

The following questions were submitted in response to the RFP. Answers to the questions are also provided below:

Q1: Is there an Incumbent, if so, what's the contract value and for what period of time?

A1: **Yes, there are currently two incumbents. The following information, extracted from the Federal Procurement Data System – Next Generation, is provided relative to the incumbent contracts:**

1) **Contract Number: NNJ05JA01B; Contractor: Anadarko Industries, LLC; Current Contract Value: \$16,445,758, period of performance is 06/28/2005 – 01/21/2011.**

2) **Contract Number: NNJ06VA27T; Contractor: Al-Razaq Computing Services; Current Contract Value: \$24,500,000, period of performance is 03/31/2006 – 03/31/2011.**

It is noted that both of the above contracts include work content which is not transitioning to this Procurement Support Contract.

Q2: Who holds the current contract, if there is an incumbent?

A2: **There are two incumbents. Please refer to A1.**

Q3: Will JSC provide Excel cost templates for Volume IV response?

A3: **Yes, the Government will provide Excel cost templates for Volume IV response. The templates have been added to Section L and labeled as Attachment L-1 – IDIQ Workbook and Attachment L-2 – Other Templates.**

Q4: The proposal arrangement information provided in section L.13, paragraph b, does not match the layout of each volume described in section L.17. Please advice.

A4: **Sections L.13 and L.17 have been amended. Please see the attached change pages in Amendment 1 of the RFP.**

Q5: The RFP does not provide past performance questionnaires. Are these required from our customers referenced in the Past Performance Volume?

A5: **Past performance questionnaires will be sent, by the Government's buying team to the references listed in the offeror's Past Performance Volume.**

Q6: DRD-01 outlines an IT Security Plan requirement; however, as the incumbent IT positions are now part of the ITAMS contract, will this Plan still be required?

A6: **Yes, an IT Security Plan is required per DRD 01, “Information Technology (IT) Security Plan, Risk Assessment, and FIPS 199 Assessment.” The IT Plan is not related to IT positions.**

Q7: Is there an incumbent to the Procurement Support Contract requirement or is this a new requirement? If there is an incumbent, are you able to verify whether the incumbent is Anadarko Industries, LLC.

A7: **Yes, please refer to A1.**

Q8: We believe a sufficient Organizational Conflict of Interest (OCI) Mitigation Plan would properly firewall our organization from potential instances of OCI on other contracts and allow our organization to pursue future prime work at JSC. However, we want to discover whether or not JSC agrees that a proper OCI Mitigation Plan would be sufficient to allow a team member performing work on a resulting Procurement Support Contract to pursue future work as a prime contractor.

A8: **The Government cannot agree on whether or not a proper OCI Mitigation Plan will be sufficient to allow a team member performing work on a resulting Procurement Support Contract to pursue future work as a prime contractor. However, the Government will evaluate potential offeror’s OCI Mitigation Plan in accordance with M.3, COMBINATION OF LOWEST PRICED, TECHNICALLY ACCEPTABLE AND TRADE-OFF OF OTHER NON-COST RELATED FACTORS AND COST OR PRICE EVALUATION CRITERIA, (E) Organizational Conflict of Interest Plan.**

Q9: With regard to the solicitation Paragraph I.6 states in part “The offeror’s approved business plan is on the file and serviced by SBA- Houston District Office.” Is it the intent of NASA to only consider SBA participants serviced by the SBA Houston District Office?

A9: **It is not the intent of NASA to only consider SBA participants serviced by the SBA Houston District Office. This clause has been deleted. Please see the attached change pages in Amendment 1 of the RFP.**

Q10: Section L.10 specifies addresses for both JSC Central Receiving and for Mail Code BJ2 Building 20. Which address should we specify on the mailing label of a commercial carrier such as FedEx or UPS?

A10: Both addresses are specified in the RFP, because all packages go through the JSC Central Receiving prior to being delivered to the point of contact listed in Section L.10(c). The address that should be specified on the mailing label of a commercial carrier such as FedEx or UPS is provided in Provision L.10, PROPOSAL MARKING AND DELIVERY, (c) Delivery Address. Provision L.10(c) states:
(c) Delivery Address:

Proposals shall be addressed and delivered to the following:

**NASA Lyndon B. Johnson Space Center
Attn: Ester H. Lunnon
Mail Code: BJ2
Building 20
2101 NASA Parkway
Houston, Texas 77058-3696**

Q11: Section L.13.b Proposal Arrangement states that Vol I Technical Proposal shall include technical requirements and the Safety and Health Plan; and Vol II Management Proposal shall include the OCI Avoidance Plan, Staffing Plan/Organization Chart, Phase-In Plan, and the Subcontracting Plan. Section L.17 states Vol I as Technical Acceptability and includes Technical Requirements, Staffing/Organization Chart, Subcontracting Approach, Safety and Health Plan, OCI Plan, and Phase-In Plan; and that Vol II is Predefined Value Characteristics (VCs). It is not clear from these two sections where specific proposal information belongs between Volume I and Volume II. Please clarify what elements belong in Volume I and what elements belong in Volume II. Also, please clarify the titles of Volume I and II.

