

AMENDMENT OF SOLICITATION/ MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1 11
2. AMENDMENT/MODIFICATION NO. Amendment 1	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY NASA Lyndon B. Johnson Space Center Attn: Cynthia Maclean, Mail Code BR 2101 NASA Parkway Houston, Texas 77058	CODE	7. ADMINISTERED BY (If other than Item 6)	CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and ZIP Code)			

CODE	FACILITY CODE
(X) 9A. AMENDMENT OF SOLICITATION NO. X NNJ13476977R	9B. DATED (SEE ITEM 11) 7/11/13
10A. MODIFICATION OF CONTRACT/ORDER NO.	10B. DATED (SEE ITEM 13)

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is 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 copies 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 ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE 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 date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14. (x)

(x)	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 is not, is required to sign this document and return _____ copies to the issuing office.

14. description of amendment/modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this amendment is to post questions and answers in response to the RFP and to make associated changes.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Cynthia Maclean	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	18B. UNITED STATES OF AMERICA BY Cynthia Maclean (Signature of Contracting Officer)	16C. DATE SIGNED 7/23/13

Continuation of Block 14 of the SF-30 Amendment to the Solicitation

The purpose of Amendment 1 is to:

1. Answer questions submitted by Industry and to make associated changes to the RFP as shown in 2-5 below.
2. Amend Section L.14.3.1.C(c), page L-13 and formatting on page L-14.
3. Amend Table L-3 on page L-12, Table L-4 on page L-18 and Attachment L-03, Price and Other Cost Workbook.
4. Amend Section L.14.3.1.D, page L-20.
5. Amend Section M.3.1.C, page M-2.

Replacement pages for the aforementioned changes are attached.

ATIC Questions and Answers

1. Question:

“Under Technical Implementation Approach/Resources in Section L, it states ‘The Offeror shall complete the TRST, within Attachment L-03, (Price and Other Cost Workbook template) and submit a printed copy of the TRST with the response for each given task order.’ Does this mean the TRST will appear 3 times in the Technical Acceptability volume? Is this table included in the page limit?”

Answer:

Offerors must submit one printed copy of the TRST as an appendix to be attached to the end of Volume I. This appendix shall not be included in the page count limitation of Volume I. An amendment to the RFP will be issued amending Section L.14.3.1.C(c), page L-13 to clarify this issue.

2. Question:

“Section L, Total Compensation Plan, page L-20, states complete the total compensation templates (See Attachment L-04) . Total compensation templates are included in L-03, correct? Also, are printed copies of the templates to be included in the Total Compensation Plan or only delivered as part of Volume III?”

Answer:

L.14.3.1.D Total Compensation Plan should reference the compensation templates located in L-03, but additional copies of the compensation templates do not need to be included in the Total Compensation Plan. The Total Compensation Plan is delivered as part of Volume I (Technical Acceptability) and the Total Compensation Templates are submitted as part of Volume III (Cost/Price). An amendment to the RFP will be issued amending Section L.14.3.1.D, page L-20 to correct attachment to read L-03.

3. Question:

“Is the workers compensation insurance information requested in Paragraph L.14.3.2(6) - Safety Data included in the page limit of the Past Performance Volume II?”

Answer:

The workers compensation data and OSHA logs in L.14.3.2 (6) are all excluded from the page count.

4. Question:

“Section L, Table L-3 states the title of TO 2 is “Project Integration & Contracts Management Support (PICMS)”. The title in Attachment L-04 - Task Order 02 MPS is “MOD Project Support (MPS)”. Which title should be referenced in the proposal?”

Answer:

The correct title for Task Order #2 in Table L-3 on page L-12, Table L-4 on page L-18, and in Attachment L-03, Price and Other Cost Workbook should read "MOD Project Support (MPS)." An amendment to the RFP will be issued amending Tables L-3 and L-4 and Attachment L-03 to read "MOD Project Support (MPS).

5. Question:

"DA32-WI-01 BMO Management Plan references DA-WI-13A – DA/MOD Documentation and Data Control WI. Will you post this document to the Technical Library?"

