

National Aeronautics and
Space Administration

Lyndon B. Johnson Space Center
2101 NASA Parkway
Houston, Texas 77058-3696



JUL 25 2007

Reply to Attn of: BT1-07-098

TO: All Prospective Offerors

FROM: BT/Contracting Officer, Exploration Systems Procurement Office

SUBJECT: Final Request for Proposal (RFP) NNJ07191172R, Orion Project
Integration Contract (OPIC)

The National Aeronautics and Space Administration (NASA) Lyndon B. Johnson Space Center (JSC), is soliciting proposals for performing work defined in the OPIC procurement. This solicitation is for a Cost-Plus-Award-Fee, Indefinite Delivery/Indefinite Quantity type contract and is a total small business set-aside. This final RFP replaces the draft RFP issued on June 13, 2007, including all amendments.

A number of changes have been made since the draft RFP was issued. Offerors are advised to read all requirements contained within the final RFP and respond only to the requirements therein. To assist offerors, a list of notable changes between the draft RFP and the final RFP is attached as enclosure 1 to this letter. Note, enclosure 1 is not a comprehensive or exhaustive list of changes since the draft RFP.

Alternate and Contingent Proposals:

Offerors are cautioned to not submit alternate or contingent proposals in response to this solicitation. Any such proposal received will not be accepted or evaluated by the Government.

Questions regarding the final RFP:

You may submit your questions and comments anonymously via the "Anonymous Questions to the Contracting Officer" link on the OPIC procurement website which can be accessed at the following: <http://procurement.jsc.nasa.gov/opic/default.asp>. You may also send your questions and comments to the following individuals:

NASA Lyndon B. Johnson Space Center
Attn: BT/Susan D. Starkweather
2101 NASA Parkway
Houston, Texas 77058
FAX: 281-483-0503
susan.d.starkweather@nasa.gov

or

NASA Lyndon B. Johnson Space Center
Attn: BT/Bradley J. Niese
2101 NASA Parkway
Houston, Texas 77058
FAX: 281-483-0503
bradley.j.niese@nasa.gov

Please title all question and comment submissions “Questions/Comments on OPIC RFP,” and be sure to include a name and phone number of the person submitting the question.

All questions and comments must be received by August 1, 2007. Written answers to questions about the RFP will be answered as an amendment(s) to the RFP without identifying the person or company that submitted the question.

Proposal Preparation:

Proposals submitted in response to the subject solicitation shall include the offeror’s name and complete address, including street, city, county, state, and zip code. In addition, include telephone and fax numbers and an e-mail address where the person responsible for the proposal can be contacted.

Offerors are required to have a Cage Code that matches the corporate address submitted with its proposal.

Proposal Submission Information:

The following proposal information is due by 3:00 p.m. local time, **August 27, 2007**:

- Volume II, Cognizant Audit Office Template ONLY (Part 2)
- Volume III, Past Performance Proposal (including questionnaires) (Part 1)
- Volume IV, Section K Representations, Certifications and Other Statements of Offerors (Part 2)

The following proposal information is due by 3:00 p.m. local time, **September 10, 2007**:

- Volume I, Technical/Management Proposal (Parts 1 through 9)
- Volume II, Cost/Price Proposal (Parts 1 and 2)
- Volume IV, Completed Model Contract and signed SF33 (Part 1)

Proposals shall be addressed and delivered to the following:

**NASA Lyndon B. Johnson Space Center
Attn: Susan D. Starkweather
Mail Code: BT
Building 259
2101 NASA Parkway
Houston, Texas 77058-3696**

All proposals must be delivered to the above address through NASA JSC Central Receiving. NASA JSC Central Receiving address is:

**NASA Lyndon B. Johnson Space Center
Central Receiving, Building 421
2101 NASA Parkway
Houston, TX 77050-3696**

IMPORTANT: JSC Central Receiving can only be accessed through JSC Gate 4, which is located off Space Center Boulevard and Bay Area Boulevard. Offerors are cautioned that the delivery process may require an hour or more for packages to be screened through security and subsequently transported and delivered by the Offeror to Building 259 while being accompanied by an employee of the U. S. Government. Offerors should note, JSC Central Receiving stops accepting packages for security screening at 2:00 p.m. local time. Therefore, offerors are encouraged to deliver packages to JSC Central Receiving by at least 1:30 p.m. local time to ensure adequate time to get through the security screening process and subsequently on to Building 259 accompanied with an employee of the U.S. Government for proposal delivery. Incoming packages received after 2:00 p.m. local time cannot be screened until the following business day.

