



Table of Contents

EXECUTIVE SUMMARY:	2
WHY COLLIBRA OVER COMPETITORS:.....	2
INCORPORATING DHS DSTWG INSIGHTS:	2
1. Collaborative Problem-Solving.....	2
2. Data Literacy and Governance Training.....	2
3. Responsive and Adaptive Solutions	2
TASK ONE: INSTALLATION, CONFIGURATION, MAINTENANCE, AND SUBSCRIPTION SERVICES.....	2
Labor Categories:	2
Approach Summary:.....	2
Approach and Estimated ROM:	3
Roles and Estimated Costs:.....	3
Advantages:.....	3
Outcomes:	3
TASK TWO: TECHNICAL SUPPORT AND TRAINING SERVICES.....	3
Approach:.....	3
Advantages:.....	4
Outcomes:	4
Labor Categories:	4
ROM:.....	4
Labor Categories (LCATs) and Estimated ROM:	4
TASK THREE: OPTIONAL SUPPORT - PROFESSIONAL COACHING SERVICES, ADDITIONAL LICENSES, AND TRAINING .	5
Approach and Services:	5
Operational Flexibility and Customization:.....	5
Advantages:.....	6
Outcomes:	6
Long-Term Benefits:.....	6
LCATs and ROM (estimates):.....	6
Labor Categories: (Generic).....	6
Labor Categories (LCATs) and Estimated ROM: (Specific)	6
Total Estimated Cost:	7
CONCLUSION:	7
ABOUT SYNAPTEIN:.....	7

Executive Summary:

Synaptein Solutions proposes a comprehensive three-year plan for DHS's Collibra implementation, drawing on our experience as a Collibra partner and insights from the DHS Data Stewardship Tactical Working Group (DSTWG). This group's collaborative approach to addressing data-related challenges and setting department-wide standards aligns with our methodology.

Synaptein, a Collibra partner with an established track record in delivering data governance solutions, offers a comprehensive three-year proposal for the Department of Homeland Security's (DHS) Collibra implementation. This proposal is backed by Synaptein's success with notable clients like Bank of America, Fujitsu, and federal agencies such as FDIC, FAA, SEC, and DOJ. The proposal encompasses installation, configuration, maintenance, subscription services, technical support, training, and optional support services. It is designed to establish a robust, efficient, and scalable data governance framework within DHS.

Why Collibra Over Competitors:

In choosing Collibra over competitive product suites like Informatica and Talend, Synaptein recognizes the unique advantages of Collibra in the context of DHS's requirements:

Superior Data Governance Capabilities: Collibra's focus on data governance is more specialized and comprehensive compared to Informatica and Talend, which offer broader data management solutions. This specialization aligns closely with DHS's need for robust governance frameworks.
User-Friendly Interface: Collibra provides a more intuitive user interface, making it easier for DHS staff to adapt and utilize the platform effectively, compared to the more complex interfaces of competitors.

Incorporating DHS DSTWG Insights:

1. **Collaborative Problem-Solving:** Emulating DSTWG's bottom-up approach, fostering a culture of collaboration and collective problem-solving within DHS for data-related challenges.
2. **Data Literacy and Governance Training:** Inspired by DSTWG's emphasis on training and tool development, our training will focus on enhancing data literacy and governance skills department-wide.
3. **Responsive and Adaptive Solutions:** Reflecting the DSTWG's approach to responsiveness and stakeholder engagement, our solution will be continually adapted to meet the evolving needs of DHS.

Task One: Installation, Configuration, Maintenance, and Subscription Services

Labor Categories:

- Project Manager, Data Governance Consultant, Systems Architect, Cloud Engineer, Security Specialist, Training Specialist

Approach Summary:

- Customized Collibra implementation with ongoing support and provision of necessary subscriptions.

Approach and Estimated ROM:

1. **Initial Assessment:** Ensuring FedRAMP compliance and alignment with ATO requirements.
2. **Installation & Configuration:** Tailored Collibra setup for DHS's governance needs.
3. **Maintenance & Support:** Routine maintenance and 24/7 technical support.
4. **Subscription Management:** Handling all Collibra subscription services.
5. **Training & Knowledge Transfer:** Comprehensive training for DHS staff.
6. **Compliance & Security:** Regular audits and updates for security and compliance.
7. **Continuous Improvement:** Performance monitoring and feedback implementation.

