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Request for Information (RFI) – Audit Remediation Services

THIS IS A SOURCES SOUGHT NOTICE, REQUEST FOR INFORMATION (RFI). This is not a Request for Proposal (RFP) or Request for Quote (RFQ). This request for capability information does not constitute an RFP or RFQ and does not commit the Government to contract for any supply or service, whatsoever. Further, the Virginia Contracting Activity (VaCA) is not at this time seeking proposals or quotes and will not accept unsolicited proposals or quotations. Submission of any information in response to this market survey is purely voluntary.

However, responses received will assist the Government if solicitation is issued in the future. The government assumes no financial responsibility for any costs incurred associated with this request for capability information. Not responding to this sources sought does not preclude participation in any future RFP or RFQ, if any is issued. Potential offerors are responsible for monitoring government websites such as GSA or SAM for any potential opportunities. Responses do not guarantee award nor exclude/include your company in any potential acquisition process. No feedback or evaluations will be provided to companies regarding their submissions.

This RFI is being used as a Market Research tool for informational purposes and for preliminary planning purposes to identify potential sources that possess the required experience and expertise to provide the required support. Small and large businesses are encouraged to respond.

1. INTRODUCTION:

The Virginia Contracting Activity (VaCA) invites interested contractors to respond to this Request for Information (RFI) for Audit Remediation in support of the Defense Intelligence Agency (DIA). VaCA seeks information from qualified industry sources capable of providing enterprise-wide audit remediation and audit sustainment support, including performance in highly classified environments.

This RFI is part of VaCA's market research efforts to better understand industry capabilities, innovative approaches, and best practices for audit remediation, sustainment, and audit response support. Information received may be used to shape acquisition strategy, refine technical requirements, evaluate small business opportunities, and support development of a future solicitation.

2. PURPOSE:

VaCA is conducting market research to inform a potential upcoming acquisition for Audit Remediation Support Services using a Blanket Purchase Agreement (BPA).

A draft BPA-level Statement of Objectives (SOO) is provided as an attachment to this RFI for industry review and comment. This RFI is issued for information and planning

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purposes only and does not constitute a solicitation or a commitment by the Government to issue a solicitation.

Should the Government decide to award a contract(s), it will be subject to the availability of FY27 funding.

3. BACKGROUND:

DIA is subject to annual financial statement audits conducted by an Independent Public Accountant (IPA). DIA requires support to remediate auditor-identified findings (e.g., Notices of Findings and Recommendations (NFRs)), develop and track corrective actions, improve audit response timeliness and quality, and sustain remediation to reduce recurrence across audit cycles. Performance is expected to require on-site work in TS/SCI environments in accordance with DIA security requirements.

4. DRAFT SCOPE OF SERVICES

The Government's draft scope and requirements are provided in the attachments:

Attachment 1: SOO for Audit Remediation_16 Jun 26

Respondents are encouraged to review both documents and provide comments and recommendations in accordance with Section 5.

5. INFORMATION REQUESTED FROM INDUSTRY

Respondents are requested to provide concise information addressing the following areas:

- a. Corporate Capability and Relevant Experience
 - 1) Experience providing Federal financial statement audit remediation and audit sustainment (NFR/CAP remediation, evidence quality, recurrence reduction).
 - 2) Experience supporting audit liaison functions and audit data request/PBC response support.
 - 3) Experience supporting DoD and/or Intelligence Community organizations of similar size/complexity.
 - 4) Ability to perform on-site in TS/SCI environments and sustain cleared staffing.
 - 5) Up to three (3) recent and relevant past performance examples.
- b. Technical Approach
 - 1) Recommended approach for NFR inventory management, root cause analysis, CAP development, CAP execution tracking, Substantive Corrective Action Plan (SCAP) support, and sustainment.
 - 2) Recommended approach to improve audit response timeliness and quality (e.g., PBC package completeness, traceability, and rework reduction).

