

Page 001

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(b)(5)

of the Freedom of Information and Privacy Act

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Withheld pursuant to exemption

(b)(5)

of the Freedom of Information and Privacy Act

From: (b)(6)
To: (b)(6)
Cc: (b)(6)
Subject: RE: Venntel/Project Alexander
Date: Wednesday, June 19, 2019 5:12:29 PM

Taking others off. Long talk with (b)(6) today. I don't have enough understanding of what and how you are doing things to represent your efforts as well as I would like by far.

(b)(5)

Not looking to butt in, but I'd like to try and get this resolved and out of your way.

Regards,

(b)(6)

S&T / DHS

From: (b)(6)
Sent: Wednesday, June 19, 2019 5:07 PM
To: (b)(6)
(b)(6)
(b)(6)
Cc: (b)(6)
(b)(6)
Subject: Re: Venntel/Project Alexander

(b)(6)

We have indeed ceased any active work. The data and storage are expenses so we need to resolve ASAP,

(b)(6)

Get [Outlook for iOS](#)

From: (b)(6)
Sent: Wednesday, June 19, 2019 4:00:11 PM
To: (b)(6)
Cc: (b)(6)
(b)(6)
Subject: RE: Venntel/Project Alexander

Hi (b)(6) -

Thank you for the clarification. Very much appreciated!

Regards,

(b)(6)
S&T / DHS

From: (b)(6)
Sent: Wednesday, June 19, 2019 3:51 PM
To: (b)(6)
(b)(6)
Cc: (b)(6)
(b)(6)
Subject: Re: Venntel/Project Alexander

Hi,

I do not believe there are any active projects currently using that data. (b)(6) can confirm and fill in with more details.

VR,

(b)(6)

(b)(6)
Science and Technology Directorate
Department of Homeland Security
(b)(6)

From: (b)(6)
Sent: Wednesday, June 19, 2019 3:12:36 PM
To: (b)(6)
Cc: (b)(6)
(b)(6)
Subject: RE: Venntel/Project Alexander

Hi (b)(6) -

I had a brief talk with (b)(6) Could you:

1. Confirm that you have stopped all projects involving Venntel data.

2. Standby to provide requested data asap.

Thanks. We'd like to get this sorted as soon as possible to limit the impact on your support to the mission.

Regards,

(b)(6)
S&T / DHS

From: (b)(6)
Sent: Wednesday, June 19, 2019 12:44 PM
To: (b)(6)
(b)(6)
Cc: (b)(6)
(b)(6)
Subject: FW: Venntel/Project Alexander
Importance: High

(b)(6)

Please see the email chain below. I'm already engaging with (b)(6) to answer HQ Privacy questions around the legal analysis. S&T will engage with ICE and CBP legal for their legal interpretation along with the respective Privacy offices.

At this time, due to the unanswered Privacy and legal concerns that have been raised please stop all projects involving Venntel data.

We will follow up with additional information as we move forward.

(b)(6)

(b)(6)
Privacy Officer (Acting)
Science and Technology Directorate
Department of Homeland Security
(b)(6)

From: (b)(6)
Sent: Wednesday, June 19, 2019 11:52 AM
To: (b)(6)

Cc: (b)(6)

(b)(6)

Subject: FW: Venntel/Project Alexander

Importance: High

(b)(6)

I hope this finds you well. Please take a look at the below email from HQ Privacy. I wanted to ping you as this legal analysis would have occurred before my time. Can you please confirm DATC legally acquired the Venntel data they have. I have attached the previous emails that Chris had sent to DATC on the risks of acquiring Venntel data.

They are asking if OGC conducted an analysis under the Carpenter case to ensure that we were able to legally acquire this data.

https://www.supremecourt.gov/opinions/17pdf/16-402_h315.pdf

DATC is under heightened scrutiny as part of the Privacy Audit and HQ Privacy is digging deeper into what DATC is doing to ensure everything is being done properly.

Please advise if these issues were addressed and signed off on by OGC. Thank you for your time and review.

(b)(6)

(b)(6)

Privacy Officer (Acting)
Science and Technology Directorate
Department of Homeland Security

(b)(6)

From: (b)(6)

Sent: Wednesday, June 19, 2019 11:26 AM

To: (b)(6)

Subject: Venntel/Project Alexander

Hi (b)(6)

I understand that S&T has purchased information from Venntel as part of Project Alexander. The PTA was never approved because we had and continue to have significant concerns with this technology. Prior to receiving the information, did OGC conduct an analysis under the Carpenter case to ensure that we are able to legally acquire it?

Thanks,

(b)(6)

(b)(6)

Senior Director, Privacy Compliance

DHS Privacy Office

Desk: (b)(6)

Cell: (b)(6)

From: (b)(6)
To: (b)(6)
Cc: (b)(6)
Subject: RE: Tech Centers Division, OPO STAD CO Dial-in: (b)(6)
Date: Tuesday, July 2, 2019 10:35:54 AM
Attachments: [Updated Tech Center PR Status for OPO - 02July2019.xlsx](#)

Spreadsheet updated and current as of this morning (changes in blue).

R/
(b)(6)

Office: (b)(6)
Mobile: (b)(6)

-----Original Appointment-----

From: (b)(6) **On Behalf Of** (b)(6)
Sent: Monday, May 6, 2019 12:25 PM
To: (b)(6)
(b)(6)
(b)(6)
Cc: (b)(6)
(b)(6)
Subject: Tech Centers Division, OPO STAD CO Dial-in: (b)(6)
When: Tuesday, July 2, 2019 11:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: 8-202

Recurring meetings will be held to discuss status of contract actions.

REC	Activity Title	PR Title	PR Loc	PR	Award Number	PR Identifier Code	STPR ID	PR Number	Submitted Amount	Commitments	Obligations	Notes
60-03-02-000	DATA ANALYTICS (DA-E)	(b)(4)										
60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-02-000	DATA ANALYTICS (DA-E)											
64-06-01-002	PREDICTIVE ANALYTICS											
64-06-01-002	PREDICTIVE ANALYTICS											
60-03-04-000	SITUATIONAL AWARENESS & DECISION SUPPORT											
60-03-06-000	COMMUNICATIONS AND NETWORKING (CN-E)											
60-03-06-000	COMMUNICATIONS AND NETWORKING (CN-E)											
60-03-06-000	COMMUNICATIONS AND NETWORKING (CN-E)											
60-03-10-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)											
60-03-10-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)											
60-03-96-401	TECHNOLOGY CENTER SETA											
60-03-96-401	TECHNOLOGY CENTER SETA											
63-01-01-001	BIO-DEFENSE KNOWLEDGE CENTER (BKC)											
63-01-01-001	BIO-DEFENSE KNOWLEDGE CENTER (BKC)											
63-01-01-001	BIO-DEFENSE KNOWLEDGE CENTER (BKC)											
63-01-01-001	BIO-DEFENSE KNOWLEDGE CENTER (BKC)											
63-01-03-001	BIO-THREAT CHARACTERIZATION (BTC)											
63-03-02-001	HOME MADE EXPLOSIVES CHARACTERIZATION											
63-04-01-001	ACTION INDIC/COUNTERMEASURES-TEVUS DB											
63-04-01-001	ACTION INDIC/COUNTERMEASURES-TEVUS DB											
63-04-01-001	ACTION INDIC/COUNTERMEASURES-TEVUS DB											
60-03-05-000	BEHAVIOR; ECON. & SOCIAL SCIENCE (BESS-E)											
60-03-05-000	BEHAVIOR; ECON. & SOCIAL SCIENCE (BESS-E)											
60-03-05-000	BEHAVIOR; ECON. & SOCIAL SCIENCE (BESS-E)											
60-03-05-000	BEHAVIOR; ECON. & SOCIAL SCIENCE (BESS-E)											
60-03-03-000	MODELING AND SIMULATION (MS-E)											
60-03-03-000	MODELING AND SIMULATION (MS-E)											
60-03-96-401	TECHNOLOGY CENTER SETA											
63-01-03-001	BIO-THREAT CHARACTERIZATION (BTC)											
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REC	Activity Title	PR Title	PR Loc	PN	Award Number	PR Identifier Code	STPR ID	PR Number	Submitted Amount	Commitments	Obligations	Notes
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60-03-02-000	DATA ANALYTICS (DA-E)											
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60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-03-000	MODELING AND SIMULATION (MS-E)											
60-03-03-000	MODELING AND SIMULATION (MS-E)											
60-03-04-000	SITUATIONAL AWARENESS & DECISION SUPPORT											
60-03-10-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)											
63-01-03-001	BIO-THREAT CHARACTERIZATION (BTC)											
60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-02-000	DATA ANALYTICS (DA-E)											

PRC	Activity Title	PR Title	PR Loc	PN	Award Number	PR Identifier Code	STPR ID	PR Number	Submitted Amount	Commitments	Obligations	Notes
60-03-01-000	ID MANAGEMENT	(b)(4)										
60-03-02-000	DATA ANALYTICS (DA-E)	(b)(4)										
60-03-02-000	DATA ANALYTICS (DA-E)	(b)(4)										
60-03-02-000	DATA ANALYTICS (DA-E)	(b)(4)										
60-03-03-000	MODELING AND SIMULATION (MS-E)	(b)(4)										
60-03-04-000	SITUATIONAL AWARENESS & DECISION SUPPORT	(b)(4)										
60-03-05-000	BEHAVIOR; ECON. & SOCIAL SCIENCE (MESS-E)	(b)(4)										
60-03-05-000	BEHAVIOR; ECON. & SOCIAL SCIENCE (MESS-E)	(b)(4)										
60-03-10-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)	(b)(4)										
60-03-10-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)	(b)(4)										
60-03-10-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)	(b)(4)										
60-03-10-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)	(b)(4)										
63-03-02-001	HOME MADE EXPLOSIVES CHARACTERIZATION	(b)(4)										
63-04-12-001	GPS VULNERABILITY	(b)(4)										
63-04-16-001	SOCIAL MEDIA RESEARCH	(b)(4)										
63-05-03-003	DIGITAL FORENSICS	(b)(4)										
63-05-03-003	DIGITAL FORENSICS	(b)(4)										
64-06-01-002	PREDICTIVE ANALYTICS	(b)(4)										
64-06-01-002	PREDICTIVE ANALYTICS	(b)(4)										
64-06-01-002	PREDICTIVE ANALYTICS	(b)(4)										
64-06-01-002	PREDICTIVE ANALYTICS	(b)(4)										

From: (b)(6)
To: (b)(6)
Cc:
Subject: RE: Tech Centers Division, OPO STAD CO Dial-in: (b)(6)
Date: Monday, July 1, 2019 8:03:38 AM
Attachments: [Tech Center PR Status for OPO - 01July2019.xlsx](#)

(b)(6)

Good morning! In prep for our meeting tomorrow, I'm attaching our spreadsheet of Tech Centers PRs. There are 3 tabs: (1) PRs in OPO, (2) PRs In FBD, and (3) PRs that have been Obligated. Looking forward to our discussion.

Kind Regards,

(b)(6)

(b)(6)
Deputy Director
Technology Centers
DHS Science & Technology Directorate (S&T)

(b)(6)

-----Original Appointment-----

From: (b)(6) On Behalf Of (b)(6)
Sent: Monday, May 6, 2019 12:25 PM
To: (b)(6)
(b)(6)
Cc: (b)(6)
(b)(6)
Subject: Tech Centers Division, OPO STAD CO Dial-in: (b)(6)
When: Tuesday, July 2, 2019 11:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: 8-202

Recurring meetings will be held to discuss status of contract actions.

PRC	Activity Title	PR Title	PR Loc	PR	Award Number	PR Identifier Code	STPR ID	PR Number	Submitted Amount	Commitments	Obligations	Notes
60-03-02-000	DATA ANALYTICS (DA-E)	(b)(4)										
60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-02-000	DATA ANALYTICS (DA-E)											
64-06-01-002	PREDICTIVE ANALYTICS											
64-06-01-002	PREDICTIVE ANALYTICS											
60-03-04-000	SITUATIONAL AWARENESS & DECISION SUPPORT											
60-03-06-000	COMMUNICATIONS AND NETWORKING (CH-E)											
60-03-06-000	COMMUNICATIONS AND NETWORKING (CH-E)											
60-03-06-000	COMMUNICATIONS AND NETWORKING (CH-E)											
60-03-16-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)											
60-03-16-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)											
60-03-96-401	TECHNOLOGY CENTER SETA											
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63-04-01-001	ACTION INDIC/COUNTERMEASURES-TEVUS DB											
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REC	Activity Title	PR Title	PR Loc	PN	Award Number	PR Identifier Code	STPR ID	PR Number	Submitted Amount	Commitments	Obligations	Notes
60-03-02-000	DATA ANALYTICS (DA-E)	(b)(4)									\$0.00	
60-03-02-000	DATA ANALYTICS (DA-E)	(b)(4)									\$0.00	
60-03-02-000	DATA ANALYTICS (DA-E)	(b)(4)									\$0.00	
60-03-02-000	DATA ANALYTICS (DA-E)	(b)(4)									\$0.00	
60-03-02-000	DATA ANALYTICS (DA-E)	(b)(4)									\$0.00	
60-03-03-000	MODELING AND SIMULATION (MS-E)	(b)(4)									\$0.00	
60-03-03-000	MODELING AND SIMULATION (MS-E)	(b)(4)									\$0.00	
60-03-04-000	SITUATIONAL AWARENESS & DECISION SUPPORT	(b)(4)									\$0.00	
60-03-10-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)	(b)(4)									\$0.00	
63-01-03-001	BIO-THREAT CHARACTERIZATION (BTC)	(b)(4)									\$0.00	

PRC	Activity Title	PR Title	PR Loc	PM	Award Number	PR Identifier Code	STPR ID	PR Number	Submitted Amount	Commitments	Obligations	Notes
60-03-01-000	ID MANAGEMENT	(b)(4)										
60-03-02-000	DATA ANALYTICS (DA-E)											
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64-06-01-002	PREDICTIVE ANALYTICS											
64-06-01-002	PREDICTIVE ANALYTICS											
64-06-01-002	PREDICTIVE ANALYTICS											

From: (b)(6)
To: (b)(6)
Cc:
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data
Date: Wednesday, July 3, 2019 12:35:47 AM
Attachments: [image001.png](#)
[Appendix G 5.16.19 Checklist for Sensitive Information - Venntel Marketing Data.pdf](#)
[RSTC-19-00057 - Market Research - Venntel Marketing Data - 20190619.docx](#)
[Market Research Template - December 2014.docx](#)
[JEFO No. FY19-0312 - Venntel Marketing Data.docx](#)

Hi, (b)(6)

I hope all is well. Please review the comments from John in the email below, as well as those in the documents.

