



**General Services Administration (GSA)
Federal Acquisition Service (FAS)
National Capital Region (NCR)
&
Technology Transformation Services (TTS)**

REQUEST FOR QUOTE (RFQ)

RFQ Number: RFQ1249990

For Data.gov Technical Support Services

**Issued to:
CONTRACTORS UNDER GSA SCHEDULE 70 SIN 132-51**

STATEMENT OF WORK

1.0 Purpose:

Data.gov seeks technical services support to continuously develop the Data.gov application, expand Data.gov capabilities, modernize the Data.gov infrastructure and provide general development, operations, and infrastructure support required to maintain Data.gov's website(s).

2.0 Background:

Data.gov is the home of the U.S. Government's open data. Users can find Federal, state and local data, tools, and resources to conduct research, build applications, design data visualizations, and more. The Data.gov Program Management Office is part of the Data and Analytics Portfolio of the Office of Products and Programs, a component of the Technology Transformation Services (TTS), at the U.S. General Services Administration (GSA).

Data.gov seeks technical services support to continuously develop the Data.gov application, expand Data.gov capabilities, modernize the Data.gov infrastructure and provide general development, operations, and infrastructure support required to maintain Data.gov's website(s).

The main components of Data.gov are:

Data.gov Homepage (WordPress)

- Catalog.Data.gov (CKAN)
 - [CKAN](#) is a python web application and is the leading open source, open data catalog platform. The Data.gov catalog harvests data inventories maintained by agencies in a data.json format and is updated on a daily basis. Harvest sources can be found at federal agency website /data.json (ex. <https://gsa.gov/data.json>)
- Inventory.data.gov (CKAN)
 - A separate, private CKAN instance used by several federal agencies to manage and update their metadata (i.e. data.json files) which are then downloaded and hosted on the websites of those agencies.
- Project Open Data Dashboard (PHP web application)
 - [Dashboard](#) for measuring open data progress by agencies per Office of Management and Budget (OMB) Directive M-13-13. It also provides a

number of lightweight converters and validators and serves as the location for support tools provided by Data.gov for agencies.

- Data.gov Help Desk (PHP Web Application)
 - Serves as a lightweight customer relationship management (CRM) tool to manage dataset problems and requests.
- Federation.data.gov (Jekyll based static website)
 - Code is hosted at <http://github.com/GSA/us-data-federation>, static web files are generated by Jekyll and Jekyll-rebuilder and hosted by a single webserver and served as pre-compiled html pages.

Data.gov is currently hosted in the Amazon Web Services (AWS) Cloud Infrastructure managed by the Business Services Platform (BSP), a program within GSA's Federal Acquisition Service (FAS).

The system involves a variety of open source applications. Currently, the list of open source software components consists of an Ubuntu 14.04 Center for Internet Security (CIS) Hardened Baseline Image, Apache and Nginx, Wordpress (CMS for www.data.gov), MySQL RDS (database for Wordpress and PHP applications), CKAN (Comprehensive Knowledge Archive Network - web-based open source data management system for the storage and distribution of data), PostgreSQL RDS (back-end database for CKAN), OpenSSL and Let's Encrypt (SSL and TLS protocol cryptographic functionality), PHP (custom CodeIgniter applications for the Dashboard and Help Desk), and Python (used for CKAN).

Additional background on Data.gov:

- [Open Data Policy](#) - requires agencies to maintain data inventories following specified metadata, that is harvested by the Data.gov catalog
- [Project Open Data](#) - additional guidance and metadata standards
- Data.gov [Repository](#) - for Data.gov software, issue tracker for Data.gov, open to the public. In addition, the following GitHub repositories represent current and future Data.gov work and list specific technologies required:

- <https://github.com/GSA/CKAN>
- <https://github.com/GSA/ckanext-datagovtheme>
- <https://github.com/GSA/ckanext-datajson>
- <https://github.com/GSA/ckanext-geodatagov>
- <https://github.com/GSA/datagov-custom>
- <https://github.com/GSA/datagov-deploy>
- <https://github.com/GSA/datagov-wp-boilerplate>

