



# Technical Proposal

**Stealth Solutions, Inc.  
Response  
to  
Department of Commerce Enterprise Services  
NTIA Web Development Services  
RFP 1331L524R13350021**

**September 12, 2024**



**Submitted By:**  
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## Table of Contents

<b>Executive Summary .....</b>	<b>1</b>
<b>Understanding of Requirements .....</b>	<b>1</b>
<b>Technical Approach .....</b>	<b>2</b>
<b>1 Website Modernization .....</b>	<b>2</b>
<b>2 Responsive Design.....</b>	<b>3</b>
<b>3 Accessibility Compliance .....</b>	<b>4</b>
<b>4 Design and Usability.....</b>	<b>5</b>
<b>5 Testing and Validation .....</b>	<b>6</b>
<b>6 Performance Metrics and Evaluation .....</b>	<b>6</b>
<b>7 Risk Management.....</b>	<b>7</b>
<b>8 Training and Knowledge Transfer .....</b>	<b>7</b>
<b>9 Ongoing Maintenance and Support .....</b>	<b>8</b>
<b>10 Royalties.....</b>	<b>8</b>
<b>11 Project Management.....</b>	<b>8</b>
<b>Conclusion .....</b>	<b>9</b>
<b>CPARS – Past Performance .....</b>	<b>10</b>

## Executive Summary

Stealth Solutions Inc. (Stealth) is proud to present our comprehensive technical response for the NTIA website revamp. Leveraging our extensive expertise in Drupal CMS, Acquia Cloud, and web development for federal agencies, our proposal is designed to transform NTIA's website into a modern, responsive, and secure platform that meets the highest standards of accessibility, performance, and user experience.

Our approach begins with a focus on optimizing functionality, enhancing mobile responsiveness, and ensuring compliance with Section 508 and WCAG 2.1 accessibility standards. We will implement a mobile-first design strategy, integrating US Web Design Standards (USWDS) for consistency and usability across all devices. To support the longevity of the platform, we will provide ongoing maintenance, regular updates, and 24/7 technical support, ensuring the website remains secure, up-to-date, and fully optimized.

Through our Agile project management framework, we will maintain flexibility and ensure timely delivery of project milestones. Our commitment to open and continuous communication with NTIA stakeholders will ensure alignment with project goals, enabling seamless collaboration and issue resolution. Additionally, our comprehensive risk management strategy ensures we proactively identify and mitigate potential challenges, minimizing disruptions and ensuring project success.

Stealth is fully prepared to partner with NTIA to deliver a state-of-the-art website that not only meets its immediate needs but also supports its long-term goals. With a focus on security, accessibility, and performance, we are confident that our solution will enhance NTIA's digital presence and empower its mission to foster a more connected digital world.

## Understanding of Requirements

NTIA seeks the expertise of Stealth to revamp its website, transitioning it to a state-of-the-art platform to boost functionality, performance, and security. This initiative aims to optimize the site for mobile use and ensure compliance with accessibility laws while maintaining the highest standards of web design. Continual maintenance and updates are also essential to keep the site efficient and current.

The project includes the migration of NTIA's current websites to a modernized platform, ensuring responsiveness across various devices. It will involve routine audits for compliance, adherence to U.S. Web Design Standards, and ongoing testing and validation of website features. Performance metrics will be rigorously monitored, with a proactive approach to risk management.

Additionally, Stealth will provide training NTIA staff on navigating the new system, providing continuous technical support, and managing all related licenses and intellectual property. The project will enforce stringent security protocols, particularly in handling Controlled Unclassified Information (CUI), to align with all relevant security regulations.

## Technical Approach

Stealth will advance NTIA's digital presence by optimizing its Drupal CMS and Acquia Cloud platform. Our approach aims to enhance the site's performance, security, and user engagement while ensuring compliance with accessibility and federal standards.

Our proposal focuses on modernizing the infrastructure, improving responsive design, and ensuring robust security measures. We will also provide comprehensive training to empower NTIA staff to manage the upgraded platform effectively.

Below, we detail the specific strategies Stealth will employ to meet the project's objectives efficiently and effectively.

### 1 Website Modernization

**Objective:** Enhance NTIA's websites on the Acquia Cloud platform by upgrading its Drupal CMS, focusing on performance, scalability, security, and user experience.

