NNG14469449R
GEOPHYSICS, GEODYNAMICS AND SPACE GEODESY SUPPORT (GGSG)
QUESTIONS AND ANSWERS

1. What is necessary for GSFC to be an official IGS Analysis Center. From the CHARTER FOR IGS ANALYSIS CENTERS AND ASSOCIATE ANALYSIS CENTERS, 'A new AC /AAC must supply the CB with contact information and a completed AC/AAC information file.'. Do you know where this AC/AAC information file can be found? Who is the current Analysis Center Coordinator?

   Response: The current IGS Analysis Center Coordinator (IGS ACC) is Kevin Choi <kevin.choi@noaa.gov> at NGS. The IGS ACC website is http://acc.igs.org . The description files for existing Analysis Centers/Associate Analysis Centers are available through the IGS Central Bureau website at: ftp://igscb.jpl.nasa.gov/pub/center/analysis/ . Questions about the IGS can be directed to the IGS Central Bureau at <cb@igs.org> .

   IGS – International Global Navigation Satellite System (GNSS) Service

2. DRFP Paragraph L.13.3 Subfactor A—Understanding Technical Approach (SOW Elements and Scenarios), Page 112. The final paragraph before the heading 'Scenarios' requires the offeror "The proposed approach should also include a discussion of the personnel categories proposed under the contract and how the labor skill and mix will be employed to accomplish the work in an effective and efficient manner." It seems logical that this requirement should immediately follow, or be incorporated into, the requirement several paragraphs above it that states "The offeror shall explain the approach for identifying the optimum skill mix based upon the requirements of the SOW and the approach for matching skill mix to services/functions."

   Please consider merging these requirements into a single requirement or eliminating it since personnel categories are also required as a discussion in the Management Approach.

   Response: Under L.13.3 Subfactor A—Understanding Technical Approach (SOW Elements and Scenarios), Page 112, the following statement will be deleted from the final paragraph before the heading 'Scenarios', "The proposed approach should also include a discussion of the personnel categories proposed under the contract and how the labor skill and mix will be employed to accomplish the work in an effective and efficient manner."

3. DRFP Paragraph L.13.3 Subfactor A—Understanding Technical Approach (SOW Elements and Scenarios), Page 112. The final paragraph before the heading 'Scenarios' requires that "The proposed approach should also include a discussion of the personnel categories proposed under the contract and how the labor skill and mix will be employed to accomplish the work in an effective and efficient manner." In examining Section M, however, we find no corresponding language that informs offerors how the Government will evaluate the information that Section L requires in the Technical Approach regarding personnel categories and how the labor skill and mix will be employed.

   Please provide information on how the Government is specifically going to evaluate the offeror's discussion of the personnel categories proposed under the contract and how the labor skill and mix will be employed to accomplish the work in an effective and efficient manner.

Response: Under L.13.3 Subfactor A—Understanding Technical Approach (SOW Elements and Scenarios), page 112, the following statement will be deleted from the final paragraph before the heading 'Scenarios', "The proposed approach should also include a discussion of the personnel categories proposed under the contract and how the labor skill and mix will be employed to accomplish the work in an effective and efficient manner."

4. DRFP Paragraph L.13.3 Subfactor A—Understanding Technical Approach (SOW Elements and Scenarios), Page 113. The middle paragraph under the heading 'Scenarios' states "Any assumptions made in preparing a response to these representative task orders must be clearly stated." However, this DRFP does not require responses to Representative Task Orders, but only responses to Scenarios.

   Can you clarify this apparent inconsistency?

   Response: Under L.13.3 Subfactor A—Understanding Technical Approach (SOW Elements and Scenarios), page 113. The middle paragraph under the heading 'Scenarios' will be revised to "Any assumptions made in preparing a response to these scenarios must be clearly stated."

5. DRFP Paragraph L.13.3 Subfactor B—Management Approach, Page 116. The second complete paragraph on this page refers to issuing Task orders in accordance with the Task Ordering Procedure clause in Section H of this RFP. However, Section H does not contain this clause. It appears in Section I.1.

   Can you clarify this apparent inconsistency?

   Response: Under L.13.3 Subfactor B—Management Approach, page 116, the second complete paragraph, first sentence will be revised as follows: "Task orders will be issued in accordance with the Task Ordering Procedure clause in Section I of this RFP."

6. DRFP Paragraph L.10(b)1, Proposal Content and Page Limitations, Page 104, and DRFP Paragraph L.13.3, Management Approach, Page 117. The DRFP table indicates that the Total Compensation Plan, Phase-in Plan, Safety and Health Plan, and Small Business Subcontracting Plan are excluded from the Page Limitation set for the Mission Suitability Volume. The DRFP instructs that each of these plans will be incorporated into the contract as an attachment. The DRFP also states that the Quality Assurance Plan "will be incorporated into the contract as an Attachment."

   Since all other plans that are to be submitted that will become attachments to the contract are excluded from the page limitation for the Mission Suitability Volume, will the Government consider excluding the Quality Assurance Plan from the page limitation as well?

   Response: The Quality Assurance Plan is excluded from the page limitation for the Mission Suitability Volume. The table will be revised to add the Quality Assurance Plan page limitation exclusion.

