

National Aeronautics and
Space Administration



Goddard Space Flight Center
Greenbelt, MD 20771

Reply to Attn of: 210.I

December 21, 2011

TO: All Offerors

SUBJECT: Request for Proposals (RFP), NNG11294404R, Goddard Logistics and
Technical Information (GLTI), Amendment 4

On December 14, 2011, the National Aeronautics and Space Administration (NASA) Goddard Space Flight Center (GSFC) released Amendment 3 to the GODDARD LOGISTICS AND TECHNICAL INFORMATION – GLTI acquisition. Due to a technical glitch, the solicitation was not posted on Federal Business Opportunities. As of December 20, 2012, Amendment 3 is now posted on both the Federal Business Opportunities and the NASA Acquisition Internet Service websites.

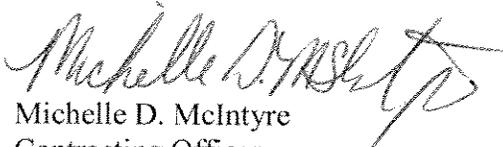
In addition, NASA Amendment 4 is released to include omitted evaluation criteria for the Contractor Proposed Enhancements that was not included in Amendment 3 and to delete Exhibit 18 released under Amendment 3 in its entirety and to replace it with an updated Exhibit 18 issued under Amendment 4. Amendment 4 includes both a “clean copy” (untracked changes) of the conformed solicitation with Amendments 1, 2, 3 and 4 changes incorporated, as well as a “tracked changes” version of the conformed solicitation (with Amendments 1 and 2 already incorporated), which tracks Amendment 3 and 4 changes only. For clarification purposes only, nonproposed costs in Clause B.5, **are not** subject to the application of **any fee**.

Offerors are also advised that new Past Performance Questionnaires, Exhibit 17, are not required if the references were previously submitted. New Past Performance Questionnaires are encouraged for references that meet the newly revised thresholds established in Amendment 3. **The January 11, 2012, due date at 1:30 p.m. Eastern Standard Time for Past Performance Questionnaires remains unchanged.**

Attached to this letter are responses to questions related to the release of Amendment 3. However, Offerors are advised to periodically monitor the GLTI website at <http://code210.gsfc.nasa.gov/glti/home.html> for any potential updates to documents posted in the GLTI electronic library. In addition, documents related to this procurement, including this letter, the solicitation, attachments, enclosures and any amendments are attainable electronically from the World Wide Web through the GSFC Procurement Home Page at: <http://prod.nais.nasa.gov/cgi-bin/eps/bizops.cgi?gr=D&pin=51>.

Revised proposals in response to Amendment 4 shall be submitted by **January 17, 2012, at 1:30 pm Eastern Standard Time in accordance with the proposal volumes and quantities in L.15(a)(1)**. Revised proposals received after this time will be treated as late in accordance with Federal Acquisition Regulation (FAR) 52.215-1 entitled, "Instructions to Offers-Competitive Acquisitions." Your revised proposal must be signed by an official authorized to bind the company. It is requested that the proposal, as revised, has a validity period of **September 30, 2012**. However, a different validity period may be proposed by the Offeror.

Offerors are reminded that the "Blackout Notice" for this procurement is ongoing and that all communications pertaining to this procurement shall be directed only to the Contracting Officer listed below. Any comments/questions related to RFP NNGI1294404R shall be directed in writing to the undersigned via email at: Michelle.D.McIntyre.nasa.gov.



Michelle D. McIntyre
Contracting Officer

Responses to Amendment 3 Questions for the Goddard Logistics and Technical Information Solicitation, NNG11294404R

Question #1:

The cover letter states that "changed pages or updated text shall be clearly marked, called out or otherwise identified as new or changed through the use of bold text, strikeouts, change bars, underlining, etc.". While it does not change the font size within the document, Microsoft Word's Track Changes feature using the call out balloons automatically shrinks the entire page during printing, in order to allow for the balloons on the right side of the page. If we use balloons to show our revisions, would this be considered as a conflict with the section L.15 requirement of a 12 point font size minimum?

Conversely, if we choose to display changes in-line, this will cause the page count to increase. If we choose this option, would this be considered as a conflict with the section L.15 page limitation requirements?

Response to Question #1: As cited in the letter to Offerors dated December 14, 2011, the "clean copy" which is the final version without tracked changes copy of your updated proposal is the version that NASA will use to verify adherence to the page limitations cited in L.15. NASA recognizes the page count increase resulting from tracked changes and will not use the tracked copies to verify page limitations.

