

**FORM A**

**New York State Consultant Services  
Contractor's Planned Employment**  
From Contract Start Date Through the End of the Contract Term

State Agency Name: Office of Information Technology Services  
 State Agency Department ID: 1380000 Agency Business Unit: Off01  
 Contractor Name: 1digit LLC Contract Number: C000860  
 Contract Start Date: 05/15/2025 Contract End Date: 05/14/2026

Employment Category	Number of Employees	Number of Hours to be Worked	Amount Payable Under the Contract
Management analyst - expertise in process design & re-engineering systems and workflows through user centered design, data analyses, project portfolio management strategies and impact/ROI measurement & analyses. Specialty focus in procurement process reforms to streamline operations for government agencies and nonprofit organizations, improve customer experience and satisfaction and strengthen business relationships. First hand experience running nonprofit organizations primarily funded by New York government contracts and realizing measurable results in leading special projects across multiple government and nonprofit entities. Depth of engagement in designing communications plans for varied audiences and to realize varied goals.	1.00	956.00	\$334,600.00
Management analyst - expert in financial and data analyses, procurement and project management for government agencies and nonprofit organizations, especially in the human services sector. Expertise in process design and re-engineering through data analyses, building and maintaining government relationships and user-centered design. First hand knowledge managing financial and compliance complexities of nonprofits funded primarily by government contracts,	1.00	263.00	\$92,050.00
Project Management Specialist - support development of draft project plans, presentation materials, bi-monthly progress reports, communication plan and collection/analysis of data for	1.00	1,244.00	\$279,900.00

