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ii. All persons requiring ongoing access to NASA installations are required to have a favorably completed National Agency Check with Written Inquiries (NACI). The following forms must be submitted to the Contracting Officer Technical Representative (COTR), or the COTR's designee:

1. FD Form 258, Fingerprint Card (Electronic submission at KSC Badging Office)
2. Standard Form 85, Questionnaire for Non-Sensitive Positions;
3. Optional Form 306, Declaration for Federal Position Employment; and,
4. Three (3) copies of KSC Form 20-87, Request for Investigation (Signed by COTR or COTR's designee)

B. Badging Restrictions/Categories

1. Access to Areas Requiring a KSC Area Permit. Access to certain areas on KSC and CCAFS requires the Contractor to have a KSC Area Permit and Contractors may be granted "escorted" or "unescorted" access to these areas in accordance with KNPR 1600.1. Unescorted access requires a favorable determination in accordance with the investigative requirements detailed in paragraph A2ii above as well as the completion of mandated safety training.

i. The NASA Protective Services Office, or its designee, PSSO, will determine whether the person is eligible for unescorted access within 14 business days after the receipt of the properly completed forms.

ii. One or more on-site training classes will be required for admittance to the controlled access areas. The total training will not exceed four hours. Contractors may schedule any required training for their employees by contacting the COTR or designee. The Contractor shall maintain a record of employees receiving the training.

H.8 KSC 52.242-90 CONTROLS APPLICABLE TO CONTRACTOR'S ACTIVITIES. (JAN 2011) MODIFIED

The publications below, and subsequent revisions thereof, are incorporated herein by reference. These publications prescribe regulatory and procedural criteria which are applicable to this contract. The Contractor shall promptly take corrective action upon notice of noncompliance from the Contracting Officer or his/her authorized representative(s) with any provision of the publications listed below. Any questions regarding this clause or applicability of compliance documents should be directed to the Contracting Officer.

The following compliance documents may be found at:
http://tdglobal.ksc.nasa.gov/ReferencedDocuments/

45SWI40-201	45th Space Wing Instruction 40-201 Radiation Protection Program (In addition to KNPD 1860.1, applicable to contracts for services performed at CCAFS)
KNPR 8715.2	Comprehensive Emergency Management Plan (CEMP)
KNPR 1600.1	KSC Security Procedural Requirements
KNPD 1600.3	Use of Alcoholic Beverages on Kennedy Space Center (KSC) Property
KNPD 1800.2	KSC Hazard Communication Program - In addition, Contractor shall

	submit the material safety data sheets in hard copy to the MESC or successor Contractor for NASA/KSC Materials Safety Data Sheet Archive.
KNPD 1810.1	KSC Occupational Medicine Program
KNPR 1440.6	KSC Records Management
KNPR 1820.3	KSC Hearing Loss Prevention Program
KNPR 1820.4	KSC Respiratory Protection Program
KNPR 1840.19	KSC Industrial Hygiene Programs
KNPD 1860.1	KSC Radiation Protection Program
KNPR 1860.1	KSC Ionizing Radiation Protection Program
KNPR 1860.2	KSC Nonionizing Radiation Protection Program
KNPR 1870.1	KSC Sanitation Program
KNPR 2570.1	KSC Radio Frequency Spectrum Management Procedural Requirements During periods of special testing on Kennedy Space Center and at the Cape Canaveral Air Force Station, the Contractor may be required to cease radiating on any radio equipment that may be utilized at the time. Any construction equipment utilized by the Contractor which may be causing radio frequency interference will be required to shut down until the interference is mitigated.
KNPR 4000.1	Supply and Equipment System Manual
KNPR 6000.1	Transportation Support System
KNPR 8500.1	KSC Environmental Requirements
KNPR 8715.3	KSC Safety Practices Procedural Requirements
KNPR 8830.1	Facilities and Real Property Management Procedural Requirements

H.9 KSC 1852.223-74 DRUG AND ALCOHOL FREE WORKPLACE. (MAR 1996) (DEVIATION)

(a) Definitions. As used in this clause the terms "employee," "controlled substance," "employee in a sensitive position," and use, in violation of applicable law or Federal regulation, of alcohol are as defined in 48 CFR 1823.570-2.