Answer:

The DA-WI-13A -- DA/MOD Documentation and Data Control has been posted to the ATIC technical library.

6. Question:

"Will you post the Users Manual for the Athena tool to the Technical Library?"

Answer:

The user manual for Athena will not be posted in the technical library because much of the content is proprietary in nature.

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The Offerors are required to demonstrate their understanding of the requirements and the specific labor resources needed to successfully perform the requirements of this Contract of the Representative Task Orders in Attachment L-04. Since the paragraphs and Tables described in these instructions are also intended to facilitate the technical evaluation of the Offeror’s Price proposal, Offerors should carefully follow these instructions.

The Offeror’s response to this section should be consistent with the proposed Management Approach. Likewise, the Full Time Equivalent (FTEs) listed on the Technical Resources Summary Templates (TRSTs) must agree with the resources in the Volume III, Price. FTEs are defined as the proposed productive hours needed to comprise one average full time employee. This may be one employee or several part time employees. Productive Hours are defined as the total available hours for productive work in a year, excluding overtime, less paid time off.

The Offeror shall provide detailed responses to the Representative Fixed Price IDIQ Task Orders listed in Table L-3. The Representative FFP IDIQ Task Orders give Offerors an opportunity to demonstrate their understanding of the requirements. The Government may award these Task Orders at contract start.

Table L-3: Specific Technical Understanding and Resources Requirements, Fixed Price IDIQ Task Orders

Task Orders	SOW	Title	Reference Attachment
TO 1	2.0, 3.0, 4.0, 5.0, 6.0, 7.0, 8.0, 9.0, 11.0	Operations Technology Facility (OTF) Support	L-04-TO1
TO 2	2.0, 3.0, 8.0, 9.0, 10.0, 11.0	Project Integration & Contracts Management Support (PICMS) MOD Project Support (MPS)	L-04-TO2
TO 3	2.0, 3.0, 4.0, 5.0, 6.0, 7.0, 8.0, 9.0, 11.0	Athena	L-04-TO3

The Offeror shall provide for each Task Order: (a) the specific technical understanding of the requirements; (b) the basis of estimate proposed; and (c) provide an estimate in the form of a technical resources summary template TRST. This information shall be provided in accordance with paragraphs (a), (b), and (c) below.

a) Technical Understanding of Requirements

Detail the technical approaches for providing products and services defined in the Fixed Price IDIQ Task Orders in Table L-3 and provide all assumptions and rationale used. Provide sufficient discussion to fully demonstrate understanding of the technical requirements for all Task Orders. Discuss all needed functions including enabling and facility support requirements, and cite the appropriate reference to the SOW of the contract to demonstrate the Offeror's approach and rationale in executing the Task Order requirements.

For the task orders describe the processes used to accurately identify, monitor, and control technical risks associated with each specific Task Order. Identify those specific technical risks that the Offeror believes should be addressed relative to performance of work under all applicable sections of the SOW for that Task Order and discuss plans to mitigate or accept each risk.

b) Basis of Estimate (BOE)

Explain the BOE by providing supporting rationale for all labor resources (FTEs and skill mix) proposed. Include a discussion regarding how the proposed FTEs were estimated. Also, include a discussion associated with any assumptions made regarding the requirements that led to the proposed resources such as: "we assume that a verification plan for the deliverables already exists and all we are responsible for is the maintenance of the plan." Include sufficient narrative discussion to convince the Government that the proposed resources are realistic for the proposed technical and management approach.

Offerors are required to identify and include all non-labor costs for the Fixed Price IDIQ Task Order. A narrative BOE shall be provided that depicts the Offeror's demonstrated understanding of the required non-labor resources required to satisfy the Task Orders.

c) Resources

The resources shall agree with the narrative discussion in paragraphs (a)A, and (b)B above. The resource details shall be contained in the Technical Resources Summary Template (TRST) described below and will reconcile with the price proposal as indicated in the price proposal instructions for the pricing model.

