

U.S. Department of Education
Office of Postsecondary Education (OPE)
OPEP210008AP
Title of Project: Title II Data Collection

General Information:

This IS A **DRAFT** REQUEST FOR INFORMATION (RFI) is for market research and planning purposes only and shall not be an obligation by the Government to acquire any products or services.

The market research RFI pertains to a procurement called “Title II Data Collection,” which is also referred to by its internal U.S. Department of Education tracking number OPEP210008AP. Any response(s) to this RFI will help the Department determine whether this procurement should be a small business set aside or open to both large and small vendors and under which vehicle this should be procured.

Pursuant to 48 C.F.R. Part 10, the Government is conducting market research to:

- Determine what sources exist that can satisfy the Government’s requirements listed below,
- Determine the capabilities of potential contractors,
- Determine the size and status of potential sources, and
- Determine the level of competition.

This DRAFT RFI has two steps. The first step is for all interested parties to respond in an email if interested. All interested responses shall be submitted to Michael.Rivera@ed.gov. When responding, it is important that you respond with “Title II Data Collection- OPEP210008AP” in the subject line. Step two is accomplished once your response is received. After receipt of your response, you will receive an email with an invite to the Department for a webinar on 26 February 2021. Capability Statements from interested small-business vendors are requested to be forwarded to Michael.Rivera@ed.gov , No Later Than 25 February 2021; all businesses are welcome to submit a response. (See instructions below).

Invites will be sent out as they are received. It is in your best interest to respond as soon as possible if you are interested since there may be a limited number of invitations that we can send to accommodate our webinar platform.

While the precise acquisition strategy is to be determined, the Department is contemplating a firm-fixed-price task order award and intends to issue a solicitation this winter with an anticipated award date in the 3rd quarter of the fiscal year.

This is a new action and not a re-compete of any prior contract or task order. Although some of these services have been procured before this requirement is different than its predecessor EDEPCM16F0001.

The anticipated NAICS codes are 541511, Custom Computer Programming Services; 541512, Computer Systems Design Services; or 541519 Other Computer Related Services.

These will be reviewed and may change before the solicitation is released.

Structure of Capability Statement Responses:

Interested vendors are asked to provide a brief response to this Request for Information with Capability Statements which are no longer than 10 pages (excluding cover page, double-spaced, no smaller than 12-point font, a minimum of one-inch margins) with the information detailed below. No additional appendices or separate documents (except comments on the PWS) will be accepted.

1. Company name, DUNS number, company mailing address, company website (if applicable), and point of contact information (one person's name, telephone number and e-mail address).
2. Company's applicable socioeconomic status and available contract ordering vehicles (include contract numbers), if available.
3. Capabilities Statement that clearly aligns the capabilities of the company to the requirements contained in the draft PWS. Please include evidence of relevant experience and expertise.
4. Comments regarding the draft PWS. As much as possible, please refer to a section number or page number with your questions/comments. If submitting PWS Comments as a separate document, please note in this section that "comments were submitted separate from the capability statement."
5. Any barriers to making this procurement fixed-price, as opposed to time-and-materials. Any such feedback should specifically identify which tasks would be difficult to fix-price and why.
6. Any additional information which the company deems important and relevant to this Notice, including but not limited to, any perceived barriers to competition, discussion of any proposed teaming arrangements with partners/subcontractors/consultants, or any proposed solutions that the Department may not have considered.
7. Please comment on the appropriateness of the NAICS code. Also please indicate your interest in responding to a solicitation when released.
8. Please comment on whether you believe this can be set aside for small businesses.

Vendors should submit **Capability Statements** and/or **PWS Comments** by e-mail to the Contract Specialist, copying the Contracting Officer, by no later than **10:00 AM EST, on 25 February 2021**. The Contract Specialist is Michael Rivera: michael.rivera@ed.gov and the Contracting Officer is Pamela Bone: Pamela.Bone@ed.gov.

Background of Requirement:

The U.S. Department of Education's (The Department) Office of Planning, Policy, and Innovation (PPI) in the Office of Postsecondary Education (OPE) requires support for Title II data collection and data analysis. The contractor shall support maintenance and updates of the Title II website. The contractor shall also support data collection for the Institutional Program Report Card and the State Report Card through their expertise with the helpdesk.

The vendor shall meet the following objectives:

- Develop, update, maintain, document, and support IT systems.
- Data Quality Control, Conversion, and Migration.
- Customer Support Services (help desk and user guides/documentation).
- Letters to Survey Respondents (Institutions and states).
- OMB Information Collection Clearance. and

- Data Analysis and Reports.

Draft Performance Work Statement (DPWS): Attached for your review is a Draft Performance Work Statement, which includes background, purpose of the task order, legislative authority, scope of work, and tasks and deliverables.

Disclaimer:

PARTICIPATION IN THE MARKET RESEARCH IN NO WAY INFLUENCES THE SOURCE SELECTION FOR THESE SERVICES.

This is not an invitation for bid, request for proposal or other solicitation. The sole purpose of this Notice is to inform industry of this procurement and to begin conducting market research for procurement planning purposes. This Notice is not to be construed as a commitment on the part of the Government to award a task order nor does the Government intend to directly pay for any information or responses submitted as the result of this Notice. Any task order that might be awarded based on information received or derived from this Notice will be the outcome of the competitive process.