

This Small Business Sources Sought Notice (SBSS) is for information and planning purposes only and shall not be construed as a solicitation or as an obligation on the part of the National Cancer Institute (NCI).

THERE IS NOT A SOLICITATION AVAILABLE. THIS IS STRICTLY MARKET RESEARCH.

The purpose of this SBSS is to identify qualified small business concerns including Small Disadvantaged Businesses (SDB), Women-owned Small Business (WOSB), Historically Underutilized Business Zone (HUBZone) Small Business, Veteran-Owned Small Business (VOSB), 8(a) Small Business, and Service-Disabled Veteran-owned Small Business (SDVOSB) that are interested in and capable of performing the work described herein. Small Businesses whose size classification relative to the North American Industry Classification System (NAICS) code #541990 may consider responding to this notice. Your responses to the information requested will assist the Government in determining the appropriate acquisition method, including whether a set-aside is possible. An organization that is not considered a small business under the applicable NAICS code should not submit a response to this notice. The NCI does not intend to award a contract on the basis of responses nor otherwise pay for preparation of any information submitted.

The National Cancer Institute's Applied Research Program of the Division of Cancer Control and Population Sciences is seeking a contractor to support the SEER-Medicare Database. The data resource is unique, coordinated by NCI with data contributed by the Center for Medicare and Medicaid Services and NCI's SEER program of cancer registries. The SEER-Medicare data set is an extremely complex dataset requiring a detailed knowledge of the content of the files to be able to respond to the requirements of this project. The contractor shall review requests for SEER-Medicare data, review SEER-Medicare publications for confidentiality concerns, address questions from researchers interested in using the SEER-Medicare data, and provide a 2 full day training session in the Washington DC area for potential data users who want to learn more about these data. This contract will develop and conduct the technical training session, but shall not be responsible for the logistical support for arranging this meeting. The logistical support for the meeting will be handled by NCI. C.V.'s to be submitted must document experience in this area within the past five years.

DURATION: It is anticipated that the project will be completed in 60 months. Additionally, the NCI may reserve the right to exercise two options years, which would extend the period of performance by an additional 12 or 24 months.

The Contractor shall perform 4 main functions:

1. Review of up to 120 requests per year for SEER-Medicare data. They shall ensure that the requests adequately describes how the SEER-Medicare data will stored and protected, that the requester has requested the correct files, and that the data request includes an adequate description of the proposed analysis and that the proposed project is feasible.
2. Review of up to 200 SEER-Medicare manuscripts and reports submitted by SEER-Medicare data users per year. The contractor shall ensure that, there is no description in

the text that could result in the re-identification of a patient or provider in the SEER-Medicare data, that all tables and figures are in compliance with SEER-Medicare database requirements, and provide a written summary of any concerns related to confidentiality of patients or providers in each SEER-Medicare paper.

3. Review and update the technical support portion of the SEER-Medicare linkage.
4. Review and update the technical support portion of the SEER-Medicare Website.

CAPABILITY CRITERIA: Capabilities will be judged based on the following criteria:

1. **Personnel:** Documented experience of a senior level Project Director with training at the Ph.D. level or similar training and experience and a second Technical Expert. Personnel should demonstrate experience and training with the SEER-Medicare database. Personnel should demonstrate knowledge and experience using ICD-9, HCPCS, CPT-4 and NDC codes, and socio-demographic variables collected by the Medicare program. Additionally, demonstrated experience and training understanding of the content of each SEER-Medicare file relative to cancer screening, treatment, outcomes and costs. specific experience should be within the past five years.
2. **Technical Approach:** Feasibility of proposed method of providing services needed to assist with the administrative support related to the review of requests to use SEER-Medicare data and the review of SEER-Medicare manuscripts and reports submitted by SEER-Medicare data users. Feasibility of proposed approach to review SEER-Medicare tables generated as part of quality assessment to determine if there are concerns related to the quality of the data linkage, and the feasibility of proposed method of reviewing the SEER-Medicare Website to ascertain what content needs to be edited or added.
3. **Organization Experience and Expertise:** Demonstrated experience and understanding of the confidentiality concerns of the Center for Medicare and Medicaid Services related to the release and use of the SEER-Medicare data as it related to requests to use this data. Demonstrated experience assessing SEER-Medicare manuscripts and reports for confidentiality issues.

Interested qualified small business organizations should submit a **TAILORED** capability statement, not to exceed 15 total single-spaced pages using a 12 point font size at a minimum, that clearly details the ability to perform the tasks listed above and that addresses the specific requirements described above. All proprietary information should be marked as such. Statements should also include an indication of current certified small business status; this indication should be clearly marked on the first page of your capability statement (preferably placed under the eligible small business concern's name and address). Responses will be reviewed only by NIH personnel and will be held in a confidential manner. C.V.'s do not count against the 15 page limit.

Disclaimer and Important Notes: This notice does not obligate the Government to award a contract or otherwise pay for the information provided in response. The Government reserves the right to use information provided by respondents for any purpose deemed necessary and legally appropriate. Any organization responding to this notice should ensure that its response is complete and sufficiently detailed to allow the Government to determine the organization's qualifications to perform the work. Respondents are advised that the Government is under no

obligation to acknowledge receipt of the information received or provide feedback to respondents with respect to any information submitted. After a review of the responses received, a pre-solicitation synopsis and solicitation may be published in Federal Business Opportunities. However, responses to this notice will not be considered adequate responses to a solicitation.

Confidentiality: No proprietary, classified, confidential, or sensitive information should be included in your responses. The Government reserves the right to use any non-proprietary technical information in any resultant solicitation(s).

All capability statements sent in response to this SMALL BUSINESS SOURCES SOUGHT notice must be submitted electronically (via email) to Charles Lerner, Contracting Officer at [@nih.gov](mailto:charles.lerner@nih.gov) either in MS Word, or Adobe Portable Document Format (PDF) not later than Friday, December 30, 2011, 2:00 PM EST. All responses must be received by the specified due date and time in order to be considered. ANY RESPONSES RECEIVED AFTER THAT DATE AND TIME WILL NOT BE CONSIDERED.