**Approach:** Modernizing a website on Acquia Cloud involves leveraging Acquia's enterprise-grade features for hosting, development, and deployment. Our partnership with Acquia provides advanced tools for continuous integration and deployment (CI/CD), performance optimization, and security, making it ideal for the modernization of the Drupal website. The migration plan includes the following key steps:

1. **Assessment and Discovery:** A thorough audit of the current Drupal site will be conducted, including content types, user roles, workflows, SEO practices, and outdated features. We will identify modernization objectives such as improved user experience, mobile responsiveness, security enhancements, and performance improvements, and plan for upgrading to Drupal 10 from earlier versions if necessary.
2. **Platform Preparation on Acquia Cloud:** We will set up and configure Acquia Cloud features like CI/CD pipelines, DDoS protection, CDN, automatic backups, and snapshot features to enhance security and functionality during the migration.
3. **Data Migration Strategy:** A comprehensive strategy will be developed using the Drupal Migrate API to safely migrate content, users, and configurations, ensuring the migration of SEO configurations and testing data integrity and relationships post-migration.
4. **Theme Modernization:** The front-end will be redesigned using the Twig templating engine in Drupal for a responsive, mobile-first design that adheres to accessibility standards.
5. **Module and Custom Code Review:** Contributed modules will be reviewed and updated, replacing deprecated or unsupported modules, and custom code will be optimized for performance and compatibility with the latest Drupal version. Acquia BLT will be integrated into the development workflow for better build, test, and launch tooling.
6. **CI/CD Pipeline Setup on Acquia:** Development, testing, and deployment processes will be automated using Acquia Cloud's tools, setting up testing protocols with PHPUnit and Behat to ensure robust functionality across different environments.
7. **Performance and Security Optimization:** Acquia Cloud Edge will be deployed for enhanced global content delivery and DDoS protection. Site performance will be



optimized through advanced caching techniques, CSS/JS minification, and front-end optimizations like lazy loading. Security audits and penetration testing will also be conducted.

8. **Testing and Quality Assurance:** Extensive testing across various environments will be performed, including functional regression testing, performance testing with JMeter, and cross-browser testing to ensure compatibility and performance.
9. **Deployment and Launch:** The transition to production will be managed smoothly, including staging, final testing, UAT, and scheduling production cutover during off-peak hours.
10. **Post-Migration Maintenance and Monitoring:** The site's performance will be regularly monitored using tools like New Relic, and security protocols will be maintained with regular updates to the Drupal core and modules. Content and SEO audits will be conducted using tools like Google Search Console.

## 2 Responsive Design

**Objective:** Implement responsive web design (RWD) principles to ensure NTIA's website functions optimally across all devices, including desktops, tablets, and smartphones.

**Approach:** Stealth has extensive experience building Drupal web applications for entities like NTIA, focusing on responsive web design to optimize website layouts across various devices and screen sizes. Our approach integrates a robust set of tools and features, streamlining the implementation of RWD through systematic planning, design, development, and testing phases.

**Framework Selection:** We propose using the Bootstrap framework which accelerates development while ensuring consistency across devices. Bootstrap integrates seamlessly with Drupal and supports our mobile-first design approach, providing a solid foundation for building responsive websites through the following steps:

### Design and Development Strategy:

1. **Planning and Content Strategy:** We prioritize essential content elements like navigation and core services for different screen sizes using CSS Grid or Flexbox to maintain flexible content structures with user experience considerations in mind.
2. **Mobile-First Design:** We focus on core functionality and content delivery, progressively enhancing the experience with additional design elements for tablets and desktops. This approach ensures performance and usability on the most constrained devices first.
3. **Theming with Twig and Breakpoints:** Utilizing Drupal's Twig templating engine, we design themes that respond to various device breakpoints. This includes defining CSS for different viewport sizes to ensure that layout and typography adjust appropriately.
4. **Responsive Images and Media:** We implement responsive images using HTML5's srcset attribute to serve appropriate image sizes based on the device, coupled with lazy loading techniques to optimize loading times and bandwidth usage.
5. **CSS Grid and Flexbox Layouts:** These modern CSS layout techniques offer robust solutions for creating complex, responsive layouts that are both scalable and maintainable.

### Testing and Optimization:

1. **Cross-Device and Browser Compatibility Testing:** Tools like BrowserStack and LambdaTest for comprehensive testing across a variety of physical devices and

browsers, including Chrome, Firefox, Safari, and Edge, without the need for physical devices.

2. **Performance Optimization for Mobile:** Special attention is given to mobile performance, including minifying CSS and JavaScript, implementing advanced caching strategies, and using a CDN to speed up content delivery.
3. **Continuous Iteration and Maintenance:** Responsive design is an ongoing process. We continuously iterate and maintain the design, adjusting to new devices, screen sizes, and user feedback. Regular testing, performance monitoring, and updates ensure the site remains optimal and compliant with WCAG 2.1 accessibility standards.

By integrating these principles and strategies, Stealth ensures that the NTIA's website not only adapts to all viewing environments but also offers a superior and consistent user experience, fostering greater engagement and accessibility.

### 3 Accessibility Compliance

**Objective:** Ensure NTIA website meets and exceeds Section 508 and WCAG 2.1 Level AA standards to provide an accessible digital environment for all users, including disabilities.

