

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE 1	OF 11	PAGES
2. AMENDMENT/MODIFICATION NO. Amendment No. Two (2)		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. N/A		5. PROJECT NO. (If applicable)
6. ISSUED BY NASA Ames Research Center Acquisition Branch for Mission Support Moffett Field, CA 94035-0001		CODE JAC		7. ADMINISTERED BY (If other than Item 6) Jeannette Albiez, Mail Stop 241-1 Phone: 650-604-1029 Fax: 650-604-0912 Email: jeannette.albiez@nasa.gov		CODE JAC
8. NAME AND ADDRESS OF CONTRACTOR (No. Street, county, State and ZIP: Code)			X	9A. AMENDMENT OF SOLICITATION NO. NNA12412481R		
To All Prospective Offerors				9B. DATED (SEE ITEM 11) 1/29/13		
				10A. MODIFICATION OF CONTRACT/ORDER NO.		
				10B. DATED (SEE ITEM 13)		
CAGE CODE		FACILITY CODE				
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS						
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATA SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and data specified.						
12. Accounting and Appropriation Data (if required) N/A						
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.						
(☐)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).					
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
	D. OTHER Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return ___ copy to the issuing office.						
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)						
This amendment number Two (2) is issued to amend the Final Request for Proposal and to respond to Questions received (See page 2)						
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Jeannette Albiez, Contracting Officer			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED
_____ (Signature of person authorized to sign)				BY _____ (Signature of Contracting Officer)		

1) RFP p. 1 Form JA009: In second block change RFP number to NNA12412481R.

2) Section I.1 Clauses incorporated by Reference, p. 33. The following clauses are updated:

CLAUSE NO	DATE	TITLE
52.204-7	DEC 2012	CENTRAL CONTRACTOR REGISTRATION
52.204-10	AUG 2012	REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS

3) Section J.1.(a), Attachment 3 Contractor Data Requirements List Item 8, Monthly Financial Management Report, Change first paragraph in Block 14 to:

“A monthly financial management report shall be submitted by the Contractor to include all contract costs on NASA Form 533M (or computer-generated version) in accordance with the instructions on the reverse side of the forms and the NASA Policy Directive (NPD) 9501.1, NASA Contractor Financial Management Reporting System,”

4) Section J.1(b) Attachment 3, Pricing Template Exhibit 5, The ODC is broken out to separate travel of \$562,000.00 from the remaining ODC of \$992,500.00 (Total ODC remains at \$1,554,500.00).

5) Section J.1(b) Attachment 10, IDIQ, page 1 of International Space Station Utilization Office Support. In Title, change from: “SECTION A – CORE” to “SECTION A - IDIQ TASK ORDER SCOPE AND GENERAL INFORMATION”.

6) Section L.6 (b)(1) Table, p 68: Change table to :

Proposal Component	Required Copies to NASA-ARC Addressed per SF33, Block 9		
	Original	Additional	Electronic
Cover Letter	1	7	2
Vol 1, Mission Suitability Proposal	1	7	2
Oral Subfactors (PowerPoint slides)			
Technical Approach			
Management Approach			
Key Personnel/Staffing	1	7	2
Written Subfactors			
Technical Case Studies	1	7	2
Vol. II, Past Performance Proposal	1	7	2
Vol. III, Cost Proposal	1	7	2

7) Section L.6.(b)(3) p 69. Change this paragraph to:

“The electronic copies of the Cost Proposal Exhibits and Schedules in Section J.1(b) Attachment 3 are required to be saved and submitted in their Excel (.xls or .xlsx format), not as PDF.”

8) Section L.6(b)(6) p 70. Change the last sentence of this paragraph to read:

“The electronic copies of the Cost Template Workbook in Section J.1(b) Attachment 3 are required to be saved and submitted in their Excel (.xls or .xlsx format), not as PDF.”

