AMENDMENT 3
ATTACHMENT 9: PRE-PROPOSAL PACKAGE

1. WELCOME LETTER
2. PRE-PROPROSAL PRESENTATION SLIDES
3. FACILITIES TOUR
4. PRE-PROPOSAL CONFERENCE AGENDA
5. DRIVING DIRECTIONS
6. POTENTIAL OFFEROR SIGN-IN SHEET AND MATERIAL RECEIPT LOG
7. NASA ATTENDEE SIGN-IN SHEET AND MATERIAL RECEIPT LOG

National Aeronautics and
Space Administration
Dryden Flight Research Center
P.O. Box 273
Edwards, California 93523-0273

July 10, 2012

A/J-1422: MTB

TO: All Prospective Offerors

FROM: A/Contracting Officer

SUBJECT: Pre-Proposal Conference Welcome Letter
Request for Proposal (RFP) NND12374506R, Dryden Flight Research Center (DFRC) Aircraft Operations Services (AOS)

Welcome to NASA's Dryden Flight Research Center (DFRC), where our vision is "To fly what others only imagine."

A Request for Proposals (RFP) for the Aircraft Operations Services requirement was released on June 19, 2012. The purpose of the pre-proposal conference is to provide prospective offerors the opportunity to view "general and local conditions" to assist in providing feedback on the RFP.

Enclosed in this welcoming package are a brochure about DFRC, the pre-proposal conference agenda, the list of tour sites and a map to the Dryden Aircraft Operations Facility in Palmdale and a format for the submission of written questions or comments regarding the RFP. All questions or comments MUST be submitted in writing to Maikeyza Brown and/or Rosalia Toberman, either in person or by email at Maikeyza.Brown-1@nasa.gov or Rosalia.Toberman@nasa.gov.

While we have an agenda for the conference, it may change slightly depending on mission activity or events that might take place. All events are scheduled with safety and mission requirements in mind, so if an area is skipped or the schedule changes because of a safety or mission concern, please remember that it is in your best interest.

Due to the sensitive nature of mission requirements, no cell phones, cameras, audio or visual recordings are allowed. If you have cell phones, cameras or other electronic devices, we suggest you lock them in your car. If you do not wish to participate in the tour, please advise one of the Government representatives.

You have been issued a Security Badge that requires you be escorted throughout DFRC. Your badge must be prominently displayed on your person at all times while on DFRC premises and requires that you be in the sight and sound presence of a DFRC Government employee at all times. Badges will be collected upon conclusion of the conference.

The tour and conference will conclude at the Dryden Aircraft Operations Facility (DAOF) in Palmdale, CA; an hour and a half has been allotted for lunch and to drive your personal vehicle from DFRC to DAOF. If you will not be attending this portion of the conference, please deposit your Security badge in one of the boxes adjacent to the exit gates.

We hope you enjoy your visit to DFRC and that you are able to glean the information you need to help you prepare a response to the solicitation by August 2, 2012.

Rosalia Toberman
Contracting Officer

Welcome to AOS Pre-Proposal Conference

Maikeyza Brown
Contract Specialist

Safety and Security Briefing

Safety Briefing

- Emergency Exits (in the event of stay at least 75ft. away from building)
- Proper clothing and footwear
- Use handrails when climbing stairs
- General Awareness at each site