(b) (1) The Contractor shall institute and maintain a program for achieving a drug-and alcohol-free workforce. As a minimum, the program shall provide for pre-employment, reasonable suspicion, random, post-accident, and periodic recurring (follow-up) testing of Contractor employees in sensitive positions for use, in violation of applicable law or Federal regulation, of alcohol or a controlled substance. The Contractor may establish its testing or rehabilitation program in cooperation with other Contractors or organizations.

(2) In determining which positions to designate as "sensitive," the Contractor will use the NASA Procedural Requirements (NPR) 3792.1 (July 29, 2006), Appendices A and B on "Testing Designated Positions" (TDPs) for federal employees, as a guide for the criteria and in designating "sensitive" positions for Contractor employees.

(3) This clause neither prohibits nor requires the Contractor to test employees in a foreign country. If the Contractor chooses to conduct such testing, this clause does not authorize the Contractor to violate foreign law in conducting such testing.

substances.

(e) The requirements of this clause shall take precedence over any state or local Government laws, rules, regulations, ordinances, standards, or orders that are inconsistent with the requirements of this clause.

(f) For any collective bargaining agreement, the Contractor will negotiate the terms of its program with employee representatives, as appropriate, under labor relations laws or negotiated agreements. Such negotiation, however, cannot change the requirements of this clause. Employees covered under collective bargaining agreements will not be subject to the requirements of this clause until those agreements have been modified, as necessary; provided, however, that if one year after commencement of negotiation the parties have failed to reach agreement, an impasse will be determined to have been reached and the Contractor will unilaterally implement the requirements of this clause.

(g) The Contractor shall insert a clause containing all the terms of this clause, including this paragraph (g), in all subcontracts in which work is performed by an employee in a sensitive position, except subcontracts for commercial items (see FAR Parts 2 and 12).

H.10 KSC 52.242-93 CONTRACTOR WORKFORCE REPORT - ONSITE CONTRACTORS AND SUBCONTRACTORS. (OCT 2006) (MODIFIED)

The Contractor shall submit, on a quarterly basis, a manpower report delineating information about its workforce. The report shall include: the contract number, the Contractor's total on-site workforce, total on-site union represented employees by bargaining unit, total on-site non-union represented employees, and total off-site workforce performing on the contract. The Contractor shall provide this information no later than 10 days after the close of each reporting period which end March 31st, June 30th, September 30th, and December 31st. The report shall be submitted to the Contracting Officer with copies to Workforce Planning and Analysis Office (Code BA-D) and Industrial Labor Relations Office (Code OP-AM).

H.11 KSC 52.245-90 MANAGEMENT OF NASA-OWNED/CONTRACTOR-HELD RECORDS. (SEP 2009) MODIFIED

(a) NASA-owned/Contractor-held records shall be maintained by the Contractor in accordance with the instructions set forth in the latest editions of NPD 1440.6, NASA Records Management, NPR 1441.1, NASA Records Retention Schedules, KNPR 1440.6, KSC Records Management, and KDP-KSC-P-1881 Records Management. As directed by the Contracting Officer, the Contractor shall obtain prior approval from the Contracting Officer to destroy or remove records subject to this clause.

(b) NASA-owned/Contractor-held records shall consist of documentation of Contractor activities and functions necessary for the performance of this contract, including, but not limited to, documentation of those day-to-day operating procedures that are essential to carrying out the statement of work and those actions, organizational structure, policies, decisions, operations, and activities necessary to perform or continue the work performed under the contract. NASA-owned/Contractor-held records shall not include those Contractor records that relate exclusively to the Contractor's internal business or are of a general nature not specifically related to the performance of work under the contract. The Contractor's general policies, procedures, etc., that

