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

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

## **Cybersecurity Senior Consultant [SIN 54151HACS - Legacy 132-45]:**

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

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

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

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

### **Cybersecurity Consultant [SIN 54151HACS - Legacy 132-45]:**

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

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

**General Experience:** Experience typically includes proficiency in analysis and defining business needs, applying methodologies, support of program management, exposure to client issues, and development of project deliverables. Provides assistance on completing work plan activities, analyzes relevant data and information, and institutes and supports business solutions.

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

### **Cybersecurity Analyst [SIN 54151HACS - Legacy 132-45]:**

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

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

**General Experience:** Experience typically includes performing technical and non-technical analyses on project issues and helps to ensure technical implementations follow quality assurance metrics, has programming experience in one or more languages, and is versed in system testing. Other experience includes data warehousing, information systems design, financial modeling, and business process improvement documentation.

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

## **Cybersecurity Project Delivery Manager II [SIN 54151HACS - Legacy 132-45]:**

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

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

**General Experience:** Experience typically includes performing technical and non-technical analyses on project issues and helps to ensure technical implementations follow quality assurance metrics, has programming experience in one or more languages, and is versed in system testing. Other experience includes data warehousing, information systems design, financial modeling, and business process improvement documentation.

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

## **Cybersecurity Project Delivery Manager [SIN 54151HACS - Legacy 132-45]:**

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

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

**General Experience:** Experience typically includes ability to support Cybersecurity engagements of greater than average size and complexity; ability to lead multiple teams and multiple clients with confidence; excellent teamwork and interpersonal skills; professional oral and written communication skills; drives and leads problem solving and troubleshooting, as well as the development of these skills in junior staff; ability to mentor and manage junior staff and further their professional growth, and ability to acquire U.S. Security Clearance preferred, but not required.

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



## **Cybersecurity Project Delivery Specialist [SIN 54151HACS - Legacy 132-45]:**

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

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

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

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

## **Cybersecurity Project Delivery Senior Analyst [SIN 54151HACS - Legacy 132-45]:**

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

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

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

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of Cybersecurity best practices. Leads and supports tasks, including deliverable development, on Cybersecurity engagement related, but not limited to: technology strategy, architecture and service management; Cybersecurity; systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g., software, platform, infrastructure as a service). Creates and/or pursues project deliverables. May guide and coach Project Delivery Analysts in deliverable development. Able to perform tasks independently. This role performs analysis and diagnoses client issues while demonstrating an understanding of the client environment and overall project scope. This role is for a specific client Cybersecurity engagement and employment is tied to ongoing Federal Client demand.

## **Cybersecurity Project Delivery Analyst [SIN 54151HACS - Legacy 132-45]:**

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

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

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

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of Cybersecurity best practices. Leads and supports tasks, including deliverable development, on Cybersecurity engagement related, but not limited to: technology strategy, architecture and service management; Cybersecurity; systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g., software, platform, infrastructure as a service). Creates and/or pursues project deliverables. May guide and coach Project Delivery Analysts in deliverable development. Able to perform tasks independently. This role performs analysis and diagnoses client issues while demonstrating an understanding of the client environment and overall project scope. This role is for a specific client Cybersecurity engagement and employment is tied to ongoing Federal Client demand.

## **Cybersecurity Project Delivery Coordinator [SIN 54151HACS - Legacy 132-45]:**

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

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

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

**Functional Responsibility:** Primary responsibilities are to have a fundamental understanding of best practices; supports task and portions of the project scope on engagement related, but not limited, to technology strategy, architecture and service management; Cybersecurity; systems integration; data analytics and visualization; application development and maintenance; help desk operations; infrastructure/network design and management; and cloud (e.g. software, platform, infrastructure as a service). Performs analysis and diagnosis of client issues. Executes a portion of the project scope under direction of the Project Delivery Manager or other designated mid- to-senior-level staff. Contributes to deliverables with work reviewed by team members for quality and accuracy. Demonstrates a foundational understanding of the client environment and overall project scope. The role is for a specific client engagement and employment is tied to ongoing Federal client demand.