Security

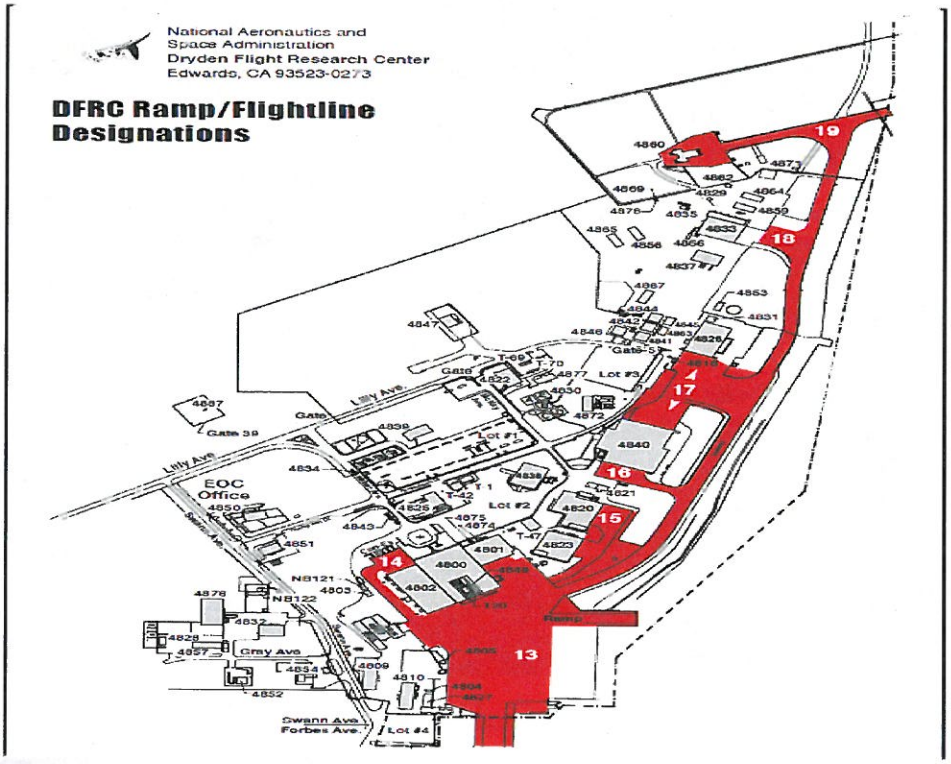
- Badges
  - Must be worn at all time while on site
  - Must be prominently displayed
  - Must be returned upon conclusion of the conference
  - Government Employee Escorts required at all times
  - No cell phones, photographs, video or audio recordings

Notes

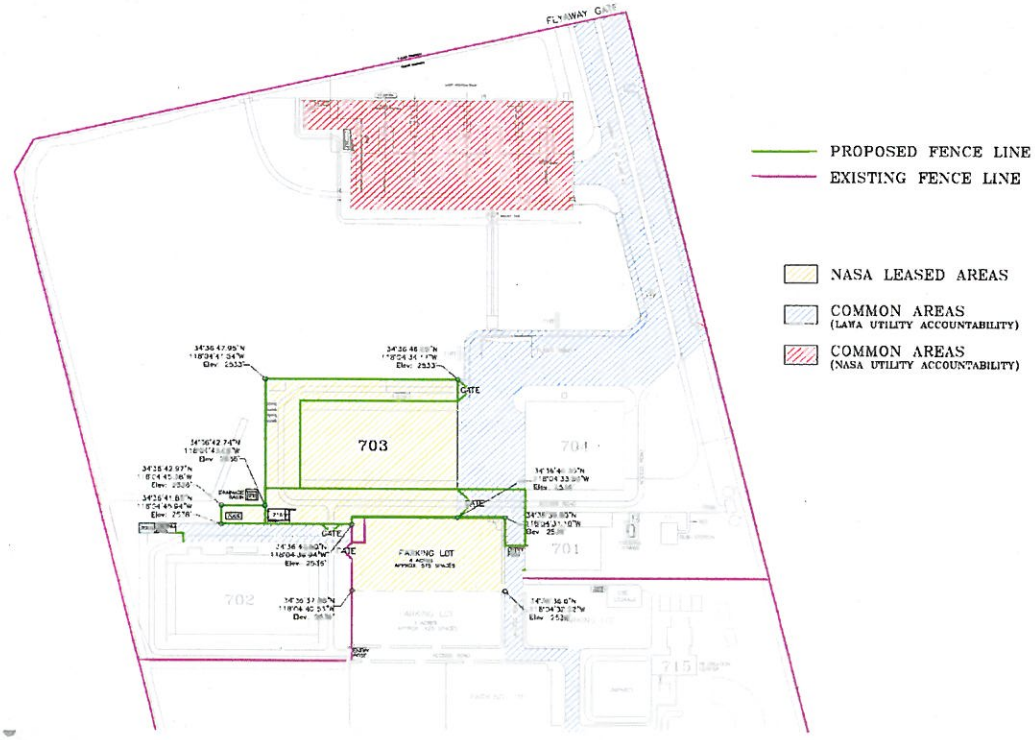
Questions

- Submit all questions in writing to Maikeyza.Brown-1@nasa.gov and Rosalia.Toberman@nasa.gov by C.O.B July 20, 2012.
- Pre-proposal charts, list of attendees, and answers to questions will be posted as an amendment to the solicitation
- Any changes made to the RFP will be done through a formal amendment
- Offerors are requested not to ask any VERBAL questions during the site visit, in the event any responses provided will not be considered OFFICIAL
- Written response(s) shall govern, if different than verbal responses
- The Government reserves the right to post all questions received as an amendment to the RFP

