

Sitecore Version 6.2 Upgrade
N00014-11-Q-0005

This is a combined synopsis/solicitation for commercial items prepared in accordance with the format in Federal Acquisition Regulations (FAR) Subpart 12.6, as supplemented with the additional information included in this notice. This solicitation constitutes the only solicitation; proposals are being requested and a written solicitation will not be issued. This Request for Quotation (RFQ), N00014-11-Q-0005, is a small business set-aside and issued to solicit quotations from potential offerors. The solicitation document and incorporated provisions and clauses are those in effect through Federal Acquisition Circular 05-46 and DFAR Change Notice 20101103. The associated North American Industry Classification Systems (NAICS) code is 541519 and the small business size standard is \$18.0 million.

The Office of Naval Research (ONR) has a requirement to upgrade the existing Sitecore 6.0 software version to version 6.2. This upgrade is necessary both to improve performance of the current websites and to enable the later transition of these services to the Defense Information Systems Agency for hosting. Sitecore is a Commercial-Off-the-Shelf (COTS) Content Management System (CMS) that enables the management and publishing of content onto web sites. ONR has procured this tool to manage its public internet website presence. The internet content is primarily managed by the Corporate Strategic Communications (CSC) group, the Sitecore system is managed by the Chief Information Officer (CIO) (Code 06) Web Team and the Sitecore server infrastructure is managed by Code 06 Engineering Team. Sitecore is built on Microsoft .NET technology and it has built-in roles for administrator, publisher, author, approver etc. Content is developed and staged internally, and once approved is pushed to the public facing web servers in the DMZ. User authentication to the internal Sitecore system is currently based on username and password. Approximately sixty (60) internal ONR users will access the system to maintain content. Data from the web server to database server will never cross any boundaries, or leave the core network within the datacenter. Access to the web server in the DMZ will be anonymous due to the fact that it will be ONR's public website. Anyone with access to the Internet will be able to access the content on ONR's public website. ONR has a separate Sitecore annual maintenance agreement in place which includes software upgrades. Due to the complexity and importance of the content published on the web, the government is seeking expert technical services to perform software installation, content transition, testing, and deployment with minimal interruption to the users. The Contractor will be required to (1) evaluate the current ONR development, staging, and production environment; (2) provide a project milestone plan that documents the steps, duration, and sequence of events necessary to ensure a smooth transition from the current version to version 6.2; (3) establish an ONR development virtual server within the contractor's environment and replicate ONR's current website, including production content, templates, and code; (4) perform upgrade of Sitecote 6.2 in contractor's environment; (5) conduct quality assurance to ensure upgrade success; (6) create a development package with upgraded ONR website content, templates, and code for ONR development, staging, and production environments; (7) install Sitecote 6.2 in the ONR development, staging, and production environment; and (8) deploy upgraded content in all ONR environments (development, staging, and production). At a minimum,

proposed personnel should be a Certified Sitecore Partner, have five (5) years experience with Sitecore, and provide previous examples of successful Sitecore implementations. The deliverables under this effort will include a (1) Project Milestone Plan, (2) installation of the agreed upon Sitecore version in development, staging, and production environments within ONR; and (3) development of upgraded content on the development, staging, and production environments within ONR. At the conclusion of this effort, the upgraded website must be fully operational and the pages displayed properly to successfully meet the requirement.

The period of performance for this effort will be from the effective date of award through ninety (90) days thereafter. The Government intends to competitively award a firm-fixed price (FFP) purchase order that represents the best value to the Government. Quote packages should include two (2) sections: technical and cost, along with the Representations and Certifications. The quote package should include a cover page includes the technical and administrative\business point of contact information (name, address, telephone number, fax number, electronic mail address). The technical proposal should also include the technical approach, management approach, and resumes for the proposed personnel. The technical section should be no more than 3 pages, excluding resume(s) and the Representations and Certifications. Resume(s) should be no more than one (1) page and should detail the proposed personnel qualifications. The cost section should be submitted in accordance with the offeror's accounting structure. There is no page limitation on the cost section. Quote submissions should be written and organized to be compatible with the requirements specified in this solicitation.

The clauses at FAR 52.211-6, Brand Name or Equal, FAR 52.212-1, Instructions to Offerors—Commercial Items, FAR 52.212-2, Evaluation—Commercial Items, FAR 52.214-4, Contract Terms and Conditions—Commercial Items, FAR 52.215-5, Contract Terms and Conditions Required to Implement Statutes or Executive Orders—Commercial Items, and FAR 52.222-50, Combating Trafficking in Persons, apply to this acquisition. The additional clauses cited as applicable in FAR 52.212-5 are as follows: 52.203-6 Alternate I, 52.219-28, 52.222-3, 52.222-19, 52.222-21, 52.222-26, 52.222-36, 52.222-41, 52.222-42, 52.222-44, 52.225-13, and 52.232-3. The DFARS clause at 252.212-7001, Contract Terms and Conditions Required to Implement Statutes or Executive Orders Applicable to Defense Acquisitions of Commercial Items applies to this acquisition. The additional clauses cited within this clause are applicable: 252.232-7003. The following additional DFARS clauses apply: 252.204-7004 Alternate A, Central Contractor Registration, and 252.232-7010, Levies on Contract Payments. The offerors should submit with their quotations along with completed representations and certifications in accordance with FAR 52.212-3 “Offeror Representations and Certifications—Commercial Items” and DFARS 252.212-7000 “Offeror Representations and Certifications—Commercial Items,” which are available electronically at <http://heron.nrl.navy.mil/contracts/rep sandcerts.htm>; and an affirmation that the offeror has an active registration in the Central Contractor Registration (CCR) database found at www.ccr.gov. An award will be made to the offeror whose proposal is determined to be lowest price technically acceptable.

Proposals must be submitted no later than 2:00 PM Eastern Standard Time (EST) on Thursday, 2 February 2011. Questions concerning this RFQ should be emailed to the contract specialist, Gordon Jaquith, at Gordon.Jaquith@navy.mil. Questions must be received no later than two (2) business days before the response due date of this solicitation. Responses to this solicitation shall be submitted by email and sent to Mr. Jaquith, at Gordon.Jaquith@navy.mil. Responses must be marked with the solicitation number, response due date, and ATTN: Mr. Gordon Jaquith.