**Approach:** Stealth brings extensive experience in implementing Section 508 compliance across various enterprise applications, including projects for NTIA, IFA, and BBUSA. Our approach integrates Drupal's core capabilities with strategic planning and continuous improvement to ensure comprehensive accessibility.

**Strategy for Accessibility Implementation:**

From the outset, accessibility is embedded in the project requirements to ensure every aspect of the website design, development, and content aligns with accessibility standards. We utilize FedRAMP-approved USWDS themes for Drupal applications, which adhere to the latest accessibility guidelines, providing a solid foundation for building accessible web content.

Drupal's core offers several built-in accessibility features that we leverage, such as automatic alternative text for images, the CKEditor Accessibility Checker for content, and Editoria11y for real-time accessibility feedback. Additionally, we implement keyboard navigation and focus management to ensure all functionality is accessible via keyboard, using visible focus indicators and logical tab orders to enhance usability.

Media accessibility is another critical focus, and we ensure all media on the site—including images, videos, and audio files are equipped with appropriate alt text, captions, transcripts, and audio descriptions for users with visual or auditory impairments. To further enhance readability, we conduct thorough testing for color contrast using tools like WebAIM's Contrast Checker and Axe Accessibility to ensure sufficient contrast and readability across the site.

Stealth regularly performs accessibility audits using both automated tools and manual testing to ensure compliance with Section 508 and WCAG standards. Accessibility is an ongoing commitment, and we continuously test the site as new content is added or features are updated. Feedback from users is actively sought to resolve any accessibility issues promptly.

By following these steps, Stealth ensures the NTIA website not only complies with but exceeds the required accessibility standards, providing a seamless and inclusive user experience for all visitors. This comprehensive approach to accessibility reflects our commitment to creating digital environments that are accessible to everyone, regardless of their abilities.

## 4 Design and Usability

**Objective:** Enhance the design and usability of the NTIA website to ensure it adheres to the United States Web Design Standards (USWDS), incorporates new UI components seamlessly, and aligns with new branding consistently across all digital platforms.

**Approach:** Stealth's strategy for the design and usability of the NTIA website leverages the USWDS, a framework developed by the U.S. Digital Service, to ensure government websites are accessible, responsive, and consistent. Our approach is centered on integrating this robust framework to maintain high standards of accessibility and responsive design across NTIA's digital presence. This is accomplished through the following implementation steps:

### 1. Adherence to USWDS:

- **Framework Adoption:** Implement the USWDS framework as the foundational design system. This adoption includes utilizing its extensive library of reusable components, such as buttons, forms, navigation elements, and grid systems, which are all designed to be flexible and user centric.
- **Consistency Checks:** Regularly ensure that all design elements align with USWDS guidelines, enhancing consistency and usability across the website.
- **Usability Enhancements:** Apply USWDS usability best practices to optimize navigation structures and layout designs, improving user engagement and experience.

### 2. UI Components Development and Integration:

- **Custom Component Design:** Develop and integrate new UI components that extend the USWDS to meet the specific functional needs of NTIA. This includes creating interactive data visualization tools and custom forms tailored to enhance user interactions.
- **Style Guide Extensions:** Update and extend existing style guides to include these new components, ensuring documentation is thorough and components are reusable, which aids in maintaining a consistent look and feel while supporting scalability.
- **Component Testing:** Conduct usability testing for these components to validate their effectiveness in accessibility, responsiveness, and user interaction before they are fully integrated into the website.

### 3. Branding Consistency Across Digital Platforms:

- **Brand Integration:** Incorporate NTIA's new branding into the website design consistently. This step involves updating logos, color palettes, and typography across all pages to reflect the updated brand identity.
- **Cross-Platform Uniformity:** Ensure new branding and design principles are consistently applied not only on the website but across all digital platforms linked with NTIA, ensuring a unified user experience.
- **Feedback and Iteration:** Engage stakeholders and users in feedback sessions to refine and improve the branding and design, ensuring that they meet user expectations and enhance user interaction.

By integrating the USWDS framework and adhering to best practices in web design, Stealth aims to deliver a website that is aesthetically pleasing and consistent with government branding and optimized for user interaction across various devices and platforms. This comprehensive approach ensures that the NTIA website is functional, accessible, and user-friendly, meeting the strategic goals of NTIA while aligning with federal standards.

## 5 Testing and Validation

**Objective:** Ensure all functionalities of the NTIA website meet the required standards for functionality, performance, security, accessibility, and user experience prior to launch.

**Approach:** Stealth combines extensive Drupal testing experience with sophisticated methodologies to conduct comprehensive testing across functionality, performance, security, and accessibility. This approach ensures the website functions across different devices and browsers, meets accessibility standards, and secures against potential vulnerabilities.