RFP Highlights – Section C



RFP Highlights – Section C



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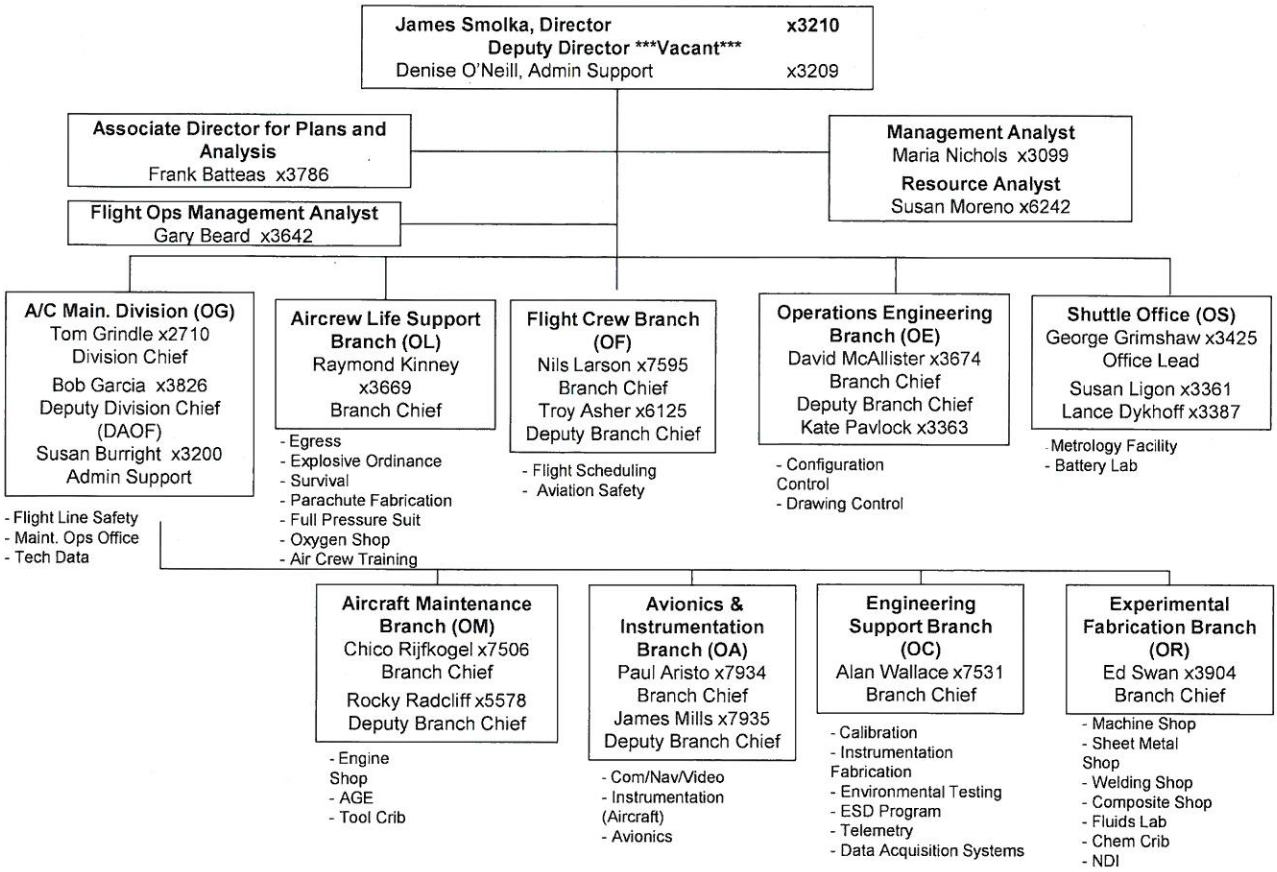


RFP Highlights – Section C

Safety Involvement

- Participate in Center and Flight Operations level safety meetings, forums and initiatives
- Develop and maintain a system to manage risks to DFRC aircraft operations
- Provide support for NASA mishaps when deemed pertinent to the mishap investigation

RFP Highlights – Section C

Operations/Scheduling

- Produce and update the daily flight schedule
- Schedule aircrew training
- Maintain the Flight Crew Branch flight publications library
- Distribute Flight Information Publications and Aircraft publication changes
- Maintain aircrew records and reports

RFP Highlights – Section C

Aircrew Life Support

- Maintain aircrew/passenger equipment
- Inspect and maintain ejection systems
- Provide Emergency Survival Training
- Maintain oxygen systems, liquid and gaseous
- Inspect and maintain high altitude pressure suits
- Store and ship explosive items
- Design and modify cockpits and Life Support Systems
- Inspect and maintain all required ground support equipment for the above tasks