9) L.8(a) Oral Requirement Table A.2 Key Personnel, p. 73 For 2(a) Key Personnel Page Limit/Slide Limit, change to Include

ORAL PRESENTATION

Proposal Component	Page Limit/Slide Limit ¹
A. Vol. I, Mission Suitability Proposal	Total Slides for Oral Presentation – 60
1. Technical Approach	
(a) Technical Understanding	Included in Slide Limit above
2. Key Personnel/Staffing	
(a) Key Personnel	Included in Slide Limit above (with exception of written Commitment letters, Resumes and Position Descriptions which are included in Written Requirement)
(b) Staffing, Recruitment, Retention, and Training	Included in Slide Limit above
3. Management Approach	
(a) Organizational Structure and Approach	Included in Slide Limit above
(b) Response to Case Study 4	Included in Slide Limit above

10) L.9(a).A.2.a), p.76-77, Change this paragraph to read:

- a) “Approach with respect to obtaining the unique expertise necessary to decompose customer requirements into design specifications and manage instrument or biological hardware/software development to the standards required for deployment on the ISS; this includes the approach with respect to obtaining the necessary expertise to develop appropriate verification methods and procedures to ensure that the end products will meet the customer requirements and will operate successfully during all mission phases including recovery. “

11) Section L.9(c)1. p 90, Change the referenced attachment in the first paragraph from “J.1(a) Attachment 10” to “J.1(b) Attachment 9”.

12) Section L.9(c)3. Exhibit 5, p 93 Change table to:

Description	Year 1 (10 months)	Year 2	Year 3	Year 4	Year 5	Total Estimated Cost
Travel	\$468,333	\$562,000	\$562,000	\$562,000	\$562,000	\$2,716,333
ODC (non-travel)	\$827,084	\$992,500	\$992,500	\$992,500	\$992,500	\$4,797,084
Total ODC	\$1,295,417	\$1,554,500	\$1,554,500	\$1,554,500	\$1,554,500	\$ 7,513,417

13) Section M.2(a)A2.a) Case Study 1, p103-104 Change this paragraph to read:

- a) “The approach with respect to obtaining the unique expertise necessary to decompose customer requirements into design specifications and manage instrument or biological hardware/software development to the standards required for deployment on the International Space Station; this includes the approach with respect to developing appropriate verification methods and procedures to ensure that the end products will meet the customer requirements and will operate successfully during all mission phases including recovery.”

14) QUESTIONS, COMMENTS, AND RESPONSES

FINAL RFP QUESTIONS – SET 2

RFP Section, Paragraph and Page	Question/Comments	Government Response
L.9.(c).1, p.91	<p>17. RFP Section L.9.(c).1 requires that any major subcontractor with a proposed subcontract value estimated to exceed \$1M for the five year effort must provide a cost proposal in accordance with RFP Section L.9.(c).2 and J.1(b) Attachment 3 – Pricing Template Workbook. The majority of requirements contained in above referenced RFP sections address historical and forecasted elements associated with cost-type contracts.</p> <p>Will the Government please amend RFP Section L.9.(c).1 to state the following? This language is consistent with that provided in RFP Section L.9.(a).B.3 (p.81)</p> <p>“In addition to the Prime Offeror submitting a Volume III, Cost Proposal, for any major subcontract under a cost-reimbursable subcontract arrangement that has a potential estimated value in excess of \$1,000,000 for the five year inclusive effort, a Volume III, Cost proposal must be provided following the subsequently specified format”</p>	<p>The Government has considered your request and determined that this information is needed in order to award a cost reimbursement contract.</p>
L.6.(b)(3), p.69; L.6.(b)(5), p.70	<p>18. RFP Sections L.6.(b)(3) and L.6.(b)(5) state electronic copies of the Cost Proposal as provided in Section J.1(b) Attachment 3 are required to be “saved and submitted in their Excel (.xls) format”.</p> <p>Will the Government please confirm that the cost proposal electronic components may be submitted in .xlsx format?</p>	<p>Either Excel .xls or .xlsx format are acceptable. The RFP will be amended to reflect this.</p>

