



Department of Veterans Affairs

SPECIAL NOTICE

February 10, 2015

REQUEST FOR INFORMATION, CAPABILITIES, & SOURCES SOUGHT

Web Based Coding Training

Notice Number: RFI # VA701-15-N-0084

Issue Date: Wednesday, February 18, 2015

Response Due: Wednesday, March 4, 2015

E-Mail:

Correspond directly with the Contracting Officer, Andrea Fink at Andrea.Fink@va.gov and provide a copy to the Contract Specialist Justin at Justin.ORourke@va.gov. Questions submitted by any other method will not be accepted or answered. Please ensure that your e-mail response contains "RFI # VA701-15-N-0084" in the subject line.

Issued By:

This Request for Information (RFI) is being issued by the Department of Veterans Affairs (VA) Program Contracting Activity Central (PCAC) for the Office of Informatics and Analytics (OIA) Health Informatics Interoperability Office (HIIIO).

RFI Purpose:

This RFI is a market survey seeking written responses with information to help identify potential sources that are interested in and capable of performing the work described herein and as described in the draft Government Performance Work Statement (PWS). The Government is seeking to obtain industry comments and questions regarding a planned solicitation for Web Based Coding Training. This RFI requests responses from all qualified firms.

Submission Information:

All potential sources with the capability to provide the requirements referenced in this RFI and in the draft PWS are invited to submit, in writing, sufficient information within the page limitation (listed in this section). This information must demonstrate the responder's ability to fulfill the requirements and be responsive to the technical questions in this RFI, as indicated below.

Responses Due:

All responses will be electronic format, and emailed to the Contracting Officer and the Contract Specialist. All responses must be received no later than Wednesday, March 4, 2015, 4:00 PM Eastern Standard Time (EST).

Submission Format:

Submissions must be in Microsoft Word. The typed font for your response to this RFI must be no smaller than Times New Roman 11 point font.

Submission Contents:

Your submission, at a page limit of no more than 5 pages, must contain:

- Cover
- Cover Letter (optional)
- Section 1 – General Response to Government Requirements
- Section 2 – Comments to the Draft PWS

Responses to this RFI must address the following requirements and questions:

1. A cover sheet which includes:
 - a. RFI Title
 - b. Vendor Company Name
 - c. Address
 - d. Name of Point of Contact
 - e. E-Mail Address
 - f. Phone Number
 - g. Vendor DUNS Number
 - h. Business Size
 - i. List of all North American Industry Classification System (NAICS) codes as identified in the vendor's Online Representations and Certifications Applications (ORCA)
 - j. If applicable, vendor's GSA or other available Government-wide contract vehicle that is within the scope of this requirement
2. General responses to Government's requirements.
3. Comments related to the Draft PWS or edited within the attached PWS using track changes.
4. Does your company currently hold a GSA Schedule contract to perform these services? If so, provide GSA Schedule Number, and business size.
5. What NAICS code does your company provide these services under?
6. What kind of pricing structure has your company used for these services in the past?

Additional Information:

This RFI is issued solely for information and planning purposes and does not constitute a solicitation or obligation on the part of the Government. Neither unsolicited proposals nor any other kinds of offers will be considered in response to this RFI. No reimbursement will be made for any costs associated with providing information in response to this announcement and/or any follow-up information requests.

All information received in response to this RFI that is marked "Proprietary" will be handled accordingly. Responses to the RFI will not be returned. An electronic acknowledgement of the Vendor's RFI response submission will be provided. If you do not receive an acknowledgement within one work day, please notify the acquisition point of contacts listed in this RFI to ensure successful delivery.

Post RFI Plan:

The Government intends on issuing a competitive solicitation as a result of this RFI. It is the intent of the Department to issue a non-restrictive technical requirement to maximize competition and seek the best value to the Government and the taxpayer. The acquisition strategy, evaluation methodology, contract type, and other acquisition decisions are to be determined.

Please see the **Draft Performance Work Statement (PWS)** for all proposed technical requirements.

We are seeking industry experts to help make this Government requirement better for the end user and ultimately reduce the cost to the tax payer. All comments are welcome.

Thank you for your support.

Sincerely,

A handwritten signature in blue ink, appearing to read "Andrea Fink", written in a cursive style.

Andrea Fink
Contracting Officer