

Note: Some questions have been edited for clarity.

**Question 1:** Amendment 3 added Letter of Intent to the table of contents. There isn't a description detailing the required contents of the letter. Is it required only if there's a partnering arrangement? If so, please define partnering. Please advise at your earliest convenience.

**Answer 1:** Letters of Intent are only required if partnering arrangements are required to complete the work effort. Reference NRA 4.2.8.5.1.2.

**Question 2:** Section 4.2.8.6.2.7 of NRA NNM12ZPS002N Amendment 2 dated April 25, 2012 states:

The Government will use Microsoft Office Excel 2007 for evaluation and analysis of the Price Section. Offerors shall not remove the functionality of the Excel spreadsheets that are submitted in the electronic copy of the Price Section. Spreadsheets shall be true self-calculating files. Any "hard values" shall be explained and supported.

Is the format for the spreadsheets left at the discretion of the Offeror or is there a template document that Offerors should download and utilize in preparation of the budget?

**Answer 2:** No templates are available. The format for the spreadsheets is at the discretion of the Offeror.

**Question 3:** Amendment 2 provided revised pages for DPD pages J-2-17 and J-2-18; however, such pages are in PDF form. In order to properly include the revised pages in Attachment J-2 of the Model Contract, can you provide a Word version of the pages for insertion or can the PDF pages be included as a separate document in the digital copies?

**Answer 3:** A Word version of DPD pages J-2-17 and J-2-18 are attached to this Amendment 6.

**Question 4:** In NRA section 4.2.1.8 it states, “Offerors are required to submit a completed and signed Representations and Certifications document which is available at <https://orca.bpn.gov/>.” This Government website only provides a Company’s ORCA representations and certifications in .pdf format. As a consequence, if an Offeror were to attach the ORCA representations and certifications to a proposal’s digital copy in the format provided by the listed Government website, this document’s format would be non-compliant with NRA section 4.3.2, “Digital copies . . . shall be readable by Microsoft Office Word 2007 edition and Microsoft Office Excel 2007 edition.” Thus, is it acceptable for an Offeror to attach the ORCA certifications and representations in .pdf format to its proposal’s digital copies?

Similarly, all of the Appendices to this NRA were provided to Offerors in .pdf format. Thus, if an Offeror were to fill out and attach an NRA Appendix in the form provided by NASA, for example Appendix E, this form would be noncompliant if attached to an Offeror’s proposal’s digital copies. Therefore, is it acceptable for an Offeror to attach all Appendices, where required, in .pdf format to its proposal’s digital copies?

**Answer 4:** Yes, it is acceptable for a Company to attach its ORCA representation and certification in a “.pdf” format.

Appendices E, F, and G are in fillable “.pdf” format. These Appendices may be attached to the digital copies in “.pdf” format.