

Document Handling and Technical Program Support Services

Active

Contract Opportunity

Notice ID

693JJ920RQ000013

Related Notice

Department/Ind. Agency

TRANSPORTATION, DEPARTMENT OF

Sub-tier

NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION

Office

693JJ9 NHTSA OFFICE OF ACQUISTION

General Information

- **Contract Opportunity Type:** Sources Sought (Original)
- **All Dates/Times are:** (UTC-05:00) EASTERN STANDARD TIME, NEW YORK, USA
- **Original Published Date:** Nov 07, 2019 02:39 am EST
- **Original Response Date:** Nov 15, 2019 03:00 pm EST
- **Inactive Policy:** Manual
- **Original Inactive Date:**
- **Initiative:**
 - None

Classification

- **Original Set Aside:**
- **Product Service Code:** R - SUPPORT SVCS (PROF, ADMIN, MGMT)
- **NAICS Code:** 493190 - Other Warehousing and Storage
- **Place of Performance:**

Washington , DC 20590

USA

Description

Action Code: S

Classification Code: R706 Logistics Support Services

Solicitation: 693JJ920RQ000013

Agency/Office: National Highway Traffic Safety Administration (NHTSA)

Location: National Highway Traffic Safety Administration HQ

NAICS Code: 493190, Other Warehousing and Storage, \$30.0M.

Point of Contract: Vincent Lynch, Contracting Officer, ph(202) 366-9568

Title: Document Handling and Technical Program Support Services

Description(s):

The National Highway Traffic Safety Administration (NHTSA) is issuing this Sources Sought Notice to identify potential qualified 8(a) Small Disadvantaged Business (SDB) concerns that may be interested in and capable of performing the work described herein to assist NHTSA's Office of Research and Program Development in providing Document Handling and Technical Program Support Services.

NHTSA welcomes all qualified certified 8(a) SDB concerns with the appropriate NAICS Code and past experience to submit their Corporate Capability Statements that demonstrate their ability to successfully accomplish the goals of the proposed project as listed below. NHTSA does not intend to award a contract on the basis of responses to this notice or otherwise pay for the preparation of any information submitted. Acknowledgement of receipt of responses will not be made; and no formal evaluation of the information received will be conducted by NHTSA. NHTSA may; however later on issue a Request for Proposals (RFP). However, should such a requirement fail to materialize, no basis for claims against NHTSA shall arise as a result of a response to this notice.

BACKGROUND:

The National Highway Traffic Safety Administration (NHTSA's) Enforcement Program requires professional technical support to assist operations and business processes. The key enforcement program offices are the Office of Vehicle Safety Compliance (OVSC) and the Office of Defects Investigation (ODI).

NHTSA's core mission is to save lives, prevent injuries, and reduce economic costs due to road traffic crashes. To achieve this goal, NHTSA promulgates Federal Motor Vehicle Safety Standards (FMVSSs) which require minimum levels of safety performance for motor vehicles. NHTSA's Office of Vehicle Safety Compliance (OVSC) is tasked with developing and executing compliance programs to assure the FMVSSs requirements are being met. This may include test programs, programs that involve investigative inquiry or inspection and surveillance programs that routinely monitor vehicles being imported into the United States. NHTSA's mission also includes issuing Corporate Average Fuel Economy (CAFE) standards. Each year, OVSC executes compliance programs to assure vehicle manufactures adhere to the increasing fuel economy standards.

OBJECTIVE:

The purpose of this contract is to obtain technical program support services to maintain existing processes and provide planning and implementation support services for future process improvement investments within the NHTSA Enforcement Program offices. The bulk of the support effort covers programs administered by the Office of Vehicle Safety Compliance (OVSC) and the Office of Defects Investigation (ODI). These services shall be provided through Task Orders issued under this contract.

Capabilities:

The Contractor shall provide NHTSA with experienced professionals and support staff to

perform document handling, data entry, information analyses and reporting associated with the

Enforcement programs. These requirements include data examination, filing, data quality assurance, data analyses, reporting, operational support and other data program management and support duties.

Format of Corporate Capabilities Statement:

Any interested qualified certified 8(a) SDB firms should submit their Corporate Capability Statement, which demonstrates the firm's ability and past experience in no more than 10 pages to perform the key requirements described above to the identified NHTSA point of contact listed herein.

Any proprietary information should be marked as such. All respondents are asked to certify the type and size of their business organization is in-line with the requirements of this Sources Sought Notice, and must be received no later than 9 calendar days from the date of publication of this notice.

Attachments/Links

[Download All Attachments/Links](#)

Attachments

Document	File Size	Access	Updated Date
Draft_SOW_-_693JJ920RQ000013.pdf (opens in new window)	206 KB	Public	Nov 07, 2019
Sources_Sought_Notice_(693JJ920RQ000013).pdf (opens in new window)	93 KB	Public	Nov 07, 2019

file uploads

Contact Information

Contracting Office Address

- WASHINGTON , DC 20590

Primary Point of Contact

- **Vincent Lynch**
- vincent.lynch@dot.gov
- Phone Number 202-366-9568