FAR 52.245-1	GOVERNMENT PROPERTY. (AUG 2010)
FAR 52.245-9	USE AND CHARGES. (AUG 2010)
FAR 52.246-25	LIMITATION OF LIABILITY - SERVICES. (FEB 1997)
FAR 52.247-1	COMMERCIAL BILL OF LADING NOTATIONS. (FEB 2006) Transportation is for the NASA and the actual total transportation charges paid to the carrier(s) by the consignor or consignee are assignable to, and shall be reimbursed by, the Government. Transportation is for the NASA and the actual total transportation charges paid to the carrier(s) by the consignor or consignee shall be reimbursed by the Government, pursuant to cost-reimbursement contract No. TBD . This may be confirmed by contacting Mail Code: OP-LS, Kennedy Space Center, FL 32899.
FAR 52.247-63	PREFERENCE FOR U.S.-FLAG AIR CARRIERS. (JUN 2003)
FAR 52.247-64	PREFERENCE FOR PRIVATELY OWNED U.S.-FLAG COMMERCIAL VESSELS. (FEB 2006)
FAR 52.248-1	VALUE ENGINEERING. (OCT 2010)
FAR 52.249-6	TERMINATION (COST-REIMBURSEMENT). (MAY 2004)
FAR 52.249-14	EXCUSABLE DELAYS. (APR 1984)
FAR 52.251-1	GOVERNMENT SUPPLY SOURCES. (AUG 2010)
FAR 52.251-2	INTERAGENCY FLEET MANAGEMENT SYSTEM VEHICLES AND RELATED SERVICES. (JAN 1991)
FAR 52.253-1	COMPUTER GENERATED FORMS. (JAN 1991)

II. FAR (48 CFR Chapter 1) - CONSTRUCTION CLAUSES (CLIN 002)

FAR 52.204-2	SECURITY REQUIREMENTS. (AUG 1996) - ALTERNATE II (APR 1984)
FAR 52.211-10	COMMENCEMENT, PROSECUTION, AND COMPLETION OF WORK. (APR 1984) (Defined separately in task orders)
FAR 52.222-6	DAVIS-BACON ACT. (JUL 2005) Attachment J-14, Register of Davis-Bacon Wage Determination and Fringe Benefits
FAR 52.222-7	WITHHOLDING OF FUNDS. (FEB 1988)
FAR 52.222-8	PAYROLLS AND BASIC RECORDS. (JUN 2010)
FAR 52.222-9	APPRENTICES AND TRAINEES. (JUL 2005)
FAR 52.222-10	COMPLIANCE WITH COPELAND ACT REQUIREMENTS. (FEB 1988)
FAR 52.222-11	SUBCONTRACTS (LABOR STANDARDS). (JUL 2005)
FAR 52.222-12	CONTRACT TERMINATION - DEBARMENT. (FEB 1988)
FAR 52.222-13	COMPLIANCE WITH DAVIS-BACON AND RELATED ACT REGULATIONS. (FEB 1988)
FAR 52.222-14	DISPUTES CONCERNING LABOR STANDARDS. (FEB 1988)
FAR 52.222-15	CERTIFICATION OF ELIGIBILITY. (FEB 1988)
FAR 52.222-23	NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE EQUAL EMPLOYMENT OPPORTUNITY FOR CONSTRUCTION. (FEB 1999)
FAR 52.222-27	AFFIRMATIVE ACTION COMPLIANCE REQUIREMENTS FOR CONSTRUCTION. (FEB 1999)
FAR 52.227-4	PATENT INDEMNITY--CONSTRUCTION CONTRACTS. (DEC 2007)
FAR 52.232-5	PAYMENTS UNDER FIXED-PRICE CONSTRUCTION CONTRACTS. (SEP 2002)
FAR 52.232-27	PROMPT PAYMENT FOR CONSTRUCTION CONTRACTS. (OCT 2008)
FAR 52.236-2	DIFFERING SITE CONDITIONS. (APR 1984)

