

**Systems Engineering Advanced Services (SEAS)
FINAL REQUEST FOR PROPOSAL (RFP) COVER LETTER**

TO: All Prospective Offerors

SUBJECT: Request for Proposal (RFP), Solicitation No. NNG15499015R, for
Systems Engineering Advanced Services (SEAS)

You are invited to submit a proposal in response to the National Aeronautics and Space Administration (NASA) Goddard Space Flight Center's (GSFC) Systems Engineering Advanced Services (SEAS) solicitation. The principal purpose of this requirement is to provide Mission and Instrument Systems Engineering (M&ISE) services to the Mission Engineering & Systems Analysis Division (MESAD) and related Applied Engineering and Technology Directorate (AETD) organizations, for the formulation and implementation of flight and ground systems, and development and validation of new technologies. The contractor shall provide M&ISE services in all aspects of mission and instrument formulation and implementation for systems, science instruments, observatories, launch, ground system, spacecraft, and suborbital craft (e.g., aircraft, sounding rockets, unmanned aerial vehicles (UAVs), balloons), including services for the following: free-flying spacecraft, suborbital craft payloads, and Space Station payloads.

This procurement is an 8(a) set-aside competition. The North American Industry Classification System (NAICS) code for this acquisition is 541712 and the small business size standard is 1,000 employees. The NASA GSFC point of contact for Small Business concerns related to this procurement is Donna Broderick on (301) 286-4679.

This competitive procurement will result in a Cost-Plus-Fixed-Fee (CPFF) Indefinite Delivery Indefinite Quantity (IDIQ) contract with an effective order period of five years from the contract effective date. This anticipated contract award date is June 29, 2015, with an August 15, 2015 contract effective date. The Statement of Work, Attachment A, describes the scope of the requirement. Phase-In will be conducted, under a separate contract or purchase order, during the 45-day period prior to the effective date of the contract.

The contract will be performed onsite at GSFC and offsite at the Contractor's facilities. The Government will make available existing Installation-Accountable Government Property (IAGP) for onsite contract performance and Government Furnished Property (GFP) for offsite use at the Contractor's facility.

Please note a Top Secret facilities clearance is required for this procurement in accordance with the DD Form 254, Contract Security Classification Specification.

NASA GSFC appreciates the comments received in response to the release of the Draft RFP. 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 changes from the Draft RFP version. The following list identifies some areas where enhancements have been made from the Draft RFP to this final RFP that may not have been addressed in the Draft RFP questions and responses:

RTO 1 is not required to be priced nor is any cost information required on either RTO 1 or RTO2.

The requirement to provide Position Descriptions is in the Cost Volume. Position Descriptions are to be limited to 1 page per description. Position Descriptions are no longer to be proposed in Mission Suitability.

Mission Suitability pages were increased from 50 to 75 pages.

Significant Subcontractors in the Cost Volume is changed from: 10% to 20%.

Attachments, enclosures and exhibits have been modified.

This list is not intended to cover all changes nor describe all RFP requirements. Offerors should carefully review the RFP in its entirety.

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 NASA Acquisition Internet Service (NAIS) GSFC Business Opportunities website at: <https://prod.nais.nasa.gov/cgi-bin/eps/bizops.cgi?gr=D&pin=51>

Additional information can also be found on the SEAS online Reference Library at: <https://foiaelibrary.gsfc.nasa.gov/>

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

NASA FAR Supplement (NFS) clause 1852.215-84, OMBUDSMAN, is applicable. The Center Ombudsman for this acquisition can be found at: http://prod.nais.nasa.gov/pub/pub_library/Omb.html

Offerors are encouraged to refer to Federal Acquisition Regulation (FAR) provision 52.215-1, INSTRUCTIONS TO OFFERORS—COMPETITIVE ACQUISITION, in particular paragraph (f)(4) which discusses the government's right to award a contract without discussion.

This RFP does not commit NASA GSFC to pay any proposal preparation costs, nor does it obligate NASA GSFC 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 due no later than January 12, 2015, 3:00 P.M. 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, Craig F. Keish, these individuals shall not be contacted regarding this procurement. The Government may change personnel associated with this acquisition at its discretion.

SSA

Colleen Hartman, Code 100

Voting Members

Richard Mills, Code 565, Chairperson

Craig F. Keish, Code 210.M, Contracting Officer

John Galloway, Code 590

James La, Code 301

Victor Torres, Code 590

Offerors are reminded that a “Blackout Notice” for this procurement was distributed to all applicable NASA GSFC personnel concurrently with the release of the Final RFP to Industry. Therefore, all communications pertaining to this procurement shall be directed only to the Contracting Officer listed below.

All questions regarding this RFP should be submitted in writing, electronically to Craig F. Keish, Contracting Officer, at craig.f.keish@nasa.gov on or before December 15, 2014. Offerors are encouraged to submit questions as soon as possible for consideration.

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

Contracting Officer