

Posting Date: June 11, 2021

Closing Date: June 21, 2021 11:30 a.m. ET

Reference Number: 21-041163

To: NCI Bid Board

From: Sharon Coles-Calloway  
NCI DCEG Purchasing Agent  
[coless@mail.nih.gov](mailto:coless@mail.nih.gov)

Subject: NCI Bid Board Posting – Datasets and data analysis support for studies of environmental exposures in the Iowa Women’s Health Study cohort

The National Cancer Institute (NCI), Division of Cancer Epidemiology and Genetics (DCEG), Occupational and Environmental Epidemiology Branch (OEEB) conducts studies in the United States and abroad to identify and evaluate environmental and workplace exposures that may be associated with cancer risk. OEEB's mission is to combine epidemiology, quantitative exposure assessment, and molecular components into multi-disciplinary studies to provide insight into cancer etiology, chemical carcinogenesis, and mechanisms of action

The purpose of this contract is to continue support for the creation of cancer-specific databases for analyses of drinking water contaminants and other exposures in the Iowa Women’s Health Study (IWHS), to support linkage of GIS variables to the IWHS cohort, and the creation of datasets for analyses. The contractor will update person-years for the cohort and perform linkages of geocoded addresses at enrollment and/or follow-up interviews to multiple environmental datasets provided by NCI. For multiple specific cancer sites and cancer mortality, the contractor will prepare datasets with updated person-years, questionnaire variables and environmental variables.

The National Cancer Institute plans to purchase Datasets and data analysis support for studies of environmental exposures in the Iowa Women’s Health Study cohort from the University of Minnesota School of Public Health, Minneapolis, MN. This is not a request for competitive quotation. However, if any interested party believes it can meet the attached requirements, it may submit a statement of capabilities. The capability statement must be in writing and must contain information and material in sufficient detail to allow NCI to determine if the party can fully meet this requirement. The capability statement must be received in the contracting office by 11:30 AM on June 21, 2021 ET. A determination by the Government not to compete this requirement based upon responses to this notice is solely within the discretion of the Government. Information received will be considered solely for the purpose of determining whether to conduct a competitive procurement.

Sole Source Justification:

The Iowa Women’s Health Study (IWHS) cohort data resides at the University of Minnesota. Updates of the cohort are done only by University of Minnesota research staff who have unique access to the personal identifying information of the cohort participants, which allow for linkage to the cancer and death registries. An experienced programmer with unique access and experience with this cohort will prepare the databases and will merge files. All personal identifying information will be removed before the datasets are sent to NCI investigators. The skills and access to these data are essential for future analyses of drinking water contaminants, other environmental exposures, and cancer incidence, which is part of the mission of the NCI/OEEB.

Attached Documents:

SF18  
Statement of Work  
FAR Clause 52.213-4 Simplified Acquisitions Terms and Conditions (AUG 2019) is applicable and available in full text upon request  
FAR Clause 52-204-24 Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment

<b>REQUEST FOR QUOTATION (THIS IS NOT AN ORDER)</b>		THIS RFQ <input type="checkbox"/> IS <input type="checkbox"/> IS NOT A SMALL BUSINESS SET-ASIDE		PAGE OF PAGES
1. REQUEST NO.	2. DATE ISSUED	3. REQUISITION/PURCHASE REQUEST NO.	4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1	RATING
5a. ISSUED BY			6. DELIVER BY (Date)	
5b. FOR INFORMATION CALL (NO COLLECT CALLS)			7. DELIVERY	
NAME		TELEPHONE NUMBER		<input type="checkbox"/> FOB DESTINATION <input type="checkbox"/> OTHER (See Schedule)
		AREA CODE	NUMBER	9. DESTINATION
8. TO:			a. NAME OF CONSIGNEE	
a. NAME		b. COMPANY		b. STREET ADDRESS
c. STREET ADDRESS			c. CITY	
d.. CITY		e.. STATE	f.. ZIP CODE	d.. STATE e. ZIP CODE
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date)		<b>IMPORTANT:</b> This is a request for information, and quotations furnished are not offers. If you are unable to quote, please indicate on this form and return it to the address in Block 5a. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter.		

**11. SCHEDULE (Include applicable Federal, State and local taxes)**

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)

<b>12. DISCOUNT FOR PROMPT PAYMENT</b>	a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)	d. CALENDAR DAYS
				NUMBER PERCENTAGE

NOTE: Additional provisions and representations  are  are not attached.

