National Aeronautics and
Space Administration

Lyndon B. Johnson Space Center
2101 NASA Parkway
Houston, Texas 77058-3696

October 23, 2012

Reply to Attn of: BB-12-241

TO: **PROSPECTIVE OFFERORS**

FROM: BJ5/Contracting Officer

SUBJECT: Request for Proposal (RFP) JSC Environmental Services (JES) Contract

The National Aeronautics and Space Administration (NASA) Lyndon B. Johnson Space Center, is hereby issuing the RFP for qualified firms that meet the classification described below for the JES Contract. The RFP replaces the Draft Statement of Work and associated documents. Offerors are advised to read all requirements contained herein and in the RFP.

The following information should be considered in proposal preparation:

ACQUISITION STRUCTURE

Solicitation number will be reserved for competition among total small businesses with NAICS Code 541620, (Environmental Consulting Services, and $14 M size standard). Only proposals from organizations meeting these standards will be accepted in response to solicitation number NNJ12443042R.

The JES acquisition will be conducted as a single award Cost Plus Incentive Fee completion form base contract with Cost Plus Fixed Fee Indefinite Delivery Indefinite Quantity (IDIQ) procurement. The JES contract will have a base period of thirteen (13) months with two (2) options. Option 1 is for 24 months, Option 2 is for 23 months. The contract start date is anticipated to be September 1, 2013. Phase-In is anticipated to begin on July 1, 2013, and continue for 60 days until contract start on September 1, 2013.

ELECTRONIC ACCESS

The RFP, a technical library, and other information about this solicitation can be accessed electronically at the following address:

http://procurement.jsc.nasa.gov/jes

PROPOSAL SUBMISSIONS

Proposals submitted in response to this solicitation shall include the Offeror's name and complete address, including street, city, county, state, and 9-digit zip code. Also, include telephone and fax numbers, and the e-mail address of the contact person responsible for the proposal.

Offerors are required to have a cage code that matches the corporate address submitted with its proposal. Insert the company's cage code in Block 15A on Standard Form 33. Block 15A will appear next to the name and address of Offeror.

Offerors must deliver their proposal in accordance with Section L.11, JSC 52.215-109 Proposal Marking and Delivery (AUG 2012) (JSC Procurement Instruction).

- Proposals are due at NASA/JSC no later than 1:30 p.m., CST on November 29, 2012.

In accordance with the proposal instructions in Section L, the proposals are to be submitted in hard copy and CD ROM. To expedite proposal evaluations, Offerors are requested to provide a copy of their cost proposal to the cognizant Defense Contract Audit Agency Office at the time proposals are submitted to NASA/JSC.

Proposals that arrive after the prescribed time for receipt will be considered late and treated in accordance with FAR 52.215-1, "Instructions to Offerors-Competitive Acquisitions."

QUESTIONS RELATED TO THE RFP

All questions and comments related to the enclosed RFP shall be submitted in writing via the e-mail address listed below under the section entitled "E-mail Correspondence." Please title the e-mail note "Questions/Comments-JES RFP" in the subject block, and make sure to include in the note a name and daytime phone number of the person submitting questions or comments. Offerors shall submit all questions by close of business, November 2, 2012. Answers to questions will be posted to the NASA Acquisition Internet Service (NAIS) through an amendment to the RFP.

E-MAIL CORRESPONDENCE

All e-mail correspondence related to this solicitation shall be submitted to the following E-mail address:

JSC-JES@mail.nasa.gov

AMENDMENTS TO THE RFP

It is the Offeror's responsibility to monitor the NAIS website at the following web address for any changes to the schedule or posting of amendments to this RFP:

http://prod.nais.nasa.gov/cgi-bin/eps/bizops.cgi?gr=D&pin=73

The Offeror's are encouraged to ensure that they have submitted the required documentation and their company is listed on the on-line database for the following:

Central Contractor Registration:	https://www.sam.gov/
EEO National Pre-Award Registry:	http://www.dol-esa.gov/preaward
VETS 100:	http://www.dol.gov/vets/vets-100.html

MAJOR DIFFERENCES

Current JSC Environmental Support (JES) Services Contract vs. Recompete

1. Section H.2, 1852.209-71 Limitation of Future Contracting

   a. A limitation of future contracting opportunities may be imposed if it is determined that an Organizational Conflict of Interest (OCI) issue cannot be adequately mitigated.