- <https://github.com/GSA/enterprise-data-inventory>
- <https://github.com/GSA/open311-simple-crm>
- <https://github.com/GSA/sdg-indicators>
- <https://github.com/GSA/us-data-federation>

- [Guide](#) for agencies explaining how data gets added to Data.gov
- Guide to [inventory](#).data.gov, the separate instance of CKAN maintained by Data.gov to support metadata management needs of agencies

The prose content on Data.gov is managed using the WordPress CMS. Data.gov contains updates about the latest developments in open data; the impact of government open data, applications developed using open data, as well as a number of specific Topic pages with curated content and datasets. The Data.gov catalog ([catalog.data.gov](#)), based on CKAN, harvests the data inventories maintained by the Federal agencies pursuant to the Open Data Policy to provide a continuously updated, comprehensive metadata catalog of Federal open data assets.

The Data.gov catalog also has a significant relationship to [geoplatform.gov](#) and the federal geospatial community, as the same catalog powers both Data.gov and geoplatform.gov. There is substantial technical coordination with the Federal geospatial community, including working with geospatial-specific metadata standards to ensure proper harvesting into the Data.gov and geoplatform.gov of numerous geospatial data sources.

3.0 Objectives

- Develop, test and deploy code rapidly using a lean and agile approach.
- Work in the open, and participate as a significant contributor to relevant open source communities
- Access, manage, and analyze capacity on-demand.
- Support access to a broad range of tools in a self-service environment. Ability to develop, test and deploy what we want, when we want. Capable of standing up virtual machine instances of distributed compute, storage, relational and non-relational databases, data warehouses for business analytics, and content delivery networks.

- Support automated infrastructure provisioning and application scaling.
- Ensure security and protect privacy. Understanding of and compliance with security requirements of federal agencies. Capable of defining a virtual private cloud (VPC), access control lists bound to security groups, multi-factor authentication, SSH access, and a public-key infrastructure (PKI). Ability to support a streamlined certification and accreditation process.

4.0 Requirements

Data.gov requires: A vendor that can provide full-time support to developing and maintaining the Data.gov website and its related systems, from developing and deploying code for new capabilities for the Data.gov, administering the website, and providing systems administration and infrastructure support, under the direction of the Data.gov PMO.

1. Government (IT) Program Management Office Support. Data.gov requires technical project management services to coordinate the technical tasks described by the government. Project management will include attending regular project meetings, coordinating with Data.gov partners (such as other federal agencies), and answering technical questions.

2. Architect, Engineer, Concepts, Design and Strategy. Data.gov requires planning, design, and development in short sprints. Deliverables include:

- a. Application deployment
- b. Database management
- c. Website content management
- d. Website administration

3. Development, Implementation and Release Management. Data.gov requires development for operation and maintenance and management of code releases and coordination with the infrastructure provider for Data.gov.

4. IT systems support services for system architecture design, configuration management, system maintenance, system security support, infrastructure support, and maintenance of system and user documentation.

5. Participation in the open source communities related to the technologies used by Data.gov, contributing back code and fostering development of the relevant open source communities.

6. Professional Services: System Administration

- a. General Support: continuous monitoring, continuous integration/deployment, security patching
- b. DevOps professional services: assistance with configuration management, automation, and general system architecture optimization.

7. Security

- a. Compliance with GSA policies and procedures and implementation of effective framework of security controls
- b. Support services for completion of the security accreditation process and meeting requirements for updating security documentation.

To perform these functions, the Data.gov PMO estimates that on a per month basis, the project team will consist of

- 1 FTE Project Manager
- .5 FTE Architect
- 2 FTE Programmer
- 1 FTE Deployment specialist
- .5 FTE Quality Assurance/testing

5.0 Security Considerations: In accordance with GSA Schedule 70 Terms and Conditions.

5.1 Security Clearance and GSA Access Card

All federal entities are required to ensure that all Contractors have current and approved security background investigations that are equivalent to investigations performed on Federal employees.