RFP Highlights – Section C

Engineering Support

- Fabrication of research and instrumentation hardware including ruggedization of commercial equipment
- Telemetry systems maintenance and upgrades, including Flight Termination
- Environmental, both altitude and temperature, testing of flight components
- Calibration of measurement equipment and flight instruments

RFP Highlights – Section C

Aircraft Maintenance

- Provide maintenance, modification and repair of all Research, Science and Support Aircraft
- Perform Organizational, Intermediate, and Depot- level aircraft maintenance
- Modify aircraft and integrate research systems
- Support all aircraft engine maintenance

Section B thru M

Maikeyza Brown
Contract Specialist

Contract Overview

Solicitation #:

- NND12374506R

Contract Type:

- Cost Plus Award Fee

NAICS Code and Size Standard

- NAICS Code: 488190 "Other Support Activities for Air Transportation"
- Size Standard: $30.0 Million

Set-Aside for Small Business: No

RFP Highlights Section B thru M

- Government intends to award without discussions
- Acquisition will be conducted under full and open competition
- This procurement is being conducted pursuant to FAR Part 15, "Contracting by Negotiation"
- This is a Best Value source selection. A trade-off process (FAR 15.101-1) will be used

RFP Highlights Section B thru M

Noteworthy Clauses

- Contractor Conduct While on Government Premises and Compliance with NASA Polices and Procedures (H.12)
- Mitigation of Organizational Conflicts of Interest (H.15)
- NFS 1952.245-71, "Installation-Accountable Government Property" (G.11)
  - No Government Property will be made available or provided to the contractor as Government Furnished Property (GFP) under this clause

RFP Highlights Section B thru M

Section L – Proposal Preparation Instructions

- Volume II (Past Performance)
  - Contractor will send questionnaires to references
  - Government will verify references
  - Government may use other sources of performance information
  - Contractor will submit OSHA Forms 300 and 300A (excluded from page limitation)
  - Page Limitation 30
  - Past Performance will be given a level of confidence rating per NFS 1815.305(a)(2)

- Volume III (Cost/Price)
  - Reference to presentation on Cost Proposal Overview

RFP Highlights Section B thru M

Section L – Proposal Preparation Instructions

- Source selection will be made by the SSA based on an integrated assessment of the evaluation factors identified in the RFP

- The relationship of evaluation factors are as follows:
  - Mission suitability and past performance when combined are significantly more important than cost
  - Mission suitability is more important than past performance, which is more important than cost. Cost is least important

- Unacceptable proposals will be eliminated prior to completion of the initial evaluation

RFP Highlights Section B thru M

Section M – Proposal Evaluation

- Volume I (Mission Suitability)
- Mission Suitability sub-factors shall be evaluated using adjectival ratings, and percentile ranges (Refer M.4, Pages M110-M111 for definitions)

ADJECTIVAL RATING	PERCENTILE RANGE
Excellent	91-100
Very Good	71-90
Good	51-70
Fair	31-50
Poor	0-30

RFP Highlights Section B thru M

Section M – Proposal Evaluation

- Volume II (Past Performance)
  - Past Performance evaluated using Level of Confidence ratings
- Volume III – (Cost)
  - Reference to presentation on Cost Proposal Overview

RFP Cost Volume III

Brian Bowman
Price Analyst

Cost Volume III

Ground rules

- This presentation is intended to assist potential Offerors in their understanding of the Section L Cost Volume III, Instructions to Offerors
- In the event of a discrepancy between this presentation and the solicitation, the SOLICITATION TAKES PRECEDENCE
- Volume III – Cost Factor No Page Limit
- Cost information only – No technical data

Cost Volume III

Part 2 Excel Pricing Model (EPM)

- Government Standard Format
- Offeror may "modify" workbooks
- Must be self calculating

Required for ease of government evaluation – eliminates multiple formats from multiple Offerors

Cost Volume III

Part 3 Offeror Pricing Model (Separate Binder)

- Offeror's Pricing Model used as supporting info for RFP templates
- Must be self calculating
- Separate Binder
- Hard copy and on CD

Used for supporting documentation on the EPM (Part 2)

Tour Guidelines

Observation Only

- No cell phones, photographs, audio or video recording
- Do not interfere with workforce
- Missions take precedence over tour – may be delays if an active mission is in progress

Time Restrictions

- Multiple sites to see over a brief period
- Request flexibility and understanding if we need to deviate from the schedule
- All questions must be submitted in writing to Maikeyza Brown and Rosalia Toberman
- Please use restroom facilities before departing for tour
- DAOF Portion
  - Facility located in Palmdale – map provided
  - Hydrazine Briefing
  - Allow for an 1 hour ½ for lunch and driving time
  - Will collect badges there

