

SELECTION OF CONTRACTOR
FOR
BUSINESS AND ADMINISTRATIVE MANAGEMENT
INFORMATION SERVICES

On November 9, 1995, I met with the Source Evaluation Team (SET) appointed to evaluate proposals to provide Business and Administrative Management Information Services (BAMIS). The SET's presentation consisted of the procurement history, evaluation procedures used, and the results of the evaluation.

PROCUREMENT DESCRIPTION

The objective of this procurement is to provide BAMIS services to Langley Research Center (LaRC), beginning January 1, 1996, following the expiration of the current BAMIS contract with the Unisys Corporation. The successful offeror will provide support for the analysis, design, development, implementation, operation, and maintenance of the LaRC's automated business and management information systems. BAMIS consists of technical and management processes, automated data processing systems (hardware and operating system software), general purpose application enabling software (e.g., programming languages, adhoc query languages, spreadsheets, and presentation graphics), specific application software (e.g., financial, budget, and logistic) data bases, and communications network.

The BAMIS procurement was initiated by the Information Systems and Services Division, formerly the Information Systems Division. The proposed contract is a follow-on to NASA Contract NAS1-19130. The proposed effort is a continuation of the BAMIS services currently being provided, except that a requirement has been added for the contractor to operate an on-site product demonstration center. It is anticipated that Samuel A. McPherson will serve as the Contracting Officer's Technical Representative (COTR).

SOURCES

Based on the market survey that was conducted in August 1994, it was determined that several highly qualified small business concerns possessed the specialized technical and financial resources to perform BAMIS services. Accordingly, LaRC decided that the BAMIS procurement should be a 100 percent small business set-aside.

A draft Request for Proposal (RFP) was issued on March 14, 1995, to approximately 900 firms. The purpose of the draft RFP was to solicit industry comments and suggested improvements regarding the solicitation, particularly for the proposed performance-based aspects of the solicitation, e.g., Statement of Work (SOW) including performance standards/metrics, qualitative evaluation criteria set forth in Section L., and the BAMIS description that describes the total BAMIS environment and includes logistical and historical data.

Concurrent with the draft RFP release, a technical point-of-contact was designated to provide potential offerors the opportunity to discuss the current contract operations and enhance their understanding of the requirements. A technical library was also established to provide contractor access to BAMIS documents.

Over 300 comments and suggestions were received from industry and many of them were incorporated into the final competitive RFP that was issued on June 13, 1995, to approximately 250 firms. A preproposal conference and facility tour were held at Langley Research Center (LaRC) on July 10, 1995, with 40 firms represented. On August 8, 1995, proposals were received from the following 12 small businesses:

Management Technology, Inc.	Comso, Inc.
Maden Tech, Inc.	Sumaria Systems, Inc.
Distributed Information Systems, Inc.	NCI Information Systems, Inc.
Spacetec, Inc.	Symbiont, Inc.
Advanced Management, Inc.	Southeastern Computer Consultants, Inc.
ATAC Corp.	Prosoft, Inc.

EVALUATION PROCESS

Prior to the issuance of the RFP, the Contracting Officer/Source Selection Official (hereafter referred to as the Contracting Officer) appointed an SET to conduct an evaluation of proposals received in response to the solicitation. The proposals submitted in response to this solicitation were evaluated using the Best Value Selection (BVS) procedures. The procedures were approved by the Contracting Officer on June 16, 1995, and were included verbatim in RFP Section M. In summary, the RFP stipulated that the successful offeror would be selected based on the best combination of cost, qualitative merit, and relevant experience and past performance. Qualitative merit relative to the offeror's technical proposal was determined by evaluating the degree to which the objectives of the Qualitative Evaluation Criteria (QEC's) were met or exceeded. The SET used the following QEC's to evaluate the technical proposals:

1. Offeror's approach to ensuring uninterrupted BAMIS operations (at contract start as well as ongoing) for the key applications of NASA Personnel/Payroll System and Invoice Payments System.
2. Offeror's approach to assuring physical and computer access security for sensitive BAMIS operations/applications.
3. Offeror's approach to providing timely and responsive customer support.
4. Offeror's approach to providing effective maintenance of BAMIS hardware and software.
5. Offeror's approach to providing continual improvement in BAMIS operations.
6. Offeror's use of innovative approaches in performing the effort required by the Statement of Work.
7. Offeror's approach to providing flexibility to cope with changing Agency Business Information Resources Management policies and requirements.
8. Offeror's approach to providing a professional compensation plan that promotes workforce continuity.