**Implementation:** We conduct **Functional, Unit, and Integration Testing** using tools like Behat, SimpleTest, and PHPUnit to ensure seamless functionality and integration. Performance Testing with Blazemeter, Apache JMeter, and New Relic simulates high traffic conditions, while Security Testing checks for vulnerabilities. Accessibility Testing uses WAVE and Axe Accessibility to verify compliance with WCAG 2.1 and Section 508.

**Content Validation and User Acceptance Testing (UAT):** Ensures content accuracy and functionality meet end-user expectations. Regular updates are provided to NTIA, detailing testing progress, issues, and corrective actions. Comprehensive documentation is maintained for all testing procedures, results, and modifications.

**Final Steps:** Final validation with NTIA confirms all functionalities meet their standards before launch, culminating in formal approval. This streamlined approach ensures the NTIA website is thoroughly tested and ready for launch, embodying reliability, efficiency, and superior user experience.

## 6 Performance Metrics and Evaluation

**Objective:** Enhance and maintain the NTIA website's performance by establishing robust metrics that ensure optimal functionality, integrating advanced analytics for deeper insights, and facilitating regular reviews with stakeholders.

**Approach:** Stealth's strategy for performance metrics and evaluation integrates comprehensive tracking of key performance indicators (KPIs) with sophisticated web analytics and stakeholder engagement. We focus on critical metrics such as website uptime, response time for support requests, adherence to timelines, page load time, time to first byte (TTFB), server response time, and cache hit ratio. Additionally, we monitor memory usage, database query performance, CPU utilization, CDN effectiveness, and network latency to optimize server configurations.

For web analytics, we implement Google Analytics 4 (GA4) to capture detailed user behavior and interaction data. This tool helps us identify user navigation patterns and potential bottlenecks, enabling us to enhance user experience and site efficiency. We leverage this data to refine website features, streamline content delivery, and improve overall site functionality.

Quarterly performance reviews with NTIA stakeholders are a key component of our approach. These meetings are vital for discussing performance insights, aligning the website's operation with strategic goals, and adjusting to user feedback. Stakeholder engagement during these sessions ensures that the website continuously evolves to meet user needs and expectations.



By combining detailed performance monitoring with proactive stakeholder interaction and advanced analytics, Stealth ensures the NTIA website operates at peak efficiency and effectiveness. This concise approach allows us to adapt quickly to changes and maintain high standards of performance and user satisfaction.

## 7 Risk Management

**Objective:** Implement a proactive risk management strategy tailored to address the complexities and challenges inherent in Drupal projects, ensuring the NTIA website revamp meets all operational and performance standards without disruptions.

**Approach:** Stealth's approach to risk management integrates rigorous risk identification, tailored mitigation strategies, continuous plan updates, specifically designed to the nuances of Drupal systems. This includes addressing typical Drupal issues such as scope creep, performance and scalability, security vulnerabilities, module compatibility, and third-party integrations.

**Implementation Details:** We conduct a thorough risk assessment to identify potential technical and managerial risks. Stakeholders are involved in risk identification workshops to ensure comprehensive coverage. We develop a robust risk mitigation plan outlining strategies for each identified risk, such as establishing clear project requirements, optimizing Drupal's performance, ensuring module compatibility, and conducting rigorous security protocols including regular updates and audits. Our plan also includes strategies for managing third-party integrations with strict testing and fallback plans, ensuring accessibility compliance through the use of accessible themes and rigorous testing, and maintaining constant communication to align with the project's scope. The risk mitigation plan is updated quarterly to adapt to any new challenges or changes in project scope, with each review reassessing risk impact and mitigation effectiveness.

**Key Drupal-Specific Strategies:** Performance issues are addressed through scalable infrastructure and performance-enhancing configurations. For module compatibility, we select stable modules and maintain a structured update and testing regimen. We ensure legal compliance with accessibility standards by implementing accessible themes and conducting comprehensive accessibility assessments.

**Documentation and Communication:** We maintain a detailed risk register that records all risks, their mitigation strategies, and resolution status. Regular risk review meetings keep stakeholders informed and engaged, utilizing project management tools like Jira or Asana for effective tracking and communication. Through systematic risk management, Stealth guarantees the project meets its timelines, budget, and quality expectations.

## 8 Training and Knowledge Transfer

**Objective:** Equip NTIA staff with the necessary skills and knowledge for effective management and seamless operation of the revamped platform.

**Approach:** Stealth commits to delivering comprehensive training and robust documentation tailored to the specific needs of NTIA staff. This approach is designed to ensure a smooth transition to the new website and its sustained operational success.

**Implementation Details:** Customized, interactive training sessions will cover daily operations, content management, system administration, and troubleshooting, using formats like live workshops, webinars, and video tutorials to accommodate different learning preferences. Comprehensive documentation, including user manuals, administration guides, and troubleshooting documents, will be provided at the project conclusion. Detailed handover materials will also be delivered, containing system specifications, configuration details, and maintenance procedures, alongside FAQs and quick reference cards for ongoing support.

