

NASA OD/Coaching Solicitation
Representative Task Orders
RTO #2

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The contractor shall provide all the necessary resources to plan, design, and deliver Coaching in association with the NASA FIRST program. NASA FIRST is an Agency-wide year long development program for GS 11-12 Engineers, Scientists, and Administrative Professionals who have shown leadership potential. The objective of the program is to develop a community of prospective future leaders who will have a full understanding of the Agency's vision and mission areas. NASA FIRST will inspire, motivate and enlighten NASA's next generation of Agency leaders. Additional information about the NASA FIRST program can be found at http://leadership.nasa.gov/nasa_first/home.htm

Task proposal Deliverables include:

- An overall process to manage the cadre of coaches working with the NASA FIRST program.
- Detailed outline and methodology that links coaching with the FIRST program design and outcomes.
- Description of how the overall activity as well as each individual component will be tracked.
- All coaching will be delivered over the phone.

Specific Deliverables include:

- A detailed project plan including, but not limited to, the vendor's proposal for managing the team of coaches working on this task.
- Coaching and program management outlined by hours, activity, and outcomes
- Staffing Plan with specific labor categories identified

The following requirements should be considered as part of the design:

- 40 participants are in the NASA FIRST program
- Each participant shall receive 12 hours of individual coaching
- Period of performance is October 1, 2015 through December 31, 2016.

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Cost Breakdown for each deliverable, requirement, or major task item should include:

- Planning, design, delivery of the overall activity
- Labor categories and hours proposed
- Other than Direct Costs (ODCs)
- Any other costs incurred

This is a Fixed Priced Task