<p>J.1(b) Attachment 1 – Cost Model</p>	<p>19. The standard labor categories (SLC) provided in RFP Section J.1(b) Attachment 1 – Cost Model are closely aligned to the individual Core Elements and are not generalized to facilitate future IDIQ task order pricing.</p> <p>Will the Government please clarify how it intends to utilize the provided SLCs to support future IDIQ task order pricing and subsequent execution? If the Government does not intend to utilize the SLCs provided in RFP Section J.1(b) Attachment 1 – Cost Model and corresponding rates proposed in RFP Section J.1.(b) Attachment 3, will it please clarify what labor categories and corresponding labor rates it anticipates utilizing to support future IDIQ task order pricing?</p> <p>To facilitate Core Element and future IDIQ task order pricing, recommend the Government provide generalized SLCs which represent varied levels of experience/education and can accommodate multiple disciplines. For example, two recent NASA solicitations (NNM11386243R, Attachment J-9; NNJ13HA01C, Attachment J-26 [both attached]) included a comprehensive set of generic SLCs (e.g., Engineer/Scientist 1 – 9, Subject Matter Expert 1 – 4, Business Specialist I - III) to facilitate task order ordering in accordance with RFP Section H.2.</p>	<p>As stated in the SOW, “The IDIQ task orders consist of similar work that is currently undefined but will accommodate changes in the Center’s program, project, research and budget requirements over time.” The IDIQ task orders will be individually negotiated after contract award.</p>
<p>L.6.(b)(1), p. 68; L.6.(b)(6), p. 70</p>	<p>20. RFP Section L.6.(b)(1), Proposal Component table requires offerors to provide three electronic copies of the Cost Proposal. However, RFP Section L.6.(b)(6) requires offerors to provide “two (2) electronic copies of each volume.”</p> <p>Will the Government please clarify the required number of electronic copies for the Cost Proposal?</p>	<p>Thank you, the RFP will be amended to require two (2) copies of the Cost Proposal in both referenced paragraphs.</p>
<p>(c) Cost Proposal (Volume III), 3. Cost Proposal Organization, Exhibit 5</p>	<p>21. The Government provides Core Technical Element Other Direct Cost plug values for materials, supplies, equipment, travel and training. The RFP states that the ODCs are exclusive of any indirect expenses such as G&A or material handling. Since material handling is not typically applied</p>	<p>The RFP will be amended to show the breakout of travel from the rest of the ODCs. The travel portion is \$562,000.00 and the non-travel portion of the ODC is \$992,500.00.</p>

	<p>to travel cost, can the Government please provide a breakout of the ODC plug values for travel and material separately so that the appropriate indirect expenses can be properly applied?</p>	
<p>J.1 (a) Atch 3 Contractor Data Requirements List (CDRL), Line Item No. 8 – Monthly Financial Management Report.</p>	<p>22. Is it the Government’s intent to require the Major Subcontractors to submit a formal monthly 533 deliverable to the prime contractor? Or is the government’s intent to ensure that Major Subcontractors provide the required monthly financial data to the Prime Contractor so that the prime contractor can meet the formal monthly 533 deliverable requirement.</p> <p>Recommendation: Given that Subcontractor financial reporting can be collected less formally yet accurately in more cost effective, streamlined manner, and be included in the Prime Contractor’s formal monthly 533 reporting requirement, it is suggested that the J.1 (a) Atch 3 Contractor Data Requirements List, Line Item No. 8 – Monthly Financial Management Report, CDRL Remarks be updated similarly;</p> <p>From: “A monthly financial management report shall be submitted by the Contractor and each major subcontractor on NASA Form 533M (or computer-generated version) in accordance with the instructions on the reverse side of the forms and the NASA Policy Directive (NPD) 9501.1, NASA Contractor Financial Management Reporting System,”</p> <p>To: “A monthly financial management report shall be submitted by the Contractor to include all contract costs on NASA Form 533M (or computer-generated version) in accordance with the instructions on the reverse side of the forms and the NASA Policy Directive (NPD) 9501.1, NASA Contractor Financial Management Reporting System,”</p>	<p>Thank you, the RFP will be amended to reflect the suggested change.</p>
<p>I.1.I Federal Acquisition Regulation Clause No: 52.204-7 Date: Feb 2012 Clause No: 52.204-10 Date: Feb 2012 , p.33</p>	<p>23. Please be advised that; Clause No: 52.204-7 has been updated to Dec 2012. This most recent update calls for the incorporation of FAR 52.204-99 (DEVIATION), SYSTEM FOR AWARD AND MANAGEMENT (SAMS). This Clause revises for Section K</p>	<p>Thank you; the RFP will be amended to update the clauses- 52.204-7 and 52.204-10. NASA does not use FAR 52.204-99 (DEV)</p>