Break for Lunch
Meet at the Dryden Aircraft Flight Operations Facility
after Lunch for Tour

NASA Dryden Flight Research Center
AIRCRAFT OPERATIONS SERVICES (AOS)
NND12374506R
FACILITIES TOUR AREAS
July 10, 2012

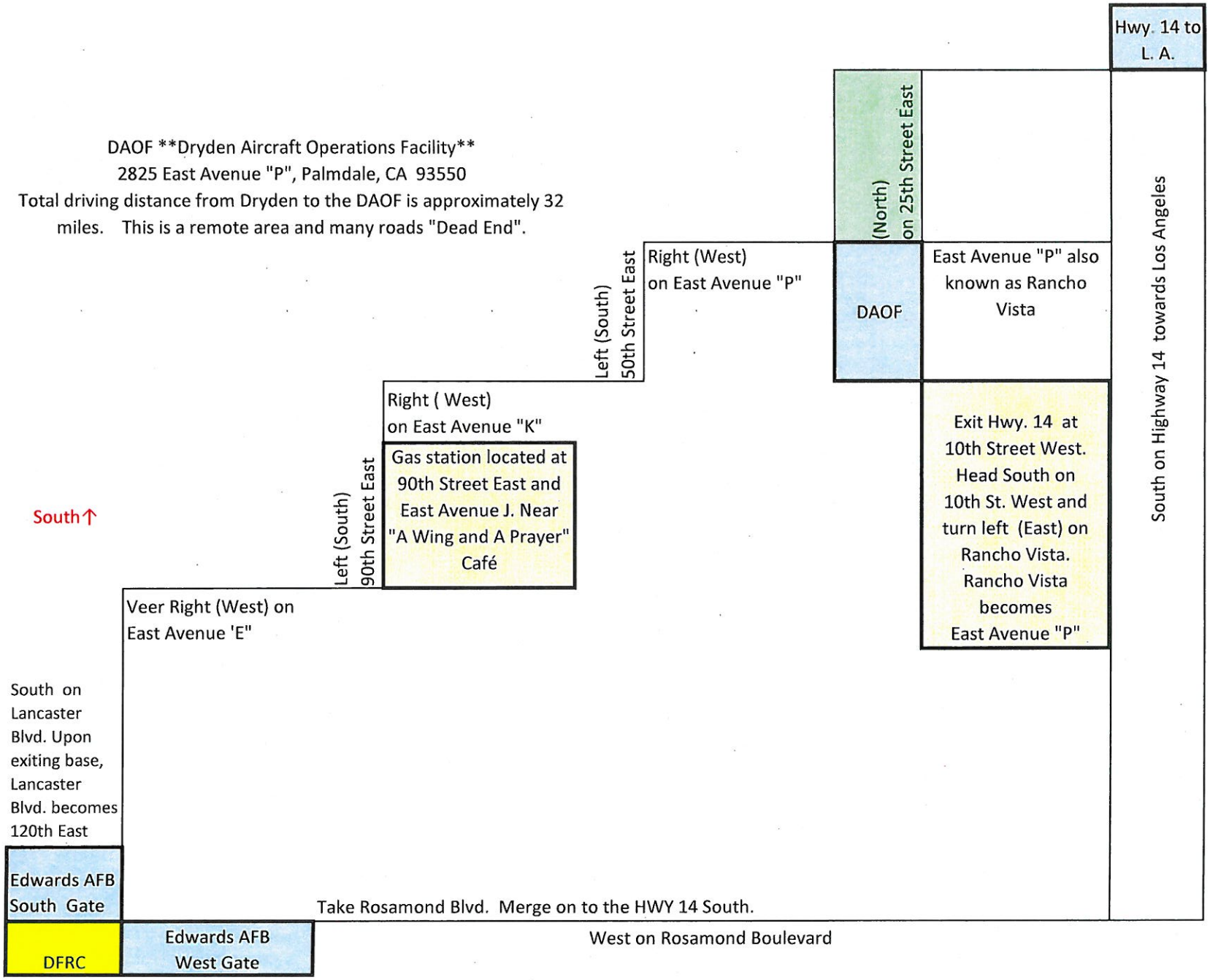
Building #	Description	Transportation
	Dryden Flight Research Center (DFRC)	
4801	Hangar	Walk
4802	Hangar	Walk
4823	Experimental Fabrication	Walk
4840	Hangar	Walk
4826	Hangar	Walk
ISF	Visitor Center	Van
	Dryden Aircraft Operations Facility (DAOF)	
703	Hangar	Walk
703	Fabrication Shop	Walk
703	Life Support	Walk