13. NAME AND ADDRESS OF QUOTER		14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION	15. DATE OF QUOTATION
a. NAME OF QUOTER			
b. STREET ADDRESS		16. SIGNER	
c. COUNTY		a. NAME (Type or print)	b. TELEPHONE
d. CITY		AREA CODE	
e. STATE f. ZIP CODE		c. TITLE (Type or print)	
		NUMBER	

## **STATEMENT OF WORK (SOW)**

### **1.0 TITLE**

**Datasets and data analysis support for studies of environmental exposures in the Iowa Women's Health Study cohort**

### **2.0 BACKGROUND**

The National Cancer Institute (NCI) performs epidemiologic studies of cancer risk in relation to exposure to agricultural and other environmental exposures. The Iowa Women's Health Study (IWHS) is a cohort of postmenopausal women in Iowa for whom drinking water source and duration was asked in a follow-up interview in 1989, and residence locations collected prospectively over 5 follow-up surveys were geocoded. As part of comprehensive analyses of environmental sources of pesticides, air pollutants, nitrate, disinfection by-products and other water contaminants, and animal feeding operations, we require the creation of datasets for analyses of multiple cancer sites including brain and ovary, as well as all cause and cause-specific mortality. Some of these datasets are updates to previous datasets created for these analyses. We will update linkages of geographic information system (GIS)-based variables including wind direction and speed for the cohort. These data cannot be linked by NCI in order to preserve confidentiality. Therefore, NCI requires this linkage to be done by University of Minnesota staff/programmers in conjunction with a GIS analyst at NCI. This contract also requires support from University of Minnesota/IWHS staff to assist with refining the coding of cause-specific mortality outcomes. This contract continues the work performed under contract 75N91020P00857.

### **2.1 OBJECTIVE**

The purpose of this contract is to continue support for the creation of cancer-specific databases for analyses of drinking water contaminants and other exposures in the IWHS, to support linkage of GIS variables to the IWHS cohort, and the creation of datasets for analyses.

### **3.0 SCOPE**

The contractor will update person-years for the cohort and perform linkages of geocoded addresses at enrollment and/or follow-up interviews to multiple environmental datasets provided by NCI. For multiple specific cancer sites and cancer mortality, the contractor will prepare datasets with updated person-years, questionnaire variables and environmental variables.

### **4.0 CONTRACT REQUIREMENTS / AND PERSONNEL QUALIFICATIONS**

The contractor shall perform the following work: 1) Link estimates of environmental exposures based on geocoded residence locations for the IWHS cohort and provide datasets with IWHS ID to NCI investigators; 2). Create cancer-specific datasets with the most updated cancer incidence data for cancers of the brain, kidney, bladder, colon, and

## STATEMENT OF WORK (SOW)

rectum, and other cancer sites and cause-specific mortality endpoints as requested; 3) Link GIS-based environmental exposure variables to the IWHS IDs and provide datasets to NCI investigators; 4) Provide support for questions about the data deliveries.

### 5.0 TYPE OF ORDER

This is a firm fixed price purchase order.

### 6.0 PERIOD OF PERFORMANCE

The period of performance shall be for 12 months from the date of the award.

### 7.0 PLACE OF PERFORMANCE

**The services shall be performed at:**

School of Public Health  
Division of Epidemiology & Community Health  
Suite 300  
1300 South Second Street  
Minneapolis, MN 55454-1015

### 8.0 REPORT(S)/DELIVERABLES AND DELIVERY SCHEDULE

The government will request specific datasets over the period of the contract. For linkages, the government will furnish the contractor with the GIS-variables to be linked to the IWHS IDs at several times over the period of the contract.

The contractor shall deliver to the government (NCI) electronic data files (databases) within one month of the dataset request during the time period of the contract. The contractor shall conduct the linkage of the environmental dataset variables to the IWHS ID and provide the government with the dataset within one month of receiving the environmental dataset/variables. The contractor shall also provide metadata and answer emails or phone calls about the datasets. All deliverables shall be sent electronically (SAS datasets with documentation in Microsoft Word or Excel 2013, unless approved by the COR) per the following deliverable schedule:

<b>DELIVERABLE</b>	<b>DELIVERABLE DESCRIPTION / FORMAT REQUIREMENTS</b>	<b>DUE DATE</b>
<u>Datasets for specific endpoints as requested:</u>	Datasets in SAS with documentation (e.g., Proc Contents in Word or PDF format)	30 days after request for dataset(s)

**508 Compliance:**

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All reports required herein shall be submitted in electronic format. All electronic reports submitted shall be compliant with Section 508 of the Rehabilitation Act of 1973. Additional information about testing documents for Section 508 compliance, including guidance and specific checklists, by application, can be found at: <http://www.hhs.gov/web/508/index.html> under "Making Files Accessible."