*\*For any services performed under SIN 541519PIV, the resources provided in the aforementioned labor categories will also have experience implementing the requirements of HSPD-12. These personnel will be capable of supporting Personal Identity Verification (PIV) efforts to ensure identity assurance for access control and protection of Federal facilities and information systems from unauthorized access, interception, and tampering*

## SIN 54151HACS (Legacy 132-45) Highly Adaptive Cybersecurity Services (HACS)

SIN 54151HACS HIGHLY ADAPTIVE CYBERSECURITY SERVICES (HACS)					
Labor Category	Option 1				
	Contract Year 6	Contract Year 7	Contract Year 8	Contract Year 9	Contract Year 10
	03/06/18 09/06/18	09/07/18 09/06/19	09/07/19 09/06/20	09/07/20 09/06/21	09/07/21 09/06/22
Cybersecurity IT Partner/Principal/Director	\$312.00	\$312.00	\$312.00	\$312.00	\$312.00
Cybersecurity IT Sr. Manager	\$278.00	\$278.00	\$278.00	\$278.00	\$278.00
Cybersecurity IT Manager	\$240.00	\$240.00	\$240.00	\$240.00	\$240.00
Cybersecurity IT Sr. Consultant	\$203.00	\$203.00	\$203.00	\$203.00	\$203.00
Cybersecurity IT Consultant	\$152.00	\$152.00	\$152.00	\$152.00	\$152.00
Cybersecurity IT Analyst	\$156.00	\$156.00	\$156.00	\$156.00	\$156.00
Cybersecurity IT Project Delivery Manager II	\$167.00	\$167.00	\$167.00	\$167.00	\$167.00
Cybersecurity IT Project Delivery Manager	\$144.00	\$144.00	\$144.00	\$144.00	\$144.00
Cybersecurity IT Project Delivery Specialist	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00
Cybersecurity IT Project Delivery Senior Analyst	\$96.00	\$96.00	\$96.00	\$96.00	\$96.00
Cybersecurity IT Project Delivery Analyst	\$72.00	\$72.00	\$72.00	\$72.00	\$72.00
Cybersecurity IT Project Delivery Coordinator	\$40.80	\$40.80	\$40.80	\$40.80	\$40.80

**Notes:**

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

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

SIN 54151S INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES					
Labor Category	Option Year 1				
	Contract Year 6	Contract Year 7	Contract Year 8	Contract Year 9	Contract Year 10
	03/06/18 09/06/18	09/07/18 09/06/19	09/07/19 09/06/20	09/07/20 09/06/21	09/07/21 09/06/22
IT Partner/Principal/Director	\$290.35	\$290.35	\$290.35	\$290.35	\$290.35
IT Sr. Manager	\$267.12	\$267.12	\$267.12	\$267.12	\$267.12
IT Manager	\$240.79	\$240.79	\$240.79	\$240.79	\$240.79
IT Sr. Consultant	\$185.22	\$185.22	\$185.22	\$185.22	\$185.22
IT Consultant	\$149.05	\$149.05	\$149.05	\$149.05	\$149.05
IT Analyst	\$129.66	\$129.66	\$129.66	\$129.66	\$129.66
Project Controller III	\$114.40	\$114.40	\$114.40	\$114.40	\$114.40
Project Controller II	\$85.70	\$85.70	\$85.70	\$85.70	\$85.70
Project Controller I	\$73.75	\$73.75	\$73.75	\$73.75	\$73.75
IT Project Delivery Manager II	\$171.41	\$171.41	\$171.41	\$171.41	\$171.41
IT Project Delivery Manager	\$144.73	\$144.73	\$144.73	\$144.73	\$144.73
IT Project Delivery Specialist	\$119.06	\$119.06	\$119.06	\$119.06	\$119.06
IT Project Delivery Senior Analyst	\$95.99	\$95.99	\$95.99	\$95.99	\$95.99
IT Project Delivery Analyst	\$72.50	\$72.50	\$72.50	\$72.50	\$72.50
IT Project Delivery Coordinator	\$41.98	\$41.98	\$41.98	\$41.98	\$41.98
IT Center Associate Lead	\$133.77	\$133.77	\$133.77	\$133.77	\$133.77

**Notes:**

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

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**Service Contract Labor Standards (SCLS):** The Service Contract Labor Standards (SCLS) are applicable to this contract as it applies to the entire Multiple Award Services (MAS) Schedule and all services provided. While most of our labor categories are subject to the SCLS exemption for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and / or when the contractor utilizes SCLS labor categories / employees, the contractor will inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