**Follow-Up Support:** Post-training, Stealth will offer ongoing assistance to address any questions or issues, ensuring NTIA staff become confident and proficient in managing the new system. This streamlined strategy ensures that NTIA staff are fully prepared to take over the management of the website, promoting independence and long-term operational efficiency.

## 9 Ongoing Maintenance and Support

**Objective:** Stealth ensures the NTIA website remains secure, operational, and optimally performing through continuous, proactive maintenance. Our approach focuses on maintaining high system integrity, robust security, responsiveness, and effective content management.

**Implementation Details:** Regular audits will be conducted to update the Drupal CMS and third-party plugins, optimize databases, and apply necessary security patches. We continuously monitor for security vulnerabilities and implement stringent access controls to safeguard against unauthorized access and data breaches. Our CMS support includes assisting content editors with the publishing process creating, editing, and reviewing content for accuracy and consistency. We also manage and optimize multimedia content like images, videos, and documents, ensuring they are properly formatted for the web. Content workflow management will be enforced to ensure all content updates undergo proper approvals and version controls. Our technical support, accessible via multiple channels, ensures that NTIA staff receive timely assistance for any issues, thereby minimizing downtime and enhancing user experience.

**Engagement and Continuous Improvement:** Updates are scheduled to incorporate the latest features and improvements with minimal disruption. Regular performance reviews assess how well the site handles user interactions, load efficiency, and content management effectiveness, adjusting based on analytical data. Detailed quarterly reports to NTIA outlining maintenance activities, system updates, and the status of any ongoing issues. These reports are supplemented by stakeholder meetings to review performance metrics, gather feedback, and plan future enhancements.

This structured approach ensures the website continuously meets user needs and adapts to evolving technological standards and security requirements.

## 10 Royalties

**Objective:** Ensure all work performed under the contract is free from any claims of royalties, licensing fees, or other intellectual property claims, maintaining full compliance with legal standards and NTIA requirements.

**Implementation Details:** Stealth will adhere to the outlined objective, ensuring all work performed under the contract is free from any claims of royalties, licensing fees, or other intellectual property claims, and will comply fully with the management of third-party tools, software, or content used in the development process.

## 11 Project Management

**Objective:** Efficiently manage the NTIA website revamp project, ensuring meticulous planning, coordination, and timely communication while leveraging Agile methodologies for flexible and effective execution.

**Approach:** Stealth is committed to a rigorous Agile project management framework that ensures successful delivery through continuous collaboration, iterative development, and responsive communication through the below steps:

1. **Agile Execution:** Stealth will adopt Agile practices to gather and coordinate requirements, enabling rapid response to change and better align with NTIA's objectives. The project is sprint based, allowing for iterative reviews of the project's progress and timely adjustments. This approach includes regular sprint planning, daily stand-ups, sprint reviews, and retrospectives to ensure that the project adapts to feedback and evolves with stakeholder needs.
2. **Active Team Collaboration:** Our project manager will ensure active participation in all Agile meetings to foster collaboration and effective decision-making. We maintain continuous engagement with NTIA stakeholders through these meetings, providing regular status updates and gathering feedback for project direction and deliverables.
3. **Clear Communication:** Stealth will demonstrate excellent verbal and written communication skills, essential for Agile environments, where clear and concise communication is pivotal. Updates will be shared through emails, project dashboards, and detailed yet succinct reports that offer actionable insights.
4. **Ongoing Engagement and Reporting:** Stealth will implement a comprehensive reporting system, aligned with Agile practices, to include frequent progress updates, risk assessments, and adaptations based on ongoing reviews. These reports will facilitate transparency and continuous improvement, driving the project towards its strategic goals.

By integrating Agile methodologies into our project management approach, Stealth ensures the NTIA website revamp is managed with flexibility, responsiveness, and high degree of stakeholder engagement, leading to successful project completion and stakeholder satisfaction.

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## Conclusion

In closing, Stealth is committed to delivering a transformative and modernized NTIA website that enhances functionality, performance, and user experience. With our expertise in Drupal CMS and Acquia Cloud, we will create a solution that meets the highest standards of security, accessibility, and responsiveness. Beyond the initial development, we will provide continuous support, regular updates, and proactive maintenance to keep the website secure, up-to-date, and optimized for all users.

By employing agile project management, we will ensure flexibility and adaptability, delivering milestones efficiently and addressing challenges promptly. Through regular communication and collaboration with NTIA stakeholders, we will maintain transparency throughout the project. Stealth Solutions Inc. is eager to partner with NTIA to achieve a successful and sustainable outcome that elevates NTIA's digital presence and supports its mission of fostering a more connected and empowered digital world.

