



Presolicitation Conference and Site Visit Overview and Reservation Instructions

Test and Operations Support Contract

Presolicitation Conference and Site Visit Overview



- NASA/KSC plans to hold a Presolicitation Conference and site visit for the Test and Operations Support Contract (TOSC), November 16-18, 2011
 - The Presolicitation Conference will be held at the Kennedy Space Center Visitor Complex, Debus Conference Facility, November 16-17, 2011
 - The TOSC Source Evaluation Board (SEB) will be available for one-on-one meetings with prospective offerors in conjunction with the Presolicitation Conference
 - The site visit will be held November 17-18, 2011
 - The site visit consists of a tour of NASA/KSC facilities and ground systems that will be used in the performance of TOSC
 - The Presolicitation Conference and site visit is open to all prospective offerors that are interested in pursuing contracting opportunities on TOSC
- The purpose of the Presolicitation Conference and site visit is to:
 - Provide an overview of the Programs and TOSC scope
 - Provide a better understanding of the TOSC Draft RFP (including terms and conditions, proposal instructions, and evaluation criteria) to promote competition and increase efficiency in proposal preparation, proposal evaluation, negotiation, and contract award
 - Provide prospective offerors the opportunity to view facilities and ground systems associated with TOSC



Presolicitation Conference Agenda

November 16, 2011

- A presentation will be held in the Debus Conference Facility at 8:30 a.m.
 - Presentation will provide information about the TOSC scope and acquisition strategy including acquisition planning schedule, contract type and period of performance, terms and conditions, proposal instructions, and evaluation criteria
 - Presentation length is approximately 2.5 hours
- The TOSC SEB will hold 25-minute one-on-one meetings with prospective offerors from 1:00 p.m. to 5:00 p.m.
 - Meetings will occur every 30 minutes
 - Meetings will not exceed 25 minutes in length and attendance is limited to 5 attendees
 - Neither party will be making a formal presentation during the one-on-one meeting
 - Should the number of prospective offerors requesting a one-on-one meeting exceed the meeting times offered, additional meetings will be scheduled as soon as practical

November 17, 2011

- A cost form workshop will be held in the Debus Conference Facility at 9:00 a.m.
 - Workshop will provide a walkthrough of Draft RFP Provision L.23 Cost Instructions
 - Workshop length is approximately 2 hours



Site Visit Agenda

November 17, 2011

- Launch Complex 39 (LC-39)
 - Buses depart from KSC Visitor Complex parking lot at 8:30 a.m. and return at 3:00 p.m.
 - Site visit includes walking and bus tours of the following facilities and ground systems:
 - Launch Pad 39A and 39B
 - Rotation, Processing and Surge Facility
 - Crawler Transporter Maintenance Facility
 - Thermal Protection Systems Facility
 - Launch Equipment Shop
 - Vehicle Assembly Building
 - Crawler Transporter
 - Mobile Launcher
 - Launch Control Center
 - Logistics Facility
 - Lunch: Multi-Functional Facility Cafeteria

November 18, 2011

- KSC Industrial Area and Hangar AF Complex
 - Buses depart from KSC Visitor Complex parking lot at 8:30 a.m. and return at 12:00 p.m.
 - Site visit includes walking and bus tours of the following facilities and ground systems:
 - Multi-Payload Processing Facility
 - Space Station Processing Facility
 - NASA Spacecraft Services Depot
 - Payload Hazardous Servicing Facility
 - International Space Station Warehouse #1 & #2
 - Hangar AF and Marine Vessels



