

January 8, 2014

210.I

TO: All Prospective Offerors

SUBJECT: Request for Proposal (RFP), NNG14436908R, for NASA Balloon Operations Contract (NBOC)

You are invited to submit a proposal for the NASA/Goddard Space Flight Center's (GSFC) Wallops Flight Facility (WFF) NBOC solicitation. The requirement consists of the operation and maintenance of the Columbia Scientific Balloon Facility (CSBF) and engineering services to support the NASA Balloon Program. CSBF is a Government-owned facility located in Palestine, Texas, with a permanent balloon staging facility at Fort Sumner, New Mexico. The Contractor will be required to provide facility operation and maintenance for the CSBF, operational balloon flight support including launching, tracking, and recovery of the scientific balloons and payloads, and engineering services for operational support, quality control, and balloon research and development. Performance will be at CSBF, Goddard Space Flight Center WFF, Wallops Island, VA, Balloon launch sites, and at the Contractor's facility.

This procurement is a full and open competition. The NAICS code is 541330, with annual receipts of \$35.5M. This competitive procurement will result in a Cost-Plus-Fixed-Fee (CPFF) Core contract along with a CPFF Indefinite Delivery Indefinite Quantity (IDIQ) portion of the contract for issuing Task Orders along with the ability to issue firm fixed price Task Orders for construction. The contract will have a period of performance/effective ordering period with a twenty (20) month base period, a twenty-four (24) month option period 1, and a sixteen (16) month option period 2, for a total of 5 years, if all the options are exercised. The anticipated award date is November 30, 2014, with a February 1, 2015, contract effective date.

NASA appreciates the comments received in response to the release of the Draft solicitation. These comments resulted in improvements to the quality and content of the overall RFP. Offerors should review the RFP in its entirety, as its content has changed from the Draft version.

All documents related to this procurement, including this letter, the solicitation, attachments, exhibits, and any amendments will be attainable electronically from the World Wide Web through the GSFC Procurement Home Page at:

<https://procurement.nasa.gov/cgi-bin/EPS/bizops.cgi?gr=D&pin=51>

<https://www.fbo.gov/index?s=opportunity&mode=form&id=f813489454827167a68b48988229839f&tab=core&cview=1>

Additional information can also be found in the NBOC online Reference Library at:

<https://foiaelibrary.gsfc.nasa.gov>

Potential Offerors are requested to periodically monitor the websites for updates.

This RFP does not commit NASA/GSFC Wallops Flight Facility to pay any proposal preparation costs, nor does it obligate NASA/GSFC Wallops Flight Facility to procure or contract for these services. This request shall not be construed as authorization to proceed with, or be paid for charges incurred by performing any of the work called for in this solicitation.

Proposals submitted in response to this solicitation shall be submitted in accordance with the instructions at L.13 and L.18 and will be due no later than February 24, 2014, 3:00pm EST.

Below is a list of the Source Selection Authority (SSA) and voting members along with their associated NASA GSFC organizational codes, for the Source Evaluation Board (SEB). The names provided are for informational purposes only and other than the Contracting Officer, Mickey M. Merritt, these individuals should not be contacted regarding the NBOC procurement.

SSA

Arthur Obenschain, Code 100

Voting Members

Robert Savage, Code 300

Mickey M. Merritt, Code 210.I

Debra Fairbrother, Code 820

Mark Cording, Code 548

Gabriel Garde, Code 820

Offerors are reminded that a "Blackout" for this procurement was distributed to all GSFC/WFF personnel concurrently with the release of the Final RFP to Industry. Therefore, all communications pertaining to this procurement shall be directed to the Contracting Officer listed below.

All questions regarding this RFP shall be submitted in writing, electronically to Mr. Mickey M. Merritt, Contracting Officer, at mickey.m.merritt@nasa.gov on or before January 28, 2014. Offerors are encouraged to submit questions as soon as possible for consideration but no later than the aforementioned date of January 28, 2014.

Thanks you for your support. We look forward to receiving your proposals.

Mickey M. Merritt
Contracting Officer