The Offeror shall complete the TRST, within Attachment L-03, (Price and Other Cost Workbook template) and submit a printed copy of the TRST as an appendix and attach to the end of Volume I. This appendix shall not be included in the page count limitation of Volume I with the response for each given task order. The TRST shall agree with the BOEs. The TRST shall reconcile to the price volume. The rollup summary table shall reconcile with the details and shall reconcile with the price proposal as indicated in the price proposal instructions for the pricing model. Note that the TRST templates are also submitted as part of Volume III, Price.

The TRST shall not include narrative Technical Understanding of Requirements or BOE or Efficiencies data; and that if the Government determines this data is included in the TRST, the data will not be evaluated and the applicable TRST will be returned to the Offeror."

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Offerors shall assume 25 office seats (See G.7(c) INSTALLATION-ACCOUNTABLE GOVERNMENT PROPERTY), distributed among the JSC facilities, are available for the ATIC contractor.

Standard Labor Categories (SLC's)

The Offeror will develop their price estimates using their estimating system. The Offeror will map their labor categories to the SLC's using the guidelines provided below. SLC's are intended to broadly group proposed labor into a manageable number of categories. These guidelines do not address all the possible specific skills, or requirements that any one occupation or profession may require. It is the Offeror's responsibility to acquire an understanding of the work required to successfully meet the ATIC requirements. Accordingly Offeror must propose the resources required to successfully meet these requirements. Offerors are allowed to include additional labor categories that do not easily map into the SLC's below. However, the Offeror must provide job descriptions similar to the descriptions below.

ATIC SLC
<p>Program Manager: Serves as the Contractor's primary contract manager, and shall be the contractor's authorized interface with the Government Contracting Officer (CO), the Contracting Officer's Representative (COR), Government management personnel and customer agency representatives. Responsible for the overall Contract performance including subcontractors, which includes formulating and enforcing work standards, supervising contractor personnel and communicating policies, purposes and goals of the organization to subordinates. Relies on experience and judgment to accomplish goals. Typically reports to company CEO or senior executive.</p> <p>Education / Experience: A Bachelor's degree and at least 10 years of experience related to engineering or information system development. At least 5 years of experience in managing contracts. Project Management Professional Certification is preferred.</p>
<p>Configuration Management Specialist I: Responsible for appraisal and coordination of the creation, storage of, and retrieval of configuration management records and documents. Familiar with standard concepts, practices and procedures within the business process and information management. Relies on instructions and pre-established guidelines to perform the functions of the job in a highly skilled and timely manner with minimal to no supervision. Maintains various logs and relays general information regarding status of configuration management products. Interfaces with customers to accept incoming work and distribute completed work.</p> <p>Education / Experience: A high school diploma or equivalent and at least 3 years of experience in the field or a related area OR requires an Associate's degree and at least 3 years of related experience.</p>
<p>Configuration Management Specialist II: Conducts organizational studies, prepares processes; identifies continuous improvement techniques and applies to processes. Collects data and feedback and analyzes information to promote more effective processes. Identifies better business practices and promotes innovative solutions to problems.</p> <p>Education / Experience: A high school diploma or equivalent and at least 7 years of experience in the field or a related area OR requires an Associate's degree and at least 5 years of related experience OR requires a bachelor's degree and at least 3 years of related experience.</p>
<p>Configuration Management Specialist III: Conducts organizational studies, prepares processes; identifies continuous improvement techniques and applies to processes. Collects data and feedback and analyzes information to promote more effective processes. Identifies better business practices and promotes innovative solutions to problems.</p> <p>Education / Experience: Bachelor's degree and at least 15 years of experience.</p>
<p>Configuration Management IV: Conducts organizational studies, prepares processes; identifies continuous improvement techniques and applies to processes. Collects data and feedback and analyzes information to promote more effective processes. Identifies better business practices and promotes innovative solutions to problems.</p> <p>Education / Experience: Bachelor's degree and at least 20 years of experience.</p>
<p>Resource Analyst I: Assist in the analysis of past and present financial data of organization and helps estimates future revenues and expenditures, applies principles of finance. Documents financial analysis projects. Aids organization with financial functions, such as assessing, auditing, planning, budgeting, taxes, consolidation, cost</p>

Table L-4: IDIQ TOs GRE (rolled up)