## CPARS – Past Performance

Due the proposal turnaround timing and availability of customer provided past performance questionnaires we have provided two CPARS and Danielle Green should have received one completed questionnaire from REI Systems.

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**CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR)****Nonsystems****Name/Address of Contractor:**

Vendor Name: STEALTH SOLUTIONS INC

Division Name:

Street: 46191 WESTLAKE DR

City: STERLING

State: VA Zip: 201655870

Country: USA

CAGE Code: 8CSF6

Unique Entity ID: RCMZNAHAZ7D9

Product/Service Code: DA01 Principal NAICS Code: 541512

**Evaluation Type:** Interim**Contract Percent Complete:****Period of Performance Being Assessed:** 09/01/2022 - 08/31/2023**Contract Number:** 47QTCB21D0018 1331L522F13350379 **Business Sector & Sub-Sector:** Nonsystems - Prof/Tech/Mng Support**Contracting Office:** DEPT OF COMMERCE ESO **Contracting Officer:** KIERRA SHORTER **Phone Number:** 202-482-0105**Location of Work:****Date Signed:** 08/17/2022 **Period of Performance Start Date:** 09/01/2022**Est. Ultimate Completion Date/Last Date to Order:** 02/29/2028 **Estimated/Actual Completion Date:****Funding Office ID:** 1331K2**Base and All Options Value :** \$2,007,607 **Action Obligation:** \$1,180,063**Complexity:** Low **Termination Type:** None**Extent Competed:** Full and Open Competition after Exclusion of Sources **Type of Contract:** Time and Materials**Key Subcontractors and Effort Performed:****Unique Entity ID:****Effort:****Unique Entity ID:****Effort:****Unique Entity ID:****Effort:****Project Number:****Project Title:**

Web Development Support Services

**Contract Effort Description:**

Objectives: Migrate content from Drupal 7 to Drupal 8, redesign the ntia.gov website including its theme, and ensure the new design is responsive and compliant with Section 508 and FISMA requirements.

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Scope: Establish a new Drupal 8 environment, plan and design the new look and feel for ntia.gov, and develop a content migration plan.

Performance Requirements: Create visual designs, identify usability issues, extend existing style guides, create optimized graphics, and ensure compliance with accessibility and security standards.

#### **Small Business Subcontracting:**

Does this contract include a subcontracting plan? No

Date of last Individual Subcontracting Report (ISR) / Summary Subcontracting Report (SSR): N/A

<b>Evaluation Areas</b>	<b>Past Rating</b>	<b>Rating</b>
Quality:	N/A	Very Good
Schedule:	N/A	Very Good
Cost Control:	N/A	Very Good
Management:	N/A	Very Good
Small Business Subcontracting:	N/A	N/A
Regulatory Compliance:	N/A	N/A
Other Areas:		
(1) :		N/A
(2) :		N/A
(3) :		N/A

#### **Variance** (Contract to Date):

Current Cost Variance (%): Variance at Completion (%):

Current Schedule Variance (%):

#### **Assessing Official Comments:**

**QUALITY:** The web development support team exceeded expectations with their Drupal 8 migration, setting a new excellence benchmark in functionality, design, and user experience. Their deep Drupal expertise enabled innovative features, enhancing user engagement. The design is visually appealing and intuitively navigates complex content, ensuring accessibility beyond Section 508 standards. Advanced security measures were integrated, offering strong protection. Their commitment to thorough documentation and support facilitated a seamless transition for our team. This project represents a pinnacle of web development achievement within our organization, reflecting the team's dedication and skill.

While the project's success sets a high standard, continuous improvement remains a cornerstone of our philosophy. Looking ahead, although current performance is impressive, there is always room for optimization to ensure faster load times and a smoother user experience across all areas.

**SCHEDULE:** The project team has delivered an exemplary performance in adhering to the project schedule, demonstrating exceptional planning, execution, and flexibility. Their ability to maintain momentum, even in the face of unforeseen challenges, was commendable. The team's proactive communication ensured all stakeholders were

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kept informed of progress and any adjustments necessary to maintain the timeline. Milestones were not only met but often completed ahead of schedule, allowing for additional quality assurance and client feedback phases. This disciplined approach to time management, coupled with their commitment to excellence, resulted in the project's completion well within the agreed timeframe. The team's dedication to meeting deadlines without compromising on quality or detail sets a new standard for project management within our organization.

While our planning and execution have been outstanding, leveraging more advanced project management software could offer deeper insights into project metrics, enabling even more precise planning and risk management.

**COST CONTROL:** The team showcased outstanding cost management, delivering the project not just within budget but also leveraging cost-saving initiatives without diminishing quality. Their strategic use of resources and vigilant approach to reducing expenses significantly boosted the project's financial performance. Transparent financial communication and regular budget assessments kept all stakeholders informed and aligned with cost-saving efforts. The handling of the project's finances highlights the team's dedication to providing high-quality, value-driven solutions while maintaining fiscal responsibility.