I have revised the Delivery Requirements document, and the JEFO. Please refer to the attached Marketing Research Report Template.

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Wednesday, June 19, 2019 1:23 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

Please see final review comments in the attached documents. The market research report will require some work from the PMO, please work with them to revise the report so it conforms to the template and the process outlined in the market research guide (attached for reference). Due to the dollar value, the scrutiny for this will be rather high and the entire package needs to present a cohesive and easily-followed case supporting the brand name requirement.

I did not see an IGCE attached to your initial message.

(b)(5)

(b)(5)

Happy to discuss if needed. Thanks.

Respectfully,

(b)(6)

Contracting Officer

From: (b)(6)

Sent: Friday, June 14, 2019 3:55 PM

To: (b)(6)

Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I am including the package received for PR RSTC-19-00057 for the purchase of Venntel Marketing Data.

I have reviewed the documents submitted, and they were updated from the submission received last year:

(b)(5)

Let me know your thoughts and I'll reach out to Stephen and his team.

Thanks,

(b)(6)

Contract Specialist

S&T Acquisitions Division

Office of Procurement Operations

Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Monday, June 10, 2019 12:50 PM

To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

(b)(6) will be the CO.

(b)(6)
Associate Director/Contracting Officer
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)



From: (b)(6)
Sent: Monday, June 10, 2019 1:09 PM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)!

Who will be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)
Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Monday, June 10, 2019 1:07 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I believe so, but please confirm with (b)(6)

Respectfully,

(b)(6)
Contracting Officer

From: (b)(6)
Sent: Monday, June 10, 2019 1:04 PM
To: (b)(6)
Cc: (b)(6)
Subject: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Will you be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)
Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

Contracting

Procurement Innovation Lab



Innovation
Practitioner

守

DHS-001-10083-002070

"SHU"-ha-ri

Checklist for Sensitive Information

Procurement Title: Venntel Marketing Data **Requisition #:** RSTC-19-00057

The requiring office shall complete this checklist for **all acquisitions** when a written acquisition plan is not required (see the Acquisition Plan Matrix at HSAM 3007.103(e)(4) for details on when an acquisition plan is/is not required). If the requiring official determines that a contractor will have access to sensitive information and/or information systems will be used to input, store, process, output and/or transmit sensitive information, the requiring official shall ensure the Statement of Work, Statement of Objective, Performance Work Statement or specification is reviewed by the organizations identified at HSAM 3004-470(b) and obtain signatures, as applicable, on this checklist. The requiring office shall submit the completed checklist as part of the procurement request package in accordance with HSAM 3004.7101. The Contracting Office will route the checklist to the Head of Contracting Activity or designee for signature.

A. Sensitive Information and Access Requirements (completed by the requiring office):

1. Will the contractor have access to any of the types of the sensitive information listed below during the acquisition?

- Yes No Chemical-terrorism Vulnerability Information (CVI)
 Yes No For Official Use Only (FOUO)
 Yes No Law Enforcement Sensitive Information
 Yes No Protected Critical Infrastructure Information (PCII)
 Yes No Personally Identifiable Information (PII)
 Yes No Sensitive PII (SPII)
 Yes No Sensitive Security Information (SSI)
 Other type of sensitive information Confidential, Secret, or Top Secret

2. Will contractor employees have access to DHS information systems? Yes No
3. Will contractor employees require recurring access to Government facilities?
 Yes No

Note: If the answer is “No” to questions 1 through 3 above, proceed to the Signatures section of the checklist.

4. If the answer is “Yes” to either of questions 1 through 3 above, have information security, personnel security, and/or privacy provisions been identified and coordinated with the following, as applicable (see HSAM 3004.470(b) for coordination requirements).

Information security provisions include the development of the Requirements Traceability Matrix, identification of incident reporting and response requirements, and requests for the contractor to: provide security authorization documentation, obtain an independent assessment, perform continuous monitoring, provide the Government with

necessary access to perform security reviews, comply with federal reporting requirements.

Personnel security provisions include reviewing fitness requirements and other security matters related to access to sensitive but unclassified information and recurring access of contractor employees to Government facilities, information systems, security items or products.

Privacy provisions include requirements for handling PII and/or SPII, incident reporting, notification and credit monitoring.

- Yes No N/A Component Chief Information Officer (CIO) or designee
- Yes No N/A Component Chief Security Officer (CSO) or designee
- Yes No N/A Component Privacy Officer
- Yes No N/A TSA SSI Program Office
- Yes No N/A National Protection and Programs Directorate (NPPD) CVI Program Office
- Yes No N/A NPPD PCII Program Office

Note: For Components and offices that do not have a Component level CIO, CSO, or Privacy Officer, the acquisition planner shall coordinate with the DHS Headquarters CIO or designee, CSO and Chief Privacy Officer. (See HSAM 3007.103(j)(1)(ii))

- 5. Has the Component CIO, CSO, Privacy Officer, HCA (or designee for each) and program manager determined that this effort will have a “high risk” of unauthorized access to or disclosure of sensitive information in accordance with the requirements of HSAR Deviation 15-01, Safeguarding of Sensitive Information, applicable to this acquisition?
 Yes No

Note: If the answer to this question is “Yes” special clauses Safeguarding of Sensitive Information (MAR 2015), Information Technology Security and Privacy Training (MAR 2015) and HSAR clause 3052.204-71 Contractor Employee Access shall be included without revision in the solicitation and subsequent contract (as defined in FAR 2.101).

- 6. If the answer is “Yes” to any of the preceding questions, identify and describe the information security, personnel security, and privacy provisions to be included in the solicitation including the special clauses from **HSAR Class Deviation 15-01**, Safeguarding of Sensitive Information if applicable.

Clauses are in the security section of the DR. _____

- 7. If foreign end products or services are allowed under the contract, what additional security provisions are to be included in the solicitation to protect sensitive information and facilities from unauthorized access and disclosure?
N/A _____

B. Authority to Operate (ATO) (completed by requiring office in coordination with Component CIO or designee):

1. Will contractor IT systems be used to input, store, process, output, and/or transmit sensitive information? Yes No
2. If “Yes”, has a Requirements Traceability Matrix (RTM) been developed by the Component CIO or designee for inclusion in the solicitation? Yes N/A
3. If “Yes” to #1, will the solicitation require the submission of a draft security plan and instructions on how the draft security plan will be evaluated? Yes N/A

Note: When a contractor IT system will be used to input, store, process, output, and/or transmit sensitive information, the RTM shall be included in the solicitation. The RTM is prepared by the Component CIO or designee in coordination with the program office and is provided as an attachment to the requirements document (i.e., Statement of Work, Statement of Objectives, Performance Work Statement). Vendors shall submit a draft security plan with their proposal/quotation as their response to the RTM. Instructions on how the draft security plan will be evaluated shall be included in the solicitation.

C. Continuous Monitoring Data Requirements (completed by requiring office in coordination with Component CIO or designee):

1. Will a contractor-operated information system(s) be used to input, store, process, output, and/or transmit sensitive information? Yes No
2. If “Yes”, does the requirements document identify how the contractor should submit monthly continuous monitoring data to the Government? Yes N/A
3. If “Yes”, identify and describe the continuous monitoring data requirements to be included in the solicitation.

D. Data Retention Requirements (completed by requiring office):

1. Will the contractor be required to retain sensitive information for the Government? Yes No
2. If “Yes”, does the requirements document identify (a) retention requirements (e.g., length of time data must be retained before return and/or destruction) and (b) security requirements for the protection of retained data? Yes N/A

3. If "Yes", identify and describe the retention and security requirements to be included in the solicitation.
4. Does the Government have a plan to monitor and/or ensure contractor compliance with the retention and security requirements identified? Yes N/A
5. If "Yes", describe the Government's plan to monitor and/or ensure contractor compliance with the retention and security requirements identified in the acquisition.

E. Additional Privacy Considerations (completed by requiring office in coordination with Component Privacy Officer or designee):

1. If the contractor will have access to PII or SPII, is contractor support needed to complete privacy compliance documentation (Privacy Threshold Analysis, Privacy Impact Assessment, and/or System of Record Notice, as appropriate)? Yes No N/A
2. If contractor support is needed to complete the privacy compliance documentation, does the requirements document identify the activities and level of contractor support needed? Yes N/A
3. If "Yes", identify and describe the activities and level of contractor support needed to complete the privacy compliance documentation.

Signatures:

(b)(6) _____
 (b)(6) _____ Date

Data Analytics Technology Center
 DHS Science & Technology Directorate
 (b)(6)

(b)(6) _____
 Name _____ Date

Component Chief Information Officer (CIO) or designee
 DHS Science & Technology Directorate - Chief Information Office

(b)(6)

(b)(6) _____
 Name _____ Date

Component Chief Security Officer (CSO) or designee
 DHS Science & Technology Directorate - Security, Preparedness, & Continuity Office
 (Enter Telephone Number)

(b)(6)

Name	Date
Component Privacy Officer or designee DHS Science & Technology Directorate - Privacy Office (Enter Telephone Number)	

Name	Date
TSA SSI Program Office, as applicable (DHS Component and Organization) (Enter Telephone Number)	

Name	Date
National Protection and Programs Directorate (NPPD) CVI Program Office, as applicable (DHS Component and Organization) (Enter Telephone Number)	

Name	Date
NPPD PCII Program Office, as applicable (DHS Component and Organization) (Enter Telephone Number)	

Name	Date
Head of Contracting Activity or designee (DHS Component and Organization) (Enter Telephone Number)	

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Market Research Report Template

A market research report documents market research in a manner appropriate to the size, complexity, and urgency of an acquisition. In accordance with the Homeland Security Acquisition Manual (HSAM) 3010.001(f), requirement-specific market research efforts and results are required prior to issuance of the solicitation and shall be clearly documented and included in the contract file. A market research report is required for contract actions awarded above the simplified acquisition threshold (SAT). In consultation with the Contracting Officer, the following template can be tailored to a requirement’s market research needs. Use only those sections applicable to your requirement. If a section is not applicable, it should be so identified and supported by a brief explanation.

I. Authority

Market research is required in accordance with:

- FAR 7.102, Acquisition Planning Policy
- FAR 10.001, Market Research Policy

II. Background Information

Describe the background of the procurement and circumstances/events leading up to the requirement. Include:

- Program Office
- Other stakeholders
- Program Office Point of Contact
- Type of acquisition (service or supply, including NAICS/PSC code)
- Expected dollar value of requirement
- Acquisition Team/IPT members, if applicable, and the responsibilities of the team members:

Name	Title	Office	Telephone	E-mail Address

- Time frame in which the market research was conducted

III. Initial Requirements (as identified by the program office)

- Describe the Government’s requirement in terms of:
 - Functions to be performed
 - Performance required
 - Essential physical characteristics
- Discuss any cost effectiveness issues associated with the requirements:

- Any potential cost drivers? (e.g., additional costs from some other activity that may influence the cost of the requirement)
- Any cost/performance tradeoffs? (e.g., an analysis of the value added relating to costs and performance levels)
- Describe schedule requirements (e.g., performance periods and/or delivery due dates)
- Identify DHS Acquisition Plan including AAP number, when plan was published to the public, and whether it is included in the DHS Forecast of Small Business Opportunities

IV. Participants in Market Research

Describe the involvement of the individual Acquisition Team/IPT members and any other participants in the market research effort. (The titles listed in the table below are examples.)

Name	Title	Office	Telephone	E-Mail Address	Role/Responsibility in Market Research
	Program Official				
	Contracting Officer				
	Contract Specialist				
	Small Business Specialist				
	Strategic Sourcing Specialist				

V. Market Research Methods and Sources

Describe methods and sources used during market research. The following table may help structure and summarize the methods used in the market research effort.

Check if part of research	Sources Used in Market Research	Details of Research/Comments
	DHS advance acquisition plan reviewed	
	Acquisition history reviewed	
	Other recent market research reviewed	
	Interviewed knowledgeable individuals in industry	
	Interviewed knowledgeable individuals in Government	
	Government databases reviewed	
	Commercial databases reviewed	
	Participated/attended tradeshow and industry conferences	
	Professional journals reviewed	

	Source lists of DHS and other Government agencies reviewed	
	Catalog and product literature reviewed	
	Participated in DHS small business vendor outreach sessions	
	Reviewed requirements with Small Business Specialist	
	Reviewed existing DHS-wide and Multi-Component Contract Vehicles with DHS Strategic Sourcing Program Office and/or on DHS Enterprise-wide Contract Vehicle Portal	
	Other	

Check if part of research	Sources Used in Market Research	Details of Research/Comments
	Priority Sources Reviewed	
	Supplies: Agency inventories	
	Supplies: Excess from other agencies	
	Supplies: Federal Prison Industries at www.unicor.gov	
	Supplies: Procurement list maintained by the Committee for Purchase from People who are Blind or Severely Disabled (AbilityOne) (formerly Javits-Wagner-O'Day (JWOD) Program at: http://www.AbilityOne.gov	
	Supplies: Wholesale supply sources (e.g., GSA)	
	Supplies: Federal Supply Schedules accessible through: www.gsa.gov	
	Supplies: Commercial sources (includes educational and non-profit institutions)	
	Services: Procurement list maintained by the Committee for Purchase from People who are Blind or Severely Disabled (AbilityOne) (formerly Javits-Wagner-O'Day (JWOD) Program at: http://www.AbilityOne.gov	
	Services: Federal Supply Schedules	
	Services: Federal Prison Industries	
	Mandatory sources reviewed (per FAR Part 8) if applicable for: <ul style="list-style-type: none"> ➤ Public utility services ➤ Printing and related supplies ➤ Leased motor vehicles ➤ Helium ➤ Strategic and critical materials from inventories exceeding Defense National Stockpile Requirements 	
	Services: Commercial sources (includes educational and	

	non-profit institutions)	
	Other:	
	References/Sources Checked	
	Existing intra-/inter-agency contract vehicles, e.g. Interagency Contract Directory at: https://www.contractdirectory.gov/contractdirectory/ and DHS's Enterprise-wide Contract Vehicle Portal at: http://dhsconnect.dhs.gov/org/comp/mgmt/cpo/oss/Pages/StrategicSourcing.aspx	
	System for Award Management (SAM) at: https://www.sam.gov/portal/public/SAM/	
	Department of Labor Service Contract Act (SCA) and Davis-Bacon Act (DBA) wage determination information at: www.wdol.gov	
	Past Performance Information Retrieval System (PPIRS) at: www.ppirs.gov or Contractor Performance Assessment Reporting System (CPARS) at http://www.cpars.csd.disa.mil/cparsmain.htm	
	Other:	
	Contracting Officer-led Activities	
	Sources Sought Notices: Requests for Information (RFI)	
	Sources Sought Notices: RFI published in an industry or association publication	
	Sources Sought Notices: FedBizOpps at www.fedbizopps.gov	
	Pre-solicitation engagement	
	Pre-proposal engagement	
	Site visits	
	One-on-one vendor discussions	
	Other:	

