

1. Clause L.19(a)(4) of the RFP is revised from (all changes are identified in **bold** and *italic*):

(4) Two electronic copies of the offeror's proposal, designating one as "back-up," shall be submitted (in addition to the hardcopies specified above). All volumes shall be prepared using either Microsoft Word (with backwards compatibility for Microsoft Word 2003) or Portable Document Format (PDF) version 1.7, Sixth edition (ISO First Edition). Cost proposal charts shall use Microsoft Excel (with backwards compatibility for Microsoft Excel 2003). DO NOT compress any electronic files. DOES NOT password protect any portion of your electronic submission.

TO:

(4) Two electronic copies of the offeror's proposal, designating one as "back-up," shall be submitted (in addition to the hardcopies specified above). All volumes shall be prepared using ***Office 2007 (Microsoft Windows Operating System) and Office 2008 (Apple Macintosh Operating System)***. ***Cost proposal files electronically submitted as part of the Offeror's proposal shall conform to that standard which ensures that the files are configured to use Office Open XML file format by default. All other volumes shall be submitted consistent with this format or, alternatively, in Portable Document Format (PDF) ISO standard ISO 32000-1:2008. Please*** DO NOT compress any electronic files ***and DO*** NOT password protect any portion of your electronic submission.

2. The following sentence is hereby deleted in Clause L.21(3) of the RFP(all changes are identified in **bold** and *italic*):

At the end of the presentation, the Government will provide a copy of the videotape to the Offeror.

3. Page 30, Section 4.7.1 Help Desk Management, paragraph 1 of the PWS has been revised to include the following sentence(all changes are identified in **bold** and *italic*):

If required due to the unavailability of the ESD at the NSSC, HQ may issue a task order for help desk support under Section 9.0, Other Support Tasks until such time as the ESD is fully operational.

4. The following documents have been updated to incorporate the below changes as a result of Question(s) and Response(s) – 2 and Question(s) and Response(s) – 3. All effected documents are attached. Track changes can be found throughout the PDF RFP document. The final RFP document is also attached in Microsoft Word(all changes are identified in **bold** and *italic*).

RFP

- a. ***Attachment C-1 HITSS GFP-GFE (Off-site Software)*** has been added under section J of RFP
- b. ***Attachment D-2 HITSS IAGP (On-site Software)*** has been added under section J of RFP

- c. Page 63, Clause L.16 entitled “List of Available Government Property (1852-245-81)(JAN 2011) is revised to include “**Identified in Attachment C-1.**”
- d. Page 63, Clause L.16 entitled “List of Available Government Property (1852-245-81)(JAN 2011) is revised to include “**Identified in Attachment D-2.**”
- e. Page 29, Clause G.13 item (c) entitled “Installation-Accountable Government Property (1852.245-71)(JAN 2011)” is revised to read:

X Property listed in Attachment D, **D-1 and D-2**

- f. Page 32, Clause G.16 entitled “List of Government Property Furnished Pursuant to FAR 52.245-1 (1852.245-76) (JAN 2011)” is revised to include “Attachment C **and C-1**” and “**Identified in Attachment C-1.**”
- g. Subfactor B – Management Approach in sections L (page 74, L.22) and M (page 90, M.4) are revised to: (1) include subheadings that identify what is to be provided for Oral Presentations and what is to be provided as a Written Document; (2) change the TCP instructions in section L, under the Oral Presentation subheading to read “**Provide an overview of your written Total Compensation Plan (TCP), including special features of your non-monetary benefits package and your approach on ensuring you are able to hire and retain the quality of employees necessary to fulfill the requirements of this contract;**”(3) change the TCP evaluation instructions in section M, under the Oral Presentation subheading to read “**The Government will evaluate the soundness of the offeror’s approach presented during the oral presentations, including demonstration of a competitive benefits package and the ability to hire and retain the quality of employees necessary to fulfill the requirements of this contract;**” and (4) revise the evaluation criteria for the written TCP in section M under the Written Document subheading.
- h. Clause L.7 on page 59 is revised to read “**RESERVED.**”
- i. Clause L.21(8) of the RFP is revised to include the following sentence: “Two electronic copies of the Oral Presentation Charts on CD-ROM shall be submitted with one copy identified as the backup.
- j. The Oral Presentation, for the Safety and Health Plan identified in Subfactor B – Management Approach in sections L (page 74, L.22) and M (page 90, M.4) are revised to: (1) change the Safety and Health Plan instructions in section L, under the Oral Presentation subheading to read “**Provide an overview of your written Safety and Health Plan to describe how you will ensure that supplies and services are furnished in a safe and healthful manner and describe how you will develop, produce, and/or deliver products to NASA that will be safe and successful for their intended use;**”(2) change the Safety and Health Plan evaluation instructions in section M, under the Oral Presentation subheading to read “**Safety for NASA’s civil service and contracted employees is a top priority. The Government will evaluate the adequacy of the offeror’s Safety and Health Plan overview presented during the oral presentations to ensure that supplies and services are furnished**

- in a safe and healthful manner, and that the offeror has a sound plan to develop, produce, and/or deliver products to NASA that will be safe and successful for their intended use;***
and (3) revise the evaluation criteria for the written Safety and Health Plan under the Written Document subheading.
- k. Clause L.20 (c)(7)(c) Subcontracting Arrangement Information is revised to include a SBA Business Development Specialist (BDS) point of contact.
 - l. Clause L.23(2)(B)(3) on page 80 of the RFP is revised from “Exhibits RTO 2B and RTO 2C” to ***“Exhibits 2A – 2D.”***
 - m. Clause L.23(2)(B)(3) on page 81 of the RFP hereby deletes the following reference in bullet 1 ***“and RTO 2C.”***

PWS

- a. The following sentence is hereby deleted from page 34, Section 4.8 entitled Catalog Services of the PWS:

The catalog provided shall also allow government employees to order items with their own personal credit cards and shipped to their residences.

- b. The following sentence is hereby added to the PWS on page 34, Section 4.8, entitled Catalog Services:

The Contractor shall be responsible for returning to the catalog vendor all or some portion of orders as required.

Exhibits

- a. RTO Cost-Price Exhibit 2C has been deleted.

5. **All other terms and conditions remain unchanged.**