FAR 52.236-3	SITE INVESTIGATION AND CONDITIONS AFFECTING THE WORK. (APR 1984)
FAR 52.236-5	MATERIAL AND WORKMANSHIP. (APR 1984)
FAR 52.236-7	PERMITS AND RESPONSIBILITIES. (NOV 1991)
FAR 52.236-8	OTHER CONTRACTS. (APR 1984)
FAR 52.236-9	PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS. (APR 1984)
FAR 52.236-10	OPERATIONS AND STORAGE AREAS. (APR 1984)
FAR 52.236-11	USE AND POSSESSION PRIOR TO COMPLETION. (APR 1984)
FAR 52.236-12	CLEANING UP. (APR 1984)
FAR 52.236-13	ACCIDENT PREVENTION. (NOV 1991)
FAR 52.236-13	ACCIDENT PREVENTION. (NOV 1991) - ALTERNATE I (NOV 1991)
FAR 52.236-14	AVAILABILITY AND USE OF UTILITY SERVICES. (APR 1984)
FAR 52.236-15	SCHEDULES FOR CONSTRUCTION CONTRACTS. (APR 1984)
FAR 52.236-17	LAYOUT OF WORK. (APR 1984)
FAR 52.236-21	SPECIFICATIONS AND DRAWINGS FOR CONSTRUCTION. (FEB 1997) - ALTERNATE II (APR 1984) (Insert in paragraph (g) will be included in applicable task orders)
FAR 52.236-22	DESIGN WITHIN FUNDING LIMITATIONS. (APR 1984) (Insert in paragraph (c) will be included in applicable task orders)
FAR 52.236-23	RESPONSIBILITY OF THE ARCHITECT-ENGINEER CONTRACTOR. (APR 1984)
FAR 52.236-24	WORK OVERSIGHT IN ARCHITECT-ENGINEER CONTRACTS. (APR 1984)
FAR 52.236-25	REQUIREMENTS FOR REGISTRATION OF DESIGNERS. (JUN 2003)
FAR 52.236-27	SITE VISIT (CONSTRUCTION). (FEB 1995) (Insert in paragraph (b) will be included in applicable task orders)
FAR 52.242-14	SUSPENSION OF WORK. (APR 1984)
FAR 52.243-4	CHANGES. (JUN 2007)
FAR 52.249-2	TERMINATION FOR CONVENIENCE OF THE GOVERNMENT (FIXED-PRICE). (MAY 2004) - ALTERNATE I (SEP 1996)
FAR 52.249-3	TERMINATION FOR CONVENIENCE OF THE GOVERNMENT (DISMANTLING, DEMOLITION, OR REMOVAL OF IMPROVEMENTS). (MAY 2004) - ALTERNATE I (SEP 1996)
FAR 52.249-10	DEFAULT (FIXED-PRICE CONSTRUCTION). (APR 1984)

III. NASA FAR SUPPLEMENT (48 CFR Chapter 18) CLAUSES:

NFS 1852.216-89	ASSIGNMENT AND RELEASE FORMS. (JUL 1997)
NFS 1852.219-74	USE OF RURAL AREA SMALL BUSINESSES. (SEP 1990)
NFS 1852.237-70	EMERGENCY EVACUATION PROCEDURES. (DEC 1988)
NFS 1852.242-78	EMERGENCY MEDICAL SERVICES AND EVACUATION. (APR 2001)
NFS 1852.243-71	SHARED SAVINGS. (MAR 1997)
NFS 1852.237-71	PENSION PORTABILITY. (JAN 1997)

IV. NASA FAR SUPPLEMENT (48 CFR CHAPTER 18) – CONSTRUCTION CLAUSES

NFS 1852.209-72	COMPOSITION OF THE CONTRACTOR. (DEC 1988)
NFS 1852.243-72	EQUITABLE ADJUSTMENTS. (APR 1998)

determination of price reasonableness or cost realism. The contracting officer reserves the right to request additional information if that provided by the contractor is considered inadequate for that purpose. If the contractor claims applicability of one of the exceptions to submission of cost or pricing data, it shall cite the exception and provide rationale for its applicability.

(e) If the ECP is initiated by NASA, the contracting officer shall specify the cost information requirements, if any.

I.19 KSC 52.245-97 RECORDS MANAGEMENT. (MAR 2010) MODIFIED

The Contractor shall ensure accurate and complete records of Government business are maintained in accordance with the NASA Procedural Requirement (NPR) 1441.1, NASA Records Retention Schedules. This includes legacy, electronic and vital records. Records of Government Business shall be segregated from company-owned records and from non-record materials, and the Contractor shall provide NASA or authorized representatives access to all Government records in accordance with Federal Acquisition Regulations (FAR) Subpart 4.7. The term “records” is defined as “all books, papers, maps, photographs, machine readable materials, or other documentary materials, regardless of physical form or characteristics, made or received by an agency of the United States Government under Federal law or in connection with the transaction of public business and preserved or appropriate for preservation by that agency or its legitimate successor as evidence of the organization, functions, policies, decisions, procedures, operations, or other activities of the Government or because of the informational value of data in them. Library and museum material made or acquired and preserved solely for reference or exhibition purposes, extra copies of documents preserved only for convenience of reference, and stocks of publications and of processed documents are not included.” The Government reserves the right to inspect, audit, and copy record holdings.