NASA Dryden Flight Research Center
Aircraft Operations Services (AOS)
NND12374506R
Pre-proposal Conference Agenda
July 10, 2012

	Introduction	
8:00 - 8:10	Welcome and Safety/Security Briefing	Maikeyza Brown
	SOW Overview	
8:10 – 8:30	RFP Highlights – Section J	Thomas Grindle
	Contract Overview	
8:30 – 9:00	RFP Highlights – Section B-M	Maikeyza Brown
	Cost Overview	
9:00 – 9:15	Cost Volume III	Brian Bowman
	Break/Facilities Tour	
9:15 – 9:25	Break	Participants
9:25 – 11:30	Tour of DFRC – Main Campus	Participants
11:30 – 1:00	Dedicated Time for Lunch and Driving Time to the Dryden Aircraft Operations Facility (DAOF), Palmdale, CA	Participants
1:00 - 2:30	Tour of DAOF	Participants
	Conference Conclusion	
2:30 – 2:45	Wrap and Retrieve Questions	Maikeyza Brown
2:45 – 3:00	Badge Collection	Maikeyza Brown

Driving Directions From Dryden to the DAOF

DAOF **Dryden Aircraft Operations Facility**
2825 East Avenue "P", Palmdale, CA 93550
Total driving distance from Dryden to the DAOF is approximately 32 miles. This is a remote area and many roads "Dead End".



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Notes

Trip to:

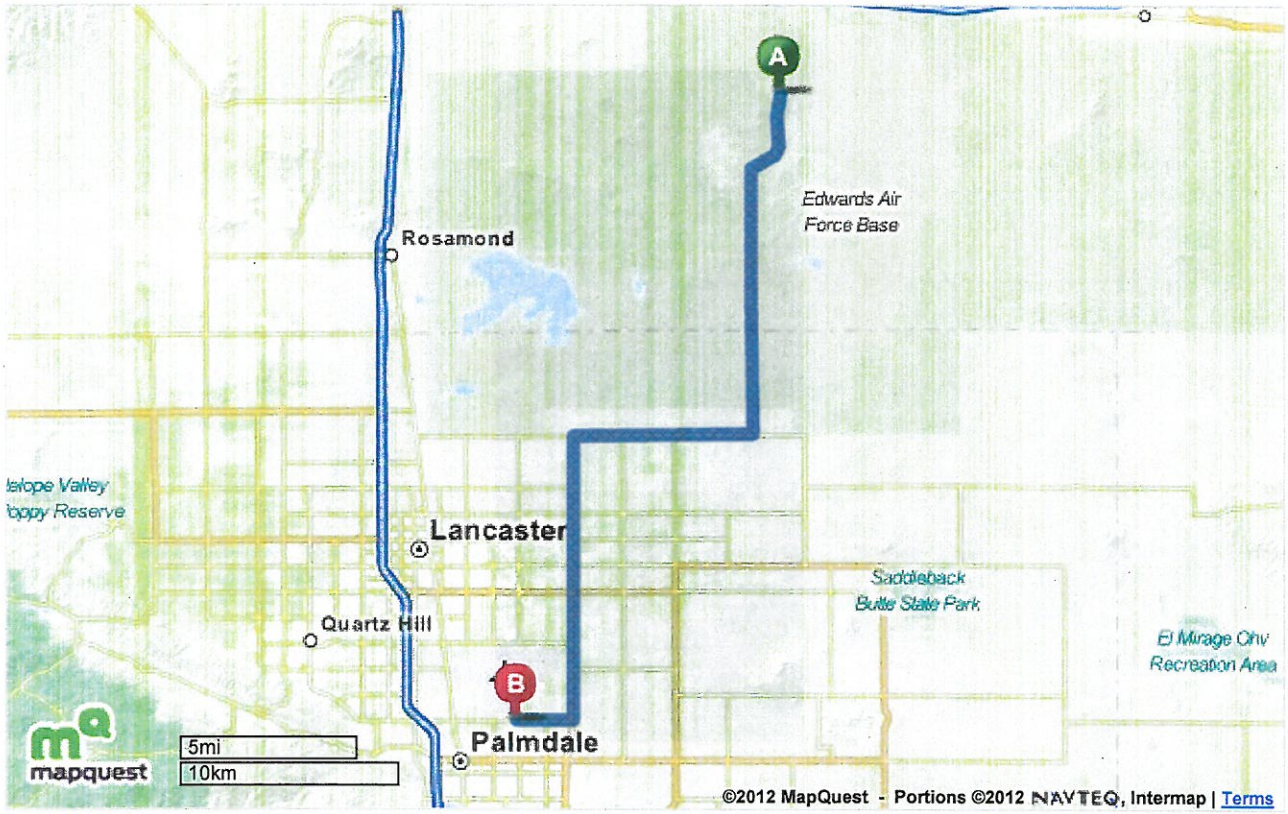
2825 E Avenue P
Palmdale, CA 93550-2107
34.30 miles / 51 minutes