Task Orders	SOW	Title	Full Time Equivalents
TO 1	2.0, 3.0, 4.0, 5.0, 6.0, 7.0, 8.0, 9.0, 11.0	Operations Technology Facility (OTF) Support	6.6
TO 2	2.0, 3.0, 8.0, 9.0, 10.0, 11.0	Project Integration & Contracts Management Support (PICMS)-MOD Project Support (MPS)	12.1
TO 3	2.0, 3.0, 4.0, 5.0, 6.0, 7.0, 8.0, 9.0, 11.0	Athena	4.2
		Grand Total	22.9

Table L-5: Cumulative IDIQ GRE FTE by Skill Mix

(Historical SLCs with Current GRE for Contract Year 1)

NASA (JSC) RFP Labor Category	
Program Manager	.1
Configuration Management Specialist I	1.0
Configuration Management Specialist II	
Configuration Management Specialist III	
Configuration Management IV	1.0
Resource Analyst I	
Resource Analyst II	1.0
Graphic Specialist I	2.0
Graphic Specialist II	
Graphic Specialist III	2.0
Systems Administrator I	1.0
Systems Administrator II	1.0
Systems Administrator III	2.0
Software Engineer I	.4
Software Engineer II	1.0

The Government is not providing a GRE for off-site facilities or off-site workstations. As a result, Offerors are required to provide the adequate supporting documentation in support of these cost estimates. Additionally, if the Offeror elects NOT to utilize the GRE amounts provided for materials/equipment, vehicles and travel, the following documentation is also required for these estimates:

Documentation Necessary for Non-Labor Resources Other Than GRE Amounts

Offerors shall provide adequate supporting rationale for the quantity of non-labor resources proposed (e.g., square foot requirements for facilities). Explain all the non-labor resources identified that will be indirectly charged to the contract through an indirect rate based on your disclosed accounting practices and contract requirements.

The Offeror shall propose price elements in a manner that is consistent with its disclosed established estimating and accounting practices. For example, certain non-labor resources (for example facilities) are frequently treated as an indirect expense and included in overhead or G&A. In situations like this, Offerors shall provide a complete description and rationale for all non-labor resources along with a statement communicating how these prices are accounted for in accordance with the Offeror’s estimating and accounting practices.

D. Total Compensation Plan

The Offeror shall provide a Total Compensation Plan that adequately addresses all aspects of DRD - ATIC- 07 located in Section J and complete the total compensation templates (See Attachment **L-03**) consistent with FAR 52.222-46, Evaluation of Compensation for Professional Employees, and NFS 1852.231-71, Determination of Compensation Reasonableness. Specific instructions to complete the total compensation templates can be found in 14.3.3 Price Factor - Volume III.

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E. Safety and Health Plan

The Offeror shall provide a Safety and Health Plan that adequately addresses all aspects of DRD-ATIC-09 located in Section J.

L.14.3.2 Past Performance Factor- Volume II

- (1) Provide information from organizations and companies from which your company has previously performed work, in order for the Government to obtain appraisals of past performance. Offerors, including joint ventures, major subcontractors (subcontracts estimated annual value greater than \$500,000) and the proposed program manager shall each provide information on up to 3 past contracts (subject to the page limitation constraints). References with Government contracts are preferred, but not required.
- (2) Offerors shall consider the relevancy and recency of the effort(s) as they relate specifically to this requirement. Offerors are advised that the Government’s evaluation of submitted contracts for past performance will include an evaluation of how recently performance has occurred. Only contracts with

TECHNICAL RESOURCES SUMMARY TEMPLATE

Prime Contractor Name:

PRIME AND ALL SUBCONTRACT (INCLUDING MINOR SUBCONTRACTORS) RESOURCES COMBINED

NASA (JSC) Standard Labor Categories	Incumbent Retention %	% Incumbents at Current Direct Labor Rates	Firm-Fixed Price			Total CY 1	Skill Mix Ratio	Ref.
			Task Order #1 Operations Technology Facility (OTF) Project Support	Task Order #2 MOD Project Support (MPS)	Task Order #3 Athena - Modifications and Support			
FTEs								
Example: *Engineer 1	100%	75%	2.0	2.0	2.0	6.0		
Program Manager						0.00	#DIV/0!	
Configuration Management Specialist I						0.00	#DIV/0!	
Configuration Management Specialist II						0.00	#DIV/0!	
Configuration Management Specialist II						0.00	#DIV/0!	
Configuration Management Specialist IV						0.00	#DIV/0!	
Resource Analyst I						0.00	#DIV/0!	
Resource Analyst II						0.00	#DIV/0!	
Graphic Specialist I						0.00	#DIV/0!	
Graphic Specialist II						0.00	#DIV/0!	
Graphic Specialist III						0.00	#DIV/0!	
Systems Administrator I						0.00	#DIV/0!	
Systems Administrator II						0.00	#DIV/0!	
Systems Administrator III						0.00	#DIV/0!	
Software Engineer I						0.00	#DIV/0!	
Software Engineer II						0.00	#DIV/0!	
Software Engineer III						0.00	#DIV/0!	
Software Engineer IV						0.00	#DIV/0!	
Software Engineer V						0.00	#DIV/0!	
Computer Engineer I						0.00	#DIV/0!	
Computer Engineer II						0.00	#DIV/0!	
Computer Engineer III						0.00	#DIV/0!	
Computer Engineer IV						0.00	#DIV/0!	
Principal Engineer I						0.00	#DIV/0!	
Principal Engineer II						0.00	#DIV/0!	
Principal Engineer III						0.00	#DIV/0!	
Web Designer I						0.00	#DIV/0!	
Other (Identify)						0.00	#DIV/0!	
Total FTE Prime and All Subs			0.00	0.00	0.00	0.00	#DIV/0!	

*NOTE: Remove example from official submission. The example is provided to demonstrate formatting and how the data is to be submitted. The data in the example is not real and should not be interpreted as such.

The SLPT will carry out the evaluation activities and report to the Source Selection Authority (SSA), who is responsible for making the source selection decision. For those Offerors who are determined to be “Acceptable” under the Technical Acceptability Factor, tradeoffs will be made between Past Performance and Price. Past Performance is significantly more important than price.

The Government will award to the Offeror whose proposal offers the best overall value to the Government that meets all solicitation requirements and is determined responsible in accordance with FAR 9.104, Standards. Further, the Subcontracting Arrangement Information (SAI) and the OCI information will also be used to determine eligibility.

M.3.1. Technical Acceptability Factor (Volume I)

The following Technical Acceptability Subfactors apply:

A. Management and Staffing Plan

The proposed Management and Staffing Plan will be evaluated for reasonableness, feasibility, and completeness. A Technically Acceptable Management and Staffing Plan will be at a level of reasonableness, feasibility and completeness where associated risks do not jeopardize an acceptable level of contract performance.

B. Contract Phase-In Plan

The proposed Phase-In Plan will be evaluated for reasonableness, feasibility and completeness. A Technically Acceptable Phase-In Plan will be at a level of reasonableness, feasibility and completeness where associated risks do not jeopardize an acceptable level of contract performance.

C. Technical Implementation Approach

The proposed Technical Implementation Approach of the Representative Task Orders will be evaluated for reasonableness, feasibility, and completeness. A Technically Acceptable Representative Task Order will be at a level of reasonableness, feasibility and completeness where associated risks do not jeopardize an acceptable level of contract performance. The SLPT's evaluation of this subfactor will include evaluation of the printed copy of the TRST submitted as an appendix at the end of Volume I.

D. Total Compensation Plan

The proposed Total Compensation Plan will be evaluated for reasonableness, feasibility and completeness. A Technically Acceptable Total Compensation Plan will be at a level of reasonableness, feasibility and completeness where associated risks do not jeopardize an acceptable level of contract performance.

E. Safety and Health Plan

The proposed Safety and Health Plan will be evaluated for reasonableness, feasibility and completeness. A Technically Acceptable Safety and Health Plan will be at a level of reasonableness, feasibility and completeness where associated risks do not jeopardize an acceptable level of contract performance.