The Contractor shall complete, submit, and maintain a Records Management Plan for all data/records produced as part of this contract in accordance with DRD-2.14, Records Management Plan and Annual Summary of Record Holdings.

The Contractor shall submit an Annual Summary of Record Holdings to the NASA KSC Records Manager in accordance with DRD-2.14, Records Management Plan and Annual Summary of Record Holdings.

At the completion or termination of this contract, or as required by the records retention schedule expiration, the Contractor shall deliver Government records to the NASA KSC Records Manager in accordance with NASA Policy Directive (NPD) 1440.6, NPD 1441.1, and KNPR 1440.6.

The Contractor shall contact the Contracting Officer, in order to obtain the NASA KSC Records Manager's determination as to which records are subject to this Clause.

I.20 FAR 52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES. (MAY 1989)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

This Statement is for Information Only: It is not a Wage Determination

Job Title	GS Level	Rate
Technical Writer I	GS09, Step 5	$25.77
Logistics Specialist	GS09, Step 5	$25.77
Purchasing Agent	GS09, Step 5	$25.77

techniques and/or technologies. The offeror shall describe how those methods, techniques and/or technologies will impact the completion of the requirements and increase effectiveness and/or efficiency.

The Mission Suitability Volumes should fully demonstrate that the offeror understands the requirements and can successfully perform the technical and managerial requirements. Where use of subcontractors is proposed, the proposal shall clearly distinguish between the prime contractors' and the subcontractor's work and responsibilities.

The offeror shall format the proposal to address all areas of the following Mission Suitability instructions in the order they are described and requested.

L.20.1 Volume I - Management

(a) The offeror shall provide a *Management Plan* (DRD-2.1, Contract Management Plan), that describes their management approach for accomplishing the requirements. The offeror shall describe their approach that demonstrates their ability to promote excellent performance in the dynamic environment of the LSP manifest and the commercial launch market. The offeror shall describe how the approach will balance and prioritize the requirements of multiple missions in different life cycle phases while successfully meeting contract requirements. The offeror's Management Plan shall describe the following areas in sufficient detail, with appropriate supporting rationale:

(1) How the approach integrates cost, technical and schedule performance across all requirements to maintain accountability and maximize responsiveness to changing Program priorities and mission lifecycle phases;

(2) How the offeror will utilize internal surveillance and performance measures to manage and improve performance, including definitions/descriptions of proposed metrics and levels of expected performance and include any linkage between proposed metrics;

(3) How the offeror will cross utilize personnel between functional areas, multiple disciplines and/or among physical locations;

(4) How the organization is structured, staffed, and integrated, including internal lines of authority and communication with direct personnel, major subcontractors and/or teaming partners; the offeror shall describe their proposed WBS and the WBS relationship to the proposed organizational structure and the PWS. Copies of teaming agreements and major subcontract agreements shall be provided in Volume V, Other Plans and Data;

(5) Key positions and rationale for identifying them as key positions, including the organizational roles and responsibilities of the positions; and key personnel for each key position including their experience and qualifications. The offeror shall complete Attachment L-06 (Key Personnel Résumé Form) for each key position and submit a Key Personnel Letter of Intent for each individual proposed for a key position. The Key Personnel Résumé Form(s) and Key Personnel Letter(s) of Intent will be submitted in Volume V, Other Plans and Data. The offeror shall provide information on succession planning for key positions. The offeror shall identify any commitment of key personnel that are contingent upon the outcome of another

competition;

(6) The degree of local autonomy and access of the offeror's program manager to corporate resources;

(7) The offeror's business and financial management approach, including contract change management. The offeror shall describe how they will integrate financial planning, tracking and reporting, including visibility for subcontracted efforts, as well as how cost will be identified to unique projects or missions;

(8) The offeror's anticipated interface with associate contractors, payload processing contractors and commercial launch providers;

(9) The offeror's approach to interfaces with the Government, including how problems are surfaced and resolved, and approach to contract performance reviews, including a description of the proposed data and information to be assessed during the reviews;

(10) The offeror shall describe an award fee approach that meets the subject areas listed in Attachment J-11, (Award Fee Evaluation Plan). The offeror shall describe the rationale to support the proposed approach and indicate how the award fee amount and approach incentivizes performance, teamwork, and motivation;

(11) The offeror's use of Management Information Systems.