### 9.0 PAYMENT

#### The Contractor/Vendor shall:

- Send the invoice to the NIH centralized invoice email box: [invoicing@nih.gov](mailto:invoicing@nih.gov)
- Follow the below format in the email subject line, which is a **must** (Note: The keywords and separating bars in **bold** must be present to identify the information.)

**Vendor:** name of the contractor/vendor|**PO:** Contract Number/Task Order Number|**Invoice:**9999999

- Ensure that the body of the email and attached invoice must both include the contractor/vendor's correspondence email address in the below format (**bolded information must be present to identify information**):

**Correspondence email address:** xyz@abc.com

**Note:** See a screenshot example in the attachment

- Follow the system size limits that apply to the email and each invoice: individual email attachments cannot exceed 5 megabytes each; and the email plus all attachments cannot exceed a total of 30 megabytes.
- Clearly identify a valid and complete contract number on each invoice
- Clearly identify a valid and complete order number on each invoice
- Clearly identify an accurate DUNS number on each invoice
- Not include confidential information such as Social Security Numbers (do not include TIN if it is a Social Security Number)
- Send one (1) invoice per email

The date/time that a valid invoice is submitted electronically to the email box ([invoicing@nih.gov](mailto:invoicing@nih.gov)) will be the same date/time logged as that the invoice is received by NIH.

A copy of each invoice should also be mailed, faxed, or emailed to:

Dr. Rena Jones

Occupational and Environmental Epidemiology Branch  
Division of Cancer Epidemiology and Genetics  
National Cancer Institute, NIH, DHHS

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9609 Medical Center Drive  
Rockville, MD 20850 MSC 9771  
Phone: (240) 276-7292  
Fax: (240) 276-7806  
Email: rena.jones@nih.gov

Payment shall be made quarterly. Payment authorization requires submission and approval of invoices to the COR and NIH OFM, in accordance with the attached payment provisions listed below:

The following clause is applicable to all Purchase Orders, Task or Delivery Orders, and Blanket Purchase Agreement (BPA) Calls: PROMPT PAYMENT (JAN 2017) FAR 52.232-25. Highlights of this clause and NIH implementation requirements follow:

### I INVOICE REQUIREMENTS

- A. An invoice is the Contractor's bill or written request for payment under the contract for supplies delivered or services performed. A proper invoice is an "Original" which must include the items listed in subdivisions 1 through 12, below, in addition to the requirements of FAR 32.9. If the invoice does not comply with these requirements, the Contractor will be notified of the defect within 7 days after the date the designated billing office received the invoice (3 days for meat, meat food products, or fish, and 5 days for perishable agricultural commodities, dairy products, edible fats or oils) with a statement of the reasons why it is not a proper invoice. (See exceptions under II., below.) Untimely notification will be taken into account in the computation of any interest penalty owed the Contractor.
1. Vendor/Contractor: Name, Address, Point of Contact for the invoice (Name, title, telephone number, e-mail and mailing address of point of contact).
  2. Remit-to address (Name and complete mailing address to send payment).
  3. Remittance name must match exactly with name on original order/contract. If the Remittance name differs from the Legal Business Name, then both names must appear on the invoice.
  4. Invoice date.
  5. Unique invoice #s for all invoices per vendor regardless of site.
  6. NBS document number formats must be included for awards created in the NBS: Contract Number; Purchase Order Number; Task or Delivery Order Number and Source Award Number (e.g., Indefinite Delivery Contract number; General Services Administration number); or, BPA Call Number and BPA Parent Award Number.
  7. Data Universal Numbering System (DUNS) or DUNS + 4 as registered in the Central Contractor Registration (CCR).
  8. Federal Taxpayer Identification Number (TIN). In those exceptional cases where a contractor does not have a DUNS number or TIN, a Vendor Identification Number (VIN) must be referenced on the invoice. The VIN is the number that appears after the contractor's name on the face page of the award document.
  9. Identify that payment is to be made using a three-way match.
  10. Description of supplies/services that match the description on the award, by line billed.\*

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11. Freight or delivery charge must be billed as shown on the award. If it is included in the item price do not bill it separately. If identified in the award as a separate line item, it must be billed separately.
12. Quantity, Unit of Measure, Unit Price, Extended Price of supplies delivered or services performed, as applicable, and that match the line items specified in the award.\*

\* NOTE: If your invoice must differ from the line items on the award, please contact the Contracting Officer before submitting the invoice. A modification to the order or contract may be needed before the invoice can be submitted and paid.