A11: Please refer to A4 for clarification on what elements belong in Volume I and in Volume II. The titles of Volume I - Technical and Volume II – Management are stated in provisions L.6, PROPOSAL PAGE LIMITATIONS (NFS 1852.215-81)(FEB 1998) and L.13, INSTRUCTIONS FOR PROPOSAL PREPARATION AND DELIVERY.

Q12: We respectfully request that the Government issue MS Excel copies of the pricing templates.

A12: Please refer to A3.

Q13: Why are there 7 more Procurement Technician FTE's in the WYE column than in the CY1 column on the Standard Labor Category list (pages L-16 – L-18)?

A13: The number listed in the CY1 column represents the authorized WYE's expected in contract year 1 of the resultant contract. The WYE (not-to-exceed) column represents the estimated maximum of WYE's that the Government can anticipate in the event additional authorization is provided in the out years.

Q14: Will the task orders for the base two year contract period be issued for one year terms?

A14: **It is anticipated that task orders for the base two year contract period will be issued for one year terms.**

Q15: What is the Governments intent relative to the B.5 maximum value that can be ordered? Currently B.5 (a) and B.5 (a) (1) indicate that the maximum amount for the basic and all options is \$9,800,000. However, F.6 indicates that \$1,960,000 will be added to B.5 (a) for each of the three option years. If each of the three options are added to \$9,800,000 the maximum value would be \$15,680,000.

A15: **B.5 IDIQ MINIMUM GUARANTEED AND MAXIMUM QUANTITY OF WORK has been amended. Please see the attached change pages in Amendment 1 of the RFP.**

Q16: Will the initial contract have a value of \$3,920,000 in paragraph B.5 (a)?

A16: **Please see the attached change pages in Amendment 1 of the RFP for paragraph B.5(a). The anticipated base contract maximum value will be \$3,920,000.**

Q17: Since this RFP is a firm fixed price procurement, please provide bidders with current average incumbent labor rates for the categories specified on RFP pages L-16 through L-18. Exact labor rates may be proprietary, but average rates will be helpful.

A17: **The Government will not provide the incumbent's exact or average labor rates for the categories specified on RFP pages L-16 through L-18.**

Q18: Which Section L (pages L-16 through L-18) labor categories are non-exempt and what are their Department of Labor Wage Determination numerical codes?

A18: **The exempt/nonexempt status and labor code assignments for the positions should be proposed by the offeror.**

Q19: The vacation paragraph on page J-43, stipulates that vacation seniority is portable to successive contractors. Therefore, in order to properly calculate the productive hours, bidders must know how long the incumbent non-exempt employees have been consecutively employed at JSC. Consequently, please provide the hire dates for existing non-exempt incumbent employees where positions have incumbent employees?

A19: **The Government does not have the hire dates for existing non-exempt incumbent employees.**

Q20: The following paragraphs provide conflicting guidance on the contents of each proposal volume: L.6, L.13b, L.17 and M.3. Please clarify the placement of each proposal instruction within a volume and validate the page count for each volume.

A20: **Sections L.13 and L.17 have been amended. Please see the attached change pages in Amendment 1 of the RFP. Page limitations listed in L.6, PROPOSAL PAGE LIMITATIONS are correct.**

Q21: Paragraph L.13c identifies the cutoff time for proposal submission as 12:00 PM CST. Since daylight savings time ends following the due date for proposal submission, please clarify if the cutoff time should be 12:00 PM CDT.

A21: Since daylight savings time ends following the due date for proposal submission, the proposal cutoff time has been changed to 12:00 p.m. Central Daylight Time (CDT). Please see the attached change pages in Amendment 1 of the RFP.

Q22: Paragraph L.13, page L-8 describes the number of copies for documents, including all 4 Volumes as well as other documents. These other documents include Signed SF33, Complete Model Contract, and Complete Representations & Certifications. Are these to be bound in a separate numbered volume?

A22: The Government has not requested that the “other documents” be bound in a separate numbered volume.

Q23: Paragraph L.17.1.B, page L-12, requests coordination and execution plans for acquisition management. There is no other mention of acquisition management in the RFP. Please elaborate on the PSC contractor’s acquisition management responsibilities.

A23: As used in Paragraph L.17.1.B, acquisition management refers to the responsibilities of the contractor to effectively manage and comply with the requirements and obligations associated with the Procurement Support Contract; not the tasks in the sample task orders that will be performed by the WYE’s.

Q24: Will there be multiple contract awards or just a single IDIQ contract? Section L-2 implies a single contract award.

