



This Statement of Work outlines the services to be performed by the supplier in accordance with the terms of the contract. A final Statement of Work will be signed to certify the parties' agreement.

AGENCY INFORMATION

Agency name Oklahoma State Department of Health	Agency authorized representative name OSDH.ITContractMonitor@health.ok.gov	Date 07/31/2025
Contact name Connie Hall-Jones & Lina Nguyen	Email OSDH.ITContractMonitor@health.ok.gov	Phone 405-426-8538

PROJECT SCOPE SUMMARY (general narrative of project needs and scope)

The Office of Management Enterprise Services Information Services (OMES) Division with the State of Oklahoma is seeking a qualified Business Analyst for a contract role. This position will be assigned responsibilities involving the planning, execution, and finalization of IT-related projects according to deadlines and within budget under the guidance and direction of the Oklahoma Department of Health and OMES. The contract will remove OMES, and payment shift to OSDH. This will be a 12-month contract period ending on October 19, 2026. If requested by the Department of Health, at the end of the contract period, the contractor may move to a full-time role at the discretion of OMES and the State at no additional cost to the State outside of those described in this Statement of Work.

REQUIREMENTS (define specific project requirements)

The Business Analyst will be responsible for the overall direction, support, analysis, coordination, and closing of the defined projects, ensuring consistency with the Agency's strategy, commitments, and goals. (continue on page 2)

DELIVERABLES (define products or work plan to be delivered)

*As defined by the Department of Health and OMES-IS PMO
Labware Interface: 15% billable time allocation
Electronic Health Record (EHR) Implementation: 80%
Rhapsody System Upgrade: 5%*

Schedule of deliverables (indicate sequence of deliverables)

The schedule of deliverables will be dependent on the defined project timelines and will be determined during the lifecycle of each project as requested and directed by the Product Owner(s) of the project

TIMELINE (anticipated completion timeline)

The contractor will begin work on October 20, 2025 - October 19, 2026.

COSTS (how to be provided, i.e., turnkey/hourly by skill set/deliverables/milestones)

The rate for this contractor is \$90.00/hr for up to and not exceeding 2080 hours, which is a maximum of \$187,200.00.00

The supplier's response shall include:

1. A written narrative addressing their understanding and approach to address the project scope, deliverables, schedule and timeline.
2. The skill sets and hours required of each to complete project.
3. Resumes from associates to be assigned to this project.
4. Provide a detailed list of costs - costs may be either total project turnkey costs or hourly costs by skill set required as defined by the SOW.