VI. Identify Product/Services and Sources Able to Meet the Requirement

- Identify or describe:
 - Product/Service, include any brand name product information
 - Product/Service characteristics and/or capabilities
 - Company information (e.g., name, POCs, address, telephone number, e-mail address, website)
 - Company characteristics, past performance, and business category

Business Category	Name of Potential Source(s)/Other POC Information
Large Business	
Small Business	
Small Disadvantaged Business	

Section 8(a) Business	
Woman-Owned Business	
HUBZone Small Business	
Veteran-Owned Small Business	
Service-Disabled Veteran-Owned Small Business	

- If sole source, describe efforts to locate additional sources

VII. Description of the Commercial Marketplace

- Describe marketplace
- Assess Government’s leverage in marketplace, e.g., describe the Government’s negotiation strengths and/or weaknesses in the market
- Describe nature of other market participants, e.g., other Governments (foreign, state/local), commercial firms, etc., and discuss how other buyers for the same product or service may affect your purchase
- Identify availability of commercial or non-developmental items that satisfy requirements (value or shortcomings of each) and sub-components

VIII. Prevalent Business Practices

- Identify standard/customary terms and conditions and industry business practices (include information on payment, freight delivery, acceptance, and warranties)
- Describe generally accepted business practices that differ from standard Government practices
- Discuss if contract financing is applicable. If so, ensure compliance with FAR 32.202-3, Conducting Market Research About Financing Terms
- Discuss any laws and regulations unique to the requirement

IX. Pricing and Market Issues

- Identify price sources (e.g., market price, catalog, GSA, etc.), price ranges, and price variations
- Describe market trends for product or service, e.g., technical, business, and pricing
- Describe how the application of cost or pricing market information collected from market research will be used in the development of the Independent Government Cost Estimate for the requirement

X. Other Considerations

- Identify other considerations gathered from market research, e.g., opportunities to “unbundle” requirements to enable more contracts or subcontracts to small, small disadvantaged and other socio-economic procurement categories
- Discuss qualifying factors, including such issues as past performance, references, product testing or evaluation, customer satisfaction, warranties, and quality problems

- Describe consideration of environmentally preferable products and services. Include discussion of energy efficiency standards of market products, if applicable
- Describe SAFETY Act applicability
- Discuss Buy American Act applicability
- Discuss Trade Agreements Act applicability
- Discuss Section 508 applicability for Electronic and Information Technology

XI. Market Analysis Summary

- Summarize the market research methods and resources used in the market research.
 - Identify:
 - Products/Services available
 - If Commercial/Non-Developmental/Developmental Product/Service
 - Sources (companies, etc.)
 - Types of Businesses (large, small, etc.)
 - Pricing
 - Summarize:
 - Market conditions (commercial marketplace)
 - Customary commercial practices
 - Other considerations
- Identify the timeframes when staff used the market research methods
- Provide the outcome and conclusion of the market research identifying potential sources, an analysis of the capabilities of potential sources and findings that impact the procurement, e.g., any actions taken as a result of the market research such as re-evaluation of the requirement to determine whether the need can be restated to permit commercial or non-developmental items to satisfy the agency’s needs; and solicitation and award of resultant contract using policies and procedures in FAR Part 12 - Acquisition of Commercial Items. (See FAR 10.002(c) and (d).)
- Document the decision and rationale to satisfy the agency’s need with a commercial item/service, if market research so warrants
- Document the decision and rationale if the agency’s need cannot be satisfied with a commercial item/service
- Provide supporting documents, as appropriate

The following table provides a checklist for Market Analysis Summary information:

Yes	No	Market Analysis Summary
		Are there products/services and sources capable of satisfying the Government’s requirements?
		Are commercial items available to meet requirements?
		Are commercial items available that could be modified to meet requirements?
		Are commercial items available that could meet requirements if the requirements are modified to a reasonable extent?
		Are available items used exclusively for Governmental purposes?
		If commercial items are not available, are non-developmental items available to meet requirements?

		If commercial items are not available, are non-developmental items available that could be modified to meet requirements?
		If commercial items are not available, are non-developmental items available that could be modified to meet requirements if the requirements are modified to a reasonable extent?
		Could commercial items or non-developmental items be incorporated at the Component level?
		Provided: Customary industry terms and conditions including warranties, buyer financing, discounts
		Provided: Requirements of any laws and regulations unique to the item being acquired
		Provided: Extent of competitive environment
		Provided: Environmental considerations and concerns
		Provided: SAFETY Act consideration/applicability
		Provided: Section 508 Applicability for Electronic and Information Technology
		Provided: Distribution and support capabilities of potential vendors, including alternative arrangements and cost estimates
		Provided: Size and status of potential sources (including small business status and if use of source is required by FAR Part 8)
		Provided: Identify available commercial items and describe the respective merits and shortcomings of each
		Provided: Description of any market conditions that may be time sensitive or changes in supply or demand, technology, laws, and supplier costs, etc.
		Provided: Identification of potential sources. Description of capabilities of individual vendors, pricing information; delivery schedules, and standard terms and conditions, such as incentives and warranties
		Provided: Any market surveys developed by industry or other Federal agencies
		Provided: Pricing issues, price ranges, and price variations
		Provided: Description of industry/market trends – technical/pricing/business, etc.
		Provided: Buy American Act Consideration
		Provided: Trade Agreements Act Consideration
		Provided: Other: Specify
		Provided: Other: Specify

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From: (b)(6)
To: (b)(6)
Cc:
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data
Date: Wednesday, July 3, 2019 10:10:06 AM
Attachments: [image001.png](#)
[Delivery Requirements for PR RSTC-19-00057 - Venntel Marketing Data - 20190619_JW.docx](#)

Hi, (b)(6)

I omitted to include the revised Delivery Requirements document.

Regards,

(b)(6)
Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Tuesday, July 2, 2019 11:35 PM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I hope all is well. Please review the comments from John in the email below, as well as those in the documents.

I have revised the Delivery Requirements document, and the JEFO. Please refer to the attached Marketing Research Report Template.

(b)(6)
Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Wednesday, June 19, 2019 1:23 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

Please see final review comments in the attached documents. The market research report will require some work from the PMO, please work with them to revise the report so it conforms to the template and the process outlined in the market research guide (attached for reference). Due to the dollar value, the scrutiny for this will be rather high and the entire package needs to present a cohesive and easily-followed case supporting the brand name requirement.

I did not see an IGCE attached to your initial message.

(b)(5)

(b)(5)

Per our previous emails, (b)(5)
(b)(5)

Happy to discuss if needed. Thanks.

Respectfully,

(b)(6)
Contracting Officer

From: (b)(6)
Sent: Friday, June 14, 2019 3:55 PM
To: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I am including the package received for PR RSTC-19-00057 for the purchase of Venntel Marketing Data.

I have reviewed the documents submitted, and they were updated from the submission received last year:

(b)(5)

(b)(5)

Let me know your thoughts and I'll reach out to (b)(6) and his team.

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)

Sent: Monday, June 10, 2019 12:50 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

(b)(6) will be the CO.

(b)(6)

Associate Director/Contracting Officer
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)



From: (b)(6)

Sent: Monday, June 10, 2019 1:09 PM

To: (b)(6)

Cc: (b)(6)

Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)!

Who will be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist

S&T Acquisitions Division

Office of Procurement Operations

Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Monday, June 10, 2019 1:07 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I believe so, but please confirm with Duane.

Respectfully,

(b)(6)

Contracting Officer

From: (b)(6)

Sent: Monday, June 10, 2019 1:04 PM

To: (b)(6)

Cc: (b)(6)

Subject: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Will you be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

Contracting

Procurement Innovation Lab



Innovation
Practitioner

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DHS-001-10083-002100

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of the Freedom of Information and Privacy Act

From: (b)(6)
To: (b)(6)
Cc:
Subject: Joint CIO/Privacy DATC meeting notes from July 3 2019
Date: Wednesday, July 3, 2019 5:31:39 PM
Attachments: [Joint CIO DATC Privacy Mtg - 07.03.2019.docx](#)

Good afternoon All,

It was a pleasure speaking with you at this morning's meeting regarding the DATC Lab and the ATO process moving forward. Attached are the meeting minutes for your review. Please distribute to all your team members that I may have not included.

We appreciate everyone's time and efforts and are all collectively looking forward to working together. (b)(6) will be running the next meeting with Privacy and CIO next Wednesday, July 10 at 11:00 AM.

Thank you and enjoy the holiday tomorrow.

(b)(6)

(b)(6)

Privacy Officer (Acting)
Science and Technology Directorate
Department of Homeland Security

(b)(6)

Moving Forward:

- (b)(5)
-
-
-
-
-
-

From: (b)(6)
To: (b)(6)
Cc: (b)(6)
Subject: RE: Tech Centers Division, OPO STAD CO Dial-in: (b)(6)
Date: Tuesday, July 16, 2019 8:39:21 AM
Attachments: [Updated Tech Center PR Status for OPO - 16July2019.xlsx](#)

Good morning all –
Our next S&T Tech Centers / OPO STAD tag up is scheduled for next Tuesday, July 23. Attached our updated spreadsheet for everyone’s awareness on status. Please send back any additional information or corrections to (b)(6) Thanks very much!

R/
(b)(6)

Office: (b)(6)
Mobile: (b)(6)

-----Original Appointment-----

From: (b)(6) On Behalf Of (b)(6)
Sent: Monday, May 6, 2019 12:25 PM
To: (b)(6)
(b)(6)

Subject: Tech Centers Division, OPO STAD CO Dial-in: (b)(6)
When: Tuesday, July 23, 2019 11:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: 8-202

Recurring meetings will be held to discuss status of contract actions.

Activity Title	PR Title	PR_Loc	PM	Award Number	PR Identifier Code	STPR ID	PR Number	Submitted Amount	Commitments	Obligations	Notes - 02July19
ACTION INDIC/COUNTERMEASURES	(b)(4)										
ACTION INDIC/COUNTERMEASURES											
ACTION INDIC/COUNTERMEASURES											
BEHAVIOR; ECON. & SOCIAL SCIEN											
BEHAVIOR; ECON. & SOCIAL SCIEN											
BEHAVIOR; ECON. & SOCIAL SCIEN											
BEHAVIOR; ECON. & SOCIAL SCIEN											
BIO-DEFENSE KNOWLEDGE CENTER											
BIO-DEFENSE KNOWLEDGE CENTER											
BIO-DEFENSE KNOWLEDGE CENTER											
BIOMETRICS TECHNOLOGY ENGINE											
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BIO-THREAT CHARACTERIZATION (
BIO-THREAT CHARACTERIZATION (
COMMUNICATIONS AND NETWORKI											
DATA ANALYTICS (DA-E)											
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MODELING AND SIMULATION (MS-E											
PREDICTIVE ANALYTICS											
PREDICTIVE ANALYTICS											
SITUATIONAL AWARENESS & DECIS											
SITUATIONAL AWARENESS & DECIS											
TECHNOLOGY CENTER SETA											
TECHNOLOGY CENTER SETA											
TECHNOLOGY CENTER SETA											
BIO-THREAT CHARACTERIZATION (

Activity Title	PR Title	PR_Loc	PM	Award Number	PR Identifier Code	STPR ID	PR Number	Submitted Amount	Commitments	Obligations	Notes
DATA ANALYTICS (DA-E)	(b)(4)										

PEC	Activity Title	PR Title	PR_Loc	PM	Award Number	PR Identifier Code	STPR ID	PR Number	Submitted Amount	Commitments	Obligations	Notes
60-03-01-000	ID MANAGEMENT	(b)(4)										
60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-02-000	DATA ANALYTICS (DA-E)											
60-03-03-000	MODELING AND SIMULATION (MS-E)											
60-03-04-000	SITUATIONAL AWARENESS & DECISION SUPPORT											
60-03-05-000	BEHAVIOR; ECON. & SOCIAL SCIENCE (BESS-E)											
60-03-05-000	BEHAVIOR; ECON. & SOCIAL SCIENCE (BESS-E)											
60-03-10-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)											
60-03-10-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)											
60-03-10-000	BIOMETRICS TECHNOLOGY ENGINE (BT-E)											
63-03-02-001	HOME MADE EXPLOSIVES CHARACTERIZATION											
63-04-12-001	GPS VULNERABILITY											
63-04-16-001	SOCIAL MEDIA RESEARCH											
63-05-03-003	DIGITAL FORENSICS											
63-05-03-003	DIGITAL FORENSICS											
64-06-01-002	PREDICTIVE ANALYTICS											
64-06-01-002	PREDICTIVE ANALYTICS											
64-06-01-002	PREDICTIVE ANALYTICS											
64-06-01-002	PREDICTIVE ANALYTICS											

From: (b)(6)
To: (b)(6)
Cc:
Subject: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data
Date: Thursday, July 18, 2019 2:58:11 PM
Attachments: [image001.png](#)
[Appendix G 5.16.19 Checklist for Sensitive Information - Venntel Marketing Data.pdf](#)
[RSTC-19-00057 - Market Research - Venntel Marketing Data - 20190619.docx](#)
[Market Research Template - December 2014.docx](#)
[JEFO No. FY19-0312 - Venntel Marketing Data.docx](#)
[Delivery Requirements for PR RSTC-19-00057 - Venntel Marketing Data - 20190619_JW.docx](#)

Hi (b)(6)

Please advise when we can expect the revisions requested.

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Wednesday, July 3, 2019 12:35 AM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I hope all is well. Please review the comments from John in the email below, as well as those in the documents.

I have revised the Delivery Requirements document, and the JEFO. Please refer to the attached Marketing Research Report Template.

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)

Phone: (b)(6)

From: (b)(6)
Sent: Wednesday, June 19, 2019 1:23 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

Please see final review comments in the attached documents. The market research report will require some work from the PMO, please work with them to revise the report so it conforms to the template and the process outlined in the market research guide (attached for reference). Due to the dollar value, the scrutiny for this will be rather high and the entire package needs to present a cohesive and easily-followed case supporting the brand name requirement.

I did not see an IGCE attached to your initial message.

(b)(5)

Happy to discuss if needed. Thanks.

Respectfully,

(b)(6)
Contracting Officer

From: (b)(6)
Sent: Friday, June 14, 2019 3:55 PM
To: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I am including the package received for PR RSTC-19-00057 for the purchase of Venntel Marketing Data.

I have reviewed the documents submitted, and they were updated from the submission received last year:

(b)(5)

(b)(5)

Let me know your thoughts and I'll reach out to (b)(6) and his team.

