

This is a combined synopsis/solicitation for commercial service prepared in accordance with Federal Acquisition Regulation (FAR) Subpart 12.6, as supplemented with additional information included in this notice. The Executive Office for Immigration Review (EOIR), Falls Church VA, intends to award a firm fixed price (FFP) purchase order using Simplified Acquisition Procedures for acquiring a subscription training service providing Continuing Legal Education (CLE) training for all EOIR attorneys, including all judges, to allow for them to obtain CLE credits necessary to maintain their law licenses and, therefore, continue to be eligible for their positions with EOIR. This solicitation will be competed as Full and Open. This announcement constitutes the only solicitation. Proposals are being requested under Request for Quote (RFQ) No. 15JE1R23Q000000004. The NAICS code is 611430. The provisions and clauses included and/or incorporated in this solicitation document are those in effect through the Federal Acquisition Circular (FAC) 2023-01. It is the responsibility of the contractor to be familiar with the applicable clauses and provisions. The clauses may be accessed in full text at <https://www.acquisition.gov>.

Description of Training: The training required is a catalog of courses designed to culminate in CLE credits for all EOIR attorneys, including judges. Training will be available both on-demand and via live webcast to account for varying State requirements for both types of trainings. Training must cover the following topics (at a minimum): 1. Administrative Law (General) 2. Freedom of Information Act 3. Immigration Law (including intersection with Criminal Law and with Family Law) 4. DACA 5. Asylum Law 6. Contracts Law 7. Communications Law 8. Privacy Law 9. Ethics & Professional Responsibility 10. Government Contracting 11. Employment Law 12. Visas Law 13. Special Immigration Juveniles 14. Indigenous Peoples and 15. Constitutional Law. Additional Training Requirements: The training must be from a vendor recognized as having expertise in the field of law on which they are training; training must provide user-friendly single sign-on access and be available without restriction, excepting unplanned downtime or planned downtime announced as least two weeks in advance; vendor must possess prior experience training attorneys; vendor must possess prior experience with successful awarding of CLE credits in all States that requires such credits. vendor must partner with at least five other CLE training platforms or companies to ensure fresh materials for all EOIR attorneys at all times. At least 75% of the live webcast training must facilitate real time discussions amongst the participants. See attached Statement of Work.

The Government will award a contract resulting from this solicitation to the offer that represents the best value. The Government intends to evaluate quotations and award a contract without discussions.

Best Value determining factors:

1. Technical – Quotes must demonstrate the vendor meets all the technical requirements as stated in the RFQ and Statement of Work.
2. Past Performance – Clearly demonstrate a minimum of one year experience providing virtual/On Demand CLE training. Must be registered in SAM.gov prior to solicitation end date.
3. Price - Quotes must include all applicable prices and provided on the attached SF-14449.

Page Limitations:

1. Technical – Five pages, single spaced, 12-point font.
2. Past performance – Three pages, single spaced, 12-point font.
3. Price – must be documented and provided on the SF-1449.

Quote packages are due by **March 23, 2023 at 11:59 AM EST**. Late quotes will not be considered. Quote packages shall be sent to james.driscoll@usdoj.gov and michael.galbraith@usdoj.gov.