2. Section C-Statement of Work

   a. Services that were previously provided as part of the JSC Facility Support Services Contract (FSSC) have been integrated into the JES contract. These new services include industrial solid waste (ISW) on-site pick up, providing generators with containers, managing the ISW container management facilities, managing storm water in containments, conducting inspections required by storm water permits and Storm Water Pollution Prevention Plans and Spill Prevention Control and Countermeasure Plans, operating a wastewater pretreatment system and spill response and clean-up. Since these additional services are required, there are also related new requirements for (1) a simplified work control process to track requests for containers and waste pick up, and (2) a procedure and location to receive supplies and materials.

3. Safety and Health Plan

   a. Changes which have been made since posting the Draft Statement of Work, Sample Task Orders A and B, List of Acronyms, Incentive Fee Evaluation Plan and Deliverable Requirement Descriptions (DRDs) on August 20, and August 28, 2012, are provided in Enclosure 1, Change Log.

4. Type of Contract
   a. The current contract is a Cost Plus Award Fee contract and the JES recompete is a Cost Plus Incentive Fee completion form base contract with Cost Plus Fixed Fee Indefinite Delivery Indefinite Quantity (IDIQ) procurement.

Yaranet G. Marquez
Contracting Officer

Enclosure

Enclosure 1
Change Log

Changes* from Draft SOW, Sample Task Orders A and B, List of Acronyms and Incentive Fee Evaluation Plan Released on August 20, 2012 and Draft Deliverable Requirement Descriptions (DRDs) Released on August 28, 2012

Section C	Changes to Section C (Statement of Work)
C.1, Table 3.1 (C.3.1.3)	Changed due date from Oct 31 to Sep 30
C.1.3	Added "NOTE" to second paragraph to reduce confusion over working hours; added "work anywhere" provision
C.2, Table C.2 (C.2.15)	Changed due date to more accurately reflect due date requirements in DRD AN-15, emergency preparedness plan
C.2, Table C.2 (C.2.16)	Add requirement for Contractor to update Alt FM as required.
C.2, Table C.2 (C.2.6)	Delete requirement for monthly performance metrics because changed to all quarterly; changed title of report and changed due dates for semiannual and quarterly metrics report
C.2.14.1	Change "other personnel" to "follow-on contracts" and removed reference to software development
C.2.15	Deleted requirement for Emergency Management Plan, since it is contained within SA-1 Safety and Health Plan. Added Payment of Regulatory Fees.
C.2.18	Deleted ", including inspections, waste shipments, training, etc".
C.2.19	Reordered list of ACA contractors and made contract names match section H.7
C.2.19	Updated to remove names of contracts and to instead refer to list in H.7
C.2.2	Removed Note under Item B
C.2.2.12	Added requirements for SA-2 and SA-3. Deleted reference to SA-2, Metrics
C.2.5 NOTE	Added bit information about "deliverables" to first line
C.2.5.k	Removed "etc" and put in "ex:" in ()
C.2.6	Changed DRD title from Contractor Performance Metrics and Workload Data to Contractor Performance Metrics and Data
C.2.8	Added reference to DRD AN-10, Government Property Management Plan
C.3, Table C.3.2 (C.3.2.1)	(C.3.2.1) Proposed Project List, change frequency to match budget profile; (C.3.2.3) changed frequency of Emerging Environmental Issues to quarterly
C.3.1.2	Added note to clarify availability of government facilities for classroom training
C.3.2, Table C.3.2 (C.3.2.3)	Change frequency of Emerging Environmental Issues to quarterly
C.3.5.1	Added SCTF to the EF P2 Plan (EF/SCTF P2 Plan)