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Monday, June 10, 2019 12:50 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

(b)(6) will be the CO.

(b)(6)

Associate Director/Contracting Officer
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)



From: (b)(6)
Sent: Monday, June 10, 2019 1:09 PM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Who will be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)
Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Monday, June 10, 2019 1:07 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I believe so, but please confirm with (b)(6)

Respectfully,

(b)(6)
Contracting Officer

From: (b)(6)
Sent: Monday, June 10, 2019 1:04 PM
To: (b)(6)
Cc: (b)(6)
Subject: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Will you be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

Contracting

Procurement Innovation Lab



Innovation
Practitioner

守

DHS-001-10083-002117

"SHU"-ha-ri

Checklist for Sensitive Information

Procurement Title: Venntel Marketing Data Requisition #: RSTC-19-00057

The requiring office shall complete this checklist for **all acquisitions** when a written acquisition plan is not required (see the Acquisition Plan Matrix at HSAM 3007.103(e)(4) for details on when an acquisition plan is/is not required). If the requiring official determines that a contractor will have access to sensitive information and/or information systems will be used to input, store, process, output and/or transmit sensitive information, the requiring official shall ensure the Statement of Work, Statement of Objective, Performance Work Statement or specification is reviewed by the organizations identified at HSAM 3004-470(b) and obtain signatures, as applicable, on this checklist. The requiring office shall submit the completed checklist as part of the procurement request package in accordance with HSAM 3004.7101. The Contracting Office will route the checklist to the Head of Contracting Activity or designee for signature.

A. Sensitive Information and Access Requirements (completed by the requiring office):

1. Will the contractor have access to any of the types of the sensitive information listed below during the acquisition?

- Yes No Chemical-terrorism Vulnerability Information (CVI)
 Yes No For Official Use Only (FOUO)
 Yes No Law Enforcement Sensitive Information
 Yes No Protected Critical Infrastructure Information (PCII)
 Yes No Personally Identifiable Information (PII)
 Yes No Sensitive PII (SPII)
 Yes No Sensitive Security Information (SSI)
 Other type of sensitive information Confidential, Secret, or Top Secret

2. Will contractor employees have access to DHS information systems? Yes No
3. Will contractor employees require recurring access to Government facilities?
 Yes No

Note: If the answer is “No” to questions 1 through 3 above, proceed to the Signatures section of the checklist.

4. If the answer is “Yes” to either of questions 1 through 3 above, have information security, personnel security, and/or privacy provisions been identified and coordinated with the following, as applicable (see HSAM 3004.470(b) for coordination requirements).

Information security provisions include the development of the Requirements Traceability Matrix, identification of incident reporting and response requirements, and requests for the contractor to: provide security authorization documentation, obtain an independent assessment, perform continuous monitoring, provide the Government with

necessary access to perform security reviews, comply with federal reporting requirements.

Personnel security provisions include reviewing fitness requirements and other security matters related to access to sensitive but unclassified information and recurring access of contractor employees to Government facilities, information systems, security items or products.

Privacy provisions include requirements for handling PII and/or SPII, incident reporting, notification and credit monitoring.

- Yes No N/A Component Chief Information Officer (CIO) or designee
- Yes No N/A Component Chief Security Officer (CSO) or designee
- Yes No N/A Component Privacy Officer
- Yes No N/A TSA SSI Program Office
- Yes No N/A National Protection and Programs Directorate (NPPD) CVI Program Office
- Yes No N/A NPPD PCII Program Office

Note: For Components and offices that do not have a Component level CIO, CSO, or Privacy Officer, the acquisition planner shall coordinate with the DHS Headquarters CIO or designee, CSO and Chief Privacy Officer. (See HSAM 3007.103(j)(1)(ii))

- 5. Has the Component CIO, CSO, Privacy Officer, HCA (or designee for each) and program manager determined that this effort will have a “high risk” of unauthorized access to or disclosure of sensitive information in accordance with the requirements of HSAR Deviation 15-01, Safeguarding of Sensitive Information, applicable to this acquisition?
 Yes No

Note: If the answer to this question is “Yes” special clauses Safeguarding of Sensitive Information (MAR 2015), Information Technology Security and Privacy Training (MAR 2015) and HSAR clause 3052.204-71 Contractor Employee Access shall be included without revision in the solicitation and subsequent contract (as defined in FAR 2.101).

- 6. If the answer is “Yes” to any of the preceding questions, identify and describe the information security, personnel security, and privacy provisions to be included in the solicitation including the special clauses from **HSAR Class Deviation 15-01**, Safeguarding of Sensitive Information if applicable.

Clauses are in the security section of the DR. _____

- 7. If foreign end products or services are allowed under the contract, what additional security provisions are to be included in the solicitation to protect sensitive information and facilities from unauthorized access and disclosure?

N/A _____

B. Authority to Operate (ATO) (completed by requiring office in coordination with Component CIO or designee):

1. Will contractor IT systems be used to input, store, process, output, and/or transmit sensitive information? Yes No
2. If “Yes”, has a Requirements Traceability Matrix (RTM) been developed by the Component CIO or designee for inclusion in the solicitation? Yes N/A
3. If “Yes” to #1, will the solicitation require the submission of a draft security plan and instructions on how the draft security plan will be evaluated? Yes N/A

Note: When a contractor IT system will be used to input, store, process, output, and/or transmit sensitive information, the RTM shall be included in the solicitation. The RTM is prepared by the Component CIO or designee in coordination with the program office and is provided as an attachment to the requirements document (i.e., Statement of Work, Statement of Objectives, Performance Work Statement). Vendors shall submit a draft security plan with their proposal/quotation as their response to the RTM. Instructions on how the draft security plan will be evaluated shall be included in the solicitation.

C. Continuous Monitoring Data Requirements (completed by requiring office in coordination with Component CIO or designee):

1. Will a contractor-operated information system(s) be used to input, store, process, output, and/or transmit sensitive information? Yes No
2. If “Yes”, does the requirements document identify how the contractor should submit monthly continuous monitoring data to the Government? Yes N/A
3. If “Yes”, identify and describe the continuous monitoring data requirements to be included in the solicitation.

D. Data Retention Requirements (completed by requiring office):

1. Will the contractor be required to retain sensitive information for the Government? Yes No
2. If “Yes”, does the requirements document identify (a) retention requirements (e.g., length of time data must be retained before return and/or destruction) and (b) security requirements for the protection of retained data? Yes N/A

3. If “Yes”, identify and describe the retention and security requirements to be included in the solicitation.
4. Does the Government have a plan to monitor and/or ensure contractor compliance with the retention and security requirements identified? Yes N/A
5. If “Yes”, describe the Government’s plan to monitor and/or ensure contractor compliance with the retention and security requirements identified in the acquisition.

E. Additional Privacy Considerations (completed by requiring office in coordination with Component Privacy Officer or designee):

1. If the contractor will have access to PII or SPII, is contractor support needed to complete privacy compliance documentation (Privacy Threshold Analysis, Privacy Impact Assessment, and/or System of Record Notice, as appropriate)? Yes No N/A
2. If contractor support is needed to complete the privacy compliance documentation, does the requirements document identify the activities and level of contractor support needed? Yes N/A
3. If “Yes”, identify and describe the activities and level of contractor support needed to complete the privacy compliance documentation.

Signatures:

(b)(6) _____
 (b)(6) _____ Date

Data Analytics Technology Center
 DHS Science & Technology Directorate

(b)(6)

(b)(6) _____
 Name _____ Date

Component Chief Information Officer (CIO) or designee
 DHS Science & Technology Directorate - Chief Information Office
 (202) 254-8221

(b)(6) _____
 Name _____ Date

Component Chief Security Officer (CSO) or designee
 DHS Science & Technology Directorate - Security, Preparedness, & Continuity Office
 (Enter Telephone Number)

(b)(6)

Name	Date
Component Privacy Officer or designee DHS Science & Technology Directorate - Privacy Office (Enter Telephone Number)	

Name	Date
TSA SSI Program Office, as applicable (DHS Component and Organization) (Enter Telephone Number)	

Name	Date
National Protection and Programs Directorate (NPPD) CVI Program Office, as applicable (DHS Component and Organization) (Enter Telephone Number)	

Name	Date
NPPD PCII Program Office, as applicable (DHS Component and Organization) (Enter Telephone Number)	

Name	Date
Head of Contracting Activity or designee (DHS Component and Organization) (Enter Telephone Number)	

Page 085

Withheld pursuant to exemption

(b)(5)

of the Freedom of Information and Privacy Act

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Market Research Report Template

A market research report documents market research in a manner appropriate to the size, complexity, and urgency of an acquisition. In accordance with the Homeland Security Acquisition Manual (HSAM) 3010.001(f), requirement-specific market research efforts and results are required prior to issuance of the solicitation and shall be clearly documented and included in the contract file. A market research report is required for contract actions awarded above the simplified acquisition threshold (SAT). In consultation with the Contracting Officer, the following template can be tailored to a requirement’s market research needs. Use only those sections applicable to your requirement. If a section is not applicable, it should be so identified and supported by a brief explanation.

I. Authority

Market research is required in accordance with:

- FAR 7.102, Acquisition Planning Policy
- FAR 10.001, Market Research Policy

II. Background Information

Describe the background of the procurement and circumstances/events leading up to the requirement. Include:

- Program Office
- Other stakeholders
- Program Office Point of Contact
- Type of acquisition (service or supply, including NAICS/PSC code)
- Expected dollar value of requirement
- Acquisition Team/IPT members, if applicable, and the responsibilities of the team members:

Name	Title	Office	Telephone	E-mail Address

- Time frame in which the market research was conducted

III. Initial Requirements (as identified by the program office)

- Describe the Government’s requirement in terms of:
 - Functions to be performed
 - Performance required
 - Essential physical characteristics
- Discuss any cost effectiveness issues associated with the requirements:

- Any potential cost drivers? (e.g., additional costs from some other activity that may influence the cost of the requirement)
- Any cost/performance tradeoffs? (e.g., an analysis of the value added relating to costs and performance levels)
- Describe schedule requirements (e.g., performance periods and/or delivery due dates)
- Identify DHS Acquisition Plan including AAP number, when plan was published to the public, and whether it is included in the DHS Forecast of Small Business Opportunities

IV. Participants in Market Research

Describe the involvement of the individual Acquisition Team/IPT members and any other participants in the market research effort. (The titles listed in the table below are examples.)

Name	Title	Office	Telephone	E-Mail Address	Role/Responsibility in Market Research
	Program Official				
	Contracting Officer				
	Contract Specialist				
	Small Business Specialist				
	Strategic Sourcing Specialist				

V. Market Research Methods and Sources

Describe methods and sources used during market research. The following table may help structure and summarize the methods used in the market research effort.

Check if part of research	Sources Used in Market Research	Details of Research/Comments
	DHS advance acquisition plan reviewed	
	Acquisition history reviewed	
	Other recent market research reviewed	
	Interviewed knowledgeable individuals in industry	
	Interviewed knowledgeable individuals in Government	
	Government databases reviewed	
	Commercial databases reviewed	
	Participated/attended tradeshow and industry conferences	
	Professional journals reviewed	

	Source lists of DHS and other Government agencies reviewed	
	Catalog and product literature reviewed	
	Participated in DHS small business vendor outreach sessions	
	Reviewed requirements with Small Business Specialist	
	Reviewed existing DHS-wide and Multi-Component Contract Vehicles with DHS Strategic Sourcing Program Office and/or on DHS Enterprise-wide Contract Vehicle Portal	
	Other	

Check if part of research	Sources Used in Market Research	Details of Research/Comments
	Priority Sources Reviewed	
	Supplies: Agency inventories	
	Supplies: Excess from other agencies	
	Supplies: Federal Prison Industries at www.unicor.gov	
	Supplies: Procurement list maintained by the Committee for Purchase from People who are Blind or Severely Disabled (AbilityOne) (formerly Javits-Wagner-O'Day (JWOD) Program at: http://www.AbilityOne.gov	
	Supplies: Wholesale supply sources (e.g., GSA)	
	Supplies: Federal Supply Schedules accessible through: www.gsa.gov	
	Supplies: Commercial sources (includes educational and non-profit institutions)	
	Services: Procurement list maintained by the Committee for Purchase from People who are Blind or Severely Disabled (AbilityOne) (formerly Javits-Wagner-O'Day (JWOD) Program at: http://www.AbilityOne.gov	
	Services: Federal Supply Schedules	
	Services: Federal Prison Industries	
	Mandatory sources reviewed (per FAR Part 8) if applicable for: <ul style="list-style-type: none"> ➤ Public utility services ➤ Printing and related supplies ➤ Leased motor vehicles ➤ Helium ➤ Strategic and critical materials from inventories exceeding Defense National Stockpile Requirements 	
	Services: Commercial sources (includes educational and	

	non-profit institutions)	
	Other:	
	References/Sources Checked	
	Existing intra-/inter-agency contract vehicles, e.g. Interagency Contract Directory at: https://www.contractdirectory.gov/contractdirectory/ and DHS's Enterprise-wide Contract Vehicle Portal at: http://dhsconnect.dhs.gov/org/comp/mgmt/cpo/oss/Pages/StrategicSourcing.aspx	
	System for Award Management (SAM) at: https://www.sam.gov/portal/public/SAM/	
	Department of Labor Service Contract Act (SCA) and Davis-Bacon Act (DBA) wage determination information at: www.wdol.gov	
	Past Performance Information Retrieval System (PPIRS) at: www.ppirs.gov or Contractor Performance Assessment Reporting System (CPARS) at http://www.cpars.csd.disa.mil/cparsmain.htm	
	Other:	
	Contracting Officer-led Activities	
	Sources Sought Notices: Requests for Information (RFI)	
	Sources Sought Notices: RFI published in an industry or association publication	
	Sources Sought Notices: FedBizOpps at www.fedbizopps.gov	
	Pre-solicitation engagement	
	Pre-proposal engagement	
	Site visits	
	One-on-one vendor discussions	
	Other:	

VI. Identify Product/Services and Sources Able to Meet the Requirement

- Identify or describe:
 - Product/Service, include any brand name product information
 - Product/Service characteristics and/or capabilities
 - Company information (e.g., name, POCs, address, telephone number, e-mail address, website)
 - Company characteristics, past performance, and business category

Business Category	Name of Potential Source(s)/Other POC Information
Large Business	
Small Business	
Small Disadvantaged Business	

Section 8(a) Business	
Woman-Owned Business	
HUBZone Small Business	
Veteran-Owned Small Business	
Service-Disabled Veteran-Owned Small Business	

