

## **SOURCES SOUGHT ANNOUNCEMENT**

The Marine Corps Installations, National Capital Region, Regional Contracting Office (MCINCR-RCO), Marine Corps Base, Quantico, VA is seeking sources capable of providing the Marine Corps Intelligence Activity (MCIA) with an automated resource management application, Internal Resource Management Application-Intelligence (IRMA-I).

**CONTRACTING OFFICE ADDRESS:** MCINCR-RCO, 2010 Henderson Rd,  
Quantico, VA 22134

### **INTRODUCTION:**

This is a SOURCES SOUGHT TECHNICAL DESCRIPTION to conduct market research and determine the availability and technical capability of small businesses (including the following subsets, Small Disadvantaged Businesses, HUBZone Firms; Certified 8(a), Service-Disabled Veteran-Owned Small Businesses and Woman Owned Small Business) to provide the required products and/or services.

The Marine Corps Intelligence Activity (MCIA) is seeking information for potential sources for services to support the Marine Corps Intelligence Activity (MCIA) with program management support, personnel, training, and materials necessary to integrate an automated resource management application, Internal Resource Management Application-Intelligence (IRMA-I) (updates/patches) to ensure the S8 has the ability to execute, track, and report on appropriated resources.

### **DISCLAIMER:**

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### **CONTRACT/PROGRAM BACKGROUND:**

Contract Number: FA8075-14-D-0020-0005  
Contract Type: CPFF  
Incumbent and their size: Mantech/Large  
Method of previous acquisition: Competitive

## **REQUIRED CAPABILITIES:**

### **Task One – Project Manager**

- The Contractor shall provide Project Manager Support for the oversight of the work. The Contractor will also be responsible for ensuring that contract performance sites have coverage.
- The Contractor shall provide application and database desk side training to new users when a user account is established, as well as current users when new features are implemented. Training shall include demonstrations and handouts such as a user's manual.
- The Contractor shall assist with data entry as required when populating data elements in the drop down fields especially at the time of initial start of contract.
- The contractor shall accurately reflect the progress and status of assigned tasks; proactively identify and address any problems or issues encountered; and recommended resolutions which are feasible and likely to succeed in resolving issues through a monthly status report.
- The contractor shall provide monthly status report, Quality Control Plan; and an annual Contract Management Review (CMR) to be facilitated by the contractor at a location to be determined by the contractor and the Contracting Officer's Representative (COR).
- The Project Manager shall have full authority to act on behalf of the Contractor for all issues pertaining to contract administration. The Project Manager will not be required to work on-site.

### **Task Two – IRMA-I Support**

- The Contractor shall coordinate and provide assistance to the necessary stakeholders involved with the installation and maintenance of the IRMA-I application. This includes identifying all dependencies such as currently Structured Query Language Server (SQL) Server, web servers (Apache TOMCAT), Operating Systems (OS); mitigating any security issues identified from required security scans; obtaining any information/documentation necessary to obtain an Authorization to Operate (ATO); and documenting updates and changes to the software.
- The Contractor shall provide technical support to MCIA to support and sustain the application and database. The contractor shall respond to inquiries within 30 minutes and work with host to repair the database within two hours of notification of a system outage or significant malfunction.

- The Contractor shall conduct continuous process improvement analysis to maintain and streamline the application and database. The contractor shall improve the functional capability by modifying existing or developing new features in a timely manner in response to reporting requirements. The contractor shall conduct functionality testing before implementing application changes in conformance with the host's processes and policies.
- The Contractor shall ensure that the application and database meet information assurance policies for the system on which the application is operating.
- The Contractor shall coordinate with the host on any network operation issues to ensure that the system is operational 95% of the time. This includes, but is not limited to, technical discussions of migration plans for technology refresh/upgrade of the applications and/or database. The contractor shall assist in testing the application and database on any new network servers, and ensure the application and database is up-to-date with software and security patches and upgrades.
- The Contractor shall customize data labels, categories, and reports to reflect MCIA's terminology.
- The Contractor shall ensure the current Planning Programming and Budgeting Execution (PPB&E) terminology is integrated into the program ensuring the IRMA-I programs abilities and functions are displayed clearly and constantly to the end user.
- The Contractor shall document and coordinate all new processes, training users, release management, scheduling and updating to date with MCIA Hosting controls and requirements.
- The contractor shall ensure employees have the required knowledge, skills, and qualifications to Secure Sockets Layer (SSL) certifications. This includes understanding security between the application layer, the server, and the database. This includes the knowledge of how the Common Access Card (CAC) authenticates with IRMA-I to provide access to the network and to the database layer.
- The Contractor shall ensure employees have the required knowledge in multiple software such as SQL, Oracle Web-logic and Apache Tomcat in order to troubleshoot issues.
- The Contractor must have the required skills and qualifications to implement Security Technical Implementation Guide (STIGS) in accordance with DoD security requirements and troubleshoot any issues with implementing STIGS.

- The Contractor shall ensure employees have the required knowledge in Implement Information Assurance Vulnerability Alert (IAVA) this includes knowing what patching is required in supporting application; how to apply patches and how to mitigate any issues that may arise when a patch is applied; document solutions of deploying patches; and track when an update is required.

## **SPECIAL REQUIREMENTS**

Must have Top Secret facilities clearance.

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## **FAR 52.204-2 SECURITY REQUIREMENTS**

(a) This clause applies to the extent that this contract involves access to information classified “Confidential,” “Secret,” or “Top Secret.”

(b) The Contractor shall comply with-

(1) The Security Agreement (DD Form 441), including the National Industrial Security Program Operating Manual (DoD 5220.22-M); and

(2) Any revisions to that manual, notice of which has been furnished to the Contractor.

(c) If, subsequent to the date of this contract, the security classification or security requirements under this contract are changed by the Government and if the changes cause an increase or decrease in security costs or otherwise affect any other term or condition of this contract, the contract shall be subject to an equitable adjustment as if the changes were directed under the Changes clause of this contract.

(d) The Contractor agrees to insert terms that conform substantially to the language of this clause, including this paragraph (d) but excluding any reference to the Changes clause of this contract, in all subcontracts under this contract that involve access to classified information.

**Security Clearance:** The Contractor shall take all necessary steps to assure that Contractor and any subcontractor personnel performing under this contract are persons of professional and personal integrity and trust and meet all other requirements stipulated in this PWS.

The Contractor shall be responsible for ensuring all contract personnel are U.S. citizens and possess an in-scope, favorable, Single Scope Background Investigation (SSBI) /T5 investigation adjudicated for Sensitive Compartmented Information (SCI) eligibility by the DoD Central Adjudication Facility (DoD CAF) without conditions, exceptions, or waivers at the time of award and prior to performance under this contract.

All Contractors are subject to random Counterintelligence Scope Polygraph (CSP) examinations as part of the Director of Intelligence's Continuous Evaluation Program.

The Contractor shall ensure it and any subcontractors have completed all DD Form 254 requirements prior to commencing any work under this contract.

**Physical Security:** The Contractor shall safeguard all Government property and information provided in performance of this contract. Contractor employees shall be subject to all MCIA security procedures and any other applicable installation access and security regulations.

**Facility Clearance:** The contractor shall have an active Top Secret Facility Clearance (access to COMSEC and NATO) without any Special Limitations that restrict access.

**Subcontracting:** Before any subcontracting can take place, approval from the MCIA SSO is required. DD Form 254 is required.

### **SOURCES SOUGHT:**

The anticipated North American Industry Classification System Code (NAICS) for this requirement is 541519 Other Computer Related Services, with the corresponding size standard of \$27,500,000. This Sources Sought Synopsis is requesting responses to the following criteria ONLY from small businesses that can provide the required services under the NAICS Code.

To assist MCINCR-RCO in making a determination regarding the level of participation by small business in any subsequent procurement that may result from this Sources Sought, you are also encouraged to provide information regarding your plans to use joint venturing (JV) or partnering to meet each of the requirements areas contained herein. This includes responses from qualified and capable Small Businesses, Small Disadvantaged Businesses, Service Disabled-Veteran Owned Small Businesses, Women-owned Small Businesses, HUBZone Small Businesses, and 8(a) companies. You should provide information on how you would envision your company's areas of expertise and those of any proposed JV/partner would be combined to meet the specific requirements contained in this announcement.

### **SUBMISSION DETAILS:**

Responses must include:

- 1) Business name and address;
- 2) Name of company representative and their business title;
- 3) Type of Business;
- 4) Cage Code and DUNS
- 5) Contract vehicles that would be available to the Government for the procurement of the product and service, to include ENCORE II, General Service Administration (GSA), GSA MOBIS, NIH, NASA SEWP, Federal Supply Schedules (FSS), or any other Government Agency contract vehicle. (This

information is for market research only and does not preclude your company from responding to this notice.)

Vendors who wish to respond to this sources sought should send responses via email **NLT 21 Dec 18 1:00 PM Eastern Daylight Time (EDT)** to [tommy.session@usmc.mil](mailto:tommy.session@usmc.mil) and [curtis.harris@usmc.mil](mailto:curtis.harris@usmc.mil). Interested vendors should submit a brief capabilities statement package (no more than ten (10) pages) demonstrating ability to perform the services listed in this Technical Description. Documentation should be in bullet format.

Proprietary information and trade secrets, if any, must be clearly marked on all materials. All information received that is marked Proprietary will be handled accordingly. Please be advised that all submissions become Government property and will not be returned. All government and contractor personal reviewing RFI responses will have signed non-disclosure agreements and understand their responsibility for proper use and protection from unauthorized disclosure of proprietary information as described 41 USC 423. The Government shall not be held liable for any damages incurred if proprietary information is not properly identified.

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