

This Sources Sought Notice is for planning purposes only and shall not be considered as an invitation for bid, request for quotation, request for proposal, or as an obligation on the part of the Government to acquire any products or services. Your response to this Sources Sought Notice will be treated as information only. No entitlement to payment of direct or indirect costs or charges by the Government will arise as a result of contractor submission of responses to this announcement or the Government use of such information. This request does not constitute a solicitation for proposals or the authority to enter into negotiations to award a contract. No funds have been authorized, appropriated, or received for this effort.

The information provided may be used by the Department of Veterans Affairs in developing its acquisition approach, statement of work/statement of objectives and performance specifications. Interested parties are responsible for adequately marking proprietary or competition sensitive information contained in their response. The Government does not intend to award a contract on the basis of this Sources Sought Notice or to otherwise pay for the information submitted in response to this Sources Sought Notice.

The purpose of this sources sought announcement is for market research to make appropriate acquisition decisions and to gain knowledge of potential qualified Service Disabled Veteran Owned Small Businesses, Veteran Owned Small Businesses, 8(a), HubZone and other Small Businesses interested and capable of providing the services described below.

Documentation of technical expertise must be presented in sufficient detail for the Government to determine that your company possesses the necessary functional area expertise and experience to compete for this acquisition. Responses to this notice shall include the following: (a) company name (b) address (c) point of contact (d) phone, fax, and email (e) DUNS number (f) Cage Code (g) Tax ID Number (h) Type of small business, e.g. Services Disabled Veteran Owned small Business, Veteran-owned small business, 8(a), HUBZone, Women Owned Small Business, Small disadvantaged business, or Small Business HUBZone business and (i) must provide a capability statement that addresses the organizations qualifications and ability to perform as a contractor for the work described below.

The VA Heartland Network 15, Contracting Office located at 3450 South 4th Street, Leavenworth, KS, 66048-5055 is seeking a potential qualified contractor to upgrade the VMWare software on their Biomedical Engineering managed virtual farm from vSphere version 5.5 to version 6.5. (see **SOW**) for the Department of Veterans Affairs, St. Louis VA Medical Center, John Cochran Division, 915 North Grand Blvd., Saint Louis, MO 63106-1621.

Important information: The Government is not obligated to nor will it pay for or reimburse any costs associated with responding to this sources sought synopsis request. This notice shall not be construed as a commitment by the Government to issue a solicitation or ultimately award a contract, nor does it restrict the Government to

a particular acquisition approach. The Government will in no way be bound to this information if any solicitation is issued.

Currently a total set-aside for Service Disabled Veteran Owned Small Business firms is anticipated based on the Veterans Administration requirement with Public Law 109-461, Section 8127 Veterans Benefit Act and VAAR 808.002 (Class Deviation), Priorities for use of Department of Veterans Affairs (VA).

However, if response by Service Disabled Veteran Owned Small Business firms proves inadequate, an alternate set-aside or full and open solicitation may be published.

Classification System (NAICS) code for this acquisition is 541519 (Other Computer Related Services), with a size standard of \$27.5 million.

Notice to potential offerors: All offerors who provide goods or services to the United States Federal Government must be registered in the System for Award Management (SAM located on the web at [www.sam.gov](http://www.sam.gov)). Additionally, all Service Disabled Veteran Owned Businesses or Veteran Owned Businesses who respond must be registered with the Department of Veterans Affairs Center for Veterans Enterprise VetBiz Registry located at <http://vip.vetbiz.gov>.

Any response to this source sought from Interested parties must be received NLT July 27, 2018. Attention: Sue Miller, Contracting Officer. Email: [susan.miller99@va.gov](mailto:susan.miller99@va.gov).

## **Scope of Work – VA Saint Louis Health Care System**

### **Objective**

The VA Saint Louis Health Care System intends to upgrade the VMWare software on their Biomedical Engineering managed virtual farm from vSphere version 5.5 to version 6.5. In addition, the facility will require an upgrade to ESXi 6.5 on each server and deployment of a new vCenter 6.5 server appliance. This document highlights the technical specifications and services being requested by the facility for consideration towards contracting a vendor to perform this upgrade. Vendors under this proposal shall provide all equipment and accessories, installation services, configurations, and project management support. During these upgrades the vendor will assist in providing support to ensure the current production virtual machines experience no downtime or minimal downtime as coordinated.