	<p>Representation and Certification-Requirements, specifically the contractor’s use of SAMS versus the former ORCA certifications.</p> <p>Clause No: 52.204-10 has been updated to Aug 2012.</p>	
<p>J.1(b) Attachment 10 Sample Task Orders</p>	<p>24. On page 1 of J.1(b) Attachment 10, The ISS Utilization Office Support IDIQ Task Order labels Section A as “Core Element”. Can the Government clarify that the ISS Utilization Office Support is “IDIQ” and not “Core”?</p>	<p>Yes, the ISS Utilization Office Support is IDIQ and not Core. J.1(b) will be amended to reflect this.</p>
<p>L.8(a) Written Requirement Table A.2 Key Personnel, p. 73</p>	<p>25. Table A.2 Key Personnel Resumes and Position Descriptions combined – 3 pages per individual.</p> <p>L.9.B.1 Key Personnel Orals Presentation, item C</p> <p>The offeror shall describe its approach and rationale for key personnel and address the following</p> <p>c) Position descriptions including authorities, assignments, experience and skills required of Key Personnel;</p> <p>Request for Clarification / Question:</p> <p>Since the position descriptions are requested in the written requirement that calls for the resume and position description to be combined, is it the government’s intent for the position description (including authorities, assignments, experience and skills required of Key Personnel) called out in L.9.B.1.c, to be covered again within the Orals presentation or just in the written response?</p> <p>Recommendation: Recommend removing position description within the Orals Slides and keeping the position descriptions (to include: authorities, assignments, experience and skills required of Key Personnel) within the written requirement.</p>	<p>Thank you, the RFP will be amended to reflect the recommended change.</p>
<p>(c) Cost Proposal (Volume III), 3. Cost Proposal Organization, Exhibits 2 and 3.</p>	<p>26. Are major subcontractors required to complete Exhibits 2 and 3? If yes, should they show their total cost and fee on the prime line? Can we change the Column G Heading on Exhibit 3 to read Total</p>	<p>Yes, subcontractors are required to complete Exhibits 2 and 3. They can show their total cost and fee on the prime line if they choose. The Column G heading should read Total Excluding</p>

	Excluding Phase-In?	Phase-In, so yes they can change it.
(c) Cost Proposal (Volume III), 3. Cost Proposal Organization, Exhibits 4 and 5.	27. Are major subcontractors only required to provide subcontractor hours and subcontractor summary cost on this form or does the Government want subcontractors to provide direct labor, fringe benefits, overhead and G&A cost element breakdowns?	Subcontractors are required to provide complete cost element breakdowns in Exhibits 4 and 5.
L.9(a).A.2.a), p.76	<p>28. RFP Section L.9(a).A.2.a) Case Study 1 – ISS Payload Development requires offerors to provide an “Approach and capabilities to obtain the unique expertise necessary to decompose customer requirements into design specifications and manage instrument or biological hardware/software development to the standards required for the deployment on the ISS.” This requirement may be interpreted multiple ways, including 1) an approach and capabilities to obtain the expertise necessary to complete the listed functions or 2) an approach and capabilities to obtain the expertise necessary to complete the listed functions and an approach to complete the listed functions.</p> <p>Will the Government please clarify the intent of this requirement?</p>	The government seeks to understand the offeror’s approach with respect to obtaining the necessary expertise to complete the listed functions. The RFP will be amended to clarify this sentence.
L.9(a).A.2.a), p.77	<p>29. This requirement continues “this includes the development of appropriate verification methods and procedures to ensure that the end products will meet the customer requirements and will operate successfully during all mission phases including recovery.” Given the placement of this compound requirement within the RFP Section L.9.(a).A.2.a), particularly through the use of a semicolon, it may also be interpreted in multiple ways, including 1) an approach and capabilities to obtain the expertise to develop appropriate verification methods and procedures or 2) an approach for the development of appropriate verification methods and procedures.</p> <p>Will the Government please clarify the intent of this requirement?</p>	The Government seeks to understand the Offeror’s approach with respect to obtaining the necessary expertise to develop “appropriate verification methods and procedures to ensure that the end product will meet the customer requirements...” The RFP will be amended to clarify this sentence.