**MANAGEMENT:** The project team displayed exemplary management skills, ensuring seamless coordination and communication among all stakeholders. Their strategic planning and agile response to unforeseen challenges were pivotal in maintaining project momentum. The team's leadership in fostering collaboration and innovation created a highly productive environment, resulting in the successful delivery of the project ahead of schedule. Their commitment to transparency and continuous improvement set a high standard for project management excellence, significantly contributing to the project's overall success.

Despite the commendable performance, there is always room for growth and improvement. We expect the contractor to continue striving for excellence, particularly in areas like innovation in problem-solving and further enhancing their risk management strategies. Moving forward, we will work closely with the contractor to identify opportunities for improvement and encourage them to leverage new technologies and best practices to achieve even higher standards of service.

**RECOMMENDATION:**

Given what I know today about the contractor's ability to perform in accordance with this contract or order's most significant requirements, I would recommend them for similar requirements in the future.

**Name and Title of Assessing Official:**

Name: CHRISTOPHER WALLIS

Title: Supervisory Contract Specialist

Organization: Department of Commerce

Phone Number: 202-482-2810 Email Address: cwallis@doc.gov

Date: 04/04/2024

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**Contractor Comments:**

QUALITY: Agree

SCHEDULE: Agree

COST CONTROL: Agree

MANAGEMENT: Agree

ADDITIONAL/OTHER: I fully agree with all comments on this evaluation.

CONCURRENCE: I concur with this evaluation.

**Name and Title of Contractor Representative:**

Name: STEVE LANCASTER

Title: Director

Phone Number: 7039662728 Email Address: steve.lancaster@stealth-us.com

Date: 04/09/2024

**Review by Reviewing Official:**

Review by Reviewing Official not required.

**Name and Title of Reviewing Official:**

Name:

Title:

Organization:

Phone Number: Email Address:

Date:

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# CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR)

## Nonsystems

### Name/Address of Contractor:

Vendor Name: STEALTH SOLUTIONS INC

Division Name:

Street: 44121 HARRY BYRD HWY

City: ASHBURN

State: VA Zip: 201475667

Country: USA

CAGE Code:

Unique Entity ID (SAM): RCMZNAHAZ7D9

Product/Service Code: DF01 Principal NAICS Code: 541512

**Evaluation Type:** Interim

**Contract Percent Complete:** 33%

**Period of Performance Being Assessed:** 01/03/2022 - 01/02/2023

**Contract Number:** 47QTCB21D0018 72MC1022M00003 **Business Sector & Sub-Sector:** Nonsystems - Prof/Tech/Mng Support

**Contracting Office:** USAID M/CIO **Contracting Officer:** JOSEPH LENTINI **Phone Number:** 202-916-2494

**Location of Work:**

**Date Signed:** 01/03/2022 **Period of Performance Start Date:** 01/03/2022

**Est. Ultimate Completion Date/Last Date to Order:** 01/02/2025 **Estimated/Actual Completion Date:**

**Funding Office ID:** 72MC10

**Base and All Options Value :** \$3,712,213 **Action Obligation:** \$2,358,065

**Complexity:** Medium **Termination Type:** None

**Extent Competed:** Full and Open Competition after Exclusion of Sources **Type of Contract:** Firm Fixed Price

**Key Subcontractors and Effort Performed:**

**Unique Entity ID (SAM):**

**Effort:**

**Unique Entity ID (SAM):**

**Effort:**

**Unique Entity ID (SAM):**

**Effort:**

**Project Number:**

**Project Title:**

Salesforce CRM Support for Bureau Africa's Prosper Africa Tracker Project/System.

**Contract Effort Description:**

The goal of this Prosper Africa Tracker project is to enhance and roll out an enterprise Salesforce CRM system to facilitate trade between the United States and Africa by tracking relationships and engagement between USAID, 17 partner agencies, and private sector organizations. the Prosper Africa Salesforce CRM is

designed with a single enterprise data model and workflow that are comprehensive and extensible to replace disparate silo systems and tools, including excel spreadsheets, used by USAID and 17 partner agencies that do not efficiently, effectively, or securely share information or support interagency coordination.