In accordance with Homeland Security Presidential Directive 12 (HSPD-12) and GSA regulations, contractor employees who required access to GSA facilities and IT systems, must receive a successful determination from the security clearance process to receive a GSA Access Card (Access Card), at the minimum, a National Agency Check with written Inquiries (NACI) is required. Successful results from the FBI National Criminal History Check (i.e., fingerprint check) portion must be received before an Access Card can be issued.

The Access Card serves as the identity badge and uses smart card technology to provide reliable and secure identity verification. Contractors are required to use their Access Card along with a Personal Identification Number (PIN), to log into their computer and GSA networks.

The Contractor must return all badges to the government on the same day that an individual employee is terminated, and/or upon termination or completion of the contract. The Contractor shall notify the government immediately of any lost or stolen badges. The government assumes financial responsibility for any fees connected to the clearance process for contractor employees and the issuance and/or maintenance fees for the Access Card.

5.2 Facilities Security

The offeror must adhere to all GSA facility security requirements and information technology security requirements. Contractor employees working at a government facility may be required to display on their person, a government-provided identification badge that will include the full legal name of the Contractor employee(s). It is the responsibility of the Contractor to request and obtain badges from the government prior to the first workday of any Contractor employee.

5.3 Security Clearance and Government Furnished Property (GFE) Tracking Spreadsheet

The Contractor is required to submit to the COR on a monthly basis a Security Clearance and Government Furnished Property Tracking spreadsheet (Excel). Data elements include, but are not limited to: first name, middle name, and last name of contractor employees, completion dates for the Contractor Information Worksheet (CIW), fingerprinting, e-QIP application, SF85/SF85P, OF306 and issue date of the GSA Access Card. Additionally, contractor will identify all GFE by issue/return date to include, but not limited to: laptop computer, headset, Access Card, and software license(s) paid for by the government. The COR will identify within 10 business days after award the final data elements for the tracking spreadsheet.

5.4 Information Technology and Security Policies and Regulations

All GSA contractors that require access to a GSA computer or IT system are contractually subject to all GSA and Federal IT Security standards, policies, and reporting requirements. The contractor shall meet and comply with GSA's Information Technology (IT) Security Policy, dated October 23, 2014; and GSA's Information Technology (IT) Rules of Behavior, dated 6/5/2012; and all applicable GSA and NIST

standards and guidelines, other government-wide laws and regulations for protection and security of information technology.

Contractors are also required to comply with Federal Information Process Standards (FIPS), the “Special Publications 800 series” guidelines published by NIST, and the requirements of FISMA.

5.5 Data Security and Privacy

The contractor shall be responsible for properly protecting all information used, gathered, disclosed, or developed as a result of work under this contract. The contractor shall also protect all government data by treating information as sensitive. All information gathered or created under this contract shall be considered as confidential Information. If contractor personnel must remove any information from the primary work area they should protect it to the same extent they would their proprietary data and/or company trade secrets. The use of this data is subject to the Privacy Act and will be utilized in full accordance with all rules of conduct as applicable to Privacy Act Information. Personnel shall adhere to the Privacy Act, Title 5 of the U.S. Code, Section 552a and applicable agency rules and regulations.

6.0 Non-Disclosure

The contractor and all contractor employees assigned for any length or duration to the project will be required to sign a non-disclosure agreement, restricting any use of inside information as procurement sensitive.

6.1 Confidentiality and Non-Disclosure

The preliminary and final deliverables and all associated working papers and other material deemed relevant by the agency that have been generated by the Contractor in the performance of this project, are the property of the U.S. government and must be submitted to the Government's Project Manager at the conclusion of the task order.

All documents produced for this project are the property of the U.S. government and cannot be reproduced, distributed, or retained by the contractor without express permission of the government. All appropriate project documentation will be given to the agency during and at the end of this contract. The Contractor shall not release any information without the written consent of the Contracting Officer (CO).

Personnel working on any of the described tasks shall be required to sign formal non-disclosure and/or conflict of interest agreements to guarantee the protection and integrity of government information and documents.

7.0 Contract Administration

The Contracting Officer is the only person authorized to approve any changes in the scope of work for this requirement. The authority remains solely with the Contracting Officer. In the event the contractor effects any changes at the direction of any person other than the Contracting Officer, the changes shall be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase of expenses incurred as a result thereof.

