

Authorized Information Technology Schedule Pricelist
General Purpose Commercial Information Technology Equipment,
Software & Services

For
Zane Networks, LLC



General Services Administration Federal Acquisition Service
Information Technology Schedule Pricelist

Contract Number: 47QTCA18D00JE
Period Covered by the Contract:

1133 21st Street, NW
Washington, DC 20036
Phone: 301-560-0500
Fax: 202-796-8420
Email: info@zanenetworks.com Web: www.zanenetworks.com
Business Size: Small, minority, woman owned, EDWOSB, and SDB



General Description

Zane Networks, LLC (ZaneNet), with offices in Washington, DC and Silver Spring, MD, serves public and private entities by solving complex problems using innovative technologies in the areas of health information technologies, software and application implementation and development, IT, audio-visual and video-teleconferencing services and products and staff augmentation. We have worked for federal clients such Centers for Medicare and Medicaid Services (CMS), several Department of Defense Military Treatment Facilities, National Institutes of Health, Office of the Surgeon General, Comprehensive Soldier Fitness Agency, SAMHSA and others to update and leverage technology and workflow to improve quality of care for patients and their family. These projects include technical support and management to implement Electronic Health Record adoption, Meaningful Use and PQRS reporting, Chronic Care Management Portals, Mobile Health Technologies, Health Information Exchange, Patient Centered Medical Homes consulting, Telehealth software and implementation support, Video-Teleconferencing Installation and Staffing, Web-based Patient Bedside Technologies support and other HIT initiatives.

Founded in 2000, ZaneNet, an EDWOSB, SDB/8(a), and Maryland MBE Company, is certified as a Management Services Organization (MSO) by Maryland Health Care Commission (MHCC). ZaneNet has been instrumental in driving Health IT (HIT) adoption in Maryland and the District, working with over 1000 providers, numerous clinics and hospitals. ZaneNet was recently re-certified by the Electronic Healthcare Network Accreditation Commission (EHNAC) to possess the processes and infrastructure to ensure that health information (PHI) is stored, accessed and/or transmitted in a private and secure manner.

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Period Covered by Contract: August 19, 2018- August 19, 2023

Point of Contact: Alexandra Jellerette, President

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301-560-0500

For more information on ordering from Federal Supply Schedules, click on the FSS Schedules button at <http://fss.gsa.gov>.

General Services Administration Federal Supply Service

Online 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-driving database system. Agencies can access GSA *Advantage!* via the Internet at <http://www.GSAAdvantage.gov>



Table of Contents

CUSTOMER INFORMATION	4
TERMS AND CONDITIONS, SIN 132-56, HEALTH IT PROFESSIONAL SERVICES	9
DESCRIPTION OF HEALTH IT PROFESSIONAL SERVICES	12
FSSITPRICELIST,SIN- 132-56, HEALTH IT PROFESSIONAL SERVICES ONSITE	18



A. CUSTOMER INFORMATION

1. Special Item Numbers (SINS):

SIN 132-56	Health IT Professional Services
FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Automated News Services, Data Services, or Other Information Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

- a) Prices Shown Herein are Net (discount deducted)
- b) IT Professional Services descriptions are provided in Section 3.

2. Maximum Order:

The Maximum Order value for special Item Number 132-56, Health IT Professional Services is \$500,000

3. Minimum Order:

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

4. Geographic Coverage:

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.

The Geographic Scope of this Contract is domestic delivery only.



5. Production Points:

District of Columbia, U.S.

Prices shown are NET Prices; Basic Discounts have been deducted.

6. Discounts:

- a) Quantity — none
- b) Dollar Volume — 1% volume discount for orders \$300K and above

7. Prompt Payment:

None. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

8. Government Purchase Cards:

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders.

Credit cards are acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

9. Foreign Items:

Not applicable.

10. Delivery Schedule:

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

SPECIAL ITEM NUMBERS	DELIVERY TIME (DAYS ARO)
SIN 132-56	As negotiated for each task order

- b) EXPEDITED DELIVERY: Items available for expedited delivery are noted in this price list.
- c) OVERNIGHT and TWO-DAY DELIVERY: The Schedule Customer can contact the Contractor for rates for overnight and 2-day delivery.
- d) URGENT REQUIREMENTS: When the Federal Acquisition 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. FOB:

Destination

12. Ordering Information:

- a) Agencies should address all orders to the following address:

Zane Networks, LLC
1133 21st Street, NW Suite M200
Washington, DC 20036
accounting@zanenetworks.com

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

13. Payment Information:

- a) Agencies should address all orders to the following address:

Zane Networks, LLC
1133 21st Street, NW Suite M200
Washington, DC 20036
accounting@zanenetworks.com

- b) The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

Ordering Assistance

Telephone: 301-560-0500

Fax: 202-796-2840

Email: info@zanenetworks.com

Technical Assistance

Telephone: 301-560-0500

Fax: 202-796-2840

Email: info@zanenetworks.com



14. Warranty Provision:

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

15. Statement Concerning Availability of Export Packing:

Not applicable.