- If sole source, describe efforts to locate additional sources

VII. Description of the Commercial Marketplace

- Describe marketplace
- Assess Government’s leverage in marketplace, e.g., describe the Government’s negotiation strengths and/or weaknesses in the market
- Describe nature of other market participants, e.g., other Governments (foreign, state/local), commercial firms, etc., and discuss how other buyers for the same product or service may affect your purchase
- Identify availability of commercial or non-developmental items that satisfy requirements (value or shortcomings of each) and sub-components

VIII. Prevalent Business Practices

- Identify standard/customary terms and conditions and industry business practices (include information on payment, freight delivery, acceptance, and warranties)
- Describe generally accepted business practices that differ from standard Government practices
- Discuss if contract financing is applicable. If so, ensure compliance with FAR 32.202-3, Conducting Market Research About Financing Terms
- Discuss any laws and regulations unique to the requirement

IX. Pricing and Market Issues

- Identify price sources (e.g., market price, catalog, GSA, etc.), price ranges, and price variations
- Describe market trends for product or service, e.g., technical, business, and pricing
- Describe how the application of cost or pricing market information collected from market research will be used in the development of the Independent Government Cost Estimate for the requirement

X. Other Considerations

- Identify other considerations gathered from market research, e.g., opportunities to “unbundle” requirements to enable more contracts or subcontracts to small, small disadvantaged and other socio-economic procurement categories
- Discuss qualifying factors, including such issues as past performance, references, product testing or evaluation, customer satisfaction, warranties, and quality problems

- Describe consideration of environmentally preferable products and services. Include discussion of energy efficiency standards of market products, if applicable
- Describe SAFETY Act applicability
- Discuss Buy American Act applicability
- Discuss Trade Agreements Act applicability
- Discuss Section 508 applicability for Electronic and Information Technology

XI. Market Analysis Summary

- Summarize the market research methods and resources used in the market research.
 - Identify:
 - Products/Services available
 - If Commercial/Non-Developmental/Developmental Product/Service
 - Sources (companies, etc.)
 - Types of Businesses (large, small, etc.)
 - Pricing
 - Summarize:
 - Market conditions (commercial marketplace)
 - Customary commercial practices
 - Other considerations
- Identify the timeframes when staff used the market research methods
- Provide the outcome and conclusion of the market research identifying potential sources, an analysis of the capabilities of potential sources and findings that impact the procurement, e.g., any actions taken as a result of the market research such as re-evaluation of the requirement to determine whether the need can be restated to permit commercial or non-developmental items to satisfy the agency's needs; and solicitation and award of resultant contract using policies and procedures in FAR Part 12 - Acquisition of Commercial Items. (See FAR 10.002(c) and (d).)
- Document the decision and rationale to satisfy the agency's need with a commercial item/service, if market research so warrants
- Document the decision and rationale if the agency's need cannot be satisfied with a commercial item/service
- Provide supporting documents, as appropriate

The following table provides a checklist for Market Analysis Summary information:

Yes	No	Market Analysis Summary
		Are there products/services and sources capable of satisfying the Government's requirements?
		Are commercial items available to meet requirements?
		Are commercial items available that could be modified to meet requirements?
		Are commercial items available that could meet requirements if the requirements are modified to a reasonable extent?
		Are available items used exclusively for Governmental purposes?
		If commercial items are not available, are non-developmental items available to meet requirements?

		If commercial items are not available, are non-developmental items available that could be modified to meet requirements?
		If commercial items are not available, are non-developmental items available that could be modified to meet requirements if the requirements are modified to a reasonable extent?
		Could commercial items or non-developmental items be incorporated at the Component level?
		Provided: Customary industry terms and conditions including warranties, buyer financing, discounts
		Provided: Requirements of any laws and regulations unique to the item being acquired
		Provided: Extent of competitive environment
		Provided: Environmental considerations and concerns
		Provided: SAFETY Act consideration/applicability
		Provided: Section 508 Applicability for Electronic and Information Technology
		Provided: Distribution and support capabilities of potential vendors, including alternative arrangements and cost estimates
		Provided: Size and status of potential sources (including small business status and if use of source is required by FAR Part 8)
		Provided: Identify available commercial items and describe the respective merits and shortcomings of each
		Provided: Description of any market conditions that may be time sensitive or changes in supply or demand, technology, laws, and supplier costs, etc.
		Provided: Identification of potential sources. Description of capabilities of individual vendors, pricing information; delivery schedules, and standard terms and conditions, such as incentives and warranties
		Provided: Any market surveys developed by industry or other Federal agencies
		Provided: Pricing issues, price ranges, and price variations
		Provided: Description of industry/market trends – technical/pricing/business, etc.
		Provided: Buy American Act Consideration
		Provided: Trade Agreements Act Consideration
		Provided: Other: Specify
		Provided: Other: Specify

Page 100

Withheld pursuant to exemption

(b)(5)

of the Freedom of Information and Privacy Act

Page 101

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Withheld pursuant to exemption

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From: (b)(6)
To: (b)(6)
Subject: FW: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data
Date: Friday, July 19, 2019 9:33:55 AM
Attachments: [image001.png](#)
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(b)(6)

I just received the note below from OPO. How would you like to respond?
Thanks!

R/

(b)(6)

Office: (b)(6)
Mobile: (b)(6)

From: (b)(6)
Sent: Thursday, July 18, 2019 2:57 PM
To: (b)(6)
Cc: (b)(6)
Subject: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

Please advise when we can expect the revisions requested.

Thanks,

(b)(6)
Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Wednesday, July 3, 2019 12:35 AM
To: (b)(6)
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I have revised the Delivery Requirements document, and the JEFO. Please refer to the attached Marketing Research Report Template.

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Wednesday, June 19, 2019 1:23 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

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Happy to discuss if needed. Thanks.

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(b)(6)

Contracting Officer

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I have reviewed the documents submitted, and they were updated from the submission received last year:

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Let me know your thoughts and I'll reach out to (b)(6) and his team.

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Monday, June 10, 2019 12:50 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

(b)(6) will be the CO.

(b)(6)

Associate Director/Contracting Officer
S&T Acquisitions Division

Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)



From: (b)(6)
Sent: Monday, June 10, 2019 1:09 PM
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Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Who will be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Monday, June 10, 2019 1:07 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I believe so, but please confirm with (b)(6)

Respectfully,

(b)(6)

Contracting Officer

From: (b)(6)
Sent: Monday, June 10, 2019 1:04 PM
To: (b)(6)
Cc: (b)(6)
Subject: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Will you be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist

S&T Acquisitions Division

Office of Procurement Operations

Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

Contracting

Procurement Innovation Lab



Innovation
Practitioner

守

DHS-001-10083-002151

"SHU"-ha-ri

Checklist for Sensitive Information

Procurement Title: Venntel Marketing Data Requisition #: RSTC-19-00057

The requiring office shall complete this checklist for **all acquisitions** when a written acquisition plan is not required (see the Acquisition Plan Matrix at HSAM 3007.103(e)(4) for details on when an acquisition plan is/is not required). If the requiring official determines that a contractor will have access to sensitive information and/or information systems will be used to input, store, process, output and/or transmit sensitive information, the requiring official shall ensure the Statement of Work, Statement of Objective, Performance Work Statement or specification is reviewed by the organizations identified at HSAM 3004-470(b) and obtain signatures, as applicable, on this checklist. The requiring office shall submit the completed checklist as part of the procurement request package in accordance with HSAM 3004.7101. The Contracting Office will route the checklist to the Head of Contracting Activity or designee for signature.

A. Sensitive Information and Access Requirements (completed by the requiring office):

1. Will the contractor have access to any of the types of the sensitive information listed below during the acquisition?

- Yes No Chemical-terrorism Vulnerability Information (CVI)
 Yes No For Official Use Only (FOUO)
 Yes No Law Enforcement Sensitive Information
 Yes No Protected Critical Infrastructure Information (PCII)
 Yes No Personally Identifiable Information (PII)
 Yes No Sensitive PII (SPII)
 Yes No Sensitive Security Information (SSI)
 Other type of sensitive information Confidential, Secret, or Top Secret

2. Will contractor employees have access to DHS information systems? Yes No
3. Will contractor employees require recurring access to Government facilities?
 Yes No

Note: If the answer is “No” to questions 1 through 3 above, proceed to the Signatures section of the checklist.

4. If the answer is “Yes” to either of questions 1 through 3 above, have information security, personnel security, and/or privacy provisions been identified and coordinated with the following, as applicable (see HSAM 3004.470(b) for coordination requirements).

Information security provisions include the development of the Requirements Traceability Matrix, identification of incident reporting and response requirements, and requests for the contractor to: provide security authorization documentation, obtain an independent assessment, perform continuous monitoring, provide the Government with

necessary access to perform security reviews, comply with federal reporting requirements.

Personnel security provisions include reviewing fitness requirements and other security matters related to access to sensitive but unclassified information and recurring access of contractor employees to Government facilities, information systems, security items or products.

Privacy provisions include requirements for handling PII and/or SPII, incident reporting, notification and credit monitoring.

- Yes No N/A Component Chief Information Officer (CIO) or designee
- Yes No N/A Component Chief Security Officer (CSO) or designee
- Yes No N/A Component Privacy Officer
- Yes No N/A TSA SSI Program Office
- Yes No N/A National Protection and Programs Directorate (NPPD) CVI Program Office
- Yes No N/A NPPD PCII Program Office

Note: For Components and offices that do not have a Component level CIO, CSO, or Privacy Officer, the acquisition planner shall coordinate with the DHS Headquarters CIO or designee, CSO and Chief Privacy Officer. (See HSAM 3007.103(j)(1)(ii))

5. Has the Component CIO, CSO, Privacy Officer, HCA (or designee for each) and program manager determined that this effort will have a “high risk” of unauthorized access to or disclosure of sensitive information in accordance with the requirements of HSAR Deviation 15-01, Safeguarding of Sensitive Information, applicable to this acquisition?
 Yes No

Note: If the answer to this question is “Yes” special clauses Safeguarding of Sensitive Information (MAR 2015), Information Technology Security and Privacy Training (MAR 2015) and HSAR clause 3052.204-71 Contractor Employee Access shall be included without revision in the solicitation and subsequent contract (as defined in FAR 2.101).

6. If the answer is “Yes” to any of the preceding questions, identify and describe the information security, personnel security, and privacy provisions to be included in the solicitation including the special clauses from **HSAR Class Deviation 15-01**, Safeguarding of Sensitive Information if applicable.

Clauses are in the security section of the DR. _____

7. If foreign end products or services are allowed under the contract, what additional security provisions are to be included in the solicitation to protect sensitive information and facilities from unauthorized access and disclosure?

N/A _____

B. Authority to Operate (ATO) (completed by requiring office in coordination with Component CIO or designee):

1. Will contractor IT systems be used to input, store, process, output, and/or transmit sensitive information? Yes No
2. If “Yes”, has a Requirements Traceability Matrix (RTM) been developed by the Component CIO or designee for inclusion in the solicitation? Yes N/A
3. If “Yes” to #1, will the solicitation require the submission of a draft security plan and instructions on how the draft security plan will be evaluated? Yes N/A

Note: When a contractor IT system will be used to input, store, process, output, and/or transmit sensitive information, the RTM shall be included in the solicitation. The RTM is prepared by the Component CIO or designee in coordination with the program office and is provided as an attachment to the requirements document (i.e., Statement of Work, Statement of Objectives, Performance Work Statement). Vendors shall submit a draft security plan with their proposal/quotation as their response to the RTM. Instructions on how the draft security plan will be evaluated shall be included in the solicitation.

C. Continuous Monitoring Data Requirements (completed by requiring office in coordination with Component CIO or designee):

1. Will a contractor-operated information system(s) be used to input, store, process, output, and/or transmit sensitive information? Yes No
2. If “Yes”, does the requirements document identify how the contractor should submit monthly continuous monitoring data to the Government? Yes N/A
3. If “Yes”, identify and describe the continuous monitoring data requirements to be included in the solicitation.

D. Data Retention Requirements (completed by requiring office):

1. Will the contractor be required to retain sensitive information for the Government?
 Yes No
2. If “Yes”, does the requirements document identify (a) retention requirements (e.g., length of time data must be retained before return and/or destruction) and (b) security requirements for the protection of retained data? Yes N/A

3. If "Yes", identify and describe the retention and security requirements to be included in the solicitation.
4. Does the Government have a plan to monitor and/or ensure contractor compliance with the retention and security requirements identified? Yes N/A
5. If "Yes", describe the Government's plan to monitor and/or ensure contractor compliance with the retention and security requirements identified in the acquisition.

E. Additional Privacy Considerations (completed by requiring office in coordination with Component Privacy Officer or designee):

1. If the contractor will have access to PII or SPII, is contractor support needed to complete privacy compliance documentation (Privacy Threshold Analysis, Privacy Impact Assessment, and/or System of Record Notice, as appropriate)? Yes No N/A
2. If contractor support is needed to complete the privacy compliance documentation, does the requirements document identify the activities and level of contractor support needed? Yes N/A
3. If "Yes", identify and describe the activities and level of contractor support needed to complete the privacy compliance documentation.

Signatures:

(b)(6) _____
 (b)(6) _____ Date

Data Analytics Technology Center
 DHS Science & Technology Directorate
 (b)(6)

(b)(6) _____
 Name _____ Date

Component Chief Information Officer (CIO) or designee
 DHS Science & Technology Directorate - Chief Information Office
 (b)(6)

(b)(6) _____
 Name _____ Date

Component Chief Security Officer (CSO) or designee
 DHS Science & Technology Directorate - Security, Preparedness, & Continuity Office
 (Enter Telephone Number)

(b)(6)

Name	Date
Component Privacy Officer or designee DHS Science & Technology Directorate - Privacy Office (Enter Telephone Number)	

Name	Date
TSA SSI Program Office, as applicable (DHS Component and Organization) (Enter Telephone Number)	

Name	Date
National Protection and Programs Directorate (NPPD) CVI Program Office, as applicable (DHS Component and Organization) (Enter Telephone Number)	

Name	Date
NPPD PCII Program Office, as applicable (DHS Component and Organization) (Enter Telephone Number)	

Name	Date
Head of Contracting Activity or designee (DHS Component and Organization) (Enter Telephone Number)	

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(b)(5)

of the Freedom of Information and Privacy Act

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of the Freedom of Information and Privacy Act

Market Research Report Template

A market research report documents market research in a manner appropriate to the size, complexity, and urgency of an acquisition. In accordance with the Homeland Security Acquisition Manual (HSAM) 3010.001(f), requirement-specific market research efforts and results are required prior to issuance of the solicitation and shall be clearly documented and included in the contract file. A market research report is required for contract actions awarded above the simplified acquisition threshold (SAT). In consultation with the Contracting Officer, the following template can be tailored to a requirement’s market research needs. Use only those sections applicable to your requirement. If a section is not applicable, it should be so identified and supported by a brief explanation.