The Contracting Officer's Representative (COR) and/or Government Program Manager shall assist in monitoring the contractor's performance. The contractor's performance shall be evaluated by the COR and Program Manager unless otherwise required. The COR shall contact the Contracting Officer for any changes needed on the requirement.

8.0 Period of Performance

The task order period of performance shall be one base year from the date of award with two option periods of up to 12 months each. Work to complete the tasks will commence upon award with approval by the Data.gov PMO and the Contracting Officer.

8.1 Place of Performance

The contractor shall perform the work primarily off-site, and at GSA, Technology Transformation Services at 1800 F Street NW, Washington, D.C. Contractor personnel should be available for scheduled meetings with the customer agency during normal core operating hours, 8:00 a.m. to 5:00 p.m., Monday through Friday, except for federal holidays (EST). Core hours may be adjusted with the approval of the government program manager and government Contracting Officer.

GSA expects the contractor to have the organizational capacity, in terms of available resource(s), to provide uninterrupted and consistent staffing throughout the term of the contract. Additionally, the vendor must be located within the Washington, DC metropolitan area since this position requires ad-hoc meetings at GSA's Central Office location as well as in-person representation at team meetings.

9.0 Contract Type

GSA is seeking this support as a firm-fixed price contract.

10.0 Price

Pricing is based on GSA's IT Schedule 70, SIN 132-51. In an effort to receive the highest quality solution at the lowest possible price the government requests all available discounts on all services offered by the contractor for this requirement. The

contractor is encouraged to offer discounts below contract rates. When offering discounts, quotes must clearly identify both the contract and the discount price for each discounted rate.

11.0 Scope of Inspection

All deliverables will be inspected for content, completeness, accuracy, and conformance to the contract. Inspection may include validation of information or software through the use of automated tools and/or testing of the deliverables as specified

12.0 All Material Property of U.S. Government

All materials, including code, data, inputs to and any deliverable developed under this contract are property of the U.S. Government. Under no circumstances shall the Contractor place a copyright on any of the materials that the Contractor develops, produces, or any output for which payment is received.

13.0 Organizational Conflicts of Interest

It is recognized by the parties that, in the course of the Contractor's activities, its personnel may require access to or be given custody of certain information (whether in its original or derived form) submitted to the government on a confidential basis (such as other government contractors' business practices, designs, mission or operation concepts, sketches, management policies, cost and operating expenses, technical data and similar information) during the performance of the contract. The Contractor agrees that its employees with access will use and examine this information exclusively in performance of the work required under this contract and for no other purpose whatsoever. The Contractor agrees to indoctrinate all personnel who will have access to or custody of the information as to the nature of the confidential relationship under which the government received such information and shall stress that the information shall not be disclosed to any other party or to contractor personnel who do not have a need to know the contents thereof for the performance of this contract. All personnel shall also be informed that they shall not engage in any other action, venture or employment wherein this information will be used for the profit or interest of any party.

Contractor personnel shall be required to sign a non-disclosure agreement prepared by the government prior to their receipt of any company proprietary or sensitive source selection data. In cases where Contractor personnel receive company proprietary data directly from a company, in the course of performing this delivery order, the Contractor, the Contractor's on-site personnel, and the company providing the data should enter into an agreement prohibiting the unauthorized use of the information for as long as the information remains proprietary. The Contracting Officer should be furnished copies of

these non-disclosure agreements, prior to the Contractor's review of the company's proprietary data.

14.0 Protection of Information

The Contractor shall be responsible for properly protecting all information used, gathered, or developed as a result of work under the contract. The Contractor shall also protect all government data, etc. by treating the information as sensitive. All information gathered or created under this contract should be considered Sensitive But Unclassified (SBU) information. It is anticipated that this information will be gathered, created and stored within the primary work location. If Contractor personnel must remove any information from the primary work area they should protect it to the same extent they would their proprietary data and/or company trade secrets. The use of any information that is subject to the Privacy Act will be utilized in full accordance with all rules of conduct as applicable to Privacy Act Information.