<p>L.9.(a).C.2. p.82</p>	<p>30. RFP Section L.9.(a).C.2 Case Study 4 – Surge Capabilities describes a number of bioscience payloads and support vehicles for which offeror’s are required to provide a management approach to accommodate a significant surge in payload lifecycle support requirements. One of these support vehicles is “a commercial vehicle” to support a rat bioscience experiment. The case study further states that “in all cases, flight hardware exists but needs to be modified.” As no commercial vehicle exists within the international space community that can a support an independent bioscience experiment, the specifics of this component of the case study requirement are difficult to decompose.</p> <p>Will the Government please provide additional details on the commercial vehicle anticipated to support the rat experiment?</p>	<p>The Government seeks to understand the Offeror’s approach with respect to obtaining the necessary expertise to develop “appropriate verification methods and procedures to ensure that the end product will meet the customer requirements...” As with the other platforms identified:</p> <p>b) “The Offeror shall address the following areas:</p> <ul style="list-style-type: none"> i. Skill Mix & Staffing Approach, including Science Support, Laboratories & Developmental Shops, Operations, Baseline Services, Engineering Development, Flight Systems Engineering. ii. List all assumptions made (including rationale for assumptions) as the sample task order may not contain all the information needed to plan for a successful mission. iii. Identify the top 3-5 constraints and/or risks to achieving success, and explain their importance. iv. Considering the complexity of the task, develop a staffing plan to support this task from startup to postflight. “
<p>L.6.(b)(5), p.70 and L.8.(b), p. 74</p>	<p>31. RFP Section L.6.(b)(5) states, “The oral presentation slides and pages of each proposal volume shall be numbered and identified with the Offeror’s name, RFP number, and date (this information is exempt from font size restrictions and may be placed in header or footer). The table of contents must list figures and tables separately. Where necessary, a</p>	<p>An Offeror may use tabs and/ or glossaries in the oral presentation; however it is not a requirement. If they are used, they will not be counted against the page limit.</p>

	<p>cross-reference sheet to other volumes shall be included. Each volume shall contain a more detailed table of contents to delineate the subparagraphs within that volume. Tab indexing shall be used to identify sections. Each volume shall contain a glossary of all abbreviations and acronyms used, with an explanation for each. Title pages, tables of contents, cross-referencing matrix, list of figures and list of tables, blank dividers, tabs, and glossaries do not count against the page limitations for their respective volumes. Further page limitations are set forth in this Section L, paragraph L.8,</p> <p>"Proposal Page Limitations."</p> <p>RFP Section L.8.(b) states, "The proposal page limitation, including page limits on slides, does not apply to the following: title pages; tables of contents; the cross-referencing matrix; and the cost/price proposal. Information that can be construed as belonging in one of the other sections of the proposal will be so construed and counted against that section's limitation."</p> <p>Will the Government please confirm that the requirements for tab indexing and a glossary apply to the oral presentation slides as well as to the pages of each proposal volume?</p> <p>Will the Government also confirm that the slides in the oral presentation containing the tab index and glossary are not included in the 60 slides allowed for the oral presentation?</p>	
<p>Section L (c) Cost Proposal Volume III, 1. INTRODUCTION, p. 90</p>	<p>32. Offeror's Cost/Price proposals shall consist of estimated costs and proposed fee for the Core Requirements listed at J.1(a) Attachment 10 of this solicitation.</p> <p>Will the government please provide the J.1(a) Attachment 10?</p>	<p>Thank you, this reference was misstated. It should state J.1(b) Attachment 9. The RFP will be amended to correct this error.</p>
<p>Section L.8(a) Written Requirement Table, p. 74</p>	<p>33. Section L, D. Small Business Utilization (Subfactor)</p> <p>For the Small Business Subcontracting Plan and Small Business Sections, would the Government consider merging the separate page count limits (25/5) into one total page count limit of 30 pages for both</p>	<p>The Government has reviewed the request and has decided to leave the page count limits as is.</p>

	documents?	
Solicitation Cover Page, Form JA007, p. 1	34. The Solicitation Number on the Cover Page is misstated; all other pages have the correct solicitation number in the page header.	Thank you, the RFP will be amended to correct this error.

15) All other terms and conditions remain unchanged.

(END OF AMENDMENT TWO)