

National Aeronautics and
Space Administration



Goddard Space Flight Center
Greenbelt, MD 20771

Reply to Attn of: 210.I

April 19, 2012

TO: All Potential Offerors

SUBJECT: Request for Proposal, Solicitation No. NNG12364774R, Goddard Space
Flight Center Protective Services

You are invited to submit a proposal for NASA's Goddard Space Flight Center's (GSFC) protective services procurement. The services to be performed under this proposed contract shall be performed at the following GSFC locations:

- GSFC main campus in Greenbelt, MD
- Wallops Flight Facility (WFF) in Wallops Island, VA
- Independent Verification and Validation Facility (IV&V) in Fairmont, WV
- Goddard Institute for Space Sciences (GISS) in New York, NY

The following highlights important aspects of this procurement:

1. This acquisition will be conducted as a competitive 8(a) set-aside.
2. The North American Industry Classification System (NAICS) code for this procurement is 561612. The Small Business Size Standard is \$18.5M.
3. This procurement is for a commercial service and the procedures in the Federal Acquisition Regulation (FAR) Part 12 will be used.
4. The anticipated contract type is Firm Fixed Price (FFP) for core services with an Indefinite Delivery Indefinite Quantity (IDIQ) FFP component for protective services in addition to the core services.
5. A single award will be made for all services required under this procurement. Offerors must propose for all locations. Separate awards, by location, will not be considered.
6. The contract will include a base period with options for a total potential contract period of 60 months.
7. Offerors are encouraged to attend the scheduled site visits at Greenbelt, MD, and Wallops Island, VA, specified in provision 5.2.10, however, attendance is not required. The Government will not consider requests for additional site visits.
8. There will be a 62-day phase-in period. Phase-in will be conducted under a separate contract vehicle.
9. Offerors shall have a secret facility clearance at the time that proposals are due.

Enclosed is a document that identifies the major changes between the Draft RFP and the Final RFP.

All documents related to this procurement, including this letter, the solicitation, attachments, enclosures, and any amendments can be obtained electronically through the GSFC Procurement Home Page at: <http://prod.nais.nasa.gov/cgi-bin/eps/bizops.cgi?gr=D&pin=51> or through the Federal

Business Opportunities website at: www.fedbizopps.gov. Offerors should periodically monitor the website for any potential updates. Responses to questions and comments submitted regarding the draft RFP are also obtainable on this site.

This RFP does not commit NASA's GSFC to pay any proposal preparation costs, nor does it obligate NASA's GSFC to procure or contract for these services. This request shall not be construed as authorization to proceed with, or be paid for charges incurred by performing any of the work called for in this solicitation.

Proposals submitted in response to this RFP shall be submitted by May 24, 2012 at 2:00 pm. Eastern Daylight Time. Proposals received after this time will be treated as late in accordance with FAR provision 52.212-1, Instructions to Offerors – Commercial Items. Your proposal must be signed by an official authorized to bind the company. It is requested that the proposal offer have an acceptance period of not less than 240 calendar days.

Offerors who intend to submit a proposal in response to this RFP are requested to notify the Contracting Officer of your company's intention to submit a proposal, within 14 days of the closing date for proposals so that we may appropriately plan resources for the proposal evaluation phase.

Below is a list of the Source Selection Authority (SSA) and the Source Evaluation Board (SEB) voting members, along with their GSFC organizational codes. The names provided are for information purposes only and, other than the Contracting Officer, Debra Kaelberer, these individuals should not be contacted regarding this procurement. The Government reserves the right to change personnel associated with this procurement at its discretion.

SSA: Thomas Paprocki, Code 200

Voting Members: Tom Weisz, Code 274, SEB Chairperson
John A. Dickerson, Code 840
Jean Lopez, Code 240
Al Mirfakrai, Code 240
Coerte V. Voorhies, Code 698
Debra C. Kaelberer, Code 210

Offerors are reminded that a "Blackout Notice" for this procurement will be distributed to all GSFC personnel concurrently with the release of the Final RFP to industry. Therefore, all communications pertaining to this procurement must be directed only to the Contracting Officer named below.

All comments or questions regarding the RFP must be submitted in writing to the undersigned by e-mail at: Debra.c.kaelberer@nasa.gov. The Government requests that all questions be submitted no later than May 4, 2012, to ensure a timely response. NASA will respond to questions/comments in writing by posting an electronic response at the same location as this solicitation.



Debra C. Kaelberer
Contracting Officer

Enclosure: Summary of Changes