- B. Shipping costs will be reimbursed only if authorized by the Contract/Purchase Order. If authorized, shipping costs must be itemized. Where shipping costs exceed \$100, the invoice must be supported by a bill of lading or a paid carrier's receipt.
- C. Mail an original and 1 copy of the itemized invoice to:

National Institutes of Health  
Office of Financial Management, Commercial Accounts  
2115 East Jefferson Street, Room 4B-432, MSC 8500  
Bethesda, MD 20892-8500

For inquiries regarding payment call: (301) 496-6088

In order to facilitate the prompt payment of invoices, it is recommended that the vendor submit a photocopy of the invoice to the "Consignee" designated for the acquisition in blocks 6A – 6E of the face page of the Order/Award document.

### II. INVOICE PAYMENT

- A. Except as indicated in paragraph B., below, the due date for making invoice payments by the designated payment office shall be the later of the following two events:
  1. The 30th day after the designated billing office has received a proper invoice.
  2. The 30th day after Government acceptance of supplies delivered or services performed.
- B. The due date for making invoice payments for meat and meat food products, perishable agricultural commodities, dairy products, and edible fats or oils, shall be in accordance with the Prompt Payment Act, as amended.

### III. INTEREST PENALTIES

- A. An interest penalty shall be paid automatically, if payment is not made by the due date and the conditions listed below are met, if applicable.
  1. A proper invoice was received by the designated billing office.
  2. A receiving report or other Government documentation authorizing payment was processed and there was no disagreement over quantity, quality, or contractor compliance with a term or condition.

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3. In the case of a final invoice for any balance of funds due the contractor for supplies delivered or services performed, the amount was not subject to further settlement actions between the Government and the Contractor.
- B. Determination of interest and penalties due will be made in accordance with the provisions of the Prompt Payment Act, as amended, the Contract Disputes Act, and regulations issued by the Office of Management and Budget.

### IV. PROVIDING ACCELERATED PAYMENT TO SMALL BUSINESS SUBCONTRACTORS, FAR 52.232-40 (DEC 2013)

- a) Upon receipt of accelerated payments from the Government, the Contractor shall make accelerated payments to its small business subcontractors under this contract, to the maximum extent practicable and prior to when such payment is otherwise required under the applicable contract or subcontract, after receipt of a proper invoice and all other required documentation from the small business subcontractor.
- b) The acceleration of payments under this clause does not provide any new rights under the prompt Payment Act.

Include the substance of this clause, include this paragraph c, in all subcontracts with small business concerns, including subcontracts with small business concerns for the acquisition of commercial items.

**52.204-24 Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment.**

As prescribed in 4.2105(a), insert the following provision:

REPRESENTATION REGARDING CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (AUG 2019)

(a) Definitions. As used in this provision—

Covered telecommunications equipment or services, Critical technology, and Substantial or essential component have the meanings provided in clause 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

(b) Prohibition. Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. Contractors are not prohibited from providing—

- (1) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or
- (2) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(c) Representation. The Offeror represents that—

It [ ] will, [ ] will not provide covered telecommunications equipment or services to the Government in the performance of any contract, subcontract or other contractual instrument resulting from this solicitation.

(d) Disclosures. If the Offeror has responded affirmatively to the representation in paragraph (c) of this provision, the Offeror shall provide the following information as part of the offer—

- (1) All covered telecommunications equipment and services offered (include brand; model number, such as original equipment manufacturer (OEM) number, manufacturer part number, or wholesaler number; and item description, as applicable);
- (2) Explanation of the proposed use of covered telecommunications equipment and services and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b) of this provision;
- (3) For services, the entity providing the covered telecommunications services (include entity name, unique entity identifier, and Commercial and Government Entity (CAGE) code, if known); and
- (4) For equipment, the entity that produced the covered telecommunications equipment (include entity name, unique entity identifier, CAGE code, and whether the entity was the OEM or a distributor, if known).

(End of provision)