

**Market Research/Request for Information
Naval Facilities Engineering Command (NAVFAC)
Electronic Construction Management System (eCMS)**

IMPORTANT NOTICE: THIS MARKET RESEARCH/REQUEST FOR INFORMATION (RFI) IS INFORMATIONAL AND FOR PLANNING PURPOSES ONLY. THIS IS **NOT** A REQUEST FOR PROPOSALS AND NO SOLICITATION WILL BE ISSUED AT THIS TIME. THE GOVERNMENT RESERVES THE RIGHT TO CANCEL THIS ACQUISITION AT ANY TIME. THE GOVERNMENT IS NOT RESPONSIBLE FOR ANY COSTS INCURRED IN ORDER TO PARTICIPATE IN THIS PROCESS. ALL INFORMATION SUBMITTED IS AT THE VENDOR'S OWN EXPENSE.

Purpose

The Naval Facilities Engineering Command (NAVFAC) Atlantic intends to issue a Request for Proposals (RFP) for a web-based Electronic Construction Management System (eCMS) for use on all NAVFAC construction contracts.

This sources sought notice is being published to identify potential sources capable of providing eCMS. A previous Request for Information was issued for eCMS under N6247012RFI03; however, additional market research is required.

This Request for Information shall **not** be construed as a Request for Proposals or as an obligation on the part of the Government. The Government does not intend to award a contract on the basis of this request or otherwise pay for the information obtained via this RFI.

Requested Information

1. Name and brief description of the responding firm.
Respondents should include information as to whether or not the firm is a small business under North American Industry Classification System (NAICS) code 541512, Computer Systems Design Services. The small business size standard under NAICS code 541512 is \$25.5 million. If a small business concern, please also provide information on which, if any; of the sub-categories of small business (certified by SBA as a HUBZone SB, self-certify as either a SDB, WOSB, VOSB, and/or SDVOSB) you qualify.
2. Provide a capabilities statement exhibiting the company's ability to meet the minimum requirements listed below:

MINIMUM REQUIREMENTS:

The requirements below are necessary to ensure eCMS functionality and consistency with NAVFAC processes and information assurance requirements:

1. The eCMS must include but is not limited to the following project roles:
 - a. GOV Construction Manager
 - b. GOV Engineering Technician

- c. GOV Designer/Architect-Engineer (A-E)
- d. GOV Contract Specialist
- e. GOV Customer (Supported Command)
- f. KTR Project Engineer
- g. KTR Quality Control (QC) Manager
- h. KTR Superintendent
- i. KTR Designer/A-E
- j. KTR Sub-Contractor
- k. KTR Supplier
- l. Alternates for above roles

2. The eCMS must be capable of supporting the following construction document workflows (where each arrow represents the next level reviewer). If the workflows are customizable, the vendor is requested to describe how the workflows may be customized to accommodate the following documents.

| Government-Approved Documents: | Contractor-Approved Documents: | Contractor Plans and Reports | Other Correspondences |
|---|--|--|--|
| <ol style="list-style-type: none"> 1. Requests for Information 2. Design Drawings 3. Specifications 4. Schedules 5. Shop Drawings 6. Product Submittals | <ol style="list-style-type: none"> 1. Requests for Information 2. Shop Drawings 3. Product Submittals | <ol style="list-style-type: none"> 1. Safety Plans and Activity Hazard Analyses 2. Quality Control Plans 3. Production Reports 4. Preparatory Phase Checklists 5. Initial Phase Checklists 6. Quality Control Reports 7. Rework Items List 8. Testing Plan and Log | <ol style="list-style-type: none"> 1. Invoices 2. Requests for Contract Modification 3. Quality Assurance Reports 4. Non-Compliance Notices 5. Performance Evaluations 6. Warranties |
| <ul style="list-style-type: none"> ⇒ KTR A-E/Sub-KTR ⇒ KTR QC Manager ⇒ GOV CM ⇒ GOV A-E ⇒ GOV CM ⇒ KTR QC Manager ⇒ KTR A-E/Sub-KTR | <ul style="list-style-type: none"> ⇒ KTR A-E/Sub-KTR ⇒ KTR QC Manager ⇒ GOV CM | <ul style="list-style-type: none"> ⇒ KTR QC Manager ⇒ GOV ET ⇒ GOV CM ⇒ GOV ET ⇒ KTR QC Manager | <ul style="list-style-type: none"> ⇒ KTR QC Manager (or Gov CM) ⇒ GOV CM (or KTR QC Manager) ⇒ KTR QC Manager (or GOV CM) |

- 3. The eCMS must minimize the time needed for the review and approval of all construction documents. For each workflow indicated above, the vendor is requested to provide the number of mouse clicks for each user and the average real-time refresh rate (in seconds to 2 decimals) for the existing worldwide demand load.
- 4. The eCMS must display all pending tasks alerting the user of all required action, after the user logs into the system. The vendor is requested to provide screen shots of the user interface.
- 5. The eCMS must allow each user to receive, download, review, edit, annotate, approve (or accept), disapprove (or reject), and forward their assigned construction documents to the next reviewer. The vendor is requested to provide screen shots of these steps for each type of document workflow.
- 6. The eCMS must provide an audit trail of document versions and changes.
- 7. The eCMS must be compatible with portable devices, such as government-issued Blackberry phones or contractor-issued tablets and smart phones.
- 8. The eCMS must generate project status reports and dashboards, including project cost growth and time growth reports.

9. The eCMS must generate an automatic e-mail alert of pending tasks that is sent to each user. The eCMS must be able to capture and record e-mail responses, attachments, and action codes from users responding to the system-generated e-mail.
10. The eCMS must provide “cloud-reader” capability for users to search, view, and print electronic photographs, computer-aided drawings, spreadsheets, presentations, schedules, word processor, and other portable documents directly from the web browser. The vendor must list eCMS file types (including product name and file extension) that are compatible with the cloud-reader capability.
11. The eCMS must scan all documents for malicious software during upload, download, viewing, and transmission of electronic files.
12. The eCMS must allow each user to transfer project files, using functions such as “Drag-and-Drop” (or “Copy-and-Paste”), web-enabled network-drive, or bulk file transfer directly between the eCMS and the user’s data drive (such as hard drive, CD/DVD drive, or other external media) via Web Distributed Authoring and Versioning (WebDAV), File Transfer Protocol (FTP), or other web-enabled file transfer tools.
13. The eCMS data centers must be located and remain within the United States. The vendor must list the locations of all data centers, including a complete risk assessment of data loss or physical damage for each location.
14. The eCMS must have disaster/recovery procedures to protect against data loss and ensure continuity of service:
 - a. The eCMS must be fully operational within 4 hours of system failure.
 - b. The eCMS must back-up all data every day.
 - c. The eCMS must scan all documents and backups for malicious software.
 - d. The eCMS must provide a firewall and prevent unauthorized access from external threats.
15. The eCMS must prevent unauthorized access and manipulation of data by co-tenants. The vendor must provide a description of all current co-tenants.
16. The eCMS must include maintenance patches and version updates.
17. The eCMS must provide backward and forward compatibility of data following software updates.
18. The eCMS must be capable of complying with Department of Defense Information Assurance Certification and Accreditation Process (DIACAP). Requirements are found at <http://iase.disa.mil/diacap/ditscap-to-diacap.html#diacap> and <https://diacap.iaportal.navy.mil>

Additional Information and Submittal Instructions

The response to this RFI is due 19 August 2013, 2:00 PM EST via email.

The response to this RFI is not to exceed 8 double-sided pages, using 12 pt Times New Roman font with 1-inch margins on standard 8-1/2 by 11-inch paper.

The Contracting Office for this action will be through NAVFAC Atlantic, Norfolk, VA. The point of contact for NAVFAC Atlantic is Amber Forehand-Hughes, e-mail: amber.forehand@navy.mil

Answers to questions about this RFI will be made available to all responders.

Response to this RFI is not required in order to respond to any future RFP that may follow. However, information gathered through this Market Research/RFI may significantly influence RFP development.

We appreciate your interest and thank you in advance for responding to this Market Research/Request for Information.