7. DRFP Paragraph L.13.4, Deviations/Exceptions (Mission Suitability Proposal), Page 121. The offeror is required to identify and explain the reason for any deviations, exceptions, or

conditional assumptions taken with respect to these mission suitability instructions, or to any of the technical requirements of the solicitation.

Is the offeror's response to this requirement excluded from the page limitation for the Mission Suitability Volume?

Response: Under L.10(b), Proposal Content and Page Limitations, page 104, A row entitled "(b) Deviations & Exceptions" with a page limitation of "Excluded" will be added to the Mission Suitability Volume.

8. DRFP Paragraph L.15(b); Prior Customer Evaluations (Past Performance Questionnaires), Pages 133–134. Section L instructs Offerors and any proposed significant subcontractor(s) to provide the questionnaires provided as Exhibit 13, Past Performance Questionnaire, to contract references and to "instruct each of its references to return the questionnaire directly to the Government in a sealed envelope." Exhibit 13 in the Draft RFP was released by the Government as a .pdf file.

   Will the Government provide Exhibit 16, Past Performance Questionnaire, in MS Word to facilitate its completion by contract references? Also, many of our company's contract references have previously indicated a preference to provide completed Past Performance Questionnaires using email as opposed to a sealed envelope using the U.S. Postal Service. Will it be acceptable to the Government for contract references to return completed Past Performance Questionnaires directly to the GSFC Contracting Officer using email?

   Response: Exhibit 16, Past Performance Questionnaire, will be posted in MS Word. Also, under L.15 GSFC 52.215-230 Past Performance Volume (MAR 2012), paragraph (b) Prior Customer Evaluations (Past Performance Questionnaires), the following statement will be added, "Alternatively questionnaires may be submitted electronically to the Contracting Officer by email. The email address for submissions is makara.k.nevils@nasa.gov."

9. DRFP Paragraph L.10(b), Proposal Content and Page Limitations, Page 104. The DRFP states table indicates in the column marked 'Page Limitations' that they are 'mixed' for the Cost Volume. However, both rows have the word 'None' in this column. Additionally, the detailed instructions for Volume III—Cost Proposal refer in several locations to the Cost Volume's 'written narrative'.

   Is there a row missing from the table in L.10(b) that pertains to the Cost Volume's written narrative?

   *Response: A row entitled "(c) Basis of Estimates" with a page limitation of *15 pages will be added.*

   **The page limitation includes prime and each significant subcontractor (page limitation is for the total component (prime and subs)).*

   With the addition of row "(c) Basis of Estimates", the column marked "Page Limitations" for the Cost Volume will remain as "Mixed".

10. DRFP Paragraph L.10(b), Proposal Content and Page Limitations, Page 105. Subparagraph (3) states "In addition, the Cost volume of your proposal is not page limited except for the page limit for the Basis of Estimate (BOE) section specified in table (b)(1) above. However, there is no BOE listed in table (b)(1), nor is there a written narrative indicated in table (b)(1).

    Can you clarify this apparent inconsistency?

    *Response: A row entitled "(c) Basis of Estimates" with a page limitation of *15 pages will be added.*

    **The page limitation includes prime and each significant subcontractor (page limitation is for the total component (prime and subs)).*

    With the addition of row "(c) Basis of Estimates", the column marked "Page Limitations" for the Cost Volume will remain as "Mixed".

11. DRFP Paragraph L.13.1 General Instructions (b), Proposal Content and Page Limitations, Page 111. The second paragraph on this page provides directions for including "Contractor Proposed Enhancements" in Attachment N. It further instructs that "The offeror shall include Contract Attachment N as part of the model contract in the Contract Volume of their proposal." However, there is no Contract Volume specified, only an Offer Volume (as Volume I). The Offer Volume has no instructions regarding "Contractor Proposed Enhancements"

    Please provide instructions as to exactly where Attachment N should be included in the proposal.

    Response: The reference to "Contract Volume" in the paragraph L.13.1 statement "The offeror shall include Contract Attachment N as part of the model contract in the Contract Volume of their proposal" should state "Offer Volume". As such the statement will be revised to state "The offeror shall include Contract Attachment N as part of the model contract in the Offer Volume of their proposal." The Offer Volume contains the model contract which includes Attachment N (if proposed).

12. DRFP Paragraph L.13.3 Subfactor B—Management Approach, Pages 114–115. The fourth paragraph of instructions for the Management Approach begins with statements regarding Significant Subcontractors and goes on to list four numbered requirements. The paragraph ends with instructions to "...discuss its plans for managing its subcontracts and addressing any problems that arise as a result of the proposed organization structure or poor and/or non-performance of subcontracted portions of the contract."

    Do these four enumerated requirements apply only to Significant Subcontractors or do they apply to all proposed subcontractors whether or not they are significant? Is the final instruction in this paragraph (top of Page 115) to be applied only to Significant Subcontractors, or to all subcontractors?

    Response: The four enumerated requirements apply only to Significant Subcontractors. The final instruction in this paragraph (top of Page 115) applies to all subcontractors. As such, revisions to the referenced language above is not needed.