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- 3) Recommended approach for evidence quality management and documentation sufficiency to support Government/IPA validation.
 - 4) Recommended approach for process improvement and automation/analytics (within Government-approved tools and security constraints).
 - 5) Recommended approach for knowledge management and “system of record” practices (e.g., logs, repositories, version control).
- c. Staffing and Clearance Sustainment
- 1) Recommended staffing model for a BPA supporting multiple call orders, including how you would scale across DIA organizations.
 - 2) Clearance sustainment strategy (TS/SCI pipeline, onboarding timelines, continuity/turnover mitigation).
 - 3) Recommended key personnel roles
 - 4) Recommended Non-Key Personnel
- d. Transition and Continuity
- 1) Recommended transition-in approach for the initial call order (knowledge transfer, access, continuity).
 - 2) Key transition risks and mitigations (clearances, system access, data availability, stakeholder dependencies).
- e. Contracting and Pricing Input
- 1) Recommended contract type/structure for the BPA and call orders (e.g., FFP, FFP-LOE, T&M) and rationale.
 - 2) Recommended ordering vehicle approach (e.g., open market, GSA MAS, BPA/call order strategy) and rationale.
 - 3) Recommended BPA ordering period structure and call order PoP approach (if different from the draft).
- f. Performance Standards / Metrics
- 1) Recommended measurable performance standards for audit remediation (timeliness, quality, recurrence reduction, audit response timeliness/quality).
 - 2) Recommended surveillance methods that are practical for Government administration.
- h. Risks and Recommendations
- 1) Key risks to successful performance and recommended mitigations.
 - 2) Recommended edits to the draft SOO, including areas that are unclear, overly prescriptive, missing, or not measurable.
 - 3) Identify any known, or potential, organizational conflicts of interest (OCI) that may result from a successful offer, and briefly describe how the OCI will be mitigated.
- i. Draft Document Feedback
- 1) Provide recommended edits to the draft SOO, including areas that are unclear, overly prescriptive, missing, or not measurable.

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i. Organizational Information

1) Name of Company/Organization

- a. Address
- b. Website/URL
- c. Point of Contact (POC) Name
- d. Email Address and Phone Number
- e. System for Award Management (SAM) Unique Entity Identifier (UEI)
(An offeror must have a UEI and be registered in SAM by the time of award.)
- f. Commercial and Government Entity (CAGE)
- g. GSA Multiple Award Schedule Contract Number and Expiration Date, if applicable
- h. Indicate the size classification of your Company/Organization.
 - i. Small Business
 - ii. Other Than Small Business
- i. Indicate the socio-economic status of your Company/Organization.
 - i. SBA-Certified Small Disadvantaged Business (SDB)
 - ii. Woman-Owned Business
 - iii. Economically Disadvantaged WOSB (EDWOSB)
 - iv. Veteran-Owned Small Business (VOSB)
 - v. Service-Disabled Veteran-Owned Small Business (SDVOSB)
 - vi. SBA-Certified HUBZone (HUBZ) Firm
 - vii. SBA-Certified 8(a)
 - viii. Alaska Native Corporations (ANC) Tribal, American Indian, Native Hawaiian (NHO)
 - ix. None
 - x. Other

6. RESPONSE INSTRUCTIONS

- Response Due Date: June 30, 2026 at 4:00 p.m. EST
- Submission Method: Email electronic submission to [Insert mailbox]
- Subject Line: “RFI Response – Audit Remediation BPA”
- Page Limit: Limited to 15 pages, excluding attachments
- Questions: Submit questions to [Insert POC] no later than [Insert date]. The Government may respond via consolidated Q&A at its discretion.

7. REQUESTED RESPONSE FORMAT

To support consistent review, respondents are encouraged to organize responses using the headings in Section 5 and include:

- a. Capability statement
- b. Relevant experience/past performance references

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- c. Proposed staffing approach
- d. ROM estimate with assumptions
- e. Contract vehicle information (e.g., GSA MAS contract number/SINs), if applicable
- f. Redlines/comments on Attachment 1 (track changes or comment matrix preferred).

8. DISCLAIMER

This notice is for information and planning purposes only and does not commit the government to an contractual agreement. The RFI does not constitute a solicitation (RFQ/RFP/IFB), or does not obligate the Government to award a contract or pay for response preparation costs. Respondents should not submit classified information, and Proprietary information, if provided, shall be clearly marked. The Government may not provide feedback on individual responses and is not required to respond to all submissions.

9. SECURITY / PLACE OF PERFORMANCE

Performance is expected to require on-site work at DIA facilities and access to classified systems and information. Respondents should address their ability to support TS/SCI-cleared staffing, facility access, and secure handling of Government information consistent with DIA requirements, the DD Form 254, and applicable security guidance (DoD Manual 5200.01, Volume 3).

10. QUESTIONS/POINTS OF CONTACT

All responses to this RFI must be submitted to Dale Williams, Contract Specialist, at Dale.Williams2@dodiis.mil via email. Please email responses with the subject line "RFI Response- Audit Remediation Requirement." If you have any questions concerning this opportunity, please contact Dale Williams, Contract Specialist at the email listed above, and Demario Grover at demario.grover@dodiis.mil. The government will endeavor to respond to all valid questions submitted.

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