15.0 Data Rights and Ownership of Deliverables

Government data rights of software deliverables shall be in accordance with FAR 52.227-19 Commercial Computer Software License and/or FAR 52.227-14 Rights in Data - General. Ownership of data entered into any and all systems, system documentation, all deliverables produced in the performance of this contract, and other related system information shall reside with the Government. The Contractor shall place the following copyright notice on all materials, documents, deliverables, etc. developed during performance of this contract.

COPYRIGHT NOTICE: This work, authored by [contractor name] employees, was funded in whole or in part by federal funds under U.S. Government contract [number] and is, therefore, subject to the following license: The government is granted for itself and others acting on its behalf a paid-up, nonexclusive, irrevocable, worldwide license in this work to use, reproduce, modify, prepare derivative works, disclose, distribute copies to the public, and perform publicly and display publicly, by or on behalf of the government. All other rights are reserved by the copyright owner.

For purposes of clarity, the intent of the government is for intellectual property to be vested in the Federal Government for work paid for by the Federal Government. All documents, graphics, and code created under this contract are the intellectual property of the Federal Government including, but not limited to, plans, reports, schedules, software code, software designs, graphics, etc. In the event that the Federal Government implements under this contract open-source software and pays for the cost

of the implementation of open-source software, the final changes and edits to the code and configuration (such as work to integrate plug-ins) are the intellectual property of the Federal Government.

16.0 Section 508 Compliance

The Contractor(s) shall provide accessibility based on Section 508 of the Rehabilitation Act of 1973 (29 U.S.C.794d). All electronic and information technology (EIT) procured through this task order must meet the applicable accessibility standards at 36 CFR 1194, unless an agency exception to this requirement exists. The 36 CFR 1194 implements Section 508 of the Rehabilitation Act of 1973, as amended. All deliverables will be Section 508 compliant, and will be reviewed for compliance by the government which reserves the right to reject the deliverable(s) until remediation of deficiencies has been successfully completed by the Contractor. Complete technical descriptions are provided on the following website: <http://www.section508.gov>.

Where appropriate, the Contractor(s) shall indicate whether each product or service is compliant or noncompliant with the accessibility standards at 36 CFR 1194. Further, the quote must indicate where full details of compliance can be found (e.g., vendor's website or other exact location).

17.0 Administrative Considerations

17.1 Basis of Acceptance

The basis for acceptance shall be compliance with the requirements set forth in the statement of work, the task order, the contractor's proposal and other terms and conditions of the contract. As Data.gov uses GitHub to list, describe and track all its technical tasks, including application development and infrastructure-related tasks, the work performed through the contract will be described and documented in GitHub issues in the various Data.gov repositories. Acceptance of the contractor's work will be indicated by the approval of the technical approach in the GitHub issue for each task and in the closing of the issue by the Data.gov PMO.

17.2 Procedures for Payment

Invoices:

Billing and payment shall be accomplished as follows:

18.0 Contract Administration

The Contracting Officer is the only person authorized to approve any changes in the scope of work for this requirement. The authority remains solely with the Contracting Officer. In the event the contractor effects any changes at the direction of any person

other than the Contracting Officer, the changes shall be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase of expenses incurred as a result thereof.

The Contracting Officer's Representative (COR) and/or Program Manager shall assist in monitoring the contractor's performance. The contractor's performance shall be evaluated by the COR and Program Manager unless otherwise required.

The COR shall contact the Contracting Officer for any changes needed on the requirement.

INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

The following introductory information is required on the cover page of the RFQ response:

- a. RFQ Number and Title,
- b. Name and address of vendor,
- c. DUNS and CAGE number,
- d. GSA/FSS # and expiration date
- e. Name, telephone number and e-mail address of main point-of-contact,
- f. Total proposed price (including all options),
- g. Date of submission, and
- h. Name, title and signature of authorized representative.

Quotation shall be formatted for viewing/printing using 8.5 by 11-inch paper size, single sided, and in electronic pdf format. The technical volume is limited to no more than 12, single-sided pages in total. Information provided in the quotation shall be concise, specific, and complete. Quotation must be valid for at least 60 days after quotation response date. **The technical quotation must be included in a separate document from the price quotation to facilitate an independent evaluation.**

Vendors shall direct all communications to the Contracting Officer (CO) identified in submission section. Communications with other officials may compromise the competitiveness of this acquisition and result in removal of the vendor from award consideration or cancellation of this requirement.