16. Terms and Conditions of Government Purchase Card Acceptance Above the Micropurchase Threshold

Credit cards are acceptable for payment above the micro-purchase threshold of \$3,500.

17. Terms and Conditions of Rental, Maintenance, and Repair:

Not applicable.

18. Terms and Conditions of Installation:

Not applicable.

19. Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and Any Discounts From List Prices:

Not applicable.

20. Terms and Conditions for Any Other Services:

Not applicable.

22. Service and Distribution Points:

Not applicable.



21. Participating Dealers:

Not applicable.

22. Preventative Maintenance:

Not applicable.

23. Environmental Attributes:

Not applicable.

24. Section 508 Compliance:

Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services at ZaneNet's website: www.zanenetworks.com . The EIT standard can be found at: www.Section508.gov/.

25. Data Universal Numbering System (DUBS) Number:

110719270

26. Contractor HAS registered with the System for Award Management (SAM).

27. Service Contract Act:

The Service Contract Act (SCA) is applicable to this contract and as it applies to the entire 00CORP The Professional Services Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29CRF 5413.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the Contractor adds SCA labor categories/ employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and applicable wage determination (WD) number. Failure to do so may result in cancellation of the contract.

B. TERMS AND CONDITIONS APPLICABLE TO HEALTH IT PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-56)

1. Scope

- a) The labor categories, prices, terms and conditions stated under Special Item Number 132-56 Health Information Technology Services apply exclusively to Health IT Services within the scope of this Information Technology Schedule.
- b) This SIN is limited to Health IT Services only. Software and hardware products are out of scope. Hardware and software can be acquired through different Special Item Numbers on IT Schedule 70 (e.g. 132-32, 132-33, 132-8).
- c) This SIN provides ordering activities with access to Health IT services.
- d) Health IT Services provided under this SIN shall comply with all Healthcare certifications and industry standards as applicable at the task order level.
- e) The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. Order

- a) Agencies may use written orders, Electronic Data Interchange (EDI) orders, Blanket Purchase Agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b) All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

3. Performance of Services

- a) The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity. All Contracts will be fully funded.
- b) The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c) The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d) Any Contractor travel required in the performance of Health IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the



date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts. All travel will be agreed upon with the client prior to the Contractor's travel.

4. Inspection of Services

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

5. Responsibilities of the Contractor

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

6. Responsibilities of the Ordering Activity

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

7. Independent Contractor

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

8. Organizational Conflicts of Interest

a) Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

b) To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the

Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR9.508.

9. Invoices

The Contractor, upon completion of the work ordered, shall submit invoices for Health IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

10. Resumes

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

11. Incidental Support Costs

Incidental support costs are not considered part of the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

12. Approval of Subcontracts

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

C. DESCRIPTION OF HEALTH IT PROFESSIONAL SERVICES

Health IT Professional Service	Minimum Years' Experience	Minimum Education and Applicable Certifications	Functional Responsibilities:
Program Manager I	1 year	B.A. or B.S. degree	Supports day-to-day management of assigned projects. Organize, direct, and coordinate planning and production of all contract support activities above the project level or across projects. Ensure overall contract performance, including conformance with schedules and costs. Coordinate the management of all work per-formed on a contract, including subcontractors, team members, and vendors. Supervise project managers within the overall program; ensure proper formulation and review of project plans and deliverable items. Assemble and recruit personnel necessary to perform projects. Allocate resources to assigned work and recommend or determine required personnel actions. Manage the administration and budget of multi-project programs.
Program Manager II	10 years	B.A. or B.S. degree, Masters preferred	Performs day-to-day management of assigned projects. Organize, direct, and coordinate planning and production of all contract support activities above the project level or across projects. Ensure overall contract performance, including conformance with schedules and costs. Coordinate the management of all work per-formed on a contract, including subcontractors, team members, and vendors. Supervise project managers within the overall program; ensure proper formulation and review of project plans and deliverable items. Assemble and recruit personnel necessary to perform projects. Allocate resources to assigned work and recommend or determine required personnel actions. Manage the administration and budget of multi-project programs.

Software Developer I	1 year	B.A. or B.S. degree	Responsible for the design, coding, testing, and documentation of software from specifications with general guidance and supervision from senior staff. Assists in developing and refining of detailed specifications and user requirements.
Software Developer II	4 years	B.A. or B.S. degree, Masters preferred	Responsible for the development of program and system specifications based on requirements obtained from end-users. Designs, codes, tests, and documents of complex software and software systems from developed specifications. Supervises Software Developers and manages other deliverables for system and subsystem development.
HIT Data Analyst	2 years	B.A. or B.S. degree	Design, implement, and maintain complex databases with respect to organization, access methods, indexing, device allocation, validation checks, organization, protection and security, update frequencies and methods, onsite and offsite backup frequencies, documentation, etc. for specific applications. Define all required database administration policies, procedures, standards, and guidelines. Analyze and identify data and metadata user and technical requirements. Develop and maintain data dictionaries, object and data models and ontologies, and metadata repositories. Prepare and implement data quality processes and validation methods. Project long-range requirements for database administration and design in cognizance of planned and probable information system and application requirements. Advise users on access to various databases. Establish and administer user privilege classes. Distribute and monitor use of logons and passwords. Monitor database-related standards, procedures, and best practices. Facilitate database structure change control, problem management, and communication among data specialists, system analysts, system designers, and system developers. Design, implement, and support data warehousing requirements. Work with system developers to implement business rules via stored procedures, middleware, or other technologies.

