

National Aeronautics and  
Space Administration



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

December 4, 2007

Reply to Attn of: BT1-07-219

TO: All Prospective Offerors

FROM: BT/Contracting Officer

SUBJECT: Request for Proposal (RFP), NNJ07175222R, Constellation Technical Support Contract (CTSC)

The National Aeronautics and Space Administration Lyndon B. Johnson Space Center, is soliciting offers for the CTSC. This final RFP replaces the Draft RFP issued on October 17, 2007, in its entirety.

This procurement is a full and open competition. It is anticipated that a single award will be made as a result of this solicitation. The contract type will be an Indefinite Delivery/Indefinite Quantity contract that provides for both Cost-Plus-Fixed Fee and Fixed Price task orders.

Effective immediately, all Offerors are requested to direct any future communications regarding this procurement in writing to Ms. Jessica Corley. Ms. Corley is the official point of contact for the CTSC until the completion of the acquisition process. Offerors may also submit questions and comments anonymously via the "Anonymous Questions to the Contracting Officer" link on the CTSC procurement website which can be accessed at: <http://procurement.jsc.nasa.gov/ctsc/default.asp>. All questions and comments must be received by January 8, 2008. 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.

In addition to the instructions provided in section L of the RFP, Offerors are directed to Section L.18. The proposal is due no later than 2:00 p.m., local time, January 29, 2008. In addition, the RFP specifies that proposal Volume IV – Past Performance Questionnaire and Volume V, Representation, Certification, Other Statements of Offerors, are requested early at 2:00 p.m., local time, January 11, 2008, but not officially due until January 29, 2008.

Proposals shall be addressed and delivered to the following:

**NASA Lyndon B. Johnson Space Center**  
**Attn: Keith D. Hutto**  
**Mail Code : BT**  
**Building 269**  
**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, Texas 77058-3696**

**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 269 while being accompanied by an employee of the U.S. Government. The time of delivery will be based upon when the packages are stamped by Receiving. Offerors should note, JSC Central Receiving stops accepting packages for security screening at 2:00 p.m. local time. 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. Offerors are encouraged to notify the Contracting Officer one day in advance of the proposal submission.

**Please contact Ms. Corley at 281-244-0132 to schedule delivery of your proposal.**

The proposal instructions contained in Section L.18 specify that the proposals are to be submitted in hard copy and CD. In addition, Offerors are requested to provide a copy of their cost proposal to the cognizant Defense Contract Audit Agency Office at the time proposals are submitted in order to expedite proposal evaluations.

In accordance with Section L.17, Offerors shall not submit alternate proposals, or a proposal that is contingent upon any other solicitation or contract.

The proposal submitted in response to this solicitation shall include the Offeror's name and complete address, including street, city, county, state, and zip code. Additionally, proposals will provide telephone, fax numbers, and an e-mail address where the person responsible for the proposal can be contacted.

Enclosed with this letter is a Document Change Log which documents notable changes made to the Final RFP since the release of the Draft RFP. Although every effort was made to include all notable changes, there may be some edits that are not recorded on the log. Therefore, all potential Offerors are advised to carefully read the entire Final RFP.

An electronic technical library has been made available and can be accessed at the following CTSC website:

<http://procurement.jsc.nasa.gov/CTSC/default.asp>

The electronic technical library will remain unchanged as of the date of this letter. You will be notified of any updates via the NASA Acquisition Internet Service (NAIS).

A user password is needed to access the electronic library. Please e-mail Ms. Corley at [jessica.e.corley@nasa.gov](mailto:jessica.e.corley@nasa.gov) to request access to the library. Please include in your request the following information:

- A. Your name
- B. Full company name
- C. Company address and phone number
- D. Point of contact
- E. Foreign company status
- F. CAGE Code

As stated in Section L.14, all questions related to this RFP shall be submitted in writing via e-mail. Questions may also be submitted anonymously via the CTSC website:  
<http://procurement.jsc.nasa.gov/CTSC/default.asp>

**Please submit all questions by January 8, 2008, for timely consideration.**

You are reminded to monitor the NASA Acquisition Internet Service website at <http://procurement.nasa.gov/> for any changes to the schedule or posting of amendments to this RFP.