Roles and Estimated Costs:

- Project Manager: 500 hours @ \$150/hour
- Data Governance Consultant: 600 hours @ \$140/hour
- Systems Architect: 400 hours @ \$160/hour
- Cloud Engineer: 300 hours @ \$130/hour
- Security Specialist: 300 hours @ \$140/hour
- Training Specialist: 200 hours @ \$120/hour

Synaptein is committed to delivering a secure, efficient, and scalable Collibra solution for DHS, ensuring compliance and enhancing data governance capabilities.

Advantages:

- Tailored Collibra installation and configuration to meet specific DHS needs.
- Ongoing maintenance and support ensuring system reliability and security compliance.
- Provision of necessary Collibra subscriptions/products.

Outcomes:

- Enhanced data governance and compliance, secure data management.

Task Two: Technical Support and Training Services

Approach:

- In-depth Collibra training and dedicated expert support for DHS staff, reflecting the DSTWG's focus on developing data literacy and knowledge.

To elaborate on each training and support service Synaptein proposes for DHS's Collibra implementation:

- *Data Stewardship and Organization Hierarchy Training:*
 - This training focuses on creating an effective data stewardship structure. It covers the identification and assignment of data stewards, establishing their roles and responsibilities, and aligning this structure with the unique needs of various DHS Components.
- *Reference Data and Terms Training:*
 - Training will be provided on integrating and utilizing the DHS Lexicon Program. Participants will learn how to set up reference codes and business glossaries, ensuring accurate and consistent data terminology across DHS.



- *Workflow Development Training:*
 - Participants will be trained on creating efficient workflows within Collibra. This includes the design and implementation of processes for data management and governance, ensuring streamlined operations within DHS.
- *Metadata Manager and Lineage Tracing Training:*
 - This involves training on setting up and managing metadata, along with lineage tracing. The training will demonstrate how to trace the origin and transformation of data across different DHS systems, a crucial aspect of data governance.
- *Dashboard Training:*
 - Training will focus on establishing and managing dashboards within Collibra. This includes designing dashboards that provide key insights and data metrics relevant to DHS's operational needs.
- *Tools Integration and External Interface Training:*
 - This training covers the integration of Collibra with other DHS tools, including data quality tools and systems like Mobius. It will demonstrate how these integrations can enhance data governance and management.
- *Solution Architect Support:*
 - A dedicated Solutions Architect will assist DHS in developing and implementing Collibra solutions. This includes creating solution blueprints, conducting business analyses, and providing ongoing support and best practice recommendations.

Each training module will be tailored to the specific needs of DHS, ensuring that all users can effectively utilize Collibra for data governance and management. Synaptein will provide these services through both in-person and online platforms, ensuring flexibility and accessibility for all DHS staff.

Advantages:

- Comprehensive training on data stewardship, reference data, workflow development, metadata management, and dashboard creation.
- Dedicated Solutions Architect for advanced support and mentorship.

Outcomes:

- DHS staff proficiency in Collibra for improved data management and decision-making.

Labor Categories:

- Training Specialist/Instructor, Solutions Architect, Data Governance Consultant, Technical Support Engineer, Project Coordinator

ROM:

Labor Categories (LCATs) and Estimated ROM:

- *Training Specialist/Instructor:*
 - Focuses on delivering comprehensive training sessions on Collibra functionalities and best practices.
 - Estimated Hours: 400 hours
 - Estimated Rate: \$120/hour

8500 Leesburg Pike, Suite 407, Vienna VA 22182

www.synapone.com



- *Solutions Architect:*
 - Responsible for solution design, integration, and providing expert-level support and advice.
 - Estimated Hours: 350 hours
 - Estimated Rate: \$160/hour
- *Data Governance Consultant:*
 - Specializes in data stewardship, metadata management, and workflow development within Collibra.
 - Estimated Hours: 300 hours
 - Estimated Rate: \$140/hour
- *Technical Support Engineer:*
 - Provides ongoing technical support, issue resolution, and system maintenance.
 - Estimated Hours: 300 hours
 - Estimated Rate: \$130/hour
- *Project Coordinator:*
 - Manages training logistics, coordinates schedules, and ensures seamless delivery of training sessions.
 - Estimated Hours: 200 hours
 - Estimated Rate: \$100/hour

Task Three: Optional Support - Professional Coaching Services, Additional Licenses, and Training

Approach and Services:

1. *Data Governance Center User License:*
 - Provision of additional user licenses as required by DHS, ensuring expanded access and scalability.
2. *Consulting Services (Professional Services):*
 - Offering consulting services in flexible 1-hour increments, available both in-person and virtually, to cater to varying needs and schedules.
3. *Professional Coaching Services:*
 - Providing expert mentorship and guidance on complex configurations and customizations in Collibra.
 - Available in three annual package options: Silver (24 hours), Gold (48 hours), Platinum (72 hours).
4. *Education Credits:*
 - Offering education credits for bootcamps, available in packages: Single (1), Foundation (56), Corporate (140), and Enterprise (200).