TECHNICAL QUOTATION

Technical proposals must be sanitized of any pricing information.

The written Technical Quote shall be composed of the following two parts:

- Technical Approach/Experience/Staffing
- Past Performance

Technical Approach/Experience/Staffing

Technical Approach:

The Offeror shall describe its Technical Approach in delivering the application development support, systems administration, infrastructure support, and security accreditation support to Data.gov to meet the requirements described in Section 4. The Offeror should describe how it plans to use CKAN, WordPress, and the other technologies in the Data.gov stack as described in Section 1 to deliver the development support required by Data.gov. The Offeror should specifically address the current work described in the various Data.gov GitHub repositories listed in Section 1. The Offeror should demonstrate its experience and proficiency in the technologies listed in Section 1 and how the Offeror will deliver the capabilities and improvements that are planned as described in the Data.gov GitHub repositories.

Experience:

The Offeror shall describe its experience in the technologies that are critical to the Data.gov application, with particular emphasis on CKAN. The Offeror shall describe its experience in supporting CKAN catalogs and harvesting data sources.

In addition, the Offeror shall describe its experience with: Ubuntu 14.04 Center for Internet Security (CIS) Hardened Baseline Image, Apache and Nginx, Wordpress (CMS for www.data.gov), MySQL RDS (database for Wordpress and PHP applications), PostgreSQL RDS (back-end database for CKAN), OpenSSL and Let's Encrypt (SSL and TLS protocol cryptographic functionality), PHP (custom CodeIgniter applications for the Dashboard and Help Desk), and Python (used for CKAN)

The Offeror shall describe its experience with managing cloud-hosted applications, specifically experience on AWS-hosted applications.

Staffing:

Provide a description of the experience, skills and capabilities of each (if multiple) proposed contractors. Descriptions shall include quality and depth of experience of the proposed contractor in working on similar projects in terms of background, education, work experience and accomplishments, with special emphasis in the technologies listed in the Experience section above.

Past Performance

- Describe the experience and capability of your organization in conducting similar work. "Similar" is meant to convey similarity in subject matter, dollar value, duration, and complexity. Similar experience in the technologies listed in the Statement of Work should be emphasized.

- Provide a summary of at least three (3) similar contracts performed by your organization over the last three years. Include a brief description of the project, project title, contract number, period of performance, contract amount, and client identification including agency or company name, and point-of-contact with email and telephone number. The examples used shall include your key personnel and partnering participation as key subject material. GSA plans to contact the individuals identified as a reference. GSA reserves the right to check other databases, such as the Past Performance Information Management System, to obtain performance information. GSA may consider information obtained by other sources, when evaluating the offeror's past performance. Contact information must be current.
- GSA reserves the right to contact the individuals identified above as references. GSA reserves the right to check other databases to validate Past Performance cited in the Vendor's Technical Proposal. **The burden of providing detailed, current, accurate and complete relevant experience information rests with the Offeror.**

PRICE QUOTATION

The price quote shall be firm-fixed price. Offerors shall identify any assumptions, conditions, or exceptions in the price proposal. Each proposed labor mix category will have its own Contract Line Item Number (CLIN) for the base and options periods (see Table 1). The firm-fixed price quote shall include the base period price and each option period prices.

The offeror shall also provide a copy of the applicable pages under its GSA Schedule Contract in which the specific products/services being proposed are contained. This will allow the Contracting Officer to verify the availability of the items on the Offeror's GSA Schedule 70 contract and also to verify the pricing proposed.