**Small Business Subcontracting:**

Does this contract include a subcontracting plan? No

Date of last Individual Subcontracting Report (ISR) / Summary Subcontracting Report (SSR): N/A

Evaluation Areas	Past Rating	Rating
Quality <sup>1</sup>	N/A	Very Good
Schedule <sup>1</sup>	N/A	Very Good
Cost Control <sup>1</sup>	N/A	Very Good
Management <sup>1</sup>	N/A	Very Good
Small Business Subcontracting <sup>1</sup>	N/A	N/A
Regulatory Compliance <sup>1</sup>	N/A	Satisfactory
Other Areas <sup>1</sup>		
(1) N/A <sup>1</sup>	...	N/A
(2) N/A <sup>1</sup>	...	N/A
(3) N/A <sup>1</sup>	...	N/A

**Variance (Contract to Date):**

Current Cost Variance (%): 0 Variance at Completion (%):

Current Schedule Variance (%): 0

**Assessing Official Comments:**

QUALITY: The current rating is based on feedback/inputs provided by the Technical Lead of Bureau Africa:

- The Stealth team has successfully implemented quality assessment and quality control functions into daily operations, resulting in a much-improved Salesforce product. No issues with quality.

- The Stealth team has had to make unplanned fixes to the system that was transitioned to them from the previous contractor. Through a comprehensive review of the system, they have identified at least six major broken and/or badly built features (e.g., Page Design and Usability, Data Sharing, Tools Functionality), and have integrated a get-well plan to address all issues inherited from the previous contractor into the Product Backlog and Sprint Planning.

- The Stealth team has implemented Agile, Sprint, and Scrum best practices - further reinforcing the push to high-quality O&M, development, and customer service by recently adding a Scrum Master to the team in a part-time capacity.

SCHEDULE: The current rating is based on feedback/inputs provided by the Technical Lead of Bureau Africa:



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- Stealth is very conscious of timeliness and the project schedule - reviewed and updated weekly in standing meetings with the COR, SO, and Product Owner.

- The team is geographically spread across the U.S. and India, with all team members working closely to address customer and client requests in a timely and comprehensive manner.

**COST CONTROL:** The current rating is based on feedback/inputs provided by the Technical Lead of Bureau Africa:

- Stealth leadership is very conscious of cost management and control - bringing up any concerns as needed in weekly meetings with the COR, and on an ad-hoc basis, as needed. No issues with cost control.

**MANAGEMENT:** The current rating is based on feedback/inputs provided by the Technical Lead of Bureau Africa:

- Stealth team members interact with users of the system, as well as M/CIO staff, Product Owner on a daily basis, and with the COR and ISSO on an, at least, weekly basis.

- M/CIO staff regularly engaged include: Privacy, audit, CCB, and any others - as required. Product owner has gotten positive feedback on Stealth team engagement with M/CIO.

- Product owner has commented to COR that he is very pleased with the quality of services and responsiveness of the Stealth team.

- Stealth team members interact with system users on a regular basis to gather feedback on the system, suggestions for system improvements, and to resolve any issues/problems the users may encounter. Feedback for users to the Product Owner have been positive, especially regarding responsiveness and eagerness to meet user expectations and help them resolve any/all of their issues.

**SMALL BUSINESS SUBCONTRACTING:** N/A

**REGULATORY COMPLIANCE:** There are no regulatory compliance issues identified for this reporting period.

**OTHER AREAS:** N/A

**ADDITIONAL/OTHER:** No further comments.

**RECOMMENDATION:**

Given what I know today about the contractor's ability to perform in accordance with this contract or order's most significant requirements, I would recommend them for similar requirements in the future.

**Name and Title of Assessing Official:**

Name: JOSEPH LENTINI

Title: Division Chief/Contracting Officer

Organization: USAID

Phone Number: 703-666-5495 Email Address: jlentini@usaid.gov

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Date: 02/03/2023

**Contractor Comments:**

QUALITY: We agree with the assessing official's comment and have performed unplanned fixes to the system that was transitioned from previous contractor contained in our submitted get well plan.

SCHEDULE: Yes, a guiding principle at Stealth Solutions is to ensure our project schedule is adhered to and met along with suggested steps to ensure all parties are on plan schedule.

COST CONTROL: Thank you and we concur that cost control must be a priority for all parties and Stealth follows best practices for cost control oversight.

MANAGEMENT: Agree, Stealth is very conscientious to ensure all project stakeholders, whether management or users, are well informed of project actions, deliverables, and needs assessments to meet user expectations.

SMALL BUSINESS SUBCONTRACTING: N/A

REGULATORY COMPLIANCE: Stealth agrees.

OTHER AREAS: N/A

ADDITIONAL/OTHER: Stealth is pleased to participate in this CPARS review. WE strive to work closely with our clients to ensure all deliverables and user interactions are made in a positive perspective. We have commented on each review area and totally accept the inputs from our USAID customer.

CONCURRENCE: I concur with this evaluation.

**Name and Title of Contractor Representative:**

Name: Rahul Sundrani

Title: President

Phone Number: 571-230-5642 Email Address: rahul.sundrani@stealth-us.com

Date: 02/12/2023

**Review by Reviewing Official:**

Review by Reviewing Official not required.

**Name and Title of Reviewing Official:**

Name:

Title:

Organization:

Phone Number: Email Address:

Date: