

**FAIR OPPORTUNITY NOTICE – A0001**

**DATE OF ISSUANCE: 08/23/2019**

**FAST AMENDMENT 0001 (A0001)**

1. Referencing the TSA FAST Fair Opportunity Notice (FON) issued on 08/08/2019 under Reference #s 70T03019FON0001, 70T03019FON0002, 70T03019FON0003, and 70T03019FON0004: Pages 1-10 of the FON dated 08/08/2019 are deleted and replaced in entirety with Pages 1-13 of this Amendment 0001.
2. Referencing FON A0001 Section B.1, Submission Due Date/Time is EXTENDED, from August 29, 2019, to **September 11, 2019 at 2:00 PM ET**.
3. Referencing FON Section I, Purpose, ALL FON Attachments are deleted and replaced in entirety (A0001 version is denoted by an “A0001” in the Attachment title).
  - 3a. Only the FON and FON Attachment A1 and Attachment B include revisions under A0001; however, although Attachments A2, A3, and C include no revisions, ALL Attachments are being replaced under A0001, for ease of reference.
  - 3b. The Government has made a reasonable effort to highlight revisions in the FON and FON Attachments, but in no way represents the highlighted revisions to be a complete listing of revisions. Contractors responding to this FON agree to and are bound by all instructions, procedures, and rules of the revised A0001 FON and Attachments A1/2/3, B, and C, for the placement of a Task Order (TO).
4. FON Attachment D- FAST FON Pre-Submission Conference Briefing Slides and FON Attachment E- Responses to Timely Questions, are being provided for informational purposes only. In the event there is a conflict in the information provided under FON Attachments D and E, the FON and Attachments A1/2/3, B, and C are the only documents that take precedence (in the order listed).
5. All other Terms and Conditions remain unchanged.

**FAIR OPPORTUNITY NOTICE – A0001**

**DATE OF ISSUANCE: 08/22/2019**

**I. Purpose:**

This is a Fair Opportunity Notice (FON) to be considered for task order award against the IDIQ Contract under FAR Part 16.505, Ordering:

GSA Alliant 2 (Reference Number 70T03019FON0002) -OR- NIH CIO-SP3 Small Business (SB) (Reference Numbers 70T03019FON0001, 70T03019FON0003, 70T03019FON0004.

Only submissions from valid IDIQ holders under the selected contracting vehicle will be accepted for consideration. Contractors responding to this FON agree to and are bound by all instructions, procedures, and rules of this FON for the placement of a Task Order (TO).

The Government is seeking information pertaining to TSA’s requirements outlined in the FON attachments:

<b>Attachment</b>	<b>Title</b>
A	-FAST Performance Work Statements (PWS): (1) Portfolio Based Agile Development PWS Including Task Order-Unique Requirements (Reference #s 70T03019FON0001 & 70T03019FON0002); (2) Technical Approach Assurance Team (TAAT) and Shared Development and Delivery Services (SDDS) PWS (Ref #s 70T03019FON0003 & 70T03019FON0004); (3) Technical Landscape (All Reference #s)
B	Draft Schedule of Supplies/Services (All Reference #s)
C	Technical Approach-Agile Development Team Composition Template (Applicable to FAST Portfolio Based Agile Development Task Orders under Reference #s 70T03019FON0001 & 70T03019FON0002)
<b>D</b>	<b>FON Pre-Submission Conference Briefing Slides (being provided for informational purposes only.)</b>
<b>E</b>	<b>Responses to Timely Questions (All Reference #s)</b>

**II. Basis for Fair Opportunity Consideration:**

In an effort to save both the Contractor and Government resources, this procurement shall be conducted as an advisory multi-step process. This multi-step process is being used to streamline and accelerate the ordering process as permitted under FAR Part 16.

**III. FON Overview:**

The procurement shall consist of two (2) steps. Step 1 consists of this Fair Opportunity Notice along with the FON submission requirements detailed in the FON. Step 1 will conclude with issuance of an advisory notice inviting the most highly viable competitors under Step 1 to participate in Step 2 consisting of the resultant solicitation/**FON further submission and**

**evaluation instructions** process.

**IV. FON Requirements, Instructions, Procedures, and Rules:**

**A. General:**

**A.1 FON Reference Numbers for Correspondence, Questions, and Submission:**

Reference Number	Title	Fair Opportunity under GWAC
70T03019FON0001	Portfolio Based Agile Development Services *Planned Task Order #1	NIH CIO-SP3 SB
70T03019FON0002	Portfolio Based Agile Development Services *Planned Task Order #2-6	GSA Alliant 2
70T03019FON0003	Technical Approach Assurance Services *Planned TO #7	NIH CIO-SP3 SB
70T03019FON0004	Shared Development and Delivery Services *Planned TO #8	NIH CIO-SP3 SB

Note 1: Upon conclusion of FAST Step 1 and under FAST Step 2, the TSA anticipates issuing four (4) solicitations/FON further submission and evaluation instructions resulting in a total of up to eight (8) TOs to satisfy FAST requirements. However, the Government reserves the right to adjust the number of solicitations and planned TO awards. **The Government intends to issue all FAST Step 2 Advisory Notices and solicitations/FON further submission instructions at or near the same time, and plans to award all planned TOs at/near the same time, however, reserves the right to issue Step 2 Advisory Notices, further submission instructions/solicitation(s) and TO Award(s) separately for each FON Reference #.**

Note 1A: Reference Number 70T03019FON0002: Alliant 2 IDIQ Holders may propose for one, some, or all of the planned Task Orders #2-6, and will have the opportunity under FAST Step 2 to clearly denote portfolio award preferences. **In FAST FON Step 1, the submitter’s Cover Letter (CL) is required to denote which FON Reference #(s) and Portfolio(s) are being proposed; however, only 1 video and supplemental documentation are to be provided for Submission 1 and Submission 2.**

Note 2: Organizational Conflict of Interest: The TSA considers the requirements included in the scope of the Technical Approach Assurance Team (TAAT) and Shared Development and Delivery Services (SDDS) planned TOs (70T03019FON0003 and 70T03019FON0004) to be an inherent conflict of interest with the requirements of the FAST Portfolio Based Agile Development Services (70T03019FON0001). As a result, the contractor awarded the resultant task order for Portfolio-Based Agile Development Services shall be ineligible for award of the task order(s) for TAAT and SDDS requirements. Therefore, CIO-SP3 SB contractors will be limited to proposing under the FAST (TAAT), (SDDS) TOs Ref #s: 70T03019FON0003, 70T03019FON0004 **OR** the FAST Portfolio Based Agile Development Services TO Ref #: 70T03019FON0001.

Note 2A: Planned TOs being competed under FON Ref #s 70T03019FON0001, 70T03019FON0003, and 70T03019FON0004 are being exclusively 100% set-aside for CIO-SP3 Small Business IDIQ holders, including Small Business, 8(a), Service Disabled Veteran Owned (SDVOSB), and Women Owned Small Business (WOSB) concerns.

Note 2B: FON Reference #s 70T03019FON0003 and 70T03019FON0004: CIO-SP3-SB holders may respond to neither, one, or both Ref #s 70T03019FON0003 and 70T03019FON0004. There are distinct Submission 1 and 2 requirements pertaining to 70T03019FON0003 and 70T03019FON0004. Therefore, if responding to both 70T03019FON0003 and 70T03019FON0004, submit separate Technical Approach videos for each and separate PE/PP videos for each under separate Cover Letters (CL) for both to denote which FON Reference #(s) are being proposed.

**A.2 Government Points of Contact (POC):**

Respondents requesting information regarding this FON shall contact the below POCs only. Contacts to other associated Government or non-Government personnel is prohibited. The listed POCs are the only persons authorized to receive or release information regarding this FON.

Government Points of Contact	
POC 1: Contracting Officer (CO)	Name: Melisa Marcovitz Email: <a href="mailto:melisa.marcovitz@tsa.dhs.gov">melisa.marcovitz@tsa.dhs.gov</a>
POC 2: Alternate	Name: Richard Melrose Email: <a href="mailto:richard.melrose@tsa.dhs.gov">richard.melrose@tsa.dhs.gov</a>

**A.3 Questions:**

All questions or concerns regarding any aspect of this FON shall be submitted electronically to the above email addresses on **August 19, 2019** no later than 2:00 PM ET. Questions received after this date and time may not be responded to by the Government.

All questions shall be submitted via email to the FON points of contact. The subject line of the email shall contain the following: **70T03019FON000X** – Questions. Respondents shall clearly identify the specific section of the FON to which each question relates when submitting questions. Reference shall be made to the FON Section Heading, page number, and specific location on the page (e.g., third paragraph) in order to facilitate the Government’s response to each question. Questions shall be submitted in a Microsoft Excel file following a format similar to the table below:

Question No.	Reference	Question Category	Question
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#	<i>FON, PWS, or Attachments, and Section</i>	<i>FON or Technical</i>	<i>Question</i>
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Note: Responses to submitted questions will be provided to all of the GWAC IDIQ contractors.

If a contractor believes the FON, including the instructions, contains an error, omission or ambiguity, or is otherwise unsound, the contractor shall immediately notify the FON POC in writing via e-mail with supporting rationale.

**A.4 Pre-Submission Conference:**

The Government intends to conduct a virtual Pre-Submission Conference on **August 14, 2019 at 10:00 AM ET**. The Pre-Submission Conference is intended to allow contractors an opportunity to hear the Government’s explanation of this Fair Opportunity Notice.

Contractors who wish to participate in the Pre-Submission Conference shall e-mail the FON POCs by **August 13, 2019 at 10:00 AM ET**. Access to the virtual conference will be provided via e-mail to all interested contractors. Availability to participate is on a “first-come/first-served” basis and solely the responsibility of the contractor.

The virtual Pre-Submission Conference will not be an opportunity to ask questions regarding the requirements set forth in the PWS. The Government intends to address only clarifying questions pertaining to the FON and information presented during the Pre-Submission Conference. Attendance at the Pre-Submission Conference is not mandatory but may be of value to potential respondents and is not planned to be provided by any other means or at any other time. Contractors who choose not to participate do so at their own risk.

**B. FON Submission Requirements, Content, and Instructions:**

**B.1 Submission Due Date/Time**

All submissions shall be provided **via e-mail to the FON Government POCs** in the format specified in these instructions. Submissions must be received no later than **September 11, 2019 at 2:00 PM ET**.

Submissions received after the specified date and time will not be considered. Any written portion of the submission shall be submitted via email, to the FON POCs. The subject line of the email shall contain the following: **70T03019FON000X** - Submission. **Note: Replace the “X” with the FON Reference for which you are submitting.**

**B.2 Authorized Contractor POC**

The contractor shall provide the name, title, address, e-mail and phone number of up to two (2) contractor POC(s) who is/are authorized to respond to communication from the Government, such as the advisory notice.

**B.3 Submission Conformance and Validity**

It is the responsibility of the respondent to confirm the Government’s receipt of the submission. The Government will not be responsible for submission or bid and proposal cost or any other pre-contract costs of any kind.

Failure to comply with FON requirements may result in the contractor being removed from the competition as TSA reserves the right to eliminate submissions that do not conform.

TSA requires a minimum validity period of 90 calendar days for all submissions. Respondents may specify a longer validity period. A submission allowing less than TSA’s minimum validity period may be rejected.

**B.4 Submission Content Summary Table**

<b>Submission Content</b>		
<b>Submission</b>	<b>Description</b>	<b>Constraints</b>
Cover Letter (CL)	A. Company Information: Name, Address, Phone, DUNS, Cage, Size, etc. B. Authorized Contractor POC/e-mails C. Validity Period D. Table of Contents E. Video Link/URL <b>F. Which FON Reference #(s) and Portfolio(s) are being proposed.</b>	2-page maximum  No Submission 1 or 2 information will be evaluated under this Cover Letter
1	Overall Technical Approach	A. Recorded Video: no longer than 40 minutes  B. <b>Completed FON Attachment C</b> (Page N/A) - For Portfolio Based Agile Development TOs Only  C. Confirmation of Corporate Capability (CC) Highly Desired Partnership Certifications (1-page max) - All Ref #'s

2	Prior Experience (PE) and Past Performance (PP):	<p>A. Recorded Video: no longer than 15 minutes</p> <p>B. PE/PP Summary Sheet with POCs for PP verification for all submitted projects (2-page max)</p> <p>C. FPDS &amp; CPARS records for federal/<b>public sector</b> project or similar certified information for commercial project (or if performed as subcontractor) per submitted project.</p>
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**B.5 Submission Instructions:**

**B.5.1 General Instructions**

Failure to follow these instructions may make the submission non-responsive to the FON requirements.

All submissions shall adhere to all specified time limits and page limits.

The Cover Letter and submission pages shall be submitted in a searchable Microsoft Excel, Microsoft Word, or PDF document. Documentation submitted in any other format shall not be considered by the Government.

The contents of the files shall print on standard 8½” by 11” using Times New Roman **or Arial** 12-point font or larger for text, Arial 10-point font or larger for tables and text in headers/footers, and Arial 8-point font or larger for graphics. Do not use special characters (i.e. #, \*, ?, {, }, %, >, <, /, \, \$, | ) when naming files.

Pages shall be numbered consecutively within all submissions (i.e., Submission #, Page ## of ##). For any submissions with a defined time or page limit, the overage time or pages exceeding the specified time or page limit will be removed and not evaluated.

**B.5.2 General Video Submission Instructions for Submissions 1 and 2:**



Video submissions shall adhere to the proposal content maximum time limits utilizing Youtube.com for the Government to access. Videos must be submitted through the “unlisted” or “private” Youtube.com link. By the date and time specified, the offeror shall send a YouTube link (and password if a “private” link is provided) to the Government POCs in order for TSA to access the video submission. Do not provide a shortened URL, such asyoutu.be.

The Government does not intend to evaluate the quality of the video submissions. Unnecessarily elaborate videos beyond that which is sufficient to present a complete and effective response to this FON are not desired. Computer-generated graphics, background music, elegant sets, and so forth are neither necessary nor wanted. The Government strongly encourages not to invest significantly in the video submission. A low-cost video production is encouraged.

The DHS Procurement Innovation Lab (PIL) has produced the following video to provide helpful information about video submissions: [DHS YouTube Skit and Mock Video: https://www.youtube.com/watch?v=8DJpJ2qECtM&feature=em-share\\_video\\_user](https://www.youtube.com/watch?v=8DJpJ2qECtM&feature=em-share_video_user). Offerors are not required to adhere to the DHS mock video format.

The contractor/submitter may submit one or separate youtube.com links for Submissions 1 and 2. If the contractor is only submitting one (1) video comprising both Submissions 1 and 2, a distinct delay must be inserted in between presentations for Submission 1 and Submission 2. This delay may include text indicating as such and will be displayed for no more than thirty (30) seconds. This delay will not count towards the total Submission time limit.

### **B.5.3 FON Submission 1: Overall Technical Approach**

Submission 1 will include a video that is not longer than 40 minutes in length/duration utilizing Youtube.com for the Government to access. The submission and any supplemental documentation requirements shall provide sufficient information detailing the overall approach to perform the requirements of the FON/PWS, and specifically addressing:

- Ref #: 70T03019FON0001, 70T03019FON0002: FAST Portfolio Based Agile Development Services: Overall Approach to Conducting Requirements Analysis as well as overall approach to performing Solution Recommendations to include the methodology to determine team size and composition related to complexity of the requirements.

Submission 1 shall also include supplemental documentation:

1) Completed Technical Approach-Agile Development Team Composition Template detailing the size and composition of agile development team(s) under the technical approach (FON Attachment C). Note: The Government prefers FON Attachment C to be provided in the MS Excel format the template was provided in, but will accept a searchable MS Word or PDF document if it contains all of the required information found in FON Attachment C;



2) Completed confirmation of Corporate Capability (CC) highly desired partnership certifications detailing the contractor’s Salesforce Partnership Level (“None” if no Partnership Level exists and/or “In-Process” if previously submitted but not finalized) and any other partnership(s) and/or certification(s) the contractor possesses demonstrating the contractor’s CC to perform the FON/PWS requirements. The submitted partnership(s) and/or certification(s) must be from the Prime Contractor/Submitter and clearly indicate the partnership(s) and/or certification(s) as well as level(s). The completed confirmation is considered to represent the Contractor/Submitter’s self-certification that the submitted information is accurate and complete, although the Government reserves the right to verify submitted information.

- Ref #: 70T03019FON0003, 70T03019FON0004:

70T03019FON0003, TO #1- Technical Approach Assurance Team (TAAT): Overall approach to Conducting Requirements Analysis as well as overall approach to validation of Solution Recommendations related to complexity of the requirements.

70T03019FON0004, TO #2- Shared Development and Delivery Services (SDDS): Overall approach to embedding a secure coding environment and conducting compliance testing.

Submission 1 shall also include supplemental documentation:

1) All Reference Numbers: Completed confirmation of Corporate Capability (CC) highly desired partnership certifications detailing the contractor’s Salesforce Partnership Level (“None” if no Partnership Level exists and/or “In-Process” if previously submitted but not finalized) and any other partnership(s) and/or certification(s) the contractor possesses demonstrating the contractor’s CC to perform the FON/PWS requirements. The submitted partnership(s) and/or certification(s) must be from the Prime Contractor/Submitter and clearly indicate the partnership(s) and/or certification(s) as well as level(s). The completed confirmation is considered to represent the Contractor/Submitter’s self-certification that the submitted information is accurate and complete, although the Government reserves the right to verify submitted information.

#### **B.5.4 FON Submission 2: Prior Experience (PE) and Past Performance (PP):**

Submission 2 will include a video submission not longer than 15 minutes in length/duration utilizing Youtube.com for the Government to access. The presentation and supplemental documentation requirements shall provide sufficient information demonstrating the PE, and PP of the contractor to meet or exceed the requirements of the FON/PWS, addressing:

- Ref #: 70T03019FON0001, 70T03019FON0002: FAST Portfolio Based Agile Development Services TOs:

- (1) Relevant Prior Experience Managing Agile Application Development and Post Production Support Teams: Number of team(s), Size of team(s), and complexity of applications;
  - (2) Relevant Prior Experience, Size, and Complexity Migrating and Developing Applications to and in the Cloud;
  - (3) Relevant Prior Experience in Leading Edge Technology (LET) Projects: Secure Coding Practices, Build Automation, API Management, and Mobile IT (**Innovation for 1 project per category, 4 Total. Submitted Innovation LETs may be utilized for more than 1 LET category and/or in other Relevant Prior Experience categories.**)
- Ref #s: 70T03019FON0003- Technical Approach Assurance Team, 70T03019FON0004- Shared Development and Delivery Services: Up to three examples of recent relevant Prior Experience of a similar size, scope, complexity as required under the FON/PWS.

Note 1: **The submitted example(s) must be from the Prime Contractor/Submitter and have begun no earlier than four (4) years before the release date of this FON or remain currently performing/ongoing under a continuous period of performance. Relevant example(s) performed for the commercial and public sector/project, or performed as a subcontractor, may be provided.**

Note 2: Each cited relevant prior experience must include germane project information such as total dollar value, period of performance, customer point of contact information, performance and quality measures/metrics required and levels achieved and applicable statistical measures (e.g., range, mean, median, mode, **number of defects, code quality,** etc.) as applicable.

Note 3: Submission 2 shall also include supplemental documentation:

- (1) PE/PP Summary Sheet listing each cited Prior Experience with POCs for Past Performance verification for all cited prior experience example(s).
- (2) FPDS & CPARS records for federal **and all public sector** project(s) or similar certified information for commercial project (or if performed as subcontractor) for all cited prior experience and past performance example(s). **The most current FPDS and CPARS record (current period or last issued modification) shall be provided. If no FPDS and/or CPARS is currently available for the example(s), the contractor may submit similar certified information for federal/public sector (e.g., a copy of the Base Contract Award and Modification(s), Balanced Scorecard(s), etc.). FPDS & CPARS records may be provided as one searchable document in lieu of individual records.**

## **C. FON Submission Evaluation**

### **C.1 Order of Importance**

The Government will evaluate submissions based on the following evaluation factors and relative order of importance:

Factor 1 – Overall Technical Approach

Factor 2 – Prior Experience (PE) and Past Performance (PP)

The factors are of equal importance in determining the likelihood of competitive viability.

## C.2 Evaluation Approach

**Factor 1 – Overall Technical Approach:** The Government will assess the degree of competitive viability based on the contractor's submitted overall technical approach, to meet or exceed the requirements of the FON/PWS:

- Ref #: 70T03019FON0001, 70T03019FON0002: FAST Portfolio Based Agile Development Services: Overall Approach to Conducting Requirements Analysis as well as overall approach to performing Solution Recommendations to include the methodology to determine team size and composition related to complexity of the requirements and Completed Technical Approach-Agile Development Team Composition Template detailing the size and composition of agile development team(s) under the technical approach (FON Attachment C), and demonstrated corporate capability.

- Ref #: 70T03019FON0003, 70T03019FON0004:

70T03019FON0003, TO #7- Technical Approach Assurance Team (TAAT): Overall approach to Conducting Requirements Analysis as well as overall approach to validation of Solution Recommendations related to complexity of the requirements, and demonstrated corporate capability.

70T03019FON0004, TO #8- Shared Development and Delivery Services (SDDS): Overall approach to embedding a secure coding environment and conducting compliance testing, and demonstrated corporate capability.

**Factor 2 – Prior Experience (PE) and Past Performance (PP):** The Government will assess the degree of competitive viability based on the contractor's demonstrated Prior Experience and Past Performance, to meet or exceed the FON/PWS requirements.

A strong record of recent (begun no earlier than four (4) years before the release date of this FON or remain currently performing/ongoing under a continuous period of performance) and relevant PE/PP will be considered more competitively viable than little or no record of recent and relevant PE/PP. The Government reserves the right to contact the contractor's PE/PP references to verify information regarding the performance, and such information (if obtained) may be used by the Government in its assessment. The Government reserves the right to evaluate PE/PP examples even if not submitted by the contractor under the FON, and such information (if obtained) may be used by the Government in its assessment.

### **C.3 Evaluation Ratings**

The TSA will evaluate submissions using the following ratings:

- High Competitive Viability
- Average Competitive Viability
- Low Competitive Viability

### **D.1 Advisory Notice:**

After FAST Step 1 FON submissions are evaluated, respondents will receive an advisory notice from the Contracting Officer via e-mail. The advisory notice will inform the respondent if it will be invited to participate in the FAST Step 2 (solicitation/**further FON submission and evaluation instructions**) or, based on the information submitted, it is unlikely to be a viable competitor. Respondents considered not to be the most viable competitors will be advised of the general basis for that opinion.

The most highly viable competitors for Step 1 will be invited to participate in Step 2. For those respondents that are invited to participate in FAST Step 2, the Contracting Officer will include the Step 2 instructions in the advisory notice.

Notwithstanding the advice provided by the Government in response to FON submissions, respondents may elect to participate in the resultant Step 2 solicitation(s)/**further FON submission and evaluation instructions**. In making a decision to proceed regardless of being advised not to continue, please note that Step 1 submissions will carry over, and carry the most weight in the best value determination.

Those respondents notified they are not considered among the most highly viable competitors, but regardless choose to proceed to FAST Step 2, shall send an email to [Melisa.Marcovitz@tsa.dhs.gov](mailto:Melisa.Marcovitz@tsa.dhs.gov) not later than 24 hours after delivery of the advisory recommendation not to proceed, indicating its intent to participate in Step 2. After the Contracting Officer receives notice from the respondent stating its intent to participate in Step 2 despite the Government's advisory notice not to proceed, the Contracting Officer will send a separate email with Step 2 instructions.

Failure to participate in Step 1 of the procurement precludes further consideration of a competitor/offeror. Step 2 submissions/proposals will not be accepted from competitors/offerors who have not submitted Step 1 FON submissions by the due date and time stated in this FON.

The Government intends to evaluate submissions and proceed to Step 2 without further communication with submitters. Therefore, the Step 1 FON submission(s) shall contain the sufficient information to allow for evaluation. Although the Government reserves the right to evaluate PE/PP examples even if not submitted by the contractor under the FON, the contractor shall assume that the Government has no prior knowledge of the contractor's CC/PE/PP and that the Government will base its evaluation on the information presented in the FON submission. The Government reserves the right to conduct communications if the Contracting Officer (CO)

Transportation Security Administration (TSA) - Flexible Agile Scalable Teams (FAST)

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determines them to be in the best interests of the Government. In such a case, the Government reserves the right to communicate solely amongst the competitors proceeding to FAST Step 2.