Instructions

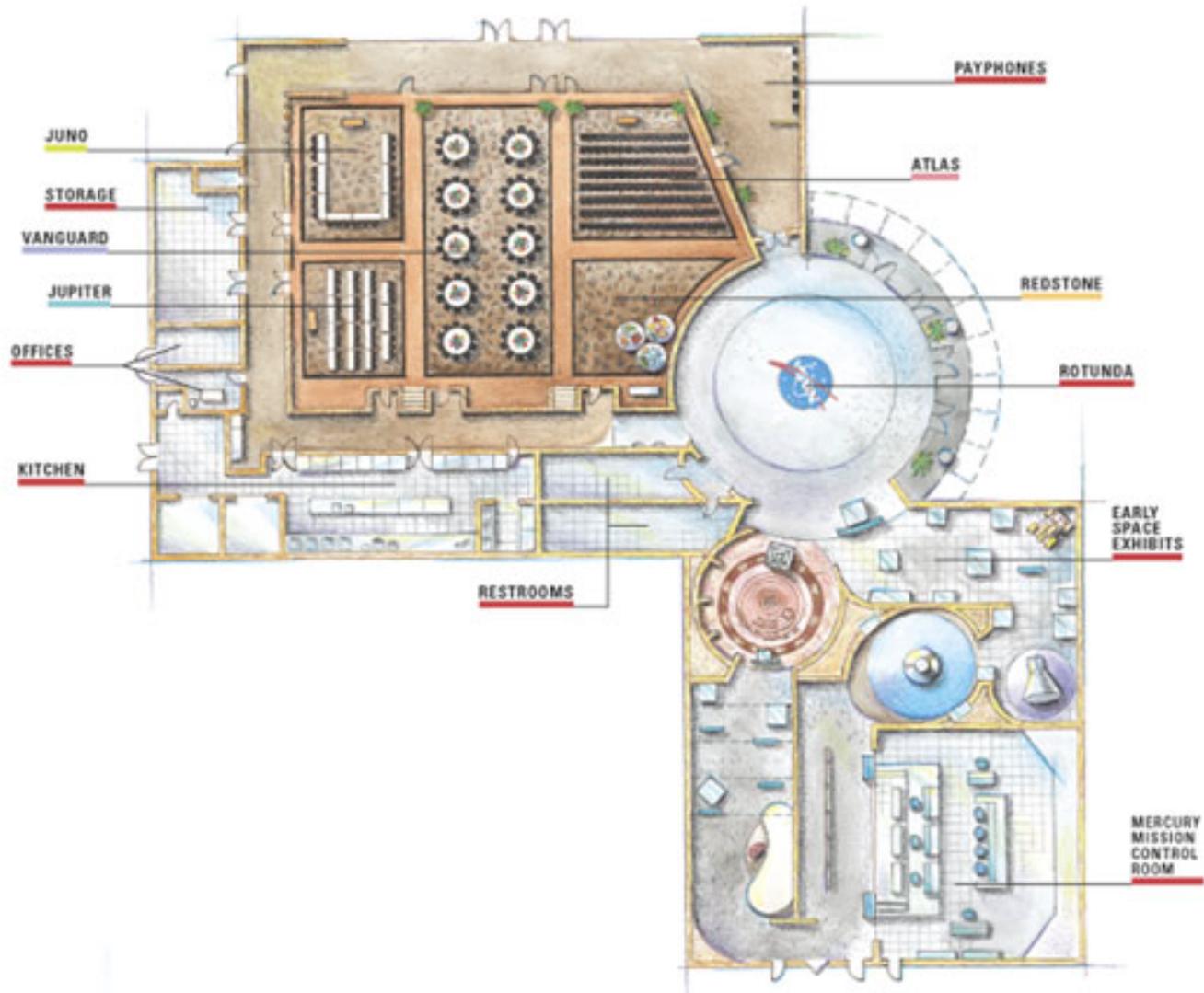
- To make a reservation for the Presolicitation Conference and/or site visit, please contact the contracting officer at <marcus.c.orr@nasa.gov>
 - Request must be received no later than 4:30 p.m. EDT, October 28, 2011
 - Include the following in the subject line of the email: TOSC Presolicitation Conference RSVP
 - Include the enclosed Registration Form as an attachment to the email
 - A confirmation email will be sent to acknowledge receipt of the reservation and/or scheduling of a one-on-one meeting (including breakout room and meeting time)
 - Attendance limitations
 - Presolicitation Conference
 - Presentation: 5 attendees per company
 - One-on-one meeting is limited to 5 attendees
 - Cost form workshop: 2 attendees per company
 - Site visit (LC-39 and KSC Industrial Area and Hangar AF Complex):
 - Prospective prime contractors: 5 attendees
 - Prospective subcontractors: 3 attendees
 - Reasonable accommodations will be made for individuals with disabilities. Include any request for accommodation in the message body of the email.

Presolicitation Conference and Site Visit Guidelines



- Acceptable topics for the one-on-one meeting
 - General purpose of TOSC and any information about TOSC or KSC that NASA has already made accessible to the public or is otherwise being made available to all interested parties
 - Historical information about the general nature or scope of prior similar contracts whose requirements may be similarly addressed in whole or in part under TOSC
 - Information that describes the federal procurement process as defined in the Federal Acquisition Regulation (FAR) or NASA FAR Supplement
 - Procurement specific information already published such as information contained in the Draft RFP or other information published on the TOSC website
- Unacceptable topics for the one-on-one meeting
 - Proprietary or confidential business information of contractors or other business entities performing similar ongoing efforts
 - Trade Secrets Act protected information or Privacy Act protected information
 - Speculation on what the Government might be looking for in the proposals or any particular Government emphasis
 - Technical and management approaches or efficiencies
 - Performance of contractors providing similar requirements
- Site visit guidelines
 - Please ensure proper attire (closed-toe shoes, long pants, no high heels, no sleeveless shirts) prior to boarding tour buses
 - Operations may be on-going in some areas
 - Interactions with personnel in the toured facilities are prohibited
 - All personnel must stay with the tour for the duration
 - Photography may be prohibited based on operational requirements
- Video and audio recording is prohibited

Debus Conference Facility Layout





Important Websites

- It is your responsibility to monitor the following websites for release of any information regarding this procurement and download your own copy of this information:
 - Federal Business Opportunities Website (FedBizOpps): <<https://www.fbo.gov>>
 - NASA Acquisition Internet Service: <<http://prod.nais.nasa.gov/cgi-bin/nais/index.cgi>>
 - NASA KSC Business Opportunities Home Page: <<http://prod.nais.nasa.gov/cgi-bin/eps/bizops.cgi?gr=D&pin=76>>
 - KSC Procurement Website: <<http://procurement.ksc.nasa.gov/>>
 - TOSC Website: <<http://tosc.ksc.nasa.gov>>

Directions to the Kennedy Space Center Visitor Complex



- From Cocoa Beach on State Road 528
 - Travel north on A1A to SR 528 west. Take the SR 3 exit (exit # 49) towards Merritt Island/Kennedy Space Center. Turn right (north) onto SR 3 and continue north for approximately ten miles. Turn left (west) onto Space Commerce Way. Turn right (east) onto SR 405. Kennedy Space Center Visitor Complex is located on your right.
- From Orlando on State Road 528
 - Travel east on SR 528 to the SR 407 exit to Kennedy Space Center and Titusville. Take SR 407 until it dead ends into SR 405. Turn right (east) onto SR 405 and follow the signs for Kennedy Space Center. You will travel approximately nine miles on SR 405. Kennedy Space Center Visitor Complex is located on your right.
- From Orlando on State Road 50
 - Travel east on SR 50 until you pass under the I-95 overpass. At the next intersection, turn right (east) onto SR 405 and follow the signs for Kennedy Space Center. You will travel approximately 11 miles on SR 405. Kennedy Space Center Visitor Complex is located on your right.
- From Daytona Beach on Interstate 95
 - Travel along I-95 to Exit #215 (SR 50). Turn left (east) onto SR 50, then turn right (east) on to SR 405 and follow the signs for Kennedy Space Center. You will travel approximately 11 miles on SR 405. Kennedy Space Center Visitor Complex is located on your right.
- From Miami on Interstate 95
 - Travel along I-95 to Exit #212 (SR 407). Head east/north on SR 407 until it dead ends into SR 405. Turn right (east) on SR 405 and follow the signs for Kennedy Space Center. You will travel approximately nine miles on SR 405. Kennedy Space Center Visitor Complex is located on your right.
- Using MapQuest or MSNMaps
 - Use the city “Orsino” and the state “FL”. Kennedy Space Center Visitor Complex is located just to the west on 405, between Range Road and East Avenue SW.