Table 1. Pricing Table

Line Item #	Description/ Category	Quantity	Unit (Hours)	Unit Price	Total Price
0001	Program Manager				\$
0002	Architect				\$
0003	Programmer				\$
0004	Deployment				\$
0005	Quality Assurance				\$
Total Price for Base Period					\$
1001	Program Manager				\$
1002	Architect				\$
1003	Programmer				\$
1004	Deployment				\$
1005	Quality Assurance				\$
Total Price for Option Period 1					\$
2001	Program Manager				\$
2002	Architect				\$
2003	Programmer				\$
2004	Deployment				\$
2005	Quality Assurance				\$
Total Price for Option Period 2					\$
Grand Total (Including All Options)					\$

QUOTE EVALUATION

Award of this task order will be made on a competitive basis, using “tradeoff” among cost/price and non-cost/price factors. The Government may elect to award to other than the lowest priced offeror, or other than the offeror with the highest rated non-cost/price proposal. In either case, a tradeoff will be conducted. The government reserves such right of flexibility in conducting the evaluation as necessary to assure an award with the contractor providing the best value to the government.

Non-Cost/Price Evaluation Criteria

Technical Approach

This factor will be used to evaluate the degree to which the Contractor’s proposed technical approach meets and demonstrates a clear understanding of the requirements as described in the statement of work.

Experience

This factor will be used to evaluate the degree to which the offeror demonstrates the company’s experience in managing the type of effort similar to the services in the Statement of Work, to include managing cost, schedule, quality, challenges and risk contemplated by the solicitation.

Staffing

This factor considers the offeror’s plans for carrying out all phases of the contract work as it pertains to scheduling work assignments, allocating work resources, and delivering services. This factor also considers the education, experience, knowledge, and the necessary skills of the offeror’s staff entomologist and each service technician or other technical personnel assigned to the contract.

BASIS FOR AWARD

The final award for this requirement will be based on best-value principles. Accordingly, offers of award will be made to the responsible and technically acceptable offeror whose quotes provide the greatest overall value to the Government, price and other factors considered.

This best-value determination will be accomplished by comparing the value of the

differences in the technical factors for competing quotes under consideration in the technical evaluation.

In making this comparison, the Government is more concerned with obtaining superior technical capabilities than with making awards at the lowest overall price to the Government. However, the Government will not make awards at a significantly higher overall price to achieve slightly superior technical value. Contractors are advised that technical and past performance, when combined, are significantly more important than price.

SUBMISSION OF QUESTIONS

If you'd like to ask questions or provide comments about this RFQ, you must submit them as issues in our GitHub repository at

<https://github.com/18F/tts-buy-datagov-technical-support-services> no later than

November 17, 2017, to allow the Government sufficient time to respond. All questions and comments will be publicly available. Please subscribe to the repository if your firm would like updates about changes and comments. Questions or comments received after the required deadline will not be answered.

SUBMISSION OF QUOTE

Electronic copy of your submission shall be received no later than 4:00 PM, Eastern Time, on November 27, 2017. Electronic copy of submission shall be submitted via email in Portable Document File (PDF) format to the Contracting Officer. Vendors are responsible for ensuring that their entire submission is received by the designated CO, before the above-listed deadline.

Delivery of email messages larger than 10 MB (e.g. message + attachment) may be delayed up to one business day so please plan ahead to ensure timely delivery. Messages larger than 10 MB should be sent in separate emails, each smaller than 10 MB. The Government also does not accept messages with attachments in compressed format (e.g. zip, rar).

CONTRACT CLAUSES

FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at:

FAR website: <https://www.acquisition.gov/far/>

Clause No	Clause Title	Date
52.212-4	Contract Terms & Conditions - Commercial Items	May 2015
52.227-17	Rights In Data Special Works	Dec 2007
52.203-18	Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements or Statements-Representation	JAN 2017
52.203-19	Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements	JAN 2017

52.217-5 Evaluation of Options (Jul 1990)

52.217-8 OPTION TO EXTEND SERVICES (Nov 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor before contract expiration.

(End of clause)

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within the period of performance, provided that the Government gives the Contractor a preliminary written notice of its intent to extend before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 42 months.

(End of clause)

In order to be considered for award, all vendors must be registered in the IT Solutions System (ITSS). Any contractor that is not registered shall not be considered for award. Contractors can register at:

https://web.itss.gsa.gov/itss/v41_helpdocs.nsf/HomeTellMeRegAbout/About+Contractor+Registration?OpenDocument