Question #2:

In Amendment 3, the Government has included a new cost form, "Exhibit 1, Sum CPFF Slip Month". The form is referenced in the instructions under Section L.18 – Cost Volume, Section 2 – Summary of Estimated Cost, Fixed Fee and Maximum Available Technical Performance Incentive Fee – Exhibit 1, "Should the anticipated contract effective date be delayed, the Government will recalculate the proposed costs and fee in accordance with the Offeror's proposed slip month costs and fee. Provide the costs for Slip Months 1 through 3 in Exhibit 1, utilizing the slip month non-proposed cost data provided in Exhibit 18." Would the Government please provide guidance on how the cost for the slip months is to be calculated? What months are we to use to calculate this cost and are we to include backup cost forms to substantiate the slip months?

Exhibit 18 does not include any data defined as "Slip Cost Month" so what time periods are we to use? Do we include the slip month cost in the total estimated cost of the contract or is this a stand alone cost form for government use only?

Response to Question #2: Offerors shall delete Exhibit 18 that was submitted with Amendment 3 as it is replaced in entirety with the Exhibit 18 contained in Amendment 4. The "slip cost months" will be used by NASA in the event the contract effective date does not begin on August 1, 2012 as projected. Therefore, Offerors shall provide cost data for 3 additional months. For example, if the contract begins on September 1, 2012, the period of performance would be through, if options are exercised, August 31, 2017. The timeframe of

Slip Month 1 is August 2017; Slip Month 2 is September 2017, and Slip Month 3 is October 2017. If the contract effective date which is projected to begin on August 1, 2012 does not occur until September 1, 2012, the cost data from Slip Month 1 (August 2017) would be added, while the costs for August 2012 would be deleted. All Costs data shall be substantiated in accordance with the Provisions of this solicitation.

While Offerors shall provide the total cost for each slip month, the slip month costs shall not be included in the total proposed cost for the 60-month Cost Plus Fixed Fee, with Technical Performance Incentive Fee contract, which is projected to begin August 1, 2012 through July 31, 2012. In the event NASA utilizes any or all of the proposed slip month costs, the period of performance shall not exceed 5 years. The slip month cost information shall be submitted as a stand alone cost document to be used for Government purposes only.

Question #3:

Clause B.8, **PAYMENT OF FIXED FEE (1852.216-75) (DEC 1988)** states: "The fixed fee shall be paid in monthly installments based upon the percentage of completion of work as determined by the Contracting Officer." Would the government please provide an explanation of how the government will determine "percentage of completion of work"?

Fixed fee is normally a simple division of fee over the months in the fee period. Will the calculation of fixed fee be different from this current calculation?

Response to Question #3: The payment of fee shall be based upon the calculation of the proposed fixed fee divided over the period of performance of the contract, provided that the Contracting Officer withholds a reserve not to exceed 15 percent of the total fixed fee or \$100,000, whichever is less, to protect the Government's interest. The "schedule" is the length of the contract's period of performance. 15 percent of the total fixed fee is the maximum amount the Contracting Officer will withhold during each exercised option period or \$100,000 over the total period of performance.

Question #4: What evaluation criteria will the Government use for the Contractor Proposed Enhancements?

Response to Question #4: The evaluation criteria was inadvertently omitted and is now included in Sections L and M, Mission Suitability, Subfactor B as identified through tracked changes resulting from Amendment 4 of the Solicitation.

Question #5:

New Area Wage Determinations were included with Amendment 3, however, new Collective Bargaining Agreements were not. For the April 2011 submittal rates effective June 2010 for the IAMAW at Wallops and November 2010 for the Teamsters at GSFC were used. Will the Government be issuing new CBA rates as part of Amendment 3? If not, what escalation, if any, should be applied to the 2010 rates to bring them forward to August 2012? Is it the Government's intention that offerors use the expired CBAs in our GLTI Amend 3 response or will updated CBAs be provided for use in our re-submitted pricing?

Response to Question #5: Updated Collective Bargaining Agreements are available in the GLTI Library, <http://code210.gsfc.nasa.gov/glti/home.html>. Offerors shall use the updated CBAs. Offerors are reminded to periodically monitor the GLTI website at <http://code210.gsfc.nasa.gov/glti/home.html> for any potential updates to documents posted in the GLTI electronic library.

Question #6:

Ref RFP L.15(a)(1). The instructions require that a version with track changes is required for Vol III Cost Volume. With the change in contract periods, new AWD's, updated forward pricing rate proposals, and other adjustments, it is anticipated that virtually every cell containing cost data in the cost templates will change. Does the Government intend the cost template cells be subject to track changes requirement?

Response to Question #6: No, the Government does not expect tracked changes on the Excel/spreadsheet documents. It is expected that any revised documents submitted in Word Documents, i.e. Basis of Estimates, Deviations/Exceptions, etc. shall reflect updates, changes, or revisions in a manner that the updates are visibly tracked.