C.3.6, Table 3.6 (C.3.6.3)	Changed deliverable name to Program/Project Review Comments
C.4, Table C.4.2	Added lines to separate requirements for C.4.2.1, ESC, EF, and EPFOL Comprehensive Site Compliance Evaluation Reports; (C.4.2.1) Changed name of SCTF Storm Water No Exposure Evaluation to match DRD EN-03; (C.4.4.2) changed due date of Tank Integrity recommended plan of action from "As Required" to "Within 10 work days of receipt of test results"
C.4, Table C.4.7	Deleted parenthetical explanation in 2nd deliverable; added line for C.4.7.5, EPFOL Tier II Hazardous Chemical Inventory Report and Corresponding Emergency Planning Letters
C.4.3.1	Added ® after MEMTEK to indicate registered brand name
C.4.3.1	Added requirements for MEMTEK operations
C.4.4, Table C.4 (C.4.4.2)	Change due date of Tank Integrity recommended plan of action from "As Required" to "Within 10 work days of receipt of test results"
C.4.6.6	Deleted "database and" from 2nd paragraph
C.4.7.3	Added "JSC, EF, and SCTF" to second paragraph
C.5.1 and C.5.2	Added examples of events and outreach activities that may be ordered via IDIQ Task Order; added Wildlife Management to Specialty Services as a potential IDIQ service
C.6, Table 3.6 (C.3.6.2)	(C.3.6.2)Deleted deliverable NEPA Documentation from C.3.6.2 in SOW and off DRD EN-05 C.3; (C.3.6.3) changed deliverable name to Program/Project Review Comments
Section C, Attachment B	Added paragraph about additional training required for specific duties, such as alternate facility manager, etc.; Added requirement under Other Training for PM to identify training requirement for each staff member "on or before Sept 1, 2013 or within 30 days of hire for new employees."; JES Program Manager "(Key Person)" deleted; Changed JES Program Manager Texas experience to "preferred"
Section C, Sample TO A	Added paragraph discussing Organizational and Consultant Conflict of Interest (Note: Sample Task Order A was moved to Section L as Attachment L-2)
Section C, Sample TO B	Changed the cost for bidding purposes from $2,000 to $3,000 for Sub-Task 2, Building 222 Impoundment Cleaning (Note: Sample Task Order B was moved to Section L as Attachment L-3)
Section J	**Changes to Section J (Attachments)**
Section C, C.2.8	Added reference to DRD AN-10, Government Property Management Plan
Section C, C.2.15	Deleted requirement for Emergency Management Plan, since it is contained within SA-1 Safety and Health Plan. Replaced with Payment of Regulatory Fees.
Section J-8 (III) (4)	Changed language to reflect reduction in target CIF available based on not meeting performance "gate"
Section J-8 (I)	All Incentive Fees will be administered in accordance with FAR

	52.216-10, Incentive Fee
C.5.2	Added Wildlife Management to Specialty Services
J-1, DRD AN-04	Added work from anywhere requirement
J-1, DRD EN-02	Deleted requirement for Emergency Preparedness Plan
J-1, DRD EN-03	Changed Storm Water Pollution Prevention Plan to SWPPP to match Section C; changed Multi Sector General Storm Water Permit to MSGP to match Section C; added "JSC, EF, and EPFOL" to title of reports for C.4.2.3 SWPP/SEC Plan Review Comments; added line for C.4.4.1, List of Applicable Oil Filled Equipment and Containers; added line for C.4.5.1, Hazardous Waste Discrepancy Report; deleted line for C.4.7.3, Asbestos Annual Document Log
J-1, DRD SA-3	Changed title of SA-3 to Safety and Health Program Self Evaluation to match other instances
J-6, Acronyms	Added multiple new acronyms
J-8, Incentive Fee Evaluation Plan	Added definitions of inspections; modified share ratio from 20 cents per dollar to 15 cents per dollar and maximum % from 15% to 10% for cost overrun; changed "baseline" to "target cost" and "total available incentive fee" to "target incentive fee"; deleted reference to FAR 233-1, Disputes; added "and Service Quality Metric factors specified in J-8, Attachment C" to Section II(a) for inclusion in Contractor's self-evaluation submittal; corrected title of H.11 to "H.11 Fee Rate Associated with Non-Labor Resources (NLR)" throughout; added Attachment with sample cost incentive fee calculations as Attachment E and renumbered E, F and G and updated references within the document to the new attachment numbers; clarified that cost incentive is 25% of the total target incentive fee and performance incentive fee is 75% of target incentive fee in several locations; clarified that industrial solid waste transportation, treatment, storage, disposal and recycling costs and regulatory fee payments will not be included in the cost incentive calculation in order to reduce the risk to the contractor for costs that the contractor cannot control; updated name of DRD AN-03, Contractor Financial Management Report (NF533); changed language to reflect reduction in target CIF available based on not meeting performance "gate"; added, All Incentive Fees will be administered in accordance with FAR 52.216-10, Incentive Fee

** Minor spelling, formatting and grammatical changes are not included within the change log*