I. Authority

Market research is required in accordance with:

- FAR 7.102, Acquisition Planning Policy
- FAR 10.001, Market Research Policy

II. Background Information

Describe the background of the procurement and circumstances/events leading up to the requirement. Include:

- Program Office
- Other stakeholders
- Program Office Point of Contact
- Type of acquisition (service or supply, including NAICS/PSC code)
- Expected dollar value of requirement
- Acquisition Team/IPT members, if applicable, and the responsibilities of the team members:

Name	Title	Office	Telephone	E-mail Address

- Time frame in which the market research was conducted

III. Initial Requirements (as identified by the program office)

- Describe the Government’s requirement in terms of:
 - Functions to be performed
 - Performance required
 - Essential physical characteristics
- Discuss any cost effectiveness issues associated with the requirements:

- Any potential cost drivers? (e.g., additional costs from some other activity that may influence the cost of the requirement)
- Any cost/performance tradeoffs? (e.g., an analysis of the value added relating to costs and performance levels)
- Describe schedule requirements (e.g., performance periods and/or delivery due dates)
- Identify DHS Acquisition Plan including AAP number, when plan was published to the public, and whether it is included in the DHS Forecast of Small Business Opportunities

IV. Participants in Market Research

Describe the involvement of the individual Acquisition Team/IPT members and any other participants in the market research effort. (The titles listed in the table below are examples.)

Name	Title	Office	Telephone	E-Mail Address	Role/Responsibility in Market Research
	Program Official				
	Contracting Officer				
	Contract Specialist				
	Small Business Specialist				
	Strategic Sourcing Specialist				

V. Market Research Methods and Sources

Describe methods and sources used during market research. The following table may help structure and summarize the methods used in the market research effort.

Check if part of research	Sources Used in Market Research	Details of Research/Comments
	DHS advance acquisition plan reviewed	
	Acquisition history reviewed	
	Other recent market research reviewed	
	Interviewed knowledgeable individuals in industry	
	Interviewed knowledgeable individuals in Government	
	Government databases reviewed	
	Commercial databases reviewed	
	Participated/attended tradeshow and industry conferences	
	Professional journals reviewed	

	Source lists of DHS and other Government agencies reviewed	
	Catalog and product literature reviewed	
	Participated in DHS small business vendor outreach sessions	
	Reviewed requirements with Small Business Specialist	
	Reviewed existing DHS-wide and Multi-Component Contract Vehicles with DHS Strategic Sourcing Program Office and/or on DHS Enterprise-wide Contract Vehicle Portal	
	Other	

Check if part of research	Sources Used in Market Research	Details of Research/Comments
	Priority Sources Reviewed	
	Supplies: Agency inventories	
	Supplies: Excess from other agencies	
	Supplies: Federal Prison Industries at www.unicor.gov	
	Supplies: Procurement list maintained by the Committee for Purchase from People who are Blind or Severely Disabled (AbilityOne) (formerly Javits-Wagner-O'Day (JWOD) Program at: http://www.AbilityOne.gov	
	Supplies: Wholesale supply sources (e.g., GSA)	
	Supplies: Federal Supply Schedules accessible through: www.gsa.gov	
	Supplies: Commercial sources (includes educational and non-profit institutions)	
	Services: Procurement list maintained by the Committee for Purchase from People who are Blind or Severely Disabled (AbilityOne) (formerly Javits-Wagner-O'Day (JWOD) Program at: http://www.AbilityOne.gov	
	Services: Federal Supply Schedules	
	Services: Federal Prison Industries	
	Mandatory sources reviewed (per FAR Part 8) if applicable for: <ul style="list-style-type: none"> ➤ Public utility services ➤ Printing and related supplies ➤ Leased motor vehicles ➤ Helium ➤ Strategic and critical materials from inventories exceeding Defense National Stockpile Requirements 	
	Services: Commercial sources (includes educational and	

	non-profit institutions)	
	Other:	
	References/Sources Checked	
	Existing intra-/inter-agency contract vehicles, e.g. Interagency Contract Directory at: https://www.contractdirectory.gov/contractdirectory/ and DHS's Enterprise-wide Contract Vehicle Portal at: http://dhsconnect.dhs.gov/org/comp/mgmt/cpo/oss/Pages/StrategicSourcing.aspx	
	System for Award Management (SAM) at: https://www.sam.gov/portal/public/SAM/	
	Department of Labor Service Contract Act (SCA) and Davis-Bacon Act (DBA) wage determination information at: www.wdol.gov	
	Past Performance Information Retrieval System (PPIRS) at: www.ppirs.gov or Contractor Performance Assessment Reporting System (CPARS) at http://www.cpars.csd.disa.mil/cparsmain.htm	
	Other:	
	Contracting Officer-led Activities	
	Sources Sought Notices: Requests for Information (RFI)	
	Sources Sought Notices: RFI published in an industry or association publication	
	Sources Sought Notices: FedBizOpps at www.fedbizopps.gov	
	Pre-solicitation engagement	
	Pre-proposal engagement	
	Site visits	
	One-on-one vendor discussions	
	Other:	

VI. Identify Product/Services and Sources Able to Meet the Requirement

- Identify or describe:
 - Product/Service, include any brand name product information
 - Product/Service characteristics and/or capabilities
 - Company information (e.g., name, POCs, address, telephone number, e-mail address, website)
 - Company characteristics, past performance, and business category

Business Category	Name of Potential Source(s)/Other POC Information
Large Business	
Small Business	
Small Disadvantaged Business	

Section 8(a) Business	
Woman-Owned Business	
HUBZone Small Business	
Veteran-Owned Small Business	
Service-Disabled Veteran-Owned Small Business	

- If sole source, describe efforts to locate additional sources

VII. Description of the Commercial Marketplace

- Describe marketplace
- Assess Government’s leverage in marketplace, e.g., describe the Government’s negotiation strengths and/or weaknesses in the market
- Describe nature of other market participants, e.g., other Governments (foreign, state/local), commercial firms, etc., and discuss how other buyers for the same product or service may affect your purchase
- Identify availability of commercial or non-developmental items that satisfy requirements (value or shortcomings of each) and sub-components

VIII. Prevalent Business Practices

- Identify standard/customary terms and conditions and industry business practices (include information on payment, freight delivery, acceptance, and warranties)
- Describe generally accepted business practices that differ from standard Government practices
- Discuss if contract financing is applicable. If so, ensure compliance with FAR 32.202-3, Conducting Market Research About Financing Terms
- Discuss any laws and regulations unique to the requirement

IX. Pricing and Market Issues

- Identify price sources (e.g., market price, catalog, GSA, etc.), price ranges, and price variations
- Describe market trends for product or service, e.g., technical, business, and pricing
- Describe how the application of cost or pricing market information collected from market research will be used in the development of the Independent Government Cost Estimate for the requirement

X. Other Considerations

- Identify other considerations gathered from market research, e.g., opportunities to “unbundle” requirements to enable more contracts or subcontracts to small, small disadvantaged and other socio-economic procurement categories
- Discuss qualifying factors, including such issues as past performance, references, product testing or evaluation, customer satisfaction, warranties, and quality problems

- Describe consideration of environmentally preferable products and services. Include discussion of energy efficiency standards of market products, if applicable
- Describe SAFETY Act applicability
- Discuss Buy American Act applicability
- Discuss Trade Agreements Act applicability
- Discuss Section 508 applicability for Electronic and Information Technology

XI. Market Analysis Summary

- Summarize the market research methods and resources used in the market research.
 - Identify:
 - Products/Services available
 - If Commercial/Non-Developmental/Developmental Product/Service
 - Sources (companies, etc.)
 - Types of Businesses (large, small, etc.)
 - Pricing
 - Summarize:
 - Market conditions (commercial marketplace)
 - Customary commercial practices
 - Other considerations
- Identify the timeframes when staff used the market research methods
- Provide the outcome and conclusion of the market research identifying potential sources, an analysis of the capabilities of potential sources and findings that impact the procurement, e.g., any actions taken as a result of the market research such as re-evaluation of the requirement to determine whether the need can be restated to permit commercial or non-developmental items to satisfy the agency’s needs; and solicitation and award of resultant contract using policies and procedures in FAR Part 12 - Acquisition of Commercial Items. (See FAR 10.002(c) and (d).)
- Document the decision and rationale to satisfy the agency’s need with a commercial item/service, if market research so warrants
- Document the decision and rationale if the agency’s need cannot be satisfied with a commercial item/service
- Provide supporting documents, as appropriate

The following table provides a checklist for Market Analysis Summary information:

Yes	No	Market Analysis Summary
		Are there products/services and sources capable of satisfying the Government’s requirements?
		Are commercial items available to meet requirements?
		Are commercial items available that could be modified to meet requirements?
		Are commercial items available that could meet requirements if the requirements are modified to a reasonable extent?
		Are available items used exclusively for Governmental purposes?
		If commercial items are not available, are non-developmental items available to meet requirements?

		If commercial items are not available, are non-developmental items available that could be modified to meet requirements?
		If commercial items are not available, are non-developmental items available that could be modified to meet requirements if the requirements are modified to a reasonable extent?
		Could commercial items or non-developmental items be incorporated at the Component level?
		Provided: Customary industry terms and conditions including warranties, buyer financing, discounts
		Provided: Requirements of any laws and regulations unique to the item being acquired
		Provided: Extent of competitive environment
		Provided: Environmental considerations and concerns
		Provided: SAFETY Act consideration/applicability
		Provided: Section 508 Applicability for Electronic and Information Technology
		Provided: Distribution and support capabilities of potential vendors, including alternative arrangements and cost estimates
		Provided: Size and status of potential sources (including small business status and if use of source is required by FAR Part 8)
		Provided: Identify available commercial items and describe the respective merits and shortcomings of each
		Provided: Description of any market conditions that may be time sensitive or changes in supply or demand, technology, laws, and supplier costs, etc.
		Provided: Identification of potential sources. Description of capabilities of individual vendors, pricing information; delivery schedules, and standard terms and conditions, such as incentives and warranties
		Provided: Any market surveys developed by industry or other Federal agencies
		Provided: Pricing issues, price ranges, and price variations
		Provided: Description of industry/market trends – technical/pricing/business, etc.
		Provided: Buy American Act Consideration
		Provided: Trade Agreements Act Consideration
		Provided: Other: Specify
		Provided: Other: Specify

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of the Freedom of Information and Privacy Act

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(b)(5)

of the Freedom of Information and Privacy Act

From: (b)(6)
To: (b)(6)
Subject: RE: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data
Date: Friday, July 19, 2019 2:04:43 PM
Attachments: [image002.png](#)
[image003.png](#)

Hi (b)(6)

(b)(6) heavy travel schedule, including travel on behalf of leadership, has caused some delays. However, we will work with CAPS and will provide (b)(6) an update next week. We are also actively working the Paxata and Cloud packages.

Also, I noticed in the email trail below that Jessica was not cc'd. We have communicated to (b)(6) to please include her to help track these requests in the future. We are unable to help track if we don't know about them.

Many thanks, and have a great weekend!

VR,

(b)(6)

(b)(6)

Department of Homeland Security
Science and Technology Directorate

(b)(6)

(b)(6)



From: (b)(6)

Sent: Friday, July 19, 2019 9:33 AM

To: (b)(6)

(b)(6)

Subject: FW: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

I just received the note below from OPO. How would you like to respond?
Thanks!

R/

(b)(6)

Office: (b)(6)
Mobile: (b)(6)

From: (b)(6)
Sent: Thursday, July 18, 2019 2:57 PM
To: (b)(6)
Cc: (b)(6)
Subject: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

Please advise when we can expect the revisions requested.

Thanks,

(b)(6)
Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Wednesday, July 3, 2019 12:35 AM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

I hope all is well. Please review the comments from (b)(6) in the email below, as well as those in the documents.

I have revised the Delivery Requirements document, and the JEFO. Please refer to the attached Marketing Research Report Template.

(b)(6)
Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Wednesday, June 19, 2019 1:23 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

Please see final review comments in the attached documents. The market research report will require some work from the PMO, please work with them to revise the report so it conforms to the template and the process outlined in the market research guide (attached for reference). Due to the dollar value, the scrutiny for this will be rather high and the entire package needs to present a cohesive and easily-followed case supporting the brand name requirement.

I did not see an IGCE attached to your initial message.

(b)(5)

Happy to discuss if needed. Thanks.

Respectfully,

(b)(6)
Contracting Officer

From: (b)(6)
Sent: Friday, June 14, 2019 3:55 PM
To: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I am including the package received for PR RSTC-19-00057 for the purchase of Venntel Marketing Data.

I have reviewed the documents submitted, and they were updated from the submission received last year:

(b)(5)

(b)(5)

Let me know your thoughts and I'll reach out to Stephen and his team.

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Monday, June 10, 2019 12:50 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

(b)(6) will be the CO.

(b)(6)

Associate Director/Contracting Officer
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)



From: (b)(6)

Sent: Monday, June 10, 2019 1:09 PM

To: (b)(6)

Cc: (b)(6)

Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Who will be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist

S&T Acquisitions Division

Office of Procurement Operations

Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Monday, June 10, 2019 1:07 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I believe so, but please confirm with (b)(6)

Respectfully,

(b)(6)

Contracting Officer

From: (b)(6)

Sent: Monday, June 10, 2019 1:04 PM

To: (b)(6)

Cc: (b)(6)

Subject: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Will you be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)



Contracting

Procurement Innovation Lab



Innovation
Practitioner

守

DHS-001-10083-002187

"SHU"-ha-ri

From: (b)(6)
To: (b)(6)
Cc: (b)(6)
Subject: RE: PR and IAA Priorities
Date: Wednesday, July 24, 2019 2:02:24 PM
Attachments: [Copy of 19-07-24 OSE PR-IAA Priorities TC Cluu.xlsx](#)

(b)(6)

Attached you will find OIC-TC's priority (In green). This IAA agreement is transfer to Financial transaction (STPR-02213).

Best,

(b)(6)

From: (b)(6)
Sent: Wednesday, July 24, 2019 1:07 PM
To: Technology Center Feds (b)(6)
Cc: (b)(6)
(b)(6)
(b)(6)
Subject: FW: PR and IAA Priorities

Good afternoon Tech Centers,

We've been asked to provide a priority to OSE front office on all of our outstanding PRs. Could you each please take a look at the attached spreadsheet and do the following:

1. Highlight (in green) your PRs that are absolutely critical to get awarded before the end of the fiscal year.
2. Provide information in the last 3 columns on the right (date award needed; reason for priority; justification)

Please send back to me by COB tomorrow, July 25, and I'll get this aggregated up to OSE. Thank you in advance!!