Any attempt by an Offeror to deliver a proposal on a weekend or on a Federal holiday shall be coordinated through the Contracting Officer at least 48 hours prior to the planned delivery date. For delivery during regular business operations, Offerors are encouraged to notify the contracting officer one day in advance of the proposal submission.

For specific delivery instructions please refer to Section L, provision L.18.

Amendments to the RFP:

Amendments may be posted to the RFP.

It is the responsibility of each potential offeror to monitor the NASA Acquisition Internet Service (NAIS) (<http://prod.nais.nasa.gov/cgi-bin/eps/bizops.cgi?gr=D&pin=73>) or the OPIC procurement website.

OPIC Technical Library:

An OPIC Technical Library has been established and is accessible from the OPIC procurement website. The Technical Library contains documents pertinent to this acquisition. A username and password is needed to access the Technical Library. To request access to the website please send an email to susan.d.starkweather@nasa.gov or bradley.j.niese@nasa.gov and you will be given a log-in ID and password.

Communications with Industry:

Effective immediately, all offerors are required to direct all communications about this procurement to the Contracting Officer in writing. The Contracting Officer serves as the official point of contact for this procurement for the balance of the competition.



Susan D. Starkweather
Contracting Officer

Enclosure: Document Changes from Draft RFP to Final RFP

Document Changes from Draft RFP to Final RFP

Note, this enclosure is not a comprehensive or exhaustive list of changes since the draft RFP.

- 1. Section A, Standard Form 33:**
Proposal due dates have been extended.
- 2. Section B, Clause B.6:**
Rate Table for Pricing Task Orders has been updated to reflect standard labor category adjustments and the inclusion of an offsite cost per hour rate.
- 3. Section G, Clause G.4:**
Clause 1852.227-72 entitled "Designation of New Technology Representative and Patent Representative" (July 1997) has been modified.
- 4. Section I, Clause I.13:**
Updated Security Requirements for Unclassified Information Technology Resources Clause 1852.204-76 based on NASA FAR Supplement update.
- 5. Section J, Attachment J-1:**
General updates and clarifications to OPIC Statement of Work have been made.
- 6. Section J, Attachment J-2:**
 - DRD OPIC-SA-01, Safety and Health Plan has been updated based on new DRD issued from JSC S&MA.
 - General administrative updates and clarifications have been made to the DRL and DRDs.
- 7. Section J, Attachment J-3:**
Applicable and Guidance Document list has been updated.
- 8. Section J, Attachment J-13:**
List of Installation Accountable Government Property has been updated to clarify that on-site space and ODIN seats will be specified and approved per task order.
- 9. Section J, Attachment J-14:**
 - U.S. Dept. of Labor Wage Determination has been updated based on new revision received 5/29/07.

- Standard Form 98a, labor category “Engineering Technical, Level VI” has been changed to “Engineering Technician, Level IV.”
- Standard Form 98a, labor category “General Clerk, II” number of employees has been changed from 12 to 5.

10. Section L, Provision L.18:

- General clarifications have been made to Proposal Page Limitations instructions.
- Proposal due dates have been extended. Additionally, clarification has been included that proposal information due early on August 27, 2007 can be submitted within a single binder, individually tabbed.

11. Section L, Provision L.21:

Proposal Scenarios have been updated to further clarify NASA assumptions.

12. Section L, Provision L.22:

Predefined Qualitative Characteristic (QC) 4 has been updated to remove the word “key” from “key personnel.”

13. Section L, Provision L.23:

Past performance submittal requirements have been clarified to indicate that all information is required from both the prime and each major subcontractor.

14. Section L, Provision L.24:

- Standard Labor Category (SLC) introductory paragraph has been modified to further clarify that SLCs serve as guidelines only, and that offerors are to provide a narrative description of how their internal labor categories map to NASA SLCs.
- Information Technology SLC has been expanded from 1 labor category into 2 labor categories.
- Government provided table of resources (hours) for which offerors shall utilize to price their proposals has been updated.
- Assumptions have been provided regarding the division of work between JSC and KSC and onsite versus offsite labor.
- An assumption has been provided for phase-in template pricing to assist offerors in determining a scope of hiring effort for the phase-in period.
- The Ostensible Contractor Templates contained within the Excel Pricing Model have been deleted.
- Additional instructions and clarifications have been added for many templates within the Excel Pricing Model workbooks.

- The Excel Pricing Model IDIQ Cost Workbook has been updated to include an offsite JSC facilities cost per hour rate.
- The Total Compensation Templates within the Excel Pricing Model Other Templates Workbook have been updated to eliminate reference to offeror proposed FTEs and/or hours.

15. Section M, Provision M.2:

- Cost/Price Factor has been updated to clarify how offerors' proposed JSC offsite cost per hour rate will be evaluated.