A24: The Government contemplates award of one Firm Fixed Price (FFP), Indefinite Delivery Indefinite Quantity (IDIQ) contract.

Q25: Is there an incumbent and is the incumbent eligible to submit an award as prime?

A25: Yes, please refer to A1. The Government is not determining in advance of proposal submission the eligibility of offerors.

Q26: Does the \$9.8 million ceiling include all option years, or just the base period of two years?

A26: Yes, the \$9.8M ceiling does include all option years as stated in B.5 IDIQ MINIMUM GUARANTEED AND MAXIMUM QUANTITY OF WORK.

Q27: What is sought for the Safety and Health Plan required by section L-7? The requirements seem more suited to other types of work, and not the office environment envisioned by this solicitation.

A27: **Please refer to DRD 03, “Safety and Health Plan” for details on what is needed in the Safety and Health Plan. The Safety and Health Plan in this RFP states “This version of the Safety and Health Plan Requirements is restricted to service contracts performed primarily in nonhazardous settings (such as an office environment).”**

Q28: What is sought for the requirements of section L-9 including the Master Schedule and milestones? Work performed under this contract will be dependent upon direction from the Government.

A28: **The Master Schedule and milestones should be based on the task orders provided in J-5, TASK ORDER STATEMENTS OF WORK.**

Q29: For Section L-9(e), what individuals are Key Personnel requiring resumes? How many resumes are required and how many may be submitted?

A29: **The RFP has no requirement for Key Personnel.**

Q30: For Past Performance, is there a relative weighting of the relevance factors of nature/scope, magnitude, and recency?

A30: **No, there is no relative weighting of the relevance factors of nature/scope, magnitude, and recency.**

Q31: In determining the Past Performance rating, is it more important to ensure all three areas (Procurement Data Systems, Government Procurement and Purchasing, and Program Contract Management) are covered, or to maximize the relevance of each contract to one of the three areas?

A31: **As stated in Section M, “Contracts that exhibit all specific trades/type of work will be considered more relevant than contracts limited to specific trades only.” (Page M-6)**

Q32: Page L-21 shows total hours under WYE and CY1 columns. However, the Table on page L-16 shows numbers of 1 and 2 under the same column headings of WYE and CY1. Can you explain the distinction, and what is required in the proposal for the labor hours and mix? For pricing are offerors required to propose the total number of hours for CY1 (and the same number of hours for subsequent years), designated by labor category?

A32: The table on page L-21 is for productive hours. The numbers currently listed in the table on page L-21 is only an example. The table on page L-16 shows work year equivalents (WYEs). Provision L.17 COMBINATION OF LOWEST PRICED, TECHNICALLY ACCEPTABLE AND TRADE-OFF OF OTHER NON-COST RELATED FACTORS AND COST OR PRICE EVALUATION CRITERIA, 4. Price (Volume IV) states the instructions for pricing, which have been revised to provide clarification per this amendment.

Q33: Do all of the positions fall under the Service Contract Act and if not which ones do?

A33: Yes, the Service Contract Act applies to the positions under this procurement.

Q34: Is there an incumbent to this procurement? If so, who are they and will they be eligible to bid on the re-compete?

A34: Please refer to A1. The Government is unaware of which eligible companies will bid on the re-compete.

Q35: What is the volume of procurement activities over the life of the current contract and do you expect that amount to increase, decrease, or remain the same for the solicited contract period?

A35: The Government cannot predict if the amount will increase, decrease, or remain the same; however, we can provide the total actions and obligations over the last several fiscal years, which are listed below (data taken from FPDS-NG):

	FY2006	FY2007	FY2008	FY2009	FY2010
Actions	4028	3643	3216	3261	3281
Obligations (\$B)	\$4.5	\$4.1	\$4.8	\$5.3	\$5.8

Q36: Are there specific NASA safety and health points of emphasis for the procurement directorate?

A36: Please refer to Section M.3.1 Paragraph D.

Q37: The Standard Labor Categories table on page L-16 through L-18 includes two columns identifying WYE. The first column is a not to exceed value that total to 24, and the next column is a CY1 value that total to 17. The TOPT instructions on page L-21 state: "Utilize the information given in the Work Year Equivalent (WYE) (Not to Exceed) column as a reference of the Government's estimated total WYE for CY1 to complete the 3 TOs". The ISCT instructions on page L-23 state: "The hours included for each of the following contract years (CY 2 through 5) shall be identical to those hours developed for

CY1.” Please clarify which WYE column should be used for proposal pricing purposes for CY1 and CY2 through 5.

A37: The TOPT instructions on page L-21 have been revised to remove the reference to “Utilize the information given in the Work Year Equivalent (WYE) (Not to Exceed) column as a reference of the Government’s estimated total WYE for CY1 to complete the 3 TOs”. It has been revised to provide instruction to utilize the CY1 column to complete the 3 TOs