Web Developer I	2 years	B.A. or B.S. degree	<p>Design and develop website(s) to support the organization's strategies and goals relative to internal and external communications requirements.</p> <p>Work with graphic designers and other members of a project team to develop the site concept, interface design, and architecture of the web site.</p> <p>Design and develop user interface features, site animation, and special-effects elements. Define and design the web infrastructure; recommend server operating systems, hardware requirements, and encryption standards for internet and intranet communications.</p> <p>Design and implement an intranet strategy for the authorization of approved users.</p> <p>Provide technical advice and expertise to webmasters and developers in installation, acceptance testing, and evaluation of newly released and beta software.</p> <p>Integrate web applications with backend databases. Responsible for currency, quality, and integrity of information in an organization's web sites, ensuring consistency across sites and adherence to relevant standards. Maintain ongoing knowledge of new internet technologies and the ability to apply them where and when needed.</p>
Implementation Specialist	2 years	B.A. or B.S. degree	<p>Provides hands on training and knowledge in addition to the analytical/programmatic skills and experience to guide healthcare organizations to implement technology and work flow solutions. Experience in system analysis and implementation of system engineering; or workflow design, design assurance, program design and implementation or testing of technology products and systems.</p>
Health IT Systems Architect	5 years	B.A. or B.S. degree, Masters preferred	<p>Develop and apply organization-wide information models in support of business process improvement, business process modernization projects, and most efficient and effective data and information flow among systems and to users. Design complete enterprise-wide IT solutions which incorporate technical infrastructure, hardware, and software. Develop architectural products and deliverables for the enterprise and operational business lines. Advise on selection of technology purchases with respect to processing, data storage, data access, and application development. Support business case analysis; identify alternative solutions and resulting business impacts. Identify</p>

			necessary interfaces between enterprise solution applications and the legacy IT environment. Provide high-level architectural expertise to managers and technical staff.
Health IT Business Process Reengineering Specialist	2 years	B.A. or B.S. degree, Masters preferred	The Health IT Business Process Reengineering Specialist applies process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct health IT process modernization projects. staff with effective transitioning of existing organizations or project teams in accomplishing the organization's health IT goals, project activities, and objectives through improved use of internet and other automated processes. Identifies health IT best practices, and and assessing performance measurements. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer
Privacy and Security Analyst	4 years	B.A. or B.S. degree, Masters preferred	Oversees the policies and procedures of organizations to ensure that they follow the appropriate HIPAA regulations. Provides guidance and assists in identification, development, implementation, and maintenance of the organization's information privacy policies and procedures. Oversees, directs, and delivers, or ensures delivery of initial and ongoing privacy training and orientation to all employees, volunteers, and professional staff. Coordinates with regulatory agencies when requested and assists compliance program management and administration in compliance reviews, audits and investigations. Coordinates licensure, and related regulatory reporting requirements as assigned.
Help Desk Technician I	1 year	B.A. or B.S. degree, Masters preferred	Provides efficient and timely hands-on tracking, troubleshooting, remediation, coordination and escalation of Level 1 and 2 functions for technical and customer service Helpdesk support. The Helpdesk Technician is part of a team that supports various aspects of the project and serves as an escalation liaison between the customer, and the various software and hardware vendors.

Technician II	1 year	High School Degree, AA preferred	The Technician provides a range of technical services to support the installation and implementation of networks and computer systems that support health IT services such as telehealth. Duties may range from basic tasks such as unpacking and setting up equipment and removing packing materials, to installing cabling and rack mounted equipment, to basic configuration and testing in a healthcare setting. Provide ongoing technical support to IT systems that support medical practices, clinics and hospitals.
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D. EDUCATION/EXPERIENCE SUBSTITUTIONS

The following presents the allowable substitutions based on education and experience.

- Four years' experience (in addition to minimum experience requirements) can be substituted for a Bachelor's degree.
- Two years' experience (in addition to minimum experience requirements and Bachelor's degree) can be substituted for a Master's degree.

E. FSS IT PRICELIST, SIN- 132-56, HEALTH IT PROFESSIONAL SERVICES ONSITE

Labor Category	GSA Rate
Project Manager I	\$79.79
Project Manager II	\$115.26
Software Developer I	\$67.38
Software Developer II	\$110.83
HIT Data Analyst	\$67.38
Web Developer I	\$67.38
Implementation Specialist	\$71.81
Health IT Systems Architect	\$115.26
Health IT Business Process Reengineering Specialist	\$77.13
Privacy and Security Officer	\$115.26
Help Desk Technician	\$55.86
Technician II	\$53.20