## SIN 54151HEAL (Legacy 132-56)

### Health Information Technology (HIT) Professional Services

SIN 54151HEAL HEALTH INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES					
Labor Category	Option 1				
	Contract Year 6	Contract Year 7	Contract Year 8	Contract Year 9	Contract Year 10
	03/06/18 09/06/18	09/07/18 09/06/19	09/07/19 09/06/20	09/07/20 09/06/21	09/07/21 09/06/22
Health IT Partner/Principal/Director	\$290.35	\$290.35	\$290.35	\$290.35	\$290.35
Health IT Sr. Manager	\$267.12	\$267.12	\$267.12	\$267.12	\$267.12
Health IT Manager	\$240.79	\$240.79	\$240.79	\$240.79	\$240.79
Health IT Sr. Consultant	\$185.22	\$185.22	\$185.22	\$185.22	\$185.22
Health IT Consultant	\$149.05	\$149.05	\$149.05	\$149.05	\$149.05
Health IT Analyst	\$129.66	\$129.66	\$129.66	\$129.66	\$129.66
Health Project Controller III	\$114.40	\$114.40	\$114.40	\$114.40	\$114.40
Health Project Controller II	\$85.70	\$85.70	\$85.70	\$85.70	\$85.70
Health Project Controller I	\$73.75	\$73.75	\$73.75	\$73.75	\$73.75
Health IT Project Delivery Manager II	\$171.41	\$171.41	\$171.41	\$171.41	\$171.41
Health IT Project Delivery Manager	\$144.73	\$144.73	\$144.73	\$144.73	\$144.73
Health IT Project Delivery Specialist	\$119.06	\$119.06	\$119.06	\$119.06	\$119.06
Health IT Project Delivery Senior Analyst	\$95.99	\$95.99	\$95.99	\$95.99	\$95.99
Health IT Project Delivery Analyst	\$72.50	\$72.50	\$72.50	\$72.50	\$72.50
Health IT Project Delivery Coordinator	\$41.98	\$41.98	\$41.98	\$41.98	\$41.98
Health IT Center Associate Lead	\$133.77	\$133.77	\$133.77	\$133.77	\$133.77

**Notes:**

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

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**Service Contract Labor Standards (SCLS):** The Service Contract Labor Standards (SCLS) are applicable to this contract as it applies to the entire Multiple Award Services (MAS) Schedule and all services provided. While most of our labor categories are subject to the SCLS exemption for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and / or when the contractor utilizes SCLS labor categories / employees, the contractor will inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

## SIN 541519PIV (Legacy 132-62) HSPD12 Product and Service Component

SIN 541519PIV HSPD-12 PRODUCTS AND COMPONENT SERVICES					
Labor Category	Option 1				
	Contract Year 6	Contract Year 7	Contract Year 8	Contract Year 9	Contract Year 10
	03/06/18 09/06/18	09/07/18 09/06/19	09/07/19 09/06/20	09/07/20 09/06/21	09/07/21 09/06/22
IT Partner/Principal/Director	\$290.35	\$290.35	\$290.35	\$290.35	\$290.35
IT Sr. Manager	\$267.12	\$267.12	\$267.12	\$267.12	\$267.12
IT Manager	\$240.79	\$240.79	\$240.79	\$240.79	\$240.79
IT Sr. Consultant	\$185.22	\$185.22	\$185.22	\$185.22	\$185.22
IT Consultant	\$149.05	\$149.05	\$149.05	\$149.05	\$149.05
IT Analyst	\$129.66	\$129.66	\$129.66	\$129.66	\$129.66
Project Controller III	\$114.40	\$114.40	\$114.40	\$114.40	\$114.40
Project Controller II	\$85.70	\$85.70	\$85.70	\$85.70	\$85.70
Project Controller I	\$73.75	\$73.75	\$73.75	\$73.75	\$73.75

**Notes:**

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

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**Service Contract Labor Standards (SCLS):** The Service Contract Labor Standards (SCLS) are applicable to this contract as it applies to the entire Multiple Award Services (MAS) Schedule and all services provided. While most of our labor categories are subject to the SCLS exemption for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and / or when the contractor utilizes SCLS labor categories / employees, the contractor will inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

## SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

### PREAMBLE

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

### COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

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

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



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



**(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.

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## **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:

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

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Deloitte Consulting LLP is committed to protecting the information of its clients. In this regard, Deloitte Consulting LLP and its affiliates currently maintain physical, electronic and procedural safeguards that are designed to (1) protect the security and confidentiality of our client's information in Deloitte Consulting LLP's possession, (2) protect against anticipated threats or hazards to the security or integrity of such information, and (3) protect against unauthorized access to or use of such information that could result in substantial harm or inconvenience to our clients.