Keith D. Hutto

Enclosure

## DOCUMENT CHANGES FROM DRAFT TO FINAL RFP

REFERENCE	CHANGE
<b>Section B</b>	
Throughout	Renumbering of Clauses
B.3	Dates were revised to reflect change in schedule
B.4	Deleted in its entirety and replaced with 1852.216-74 Estimated Cost and Fixed Fee
B.5	1852.216-78 Firm Fixed Price added
B.8	Maximum IDIQ value has been revised and language inserted for fluctuations
B.9 & B.10	Standard Labor Categories have been revised; dates revised to reflect performance periods
B.11	Current contract value and funding clause has been inserted to provide traceability
<b>Section C</b>	
Throughout	Paragraphs renumbered, editorial fixes implemented (e.g. acronyms)
Throughout	Revised content to clarify intent
Throughout	Consolidated and updated risk requirements; focus now in HI section
Throughout	Eliminated requirements that were duplicative
Throughout	Updated documentation call-outs to identify appropriate applicable docs
1.1.3	Provided missing content relative to modeling and simulation data
<b>Section F</b>	
F.5	Revised to include B.3 instead of B.1
F.7	Editorial change to title to add: JSC Procurement Instruction
<b>Section G</b>	
G.2	Deleted in its entirety and replaced with 1852.216-75 Payment of Fixed Fee
G.12	Understanding with Respect to Cost Variations clause added
<b>Section H</b>	
H.13	Added new clause for Performance Assessment
<b>Section I</b>	
Throughout	Renumbered clauses
I.1	Clauses 52.216-8 Fixed Fee, 52.249-8 Default (Fixed-Price Supply and Service) 1952.219-74 Use of Rural Area Small Business were added and 52.219-23 is now in full text; updated dates as necessary.
I.4	Dates were revised to reflect change in schedule
I.5	Maximum IDIQ value has been revised and language was incorporated for possible increase in contract activity
I.7	Dates were revised to reflect change in schedule and IDIQ value has been included
I.8	52.219-23 Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns was added
I.14	Clause was deleted in its entirety and replaced
<b>Section J</b>	
J-2	Updated distribution for CTSC-BM-02, BM-02 and PR-02
J-2	Updated submittal timeframe for CTSC-PR-02
J-2	Identified submittal receipt timeframe for CTSC-PR-03
J-2	Revised copy submittal for CTSC-SA-1
J-2	Updated DRD CTSC-BM-02 to provide additional content moved for Section M and revised safety content expectations.
J-2	Updated submission timeframe for CTSC-PM-01 and PR-02 and eliminated duplicate requirement for DRD CTSC-PM-01

REFERENCE	CHANGE	
J-2	Fixed editorial errors on acronyms and clause reference	
J-3	Added a few new documents (both applicable and reference) and updated titles and status of several documents. Changes in the Technical Library are noted below.	
J-5	Deleted the Award Fee Plan and changed the title of the Attachment to "Reserved"	
Section K		
K.3	Deleted in its entirety	
Section L		
L.12	Deleted provision in its entirety	
L.14	Date changed for when questions and comments are due	
L.16	Updated to reflect new schedule	
L.18	Revised page limits and proposal copies, updated Management Volume and Small Business Sub-Parts, updated font size for figures and tables, and updated proposal due dates; Added data for submittal of: Representations, Certifications, and Other Statements of Offerors (Section K)	
L.19.1	Clarification of intent in scenarios.	
L.19.2	Updated MA1 to provide Management Plan, updated MA3 to all offerors to send Key Personnel information in sealed envelopes; Revised MA2 content	
L.19.3	Updated SLC, updated labor hours, clarified pricing for work to be done at other centers; updated 31 day phase-in period; updated fee language	
L.20	52.22-46 Evaluation of Compensation for Professional Employees was added (removed from Section M)	
L-3	Updated pricing templates with revised SLC and hours, included hours for offsite work, update language to include fee and profit	
Section M		
M.1	Deleted in its entirety (already included in Section L.8) and sequential clauses were renumbered	
M.4.1.1	Inappropriate reference to organizations covered by contract.	
M.4.1.4	Sub-Factors for Small Business Utilization update	
M.7	Deleted in its entirety (moved to Section L.20)	
Technical Library Change	Applicable Document Number	Document Title
Added	CxP 70158	Constellation Requirements Integration Management Plan
Removed	JPR 2810.1C	Johnson Space Center Information Technology Security Handbook
Technical Library Change	Reference Document Number	Document Title
Added	CxP 70014	Constellation Program Margin Management Plan (MMP)
Added	CxP 70070-ANX03	Constellation Program Management Plan Annex 3: Integrated Master Schedule
Removed	CxP 70070-ANX08	Constellation Program Management Plan Annex 8: Affordability Plan
Added	CxP 70077	Constellation Program Architecture Description Document (ADD)
Added	CxP70077-ANX01	Flight Manifest
Added	CxP 70078	Constellation Program Computing Systems Architecture Description Document (CSADD)
Added	CxP 70084	Constellation Integrated Test Plan (ITP)
Added	CxP 70085	Constellation Integrated Flight Test Strategy (IFTS)