R/

(b)(6)

Office: (b)(6)
Mobile: (b)(6)

From: (b)(6)
Sent: Wednesday, July 24, 2019 10:07 AM
To: (b)(6)
(b)(6)

(b)(6)

Cc: (b)(6)

Subject: PR and IAA Priorities

All,

As a follow-up to yesterday's deputy meeting, please find an attached spreadsheet to consolidate OSE's prioritized IAA and PR requests. In filling the document out, please complete the columns highlighted in yellow.

Please provide input by noon Friday and it will be consolidated and submitted to FBP and OPO.

I anticipate this will become a recurring update to provide OSE priorities up to FBD and OPO.

V/r,

(b)(6)

(b)(6)

S&T Directorate

Office of Science and Engineering

(b)(6)

From: (b)(6)
To:
Cc:
Subject: FW: PR and IAA Priorities
Date: Wednesday, July 24, 2019 1:08:19 PM
Attachments: [19-07-24 OSE PR-IAA Priorities_TC.xlsx](#)

Good afternoon Tech Centers,

We've been asked to provide a priority to OSE front office on all of our outstanding PRs. Could you each please take a look at the attached spreadsheet and do the following:

1. Highlight (in green) your PRs that are absolutely critical to get awarded before the end of the fiscal year.
2. Provide information in the last 3 columns on the right (date award needed; reason for priority; justification)

Please send back to me by COB tomorrow, July 25, and I'll get this aggregated up to OSE. Thank you in advance!!

R/

(b)(6)

Office: (b)(6)
Mobile: (b)(6)

From: (b)(6)
Sent: Wednesday, July 24, 2019 10:07 AM
To: (b)(6)
(b)(6)
Cc: (b)(6)
Subject: PR and IAA Priorities

All,

As a follow-up to yesterday's deputy meeting, please find an attached spreadsheet to consolidate OSE's prioritized IAA and PR requests. In filling the document out, please complete the columns highlighted in yellow.

Please provide input by noon Friday and it will be consolidated and submitted to FBP and OPO.

I anticipate this will become a recurring update to provide OSE priorities up to FBD and OPO.

V/r,

(b)(6)

(b)(6)

S&T Directorate
Office of Science and Engineering

(b)(6)

From: (b)(6)
To: (b)(6)
Subject: Submission from Linda (FW: PR and IAA Priorities)
Date: Wednesday, July 24, 2019 5:00:20 PM
Attachments: [19-07-24 OSE PR-IAA Priorities_TC \(003\).lhw.xlsx](#)
Importance: High

(b)(6)

I presume there will be a consolidated submission from DA-TC for this tasker. As such, attached is my input for the third Phase III award for Mod9.

Please note: As far as I know, OPO is in the process of awarding this contract. The plan has been, once the contract is awarded, is for me and the (b)(7)(E) team to meet with Arlo in person and to get things back on track. This is why I selected the date of August 15, 2019 in this tasker.

However, no other work on the contract may commence until the PTA is in place. And, we need the ATO for the lab. Given this, if you want (or need) to delay contract award until after September 30, certainly that is your call.

Thank you,

(b)(6)

DHS Science and Technology Directorate (DHS S&T)
Data Analytics Technology Center (DATC)

(b)(6)

(b)(6) (m)

From: (b)(6)

Sent: Wednesday, July 24, 2019 1:07 PM

To: Technology Center Feds (b)(6)

Cc: (b)(6)

(b)(6)

(b)(6)

Subject: FW: PR and IAA Priorities

Good afternoon Tech Centers,

We've been asked to provide a priority to OSE front office on all of our outstanding PRs. Could you each please take a look at the attached spreadsheet and do the following:

1. Highlight (in green) your PRs that are absolutely critical to get awarded before the end of the fiscal year.
2. Provide information in the last 3 columns on the right (date award needed; reason for priority; justification)

Please send back to me by COB tomorrow, July 25, and I'll get this aggregated up to OSE. Thank you in advance!!

R/

(b)(6)

Office: (b)(6)

Mobile: (b)(6)

From: (b)(6)

Sent: Wednesday, July 24, 2019 10:07 AM

To: (b)(6)

(b)(6)

Cc: (b)(6)

Subject: PR and IAA Priorities

All,

As a follow-up to yesterday's deputy meeting, please find an attached spreadsheet to consolidate OSE's prioritized IAA and PR requests. In filling the document out, please complete the columns highlighted in yellow.

Please provide input by noon Friday and it will be consolidated and submitted to FBP and OPO.

I anticipate this will become a recurring update to provide OSE priorities up to FBD and OPO.

V/r,

(b)(6)

(b)(6)

S&T Directorate

Office of Science and Engineering

(b)(6)

SME	Priority number	PR #	PR Title	PR Tracker ID #	PR Dollar Value	Date Award Required	Reason for Priority : Expiring funds, POP expiring, Stop Work, Mission Critical	Justification for Prioritization
(b)(4)								

From: (b)(6)
To: (b)(6)
Subject: PRs
Date: Wednesday, July 24, 2019 3:05:09 PM
Attachments: [DATC OSE PR-IAA Priorities_TC.xlsx](#)

(b)(6)

Data Analytics Technology Center
Science and Technology Directorate
Department of Homeland Security

(b)(6) Office
(b)(6) Cell

(b)(6)

All foreign national meetings require approval 20 days in advance for unclassified visits and 30 days in advance of classified visits. Please coordinate with me in advance.

From: (b)(6)
To: (b)(6)
Subject: 19-07-24 OSE PR-IAA Priorities_TC (003)_lhv.xlsx
Date: Thursday, July 25, 2019 2:34:00 PM
Attachments: [19-07-24 OSE PR-IAA Priorities_TC \(003\)_lhv.xlsx](#)

This one is underway but we do not want it to stop,

Science and Technology Directorate
PR Prioritization 2019

Priority number	PR #	PR Title	PR Tracker ID #	PR Dollar Value	Date Award Required	Reason for Priority : Expiring Funds, POP expiring, Stop Work, Mission Critical	Justification for Prioritization
(b)(4)							

From:

(b)(6)

To:

Cc:

Subject:

OSE-All Hands Presentation - DA-TC

Date:

Friday, July 26, 2019 2:43:00 PM

Attachments:

[OSE-All Hands July2019.pptx](#)

(b)(6)

Good afternoon, hope that you are well,
Here is our presentation. Let us know if you need anything,
Best regards,

(b)(6)

Page 007

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 008

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 009

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 010

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 011

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 012

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 013

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 014

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 015

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 016

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 017

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(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 018

Withheld pursuant to exemption

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of the Freedom of Information and Privacy Act

Page 019

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 020

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 021

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 022

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 023

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 024

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

Page 025

Withheld pursuant to exemption

(b)(5) ; (b)(7)(E)

of the Freedom of Information and Privacy Act

From: (b)(6)
To: (b)(6)
Cc: (b)(6)
Subject: RE: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data
Date: Tuesday, July 30, 2019 4:45:00 PM
Attachments: [image001.png](#)

(b)(6)

Thank you for all of your hard work in supporting the Data Analytics Technology Center and the critical missions of DHS.

We have been in a long deliberative process regarding this effort. Unfortunately, we are now in a legal review that may take until October to complete. With this uncertainty, we will not be expecting to award this effort in FY19. We are interested in leaving the paperwork in place if that is possible, but to schedule this effort for award in FY20. We will withdraw and close this PR, and re-submit for FY-20 execution once the legal analysis is completed.

(b)(6)

From: (b)(6)
Sent: Thursday, July 18, 2019 2:57 PM
To: (b)(6)
Cc: (b)(6)
Subject: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

Please advise when we can expect the revisions requested.

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Wednesday, July 3, 2019 12:35 AM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I hope all is well. Please review the comments from (b)(6) in the email below, as well as those in the documents.

I have revised the Delivery Requirements document, and the JEFO. Please refer to the attached Marketing Research Report Template.

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Wednesday, June 19, 2019 1:23 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

Please see final review comments in the attached documents. The market research report will require some work from the PMO, please work with them to revise the report so it conforms to the template and the process outlined in the market research guide (attached for reference). Due to the dollar value, the scrutiny for this will be rather high and the entire package needs to present a cohesive and easily-followed case supporting the brand name requirement.

I did not see an IGCE attached to your initial message.

(b)(5)

Happy to discuss if needed. Thanks.

Respectfully,

(b)(5)

Contracting Officer

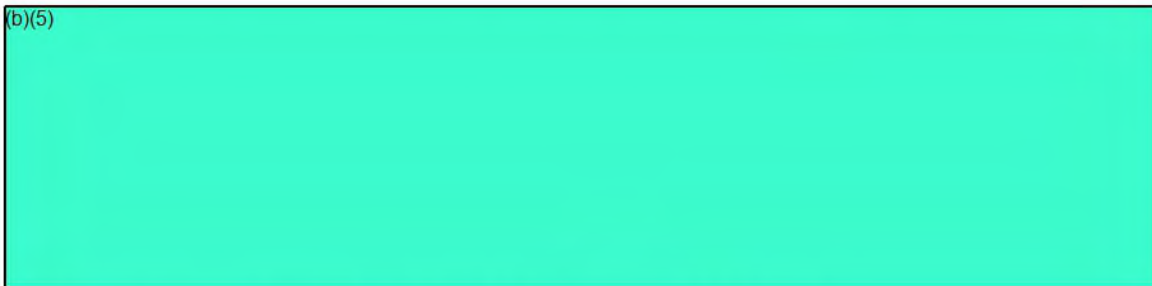
From: (b)(6)
Sent: Friday, June 14, 2019 3:55 PM
To: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I am including the package received for PR RSTC-19-00057 for the purchase of Venntel Marketing Data.

I have reviewed the documents submitted, and they were updated from the submission received last year:

(b)(5)

A large rectangular area of the document is completely redacted with a solid black box. The text "(b)(5)" is visible in the top-left corner of this redacted area.

Let me know your thoughts and I'll reach out to (b)(6) and his team.

Thanks,

(b)(6)
Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Monday, June 10, 2019 12:50 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

(b)(6) will be the CO.

(b)(6)
Associate Director/Contracting Officer

S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)



From: (b)(6)
Sent: Monday, June 10, 2019 1:09 PM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Who will be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)
Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Monday, June 10, 2019 1:07 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I believe so, but please confirm with (b)(6)

Respectfully,

(b)(6)

Contracting Officer

From: (b)(6)
Sent: Monday, June 10, 2019 1:04 PM
To: (b)(6)
Cc: (b)(6)
Subject: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Will you be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist

S&T Acquisitions Division

Office of Procurement Operations

Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

Contracting

Procurement Innovation Lab



Innovation
Practitioner

守

DHS-001-10083-002227

"SHU"-ha-ri

From: (b)(6)
To: (b)(6)
Cc: (b)(6)
Subject: RE: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data
Date: Wednesday, July 31, 2019 2:36:47 PM
Attachments: [image001.png](#)

Good afternoon (b)(6)

This effort was de-committed in FFMS and can be closed in Prism.

If you have any question and/or require additional information, please do not hesitate to contact me.

Thank you
(b)(6)

From: (b)(6)
Sent: Tuesday, July 30, 2019 9:33 PM
To: (b)(6)
(b)(6)
Cc: (b)(6)
(b)(6)

Subject: RE: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Thanks, (b)(6) for your email.

For FBD, please let us know when the funds on PR RSTC-19-00057 have been de-committed so that (b)(6) can then send a ticket to the PRISM Help Desk to close this PR. Thank you.

(b)(6)
Associate Director/Contracting Officer
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)



From: (b)(6)
Sent: Tuesday, July 30, 2019 4:45 PM
To: (b)(6)
Cc: (b)(6)
(b)(6)
Subject: RE: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

Thank you for all of your hard work in supporting the Data Analytics Technology Center and the critical missions of DHS. We have been in a long deliberative process regarding this effort. Unfortunately, we are now in a legal review that may take until October to complete. With this uncertainty, we will not be expecting to award this effort in FY19. We are interested in leaving the paperwork in place if that is possible, but to schedule this effort for award in FY20. We will withdraw and close this PR, and re-submit for FY-20 execution once the legal analysis is completed.

(b)(6)

From: (b)(6)
Sent: Thursday, July 18, 2019 2:57 PM
To: (b)(6)
Cc: (b)(6)
Subject: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

Please advise when we can expect the revisions requested.

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations

Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Wednesday, July 3, 2019 12:35 AM

To: (b)(6)

Cc: (b)(6)

Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I hope all is well. Please review the comments from (b)(6) in the email below, as well as those in the documents.

I have revised the Delivery Requirements document, and the JEFO. Please refer to the attached Marketing Research Report Template.

(b)(6)

Contract Specialist

S&T Acquisitions Division

Office of Procurement Operations

Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Wednesday, June 19, 2019 1:23 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

Please see final review comments in the attached documents. The market research report will require some work from the PMO, please work with them to revise the report so it conforms to the template and the process outlined in the market research guide (attached for reference). Due to the dollar value, the scrutiny for this will be rather high and the entire package needs to present a cohesive and easily-followed case supporting the brand name requirement.

I did not see an IGCE attached to your initial message.

(b)(5)

(b)(5)

Happy to discuss if needed. Thanks.

Respectfully,

(b)(6)

Contracting Officer

From: (b)(6)

Sent: Friday, June 14, 2019 3:55 PM

To: (b)(6)

Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I am including the package received for PR RSTC-19-00057 for the purchase of Venntel Marketing Data.

I have reviewed the documents submitted, and they were updated from the submission received last year:

(b)(5)

Let me know your thoughts and I'll reach out to (b)(6) and his team.

Thanks,

(b)(6)

Contract Specialist

S&T Acquisitions Division

Office of Procurement Operations

Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)
Sent: Monday, June 10, 2019 12:50 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

(b)(6) will be the CO.

(b)(6)

Associate Director/Contracting Officer
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)



From: (b)(6)
Sent: Monday, June 10, 2019 1:09 PM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Who will be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Monday, June 10, 2019 1:07 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I believe so, but please confirm with (b)(6)

Respectfully,

(b)(6)

Contracting Officer

From: (b)(6)

Sent: Monday, June 10, 2019 1:04 PM

To: (b)(6)

Cc: (b)(6)

Subject: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Will you be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist

S&T Acquisitions Division

Office of Procurement Operations

Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

Contracting

Procurement Innovation Lab



Innovation
Practitioner

守

DHS-001-10083-002234

"SHU"-ha-ri

From: (b)(6)
To: (b)(6)
Cc: (b)(6)
Subject: RE: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data
Date: Tuesday, July 30, 2019 9:33:21 PM
Attachments: [image001.png](#)

Thanks, (b)(6) for your email.

For FBD, please let us know when the funds on PR RSTC-19-00057 have been de-committed so that (b)(6) can then send a ticket to the PRISM Help Desk to close this PR. Thank you.