### **Deliverables**

Activities related to scheduled tasks will support the deliverables necessary for a successful project.

- Project Initiation/Project Kickoff
- Design Meeting to discuss tasks to be completed
- Specifications for acceptance of upgrade and work completed
- As-Built Documentation

### **Project Initiation**

Contractor will follow a project management process that begins with planning the project with the key stakeholders. The process begins with planning a project initiation with VA during which all requirements, dependencies, success criteria, as well as challenges and risks to the project will be identified and planned for.

The project initiation will consist of the following tasks:

- Define roles and responsibilities of the project core team
- Articulate project objectives, priorities, technologies being deployed, and key deliverables
- Identify the work required to achieve the project goals
- Establish a high-level schedule for the project
- Develop strategies for mitigating major project risks
- Plan the project success criteria
- Understand project dependencies

### **Project Tasks**

VMware vSphere Preparation, Planning and Design

Contractor will host a VMware vSphere design workshop with VA's key stakeholders and technical leads with the following objectives:

- Determine upgrade schedule
- Review existing environment
- Determine VMware vSphere integration points with existing infrastructure
- Identify business processes that may be impacted by upgrading VMware vSphere
- Gather pre-deployment information
- Ensure Customer has vSphere media and license access
- Ensure customer has Cisco firmware media access
- Develop an implementation timeline and roadmap
- Review Testing Procedures

- Review design with the customer for acceptance/signoff

### **VMware vSphere Upgrade**

All hardware has already been racked, stacked, cabled and is ready for the upgrade of vSphere.

Contractor will perform the following tasks:

- Configure VMware vSphere per design
- Upgrade Cisco C220 server firmware to latest versions
- Upgrade and configure vSphere on up to three (3) ESXi hosts
- Configure new vCenter Server 6.5 Appliance
- Integrate ESXi hosts with vCenter
- Configure distributed switch or local vSwitches (per design workshop)
- Configure host profiles (per design workshop)
- Configure storage DRS clusters (per design workshop)
- Configure Update Manager
- Configure vRealize Operations Manager
- Verify datastore availability
- Configure external Platform Services Controller (per design workshop)

### **Test Acceptance and Documentation**

- Conduct solution testing and validation with VA stakeholders
- Document the final VMware vSphere configuration

### **Testing**

Utilizing the data obtained in the project initiation meeting, contractor will develop a testing procedure documentation package. The testing procedure package will include a document detailing test resource requirements, procedures, and expected results. The test plan document package will be reviewed by VA to confirm both parties agree to the test plan criteria and methodologies. After reaching agreement, major changes to the test procedure package as a result of a feature, application, or design change will go through a change control process to ensure no changes are implemented without having an agreed upon procedure.

### **Cutover Procedures**

Contractor will formally turn the site over to VA for daily operational support after the successful testing of the upgraded system. As-Built documentation will be provided for each installation, including design documents, configuration files, and diagrams.

### **On-site Work Expectations**

- Contractor will have on-site presence during VMware upgrade work to ensure response capabilities in event of unexpected system response.
- Coordination meetings and initial planning can be done via remote webinars or conference calls.
- Contractor will arrange all on-site work with appointed VASTLHCS Biomed POC (Initially COR: Ryan Pourcillie).
- All on-site work will take place Monday through Friday between the hours of 6AMCT and 2:30PMCT, in cases where remote work is appropriate scope and timelines for that work will be coordinated/approved by VASTLHCS Biomed POC.
- Contractors will report to the VASTLHCS Biomedical Engineering Shop at John Cochran VA Medical Center, Building 1, Room B005 upon arrival. Contractors will be escorted from the Biomedical

Engineering Shop to the Biomedical Engineering server room where physical equipment is located. Biomedical Engineering staff will remain with contractor during the extent of their work in the server room.

- All portable media devices must be scanned by VASTLHCS Biomedical Engineering staff for security vulnerabilities before contractor will be allowed to use them during the upgrade. VASTLHCS Biomedical Engineering staff reserve the right to refuse portable media usage and require contractor to obtain new device based on scan results.
- Smoking is only allowed in a designated smoke shelter outside the Enright entrance to the building.