Operational Flexibility and Customization:

- All services and packages are designed to be activated as needed, providing DHS with the flexibility to choose services based on evolving requirements.
- Synaptein ensures that no costs are incurred under these optional CLINs without prior written authorization from the Contracting Officer.

Advantages:

- Flexible professional coaching and consulting services.
- Additional licenses and tailored training programs available as required.

Outcomes:

- Skill enhancement and adaptability in Collibra usage for DHS staff.

Long-Term Benefits:

- **Sustainable Data Governance:** Establishing a data governance foundation that evolves with DHS's needs.
- **Enhanced Operational Efficiency:** Streamlining processes for improved decision-making and operational capabilities.
- **Scalable and Flexible Solutions:** Adaptable services that cater to the dynamic environment of DHS.
- **Compliance and Security Assurance:** Ensuring ongoing alignment with federal standards and data security protocols.
- **Empowered Workforce:** Building an in-house team proficient in Collibra.

LCATs and ROM (estimates):

Labor Categories: (Generic)

- Professional Coach/Mentor, Collibra Consultant, Training Specialist, Licensing Specialist

For Task Three, focusing on optional support including professional coaching services, additional licenses, and training for DHS's Collibra implementation, Synaptein Solutions ("Synaptein") would require the following Labor Categories (LCATs) and a Rough Order of Magnitude (ROM) estimate:

Labor Categories (LCATs) and Estimated ROM: (Specific)

1. **Professional Coach/Mentor:**
 - Provides expert guidance and mentorship in Collibra usage and configurations.
 - Estimated Hours (Silver/Gold/Platinum packages): 24/48/72 hours
 - Estimated Rate: \$150/hour
2. **Collibra Consultant:**
 - Delivers consulting services for specific needs and challenges in Collibra implementation.
 - Estimated Hours: Flexible as required, typically in 1-hour increments.
 - Estimated Rate: \$140/hour
3. **Training Specialist:**
 - Conducts specialized bootcamps and training sessions using education credits.
 - Estimated Rate: \$120/hour (hours depend on chosen education credit package)
4. **Licensing Specialist:**
 - Manages the provision and allocation of additional Collibra licenses.
 - Estimated Rate: \$100/hour (hours depend on the extent of licensing needs)

Total Estimated Cost:

This would be calculated based on the specific package chosen (Silver, Gold, Platinum), the number of additional licenses required, and the extent of consulting services needed.

Conclusion:

Synaptein Solutions proposal, leveraging Collibra and incorporating DSTWG insights, promises to transform DHS's data governance landscape. Over three years, DHS will achieve a state-of-the-art data governance system and develop in-house capability to manage and leverage data assets effectively, ensuring long-term operational success and compliance. Synaptein's proposal, leveraging Collibra's specialized data governance capabilities over competitors like Informatica and Talend, promises a transformative impact on DHS. Over the three-year period, this partnership will not only achieve a state-of-the-art data governance system but also develop DHS's in-house capability to manage and leverage its data assets effectively, ensuring long-term operational success and compliance.

About Synaptein:

Synaptein Solutions is a minority owned small business, a premier IT Services & Consulting company with a culture of innovation and transformation. Synaptein has proven expertise in data governance and cataloging. Our proficiency is in facilitating a single system of reference for all the data & data users across the organization based on basic tenets of Centralization, Collaboration, Searchability, and Self Service in a governed and secured environment. Our data governance framework addresses data quality, metadata and master data contextualization, provenance, and usage pattern visualization creating a robust foundation for an organizations EDM program. We specialize in catalog-oriented data management and migration in the cloud and on premises to ensure secured and efficient data usage supporting enterprise data governance initiatives utilizing products like Informatica, Azure Purview and Collibra. We provide data governance in an Agile DevOps supported methodology for ongoing and continuous refinement and adoption of AI/ML and automation technologies. Our methodology includes creating data inventory, classification, and curation of data and knowledge, and provide visibility into strategic enterprise data assets.