(b) The offeror shall submit a contract *Phase-In Plan* in Volume V, Other Plans and Data, that describes the planned phase-in team, their respective responsibilities during phase-in, and the methods utilized to ensure smooth phase-in with minimal disruption to the Government. At a minimum, the Contractor's plan shall address the following areas:

- Approach for assuming responsibility of the contract requirements without jeopardizing existing and ongoing tasks and project milestones
- Approach for interfacing with the incumbent contractors and labor unions
- Proposed management controls and processes
- Technical Assistance Agreements to ensure timely support to NASA LSP missions in work
- Schedule showing major steps and critical tasks
- Process for personnel training, badging, and certification
- Procedures for transitioning IT computer systems, support services and security
- Approach for assuming responsibility for Contractor-Accountable Property (CAP) and Installation-Accountable Property (IAP)
- Associate Contractor Agreements and Non-disclosure Agreements
- Describe any anticipated problems and provide their impact along with approaches for prevention or resolution
- Identify any requirements requiring action of the Government or existing contractor(s) shall be clearly identified

The Contractor shall provide a Phase-In Plan that ensures continuity of services and mission support, including a fully qualified and capable phase-in team, their responsibilities during phase-in, and the methods utilized to ensure a smooth phase-in

SECTION M - EVALUATION FACTORS FOR AWARD

M.1 SOURCE SELECTION AND EVALUATION FACTORS - GENERAL

(a) Source Selection: The Government will conduct this competitive negotiated acquisition in accordance with FAR 15.3 and NFS 1815.3, "Source Selection." The Source Evaluation Board procedures in NFS 1815.370, "NASA Formal Source Selection" apply. The attention of offeror's is particularly directed to NFS 1815.305, "Proposal Evaluation" and to NFS 1815.305-70, "Identification of Unacceptable Proposals." The Government will use a trade-off process, as described in FAR 15.101-1, in making source selection to obtain the best value for the Government.

(b) Evaluation Factors and Subfactors: The Government will use the evaluation factors Mission Suitability, Cost, and Past Performance, as described in NFS 1815.304-70, "NASA Evaluation Factors" to evaluate each proposal. This Section M provides a further description for each evaluation factor, inclusive of subfactors. Only the Mission Suitability factor is numerically scored.

(c) The Model Contract: The model contract shall be in complete agreement with the proposal. However, if the data included in the model contract disagrees with the data in the proposal volumes, the model contract will be considered as having precedence over the data included in the proposal volumes.

(d) Discussions: The Government's intent regarding discussions with offeror's is set forth in Section L Clause, FAR 52.215-1 *Instructions to Offeror's-Competitive Acquisition*.

(e) The Government will review the offeror's OCI Mitigation Plan to determine whether it adequately identifies, resolves, and reports potential OCI. The Plan is subject to discussion if the Government determines discussions are necessary for award. However, before being eligible to receive an award, the offeror must submit an acceptable OCI plan.

(f) Relative Order of Importance of Evaluation Factors: Mission Suitability and Past Performance, when combined, are approximately equal to Cost. The Cost Factor is more important than the Mission Suitability factor, which is more important than the Past Performance factor.

M.2 VOLUME I AND II MISSION SUITABILITY FACTOR

Evaluation of the Mission Suitability factor and associated subfactors will focus on the offeror's demonstrated understanding of the requirements, the adequacy of the offeror's proposed approach to meeting the requirements, and the offeror's ability to perform as proposed, including the offeror's proposed resources (NFS 1815.304-70(b)(2)(i)). If the offeror's proposal demonstrates a lack of resource realism, it will be evaluated as a lack of understanding of, or commitment to, the requirements, which may adversely affect the Mission Suitability scores and may result in probable cost adjustments under the Cost Factor. The offeror's BOEs will be considered in evaluating consistency and reasonableness of the proposed approach. The Mission Suitability factor consists of two sub-factors: Management Approach and Technical Approach. Proposals will be evaluated and scored numerically based on the factors set forth below:

Mission Suitability Sub-factors	Weight (Points)
Management	500
Technical	500
Total	**1000**

The Mission Suitability sub-factors will be rated and scored in accordance with NFS 1815.305(a)(3)(A).