(b)(6)
Associate Director/Contracting Officer
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)



From: (b)(6)
Sent: Tuesday, July 30, 2019 4:45 PM
To: (b)(6)
Cc: (b)(6)
(b)(6)
Subject: RE: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

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(b)(6)

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Sent: Thursday, July 18, 2019 2:57 PM
To: (b)(6)
Cc: (b)(6)
Subject: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6),

Please advise when we can expect the revisions requested.

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(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Wednesday, July 3, 2019 12:35 AM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

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Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Wednesday, June 19, 2019 1:23 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

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(b)(5)

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(b)(6)

Contracting Officer

From: (b)(6)

Sent: Friday, June 14, 2019 3:55 PM

To: (b)(6)

Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

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I have reviewed the documents submitted, and they were updated from the submission received last year:

(b)(5)

(b)(5)

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Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Monday, June 10, 2019 12:50 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

(b)(6) will be the CO.

(b)(6)

Associate Director/Contracting Officer
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)



From: (b)(6)
Sent: Monday, June 10, 2019 1:09 PM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Who will be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)
Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Monday, June 10, 2019 1:07 PM
To: (b)(6)
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Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I believe so, but please confirm with (b)(6)

Respectfully,

(b)(6)
Contracting Officer

From: (b)(6)
Sent: Monday, June 10, 2019 1:04 PM
To: (b)(6)
Cc: (b)(6)
Subject: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Will you be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

Contracting

Procurement Innovation Lab



Innovation
Practitioner

守

DHS-001-10083-002241

"SHU"-ha-ri

From: (b)(6)
To: (b)(6)
Cc: (b)(6)
Subject: RE: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data
Date: Wednesday, July 31, 2019 2:37:32 PM
Attachments: [image001.png](#)

Thanks for your response, (b)(6)

Regards,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Wednesday, July 31, 2019 2:37 PM
To: (b)(6)
(b)(6)
Cc: (b)(6)
(b)(6)

Subject: RE: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Good afternoon (b)(6)

This effort was de-committed in FFMS and can be closed in Prism.

If you have any question and/or require additional information, please do not hesitate to contact me.

Thank you
(b)(6)

From: (b)(6)
Sent: Tuesday, July 30, 2019 9:33 PM
To: (b)(6)

(b)(6)

Cc: (b)(6)

(b)(6)

Subject: RE: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Thanks, (b)(6) for your email.

For FBD, please let us know when the funds on PR RSTC-19-00057 have been de-committed so that (b)(6) can then send a ticket to the PRISM Help Desk to close this PR. Thank you.

(b)(6)

Associate Director/Contracting Officer
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)



From: (b)(6)

Sent: Tuesday, July 30, 2019 4:45 PM

To: (b)(6)

Cc: (b)(6)

(b)(6)

Subject: RE: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

Thank you for all of your hard work in supporting the Data Analytics Technology Center and the critical missions of DHS.

We have been in a long deliberative process regarding this effort. Unfortunately, we are now in a legal review that may take until October to complete. With this uncertainty, we will not be expecting to award this effort in FY19. We are interested in leaving the paperwork in place if that is possible,

but to schedule this effort for award in FY20. We will withdraw and close this PR, and re-submit for FY-20 execution once the legal analysis is completed.

(b)(6)

From: (b)(6)
Sent: Thursday, July 18, 2019 2:57 PM
To: (b)(6)
Cc: (b)(6)
Subject: 2nd Request - FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

Please advise when we can expect the revisions requested.

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security
Email: (b)(6)
Phone: (b)(6)

From: (b)(6)
Sent: Wednesday, July 3, 2019 12:35 AM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I hope all is well. Please review the comments from (b)(6) in the email below, as well as those in the documents.

I have revised the Delivery Requirements document, and the JEFO. Please refer to the attached Marketing Research Report Template.

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations

Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Wednesday, June 19, 2019 1:23 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

(b)(6)

Please see final review comments in the attached documents. The market research report will require some work from the PMO, please work with them to revise the report so it conforms to the template and the process outlined in the market research guide (attached for reference). Due to the dollar value, the scrutiny for this will be rather high and the entire package needs to present a cohesive and easily-followed case supporting the brand name requirement.

I did not see an IGCE attached to your initial message.

(b)(5)

Happy to discuss if needed. Thanks.

Respectfully,

(b)(6)

Contracting Officer

From: (b)(6)

Sent: Friday, June 14, 2019 3:55 PM

To: (b)(6)

Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I am including the package received for PR RSTC-19-00057 for the purchase of Venntel Marketing Data.

I have reviewed the documents submitted, and they were updated from the submission received last year:

(b)(5)

Let me know your thoughts and I'll reach out to (b)(6) and his team.

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)

Sent: Monday, June 10, 2019 12:50 PM

To: (b)(6)

Cc: (b)(6)

Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi (b)(6)

(b)(6) will be the CO.

(b)(6)

Associate Director/Contracting Officer
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)



From: (b)(6)
Sent: Monday, June 10, 2019 1:09 PM
To: (b)(6)
Cc: (b)(6)
Subject: FW: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Who will be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

From: (b)(6)
Sent: Monday, June 10, 2019 1:07 PM
To: (b)(6)
Cc: (b)(6)
Subject: RE: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

I believe so, but please confirm with (b)(6)

Respectfully,

(b)(6)

Contracting Officer

From: (b)(6)
Sent: Monday, June 10, 2019 1:04 PM

To: (b)(6)
Cc: (b)(6)
Subject: CO for PR RSTC-19-00057 - Venntel Marketing Data

Hi, (b)(6)

Will you be the CO for PR RSTC-19-00057 - Venntel Marketing Data?

Thanks,

(b)(6)

Contract Specialist
S&T Acquisitions Division
Office of Procurement Operations
Department of Homeland Security

Email: (b)(6)

Phone: (b)(6)

Contracting

Procurement Innovation Lab



Innovation
Practitioner

守

DHS-001-10083-002249

"SHU"-ha-ri

From: (b)(6)
To: (b)(6)
Cc:
Subject: RE: Test
Date: Thursday, August 1, 2019 9:00:08 AM

(b)(6)

Thank you for the offer to demonstrate your new data capabilities with the HSI Innovation Lab. (b)(5)

(b)(5)

(b)(5) If you need additional information please let us know.

Regards

(b)(6)

Innovation Lab
Homeland Security Investigations

(m) (b)(6)

(secure) (b)(6)

From: (b)(6)
Sent: Wednesday, July 31, 2019 9:44 AM
To: (b)(6)
Subject: Re: Test

Got it.

On Wed, Jul 31, 2019 at 9:16 AM (b)(6) wrote:

Sent with BlackBerry Work
(www.blackberry.com)

--
(b)(6)

Venntel, Inc.

(b)(6)

From:

(b)(6)

To:

Subject:

For review and comment

Date:

Tuesday, August 6, 2019 12:21:00 PM

Attachments:

[ST Portfolio Review-DATC.pptx](#)

All,

I need comments for our strategic review slides as soon as you can, no later than noon tomorrow,
There was a template driving the information so not my design,

Thanks,

(b)(6)

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From: (b)(6)
To: (b)(6)
Subject: RE: For review and comment
Date: Tuesday, August 6, 2019 5:42:08 PM
Attachments: [ST Portfolio Review-DATC_v1.pptx](#)

Hello,

The attached version contains punctuation edits on Sides 2 and 3, and a capitalization correction for (b)(7)(E) on Slide 7.

Kind regards,

(b)(6)
DHS Science and Technology Directorate (DHS S&T)
Data Analytics Technology Center (DATC)
(b)(6)
(b)(6) (m)

From: (b)(6)
Sent: Tuesday, August 6, 2019 12:22 PM
To: (b)(6)
(b)(6)
(b)(6)
Subject: For review and comment

All,
I need comments for our strategic review slides as soon as you can, no later than noon tomorrow,
There was a template driving the information so not my design,

Thanks,
(b)(6)

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From: (b)(6)
To: (b)(6)
Subject: RE: For review and comment
Date: Wednesday, August 7, 2019 9:09:42 AM
Attachments: [AP_ST Portfolio Review-DATC.pptx](#)
[image001.png](#)

Hi (b)(6)

Suggested changes in red.

VR,

(b)(6)

(b)(6)

Department of Homeland Security
Science and Technology Directorate

(b)(6)

(b)(6)



From: (b)(6)
Sent: Tuesday, August 6, 2019 12:22 PM
To: (b)(6)
(b)(6)
Subject: For review and comment

All,
I need comments for our strategic review slides as soon as you can, no later than noon tomorrow,
There was a template driving the information so not my design,

Thanks,

(b)(6)

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From: (b)(6)
To: (b)(6)
Cc:
Subject: FW: Mobile Marketing Data/Venntel Follow-up
Date: Friday, August 30, 2019 7:29:55 AM

(b)(6) - The best time for us to meet with Venntel is Thursday, September 5 from 1-2:30 pm. Can you please confirm that with Venntel and find a space that can accommodate about 15-20 attendees plus the Venntel folks?

Based on the response I received, it seems most of the attorneys are bringing their operations folks and if possible, their privacy representative. Additionally, (b)(6) the head PRIV attorney is bringing two people from HQ Privacy office.

Please let me know if you have any questions.

Best,

(b)(6)

(b)(6)

Attorney - Technology Programs Law Division
Office of the General Counsel
Department of Homeland Security

(b)(6) (Office)
(b)(6) (Cell)

(b)(6)

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From: (b)(6)
Sent: Thursday, August 29, 2019 2:13 PM
To: (b)(6)
Subject: RE: Mobile Marketing Data/Venntel Follow-up

(b)(6)

My availability lines up with (b)(6) for next Thursday—1:00 to 2:30 would be best, but I could do 10:00 to 11:30 as an alternate.

Thanks,

(b)(6)

From: (b)(6)

Sent: Thursday, August 29, 2019 1:07 PM

To: (b)(6)

(b)(6)

Cc: (b)(6)

(b)(6)

Subject: RE: Mobile Marketing Data/Venntel Follow-up

Thanks (b)(6) for coordinating.

1. 10:00am-11:30am (2)
2. 1:00pm-2:30pm (1)
3. 3:00pm-4:30pm (Does not work)

Please include (b)(6) and (b)(6) from PRIV.

Thanks,

(b)(6)

From: (b)(6)

Sent: Thursday, August 29, 2019 12:40 PM

To: (b)(6)

(b)(6)

Cc: (b)(6)

(b)(6)

Subject: Mobile Marketing Data/Venntel Follow-up

All –

Thank you again for making yourselves available today.

I've spoken with S&T and Venntel is available to provide a briefing on Thursday, September 5. The briefing will be either at S&T – 1120 Vermont Ave, NW or at ICE HQ located at 500 12th St, SW.

Please let me know which time slot works the best for you:

1. 10:00am-11:30am
2. 1:00pm-2:30pm
3. 3:00pm-4:30pm

Also, if you'd like to have someone from your Privacy offices or operational offices accompany you, please let me know so that I can include them on the invite. From S&T, the lead Subject Matter Expert, (b)(6) will likely participate in the meeting.

Best,

(b)(6)

(b)(6)

Attorney - Technology Programs Law Division

Office of the General Counsel

Department of Homeland Security

(b)(6)

(Office)

(Cell)

(b)(6)

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From: (b)(6)
To: (b)(6)
Cc: (b)(6)
Subject: RE: Tech Centers Division, OPO STAD CO Dial-in: (b)(6)
Date: Monday, August 12, 2019 9:50:13 AM
Attachments: [Updated Tech Center PR Status for OPO - 12Aug2019.xlsx](#)

Updated spreadsheet attached for the status meeting tomorrow.

R/

(b)(6)

Office: (b)(6)
Mobile: (b)(6)

-----Original Appointment-----

From: (b)(6) **On Behalf Of** (b)(6)
Sent: Monday, May 6, 2019 12:25 PM
To: (b)(6)

(b)(6)

Cc: (b)(6)
(b)(6)

Subject: Tech Centers Division, OPO STAD CO Dial-in: (b)(6)
When: Tuesday, August 13, 2019 11:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: 8-202

Recurring meetings will be held to discuss status of contract actions.

PFC	Activity Title	PR Title	PR Loc	PR	Award Number	PR Identifier Code	STPR TO	PR Number	Commitments	Obligations	Notes - 02July18	Notes - 23July18	Notes - 13Aug18
(b)(4)													

From: [Google Calendar](#) on behalf of (b)(4)
To: (b)(4)
Subject: Accepted: Prep for Privacy & Legal meeting @ Thu Sep 5, 2019 11am - 11:30am (EDT) (b)(6)
Start: Thursday, September 5, 2019 11:00:00 AM
End: Thursday, September 5, 2019 11:30:00 AM
Location: 1120 Vermont Avenue, NW Washington, DC 20005
Attachments: [invite.ics](#)

(b)(4)
has accepted this invitation.

Prep for Privacy & Legal meeting

When
Thu Sep 5, 2019 11am – 11:30am Eastern Time - New York
Where
1120 Vermont Avenue, NW Washington, DC 20005 (map
<<https://www.google.com/maps/search/1120+Vermont+Avenue,+NW+Washington,+DC+20005?hl=en>>)
Calendar

(b)(4)
Who

•
(b)(4)
- organizer

•
(b)(4)
- creator

Directions:
We are located at 1120 Vermont Avenue, NW, Washington, DC. A picture ID is required to enter this facility. Please sign in at the ground floor lobby and proceed to the 5th floor for badging. The receptionist will contact (b)(4) and she will escort you to the meeting space.

Metro:
The closest metro station is McPherson Square (Orange/Blue Line). Take the Vermont Avenue/White House exit and head north on 15th street (next to the park), crossing over K Street and L Street.

Invitation from Google Calendar <<https://www.google.com/calendar/>>

You are receiving this courtesy email at the account (b)(4) because you are an attendee of this event.

To stop receiving future updates for this event, decline this event. Alternatively you can sign up for a Google account at <https://www.google.com/calendar/> and control your notification settings for your entire calendar.

Forwarding this invitation could allow any recipient to send a response to the organizer and be added to the guest list, or invite others regardless of their own invitation status, or to modify your RSVP. Learn More <<https://support.google.com/calendar/answer/37135#forwarding>> .

Subject:

From: (b)(6)
To: (b)(6)
Subject: Slides for tomorrow
Date: Wednesday, September 4, 2019 6:50:27 PM
Attachments: [September DHS Briefing.pptx](#)

(b)(6)

Attached are the slides that we will present tomorrow. Please let me know if you have any questions and we can address them at our meeting at 11am or at lunch.

Have a great evening.

(b)(6)

--

(b)(6)

Venntel, Inc.

(b)(6)

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