The SET used the following ratings/definitions to evaluate each QEC:

Adjective Definitions:

Exceeds Requirement :

An offer that meets all essential requirements and includes innovative approaches that gives the Government technology, equipment, methods, software, or resources that provide a solution with greater value than required by the specification. Technical superiority is clearly demonstrated. The offer may be accepted on its present terms.

Meets Requirement:

An offer that addresses and demonstrates an understanding and feasible approach to all the requirements of the specification without any significant value improvements. Some discussions of minor deficiencies may be desirable.

Does Not Meet Requirements:

An offer that contains deficiencies in both approach and understanding, and does not address all the essential requirements of the specification. This includes approaches that are not technically feasible to perform, or could not be acceptable without substantial rewriting or submission of a new technical approach.

As stated in the RFP, BVS is based on the premise that, if all offers are of approximately equal qualitative merit and relevant experience and past performance, award will be made to the offeror with the lowest evaluated cost or Government-determined most probable cost. However, the Government will consider awarding to an offeror with higher qualitative merit and higher relevant experience and past performance provided that the cost differential is commensurate with the added value. Conversely, the Government will consider making award to an offeror whose offer has lower qualitative merit and relevant experience and past performance, if the cost differential between it and other offers warrants doing so. Overall, in the selection of an offeror for negotiations leading to contract award, cost; qualitative merit; and relevant experience and past performance were considered to have essentially equal importance.

Twelve small business firms submitted timely proposals. The SET evaluated the proposals in accordance with the approved evaluation procedures set forth in Section M of the RFP. Initially, all Voting Members reviewed the proposals (technical and business) to identify any that were considered patently unacceptable. The Contracting Officer was notified that all proposals warranted further review. Concurrently, the cost consultant initiated a review of the business proposals and audit reports for each firm.

At the completion of the initial review, each Voting Member reviewed, in depth, each technical proposal and assigned a rating to each QEC. Strengths and weaknesses and areas requiring discussion or clarification were noted using the individual rating sheets prepared for each QEC. The SET then met to collectively discuss each technical proposal and assign consensus strengths and weaknesses along with consensus adjective ratings for each QEC.

The SET analyzed each business proposal and received reports from the cost consultant; impacts of the business proposal findings on QEC adjectives were discussed and changes were made where appropriate. Adjustments were made to proposed costs in some cases where auditors recommended such or when the SET determined such adjustments to be appropriate to arrive at a more likely cost for overall proposal value.

Relevant experience and past performance were reviewed by the SET, both from offeror-supplied information and from reference-supplied input. The SET assigned

consensus adjective ratings for each offeror. The adjective ratings and their definitions follows:

Adjective Definitions:

Excellent:

Performance which, in addition to fully satisfying contract and/or customer requirements, features above-average innovation and efficiency and rare or nonexistent deficiencies.

Satisfactory:

Effective performance which is fully responsive to contract and/or customer requirements; identified deficiencies do not affect overall performance.

Less-Than-Satisfactory:

Performance which frequently fails to meet contract requirements and/or customer expectations, and which includes deficiencies that impact other areas of work performance.

The results of the SET's initial evaluation were presented to the Contracting Officer on October 26, 1995, who, in turn, determined the group of finalists to include MadenTech Consulting, Inc.; Comso, Inc.; and NCI Information Systems, Inc. Written discussions were conducted with the finalists, and each was afforded an opportunity to revise its proposal.

The revised proposals were reviewed using the same procedures used in the initial evaluation, and some adjustments were made to the initial evaluation findings for the finalists. The cost consultant, in conjunction with the SET, also made the necessary adjustments to the probable costs for each finalist. The SET presented the updated finding to the Contracting Officer on November 9, 1995.

SELECTION DECISION

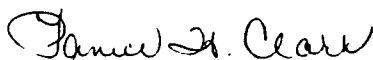
After the SET's presentation, I reviewed and assessed the ratings assigned for the QEC's of each finalist. I noted that NCI was the only firm that had received a rating of *Excellent* for all eight QEC's. The finalist with the second highest number of *Excellent* QEC ratings received only six.

I noted that all three finalists were rated *Excellent* for relevant experience and past performance on similar efforts.

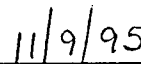
Finally, I reviewed the final probable costs for the three finalists and noted that NCI had the lowest probable cost.

I have concluded that the SET performed its duties in accordance with the approved evaluation procedures set forth in Section M of the RFP. I further conclude that the SET's evaluation was comprehensive, objective, and fair.

Based on its strong, very high-quality technical proposal (technical merit); *Excellent* relevant experience and past performance on similar efforts; and lowest Government-determined most probable cost, I have determined that the NCI proposal provides the best overall value to the Government for this effort and is selected for the purpose of final negotiations leading to award of the BAMIS contract.



Panice H. Clark
Source Selection Official



Date