M.2.1 Volume I Management

(a) The Government will evaluate the offeror's Management Plan and management approach for accomplishing the requirements listed in the RFP. The plan will be assessed for evidence of a performance-based approach that demonstrates the ability to promote excellent performance. The offeror's plan will be evaluated in the following areas:

(1) The approach to assure accountability and maximize responsiveness to changing Program priorities and mission life cycle phases;

(2) Internal surveillance to encourage excellent performance and continual improvement including proposed performance measures; excellent performance may include improved workflow, increased productivity, improved quality and/or reduced cost;

(3) The approach to cross-utilize personnel between functional areas and among various physical locations;

(4) The organization structure, staffing, and integration approach, including internal lines of authority and communication with direct personnel, major subcontractors and/or teaming partners;

(5) Key positions and rationale for identifying them as key positions, including the organizational role and responsibilities of the position, key personnel and their experience and qualifications, and evidence of the individual's agreement to work for the offeror's organization;

(6) The degree of local autonomy and access of the program manager to corporate resources; and the impact of corporate burdens to this contract;

(7) Approach to business and financial management, and contract change management;

(8) Relationships with associate contractors, payload processing contractors, and commercial launch providers;

(9) Processes for external interfaces and relationships with the Government, including how problems are surfaced and resolved;

(10) The offeror's proposed award fee amount and associated recognition processes to incentivize performance, teamwork, and motivation across the workforce;

(11) Approach to utilization of Management Information Systems.

(b) The Government will evaluate the contract Phase-In Plan to ensure continuity of services and mission support, including the planned phase-in team, their responsibilities during phase-in, and the methods utilized to ensure a smooth phase-in

M.3 VOLUME III COST FACTOR

(a) Weighting and scoring is not used in the cost area. The Government will perform a cost analysis and a cost realism analysis on each proposal to evaluate the realism and reasonableness of the proposed costs. Both the cost analysis and cost realism analysis will help determine the most probable cost to the Government for each proposal and includes: ensuring proposal costs are realistic for the work to be performed, reflect a clear understanding of the requirements and are consistent with the various elements of the offeror's technical proposal. Offeror's should refer to FAR 2.101(b) for a definition of "cost realism" and to FAR 15.404-1(d) for a discussion of "cost realism analysis" and "probable cost." Offeror's should refer to NFS 1815.305 for NASA specific instructions on probable cost and cost realism. The probable cost includes costs for the firm fixed price of the contract phase-in and the basic period of performance as identified in Section B.2, and will be calculated as the sum of Contractor proposed costs for all contract requirements and other Government costs. All rates and factors (provisional and proposed) will be evaluated for reasonableness.

(b) The terms "proposed and probable cost" are inclusive of fee. The proposed fee dollars will not be adjusted in the probable cost assessment.

(c) A level of confidence in the probable cost assessment for each proposal will be assigned (high, medium, or low).

M.4 VOLUME IV PAST PERFORMANCE

The evaluation of past performance will be conducted in accordance with FAR 15.305(a) (2) and NFS 1815.305(a) (2). The offeror's relevant performance of work similar in size, content, and complexity to the requirements of this acquisition will be evaluated. For purposes of this Section, relevant is a contract performed within the last three (3) years that is similar in size, content, and complexity to requirements of this RFP. This evaluation will include past performance of proposed major subcontractors. The evaluation will consider the offeror's inputs and responses from references. The Government may supplement the information contained in the proposal with information obtained from other Government organizations and personnel, commercial sources, public information sources, and, if applicable, data gathered during the discussion phase of the evaluation. Emphasis will be given to the extent of recent direct experience and quality of past performance on previous contracts that are highly relevant to the effort defined in this RFP. The offeror's past performance record for safety and health will also be considered.

This factor is not numerically weighted or scored. The Government will evaluate the past performance proposals and assign one of the following adjectival ratings as defined below: