

Questions and Answers

Question 1: Is this opportunity affiliated with your current diversity strategic plan? If so, will appropriate information be provided once the contract is awarded to ensure overlap?

Answer: Yes.

Question 2: Is there an incumbent?

Answer: No. There is no incumbent

Question 3: Is this a new requirement?

Answer: No.

Question 4: If this is a training that is currently being provided, will the awardee be provided with current training materials?

Answer: No training material will be provided. Requirement is that Offeror provide their training materials.

Question 5: If this is not a training that is currently being provided, does the Government anticipate that the diversity dialogue training design and development will be included in the offeror's price?

Answer: Yes

Question 6: Are these services currently being performed by an incumbent contractor? If yes, what is the name of the contractor?

Answer: No.

Question 7: How many awards does the Government anticipate will result from this effort?

Answer: One

Question 8: Does the Government have an estimated cost for this effort?

Answer: Yes. We do not disclose that information.

Question 9: Will preference be given to contractors located in the vicinity of Greenbelt, MD?

Answer: No.

Question 10: Is the Government able to provide more specific dates and/or the number of days required for pre-program consultation, training delivery, and facilitator observation? The duration and schedule of deliverables has a significant effect on price. The offeror wishes to provide an accurate quotation, and any information that the Government can provide would be helpful in our response.

Answer: 1 day pre program consultation and design. 3 days training delivery maximum

Question 11: What is the Action Research Cycle and is this the primary source of the curriculum for the training?

Answer: See the revised SOW which defines the Action Reflection Cycle. No this is not the primary source of the curriculum for the training.

Question 12: What curriculum, if any, is currently in place for the instructors to follow? To what extent does NASA anticipate that the instructor will design the curriculum specifically for this training?

Answer: There is no current curriculum. The revised SOW discusses training design.

Question 13: While the announcement states that the number of employees to attend the training will not exceed 20, does this reflect the exclusive number of employees for the duration of the training or only the number of participants per workshop? (i.e. 3 workshops with 20 people in each workshop for a total of 60 participants OR 3 workshops with approximately 7 participants in each session)?

Answer: 1 workshop for 20 people

Question 14: To what extent would you like this project to be extended to additional sessions in subsequent months for 2012 or do you intend for the training to take place for only the three days that you mentioned?

Answer: Up to 3 days for the training.

Question 15: Will this training recur annually?

Answer: No.

Question 16: What will be the mixture of status for employees who attend the sessions (i.e. senior, mid-level, and entry-level)? If the employees will not be mixed in each session, in what way will the employees be organized based upon their position in the company?

Answer: A mixed group of all levels of employees.

Question 17: What level of diversity training have the employees been exposed to prior to the scheduled training?

Answer: Varied, from no exposure to diversity training up to some participants who may have significant experience and previous participation in diversity trainings.

Question 18: Will NASA be open to allowing the instructor to conduct initial interviews to determine the personal background knowledge of diversity that the employees currently have?

Answer: Yes.

Question 19: Can you provide any guidance on the response format? Are there required sections (e.g. Technical, Cost, and Past Performance) and/or page limits for each of the sections? Also, if past performance information is required, how many project summaries are you requesting?

Answer: No format or page limitation requirement. Past performance is not required but can be included; and is not an evaluator factor

Question 20: Are you requesting resumes for our proposed facilitator(s)?

Answer: No resumes are not required but can be included.

Question 21: How long is the pre-program consultation to discuss objectives and design?

Answer: See revised SOW

Question 22: For bidding purposes how many observations of facilitators should we assume?

Answer: Written documentation of observations for each training participant will be required. The final number will be based on the final number of participants in the training course. It will be no more than 20. -

Question 23: What is the evaluation criteria for award of this RFP are? In the SOW, it refers to the standard NASA evaluation form, leading me to believe you were talking about the participants evaluating the course, vs the award panel reviewing the proposals and applying evaluation criteria.

Answer: Selection and award will be made to the lowest priced, technically acceptable quoter. Technical acceptability will be determined from the information submitted by the quoter which must provide sufficient details to show that the product quoted meets the Government's requirements.