

REQUEST FOR PROPOSAL

ENTERPRISE CLOUD MIGRATION SERVICES

SOLICITATION NUMBER: RFP-2025-CLM-001

TABLE OF CONTENTS

- **1.0 INTRODUCTION**
 - 1.1 Project Description
 - 1.2 Purpose
- **2.0 SCOPE OF WORK**
 - 2.1 Services Required
 - 2.2 Technical Requirements
 - 2.3 Deliverables
- **3.0 CONTRACT TERMS**
 - 3.1 Contract Type and Period of Performance
 - 3.2 Description of Services/Introduction
- **4.0 EVALUATION CRITERIA**
 - 4.1 Technical Solution Evaluation
 - 4.2 Risk Management & Mitigation
- **5.0 SUBMISSION REQUIREMENTS**
 - 5.1 Proposal Format
- **6.0 TECHNICAL REQUIREMENTS**
 - 6.1 Cloud Infrastructure
 - 6.2 Application Migration
 - 6.3 Security
- **7.0 PROJECT TIMELINE**
- **8.0 PAST PERFORMANCE**
 - 8.1 Past Performance Information
 - * Past Performance Evaluation Criteria
 - 8.2 Past Performance Information Form
- **9.0 SYSTEM REQUIREMENTS**
 - 9.1 Functional Requirements
 - 9.2 Non-Functional Requirements

1.0 INTRODUCTION

1.1 Project Description

The Department of Technology Services (DTS) is seeking qualified vendors to provide comprehensive cloud migration services for its legacy applications and infrastructure. This initiative aligns with the Federal Cloud Smart Strategy and aims to modernize critical systems while ensuring continuity of operations.

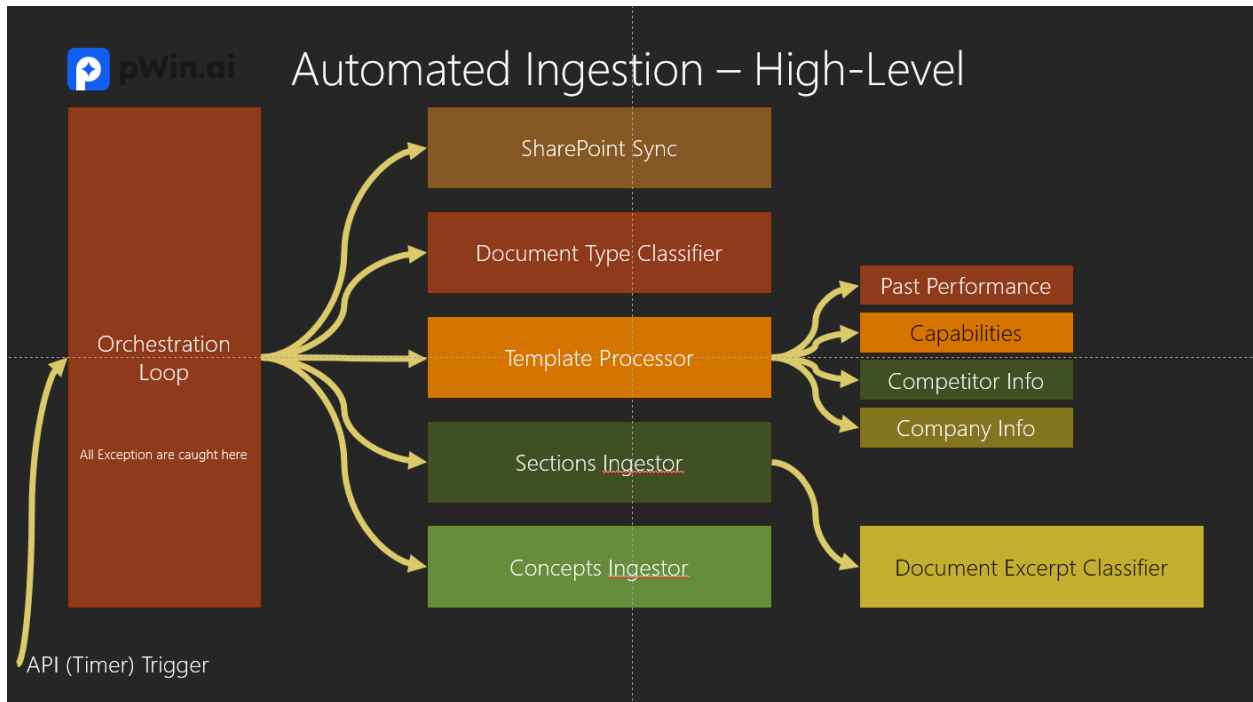


Figure 1: Current Enterprise Systems Architecture showing on-premises data centers and existing application ecosystem that requires migration to cloud infrastructure

1.2 Purpose

This Request for Proposal (RFP) outlines the requirements for contractors to provide end-to-end cloud migration services, including assessment, planning, execution, and post-migration support. DTS aims to achieve operational efficiency, cost savings, and enhanced security through this initiative.

2.0 SCOPE OF WORK

The scope of this solicitation encompasses all activities necessary to successfully migrate designated applications and infrastructure to cloud environments. The following sections detail specific requirements and deliverables.

2.1 Services Required

Contractors shall provide the following services:

1. Discovery and assessment of existing IT infrastructure
2. Development of migration strategy and roadmap
3. Cloud architecture design and implementation
4. Data migration and validation
5. Application refactoring and optimization
6. Security implementation and compliance verification
7. Training and knowledge transfer
8. Post-migration support and maintenance

2.2 Technical Requirements

Category	Requirement ID	Requirement Description	Priority
Security	SEC-001	Implement FIPS 140-2 compliant encryption for data at rest	Critical
	SEC-002	Provide FedRAMP High compliance for all proposed cloud services	Critical
	SEC-003	Implement multi-factor authentication for administrative access	High
Performance	PERF-001	Ensure application response time does not exceed current baseline metrics	High
	PERF-002	Design for 99.99% availability for mission-critical applications	Critical
Integration	INT-001	Maintain existing API interfaces during and after migration	Medium
	INT-002	Provide integration with existing identity management systems	High

2.3 Deliverables

Contractor shall provide the following deliverables:

- a) Detailed Migration Plan
- b) Risk Assessment and Mitigation Strategy
- c) Cloud Architecture Design Document
- d) Security and Compliance Documentation
- e) Test Plans and Results
- f) Training Materials
- g) Operational Handover Documentation

3.0 CONTRACT TERMS

3.1 Contract Type and Period of Performance

This is a firm-fixed-price contract with a base period of one year and two one-year option periods. The Government reserves the right to exercise options at its discretion.

3.2 Description of Services/Introduction

The contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to perform Cloud Migration Services as defined in this Statement of Work.

4.0 EVALUATION CRITERIA (Example Extension)

4.1 Technical Solution Evaluation

The proposed technical solution will be evaluated on its completeness, feasibility, and alignment with DTS requirements outlined in Section 2.0 and 6.0. Key evaluation points include:

1. **Architecture Soundness:** Assessment of the proposed cloud architecture for scalability, resilience, and security (Ref: Sec 2.2, 6.1). 2. **Migration Methodology:** Clarity and effectiveness of the proposed migration strategy (e.g., 6R categorization, pilot approach) (Ref: Sec 2.1). 3. **Tooling and Automation:** Use of automation and appropriate tooling to streamline migration and reduce manual effort. 4. **Compliance Adherence:** Demonstrated plan to meet FedRAMP High and NIST 800-53 controls (Ref: Sec 2.2, 6.3). 5. **Innovation:** Novel approaches that offer significant advantages in efficiency, cost, or performance.

4.2 Risk Management & Mitigation

Offerors must demonstrate a thorough understanding of potential risks associated with this cloud migration project and propose credible mitigation strategies. Evaluation points include:

1. **Risk Identification:** Comprehensive identification of technical, operational, and security risks (e.g., downtime, data loss, vendor lock-in). 2. **Mitigation Strategies:** Practicality and effectiveness of proposed mitigation actions for identified risks. 3. **Contingency Planning:** Robust plans for handling unforeseen issues during migration (e.g., rollback procedures, BCP/DR integration). 4. **Security Risk Management:** Specific approaches to address security vulnerabilities during and after migration (Ref: Sec 6.3). 5. **Change Management:** Procedures for managing scope changes and their potential impact on risk.

5.0 SUBMISSION REQUIREMENTS

~~Proposals must be submitted electronically via the Government's secure portal no later than May 15, 2025, at 5:00 PM Eastern Time.~~

AMENDMENT 1: Proposals must be submitted electronically via the Government's secure portal no later than May 30, 2025, at 5:00 PM Eastern Time.

5.1 Proposal Format

Proposals shall be submitted in three separate volumes:

- Volume I: Technical Proposal
- Volume II: Management Proposal
- Volume III: Price Proposal

Each volume shall be submitted as a separate file in PDF format, except for the price proposal, which shall be submitted in both PDF and editable Microsoft Excel format.

6.0 TECHNICAL REQUIREMENTS

Category	Requirement ID	Requirement Description	Priority
6.1 Cloud Infrastructure	CI-001	The solution must support auto-scaling based on predefined metrics	Critical
	CI-002	Data must be replicated across multiple availability zones	Critical
	CI-003	VPN connectivity to on-premises networks must be maintained	High
6.2 Application Migration	AM-001	All applications must be categorized using the 6R framework	High
	AM-002	Legacy applications must be containerized where appropriate	Medium
	AM-003	Comprehensive regression testing must be performed	Critical
6.3 Security	SEC-001	Integration with existing directory services is required	High
	SEC-002	24/7 security monitoring must be implemented	Critical
	SEC-003	All NIST 800-53 Rev 5 controls must be addressed	Critical

7.0 PROJECT TIMELINE

Note: This section represents a landscape-oriented Gantt chart with vertical text labels for milestones. In the actual document, text would run bottom-to-top along the left margin.

The project timeline spans 18 months and includes the following major milestones:

1. Project Kickoff: Month 1
2. Discovery and Assessment: Months 1-3
3. Architecture Design: Months 3-5
4. Migration Planning: Months 4-6
5. Pilot Migration: Months 6-8
6. Full Migration Execution: Months 8-16
7. Post-Migration Support: Months 16-18

ADMINISTRATIVE INSTRUCTIONS

Contracting Officer: Jane Smith **Email:** jane.smith@agency.gov **Phone:** (202) 555-1234

Technical Point of Contact: John Doe **Email:** john.doe@agency.gov **Phone:** (202) 555-5678

All questions regarding this solicitation must be submitted in writing to the Contracting Officer no later than April 25, 2025. Responses will be provided via amendment to the solicitation.

Submission Location: <https://portal.acquisition.gov> **Time of Submission:** All submissions must be received by 5:00 PM Eastern Time on the due date.

IMPORTANT NOTICE

Offerors are required to register in the System for Award Management (SAM) prior to submitting a proposal. Failure to register may result in the proposal being deemed non-responsive.

8.0 PAST PERFORMANCE

8.1 Past Performance Information

Offerors shall provide information on at least three (3) relevant contracts or task orders completed within the past three (3) years or currently in progress.

Past Performance Evaluation Criteria

The Government will evaluate past performance based on relevancy, recency, and quality of performance.

8.2 Past Performance Information Form

Note: This is intentionally duplicated to demonstrate the challenge of duplicate section titles

The following form must be completed for each referenced contract:

- Contract Number
- Customer
- Contract Value
- Period of Performance
- Description of Work
- Points of Contact

9.0 SYSTEM REQUIREMENTS

9.1 Functional Requirements

FR-001: The system shall support role-based access control. FR-002: The system shall provide automated backup and recovery capabilities. FR-003: The system shall maintain an audit log of all administrative actions. FR-004: The system shall support integration with existing monitoring tools. FR-005: The system shall provide a web-based administrative interface.

9.2 Non-Functional Requirements

NFR-001: The system shall support at least 1,000 concurrent users. NFR-002: The system shall achieve 99.9% uptime. NFR-003: The system shall comply with Section 508 accessibility requirements. NFR-004: The system shall complete backup operations within a 4-hour window. NFR-005: The system shall support browser versions released within the last 2 years.