

Appendix A - STATEMENT OF WORK 1

21/22 CIRM

Scope of Work shall include:

This Statement of Work 1 (“Statement”) is entered into by and between the **CIRM** and **Contractor** and is incorporated by reference, and subject to the terms and conditions of, the Consulting Contract (the “Agreement”) between Parties effective on the starting date of the contract. Unless otherwise redefined in this Statement, terms shall have the same meaning given to them in the Agreement.

1. **Description of the Project and Deliverables.**

- a) **Statement of Need, Purpose, and/or Objective.** The purpose of this Statement is to procure data science consulting services related to the development of a CIRM data infrastructure that foster and advance novel discovery and translational research approaches.
- b) **Background information.** in 2021, CIRM released a [5-year Strategic Plan](#) that outlines approaches to promote data and resource sharing by (1) fostering shared usage of specialized technologies through competency hubs and (2) building knowledge networks that organize and democratize data through knowledge networks and promote a culture of open science. To advance implementation of these strategies, CIRM is now working to determine the value of a consortium approach to therapeutic development and a CIRM data infrastructure. Contractor will be working with CIRM Scientific Programs staff to provide technical expertise with regards to the conceptualization of such data infrastructure.
- c) **Place of Performance.** The primary place of performance shall be the Contractor’s site.
- d) **Deliverables.** Contractor shall provide data science consulting support services in relation to CIRM’s data infrastructure development as follows:
 - a. Ongoing support for CIRM program objectives to inform development of a collaborative data infrastructure.
 - b. Services
 - Provide expert advice around state-of-the-art bioinformatics and computational biology applications, models, technologies, and guiding principles for data use and analysis in direct support of CIRM’s mission.
 - Advises and consults on emerging bioinformatics solutions for researchers and CIRM staff.
 - Develops new user interfaces and new tools for displaying scientific information in specialized databases.
 - Develops and implements new data mining capacities using enhanced algorithms as well as structured databases.
 - Advises CIRM staff around the aggregation of software, hardware, other technologies, and human expertise required to support current and future discoveries in science, integrate resources, and provide a useful, usable, and enabling framework for research.

- Provides technical resource expertise for science policy, analysis, and development on issues of significance to CIRM and the biomedical research and data science community.
- Identifies and analyzes biomedical research/data science and public health issues and their impact on CIRM's strategic goals.
- Analyzes study or project implementation procedures for improvement.
- Prepares a variety of written documents to present findings and recommendations for the development and implementation of policies related to complex program issues.

Any changes to the services to be provided, the staff to be provided or the rates to be charged under this Statement will be included in a written amendment between the parties.

2. NATURE OF SERVICE

- A. The Contractor shall provide expert consulting services to CIRM in the area of strategic advice on collaborative data infrastructure. Advisor shall provide consulting on an hourly basis as requested and scheduled by CIRM, including attendance at meetings as requested by CIRM.
- B. CIRM will provide a minimum 15 day notice prior to in-person meetings to allow for scheduling, and transportation coordination.

3. COMPENSATION AND REIMBURSEMENT FOR EXPENSES

- A. CIRM shall pay for services performed on the following basis:
 - 1. Hourly Scientific Consulting: \$190 per hour
 - 2. Other Expenses: CIRM will reimburse Advisor's actual travel costs and expenses incurred for participation in an on-site meeting. Reimbursement for travel and expense per diem shall be in accordance with established CIRM rates and policies. CIRM's travel policy can be found at <https://www.cirm.ca.gov/about-cirm/administrative-policies-and-forms>
- C. Contractor will need to submit an invoice for their services as well as travel and expense claim paperwork (as necessary).