Nasa Dryden Flight Research Center
N Rosamond Blvd, Edwards, CA 93524
(661) 258-3460

1.	Start out going **south** on **N Rosamond Blvd** toward **Lilly Ave**. Map	**3.5 Mi** *3.5 Mi Total*
2.	Turn **left** onto **S Lancaster Blvd**. Map *S Lancaster Blvd is 0.3 miles past E Fitzgerald Blvd* *If you reach Forbes Ave you've gone about 1.9 miles too far*	**5.1 Mi** *8.6 Mi Total*
3.	Stay **straight** to go onto **120th St E**. Map	**5.3 Mi** *13.9 Mi Total*
4.	Turn **slight right** onto **E Avenue E**. Map	**7.1 Mi** *21.0 Mi Total*
5.	Turn **left** onto **50th St E**. Map *If you reach 30th St E you've gone about 2.0 miles too far*	**11.1 Mi** *32.1 Mi Total*
6.	Turn **right** onto **E Avenue P**. Map *If you reach Avenue P-8 you've gone about 0.5 miles too far*	**2.2 Mi** *34.3 Mi Total*
7.	**2825 E AVENUE P** is on the **right**. Map *Your destination is 0.1 miles past 30th St E* *If you reach 25th St E you've gone about 0.3 miles too far*	

2825 E Avenue P, Palmdale, CA 93550-2107

Total Travel Estimate: **34.30 miles - about 51 minutes**



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Notes

Trip to:

2825 E Avenue P
Palmdale, CA 93550-2107
33.26 miles / 44 minutes

Edwards Air Force Base
S Rosamond Blvd, Edwards, CA 93523
(661) 275-8297

1. Start out going **southwest** on **S Rosamond Blvd** toward **Willow Springs Rd**. Map — **10.6 Mi** *10.6 Mi Total*

2. Merge onto **CA-14 S** toward **Los Angeles**. Map — **18.3 Mi** *28.9 Mi Total*

3. Take the **10th St West** exit, **EXIT 37**. Map — **0.2 Mi** *29.1 Mi Total*

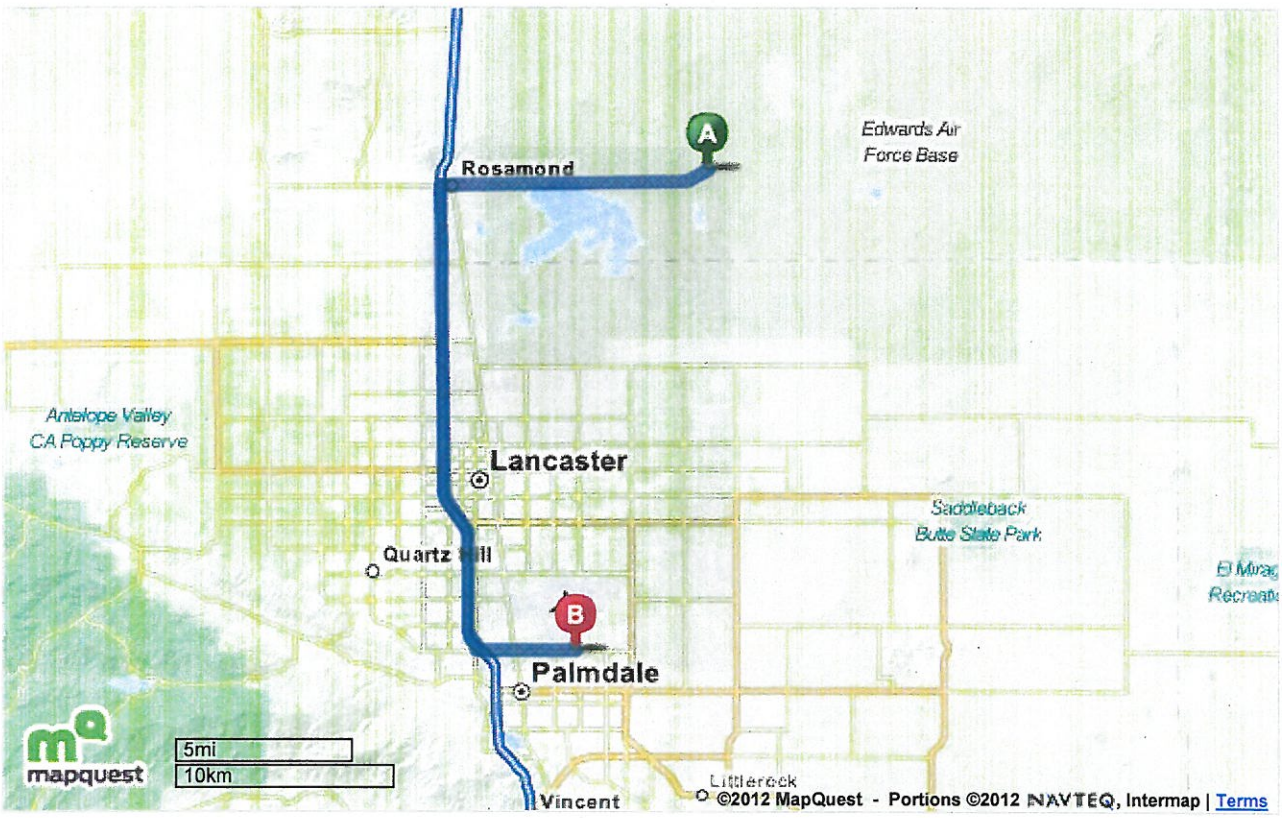
4. Turn **right** onto **10th St W**. Map — **0.2 Mi** *29.4 Mi Total*
If you are on 10th St W and reach W Avenue O-8 you've gone about 0.2 miles too far

5. Turn **left** onto **Rancho Vista Blvd / W Avenue P**. Continue to follow **W Avenue P**. Map — **3.9 Mi** *33.3 Mi Total*
W Avenue P is 0.1 miles past Av Mall
Chili's Grill & Bar is on the corner
If you reach Marketplace Dr you've gone about 0.2 miles too far

6. **2825 E AVENUE P** is on the **left**. Map
Your destination is 0.3 miles past 25th St E
If you reach 30th St E you've gone about 0.1 miles too far

2825 E Avenue P, Palmdale, CA 93550-2107

Total Travel Estimate: **33.26 miles - about 44 minutes**



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Aircraft Operations Services (AOS)
NND12374506R
July 10, 2012

NASA Attendee Sign-in Sheet and Material Receipt Log

#	Print Name	Org. Code	Date	Signature
1	KARI ALVARADO	A	7/10/2012	Kari M Alvarado
2	SUSAN BURRIGHT	OG	7/10/12	
3	Robert Garcia	OG	7/10/2012	
4	David Sermon	OL	7/10/2012	
5	Alan Crooker	O R	7/10/2012	
6				
7				
8				
9				
10				
11	Bill Brockett	OF	7/10/12	Wm J Brockett
12	~~Kari Alvarado~~	~~A~~	~~7/10/12~~	~~Kari M Alvarado~~
13	Robert Mudam	A	7/10/12	Robert Mudam
14	Martin Trent	OF	7/10/12	Martin Trent
15	BRIAN G. BOWMAN	A	7/10/12	
16	Rosalia Tolberman	A	7/10/12	
17	Mai Keyza Brown	A	7.10.2012	
18	Thomas J. Grant	OG	10 July 2012	
19	Hermann Rijfkogel	OM	7-10-12	
20	Mari Nils	O	7-10-12	Mari Nils / no package

NO PACKAGE

Aircraft Operations Services (AOS)

NND12374506R

July 10, 2012

Potential Offeror Sign-in Sheet and Material Receipt Log

	#	Print Name	Company	Date	Signature
NASA BADGE →	1	Brian Eslinger	Jacobs	7/10/12	
NASA BADGE ~~BA~~ →	2	Mike Dunn	Jacobs	7/10/12	
	3	Phil Gordon	CSC	7/10/12	
NASA BADGE →	4	C G Knowles	CSC	7/10/12	
OWN BADGE →	5	Doug McKinney	L-3	7/10/12	
	6	Steve Heim	L-3	7/10/12	
	7	STEVE NARBO	L-3	7/10/12	
	8	TODD DAGGETT	L-3	7/10/12	
NOT PRESENT →	9	John BADMS	BAE	7/10/12	
	10	ROBERT KEMPINSKI	CSC	7/10/12	
	11	STEVE SPERRY	SABRELINER	7/10/12	