

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1 9
2. AMENDMENT/MODIFICATION NO. 000002	3. EFFECTIVE DATE 03/04/2015	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY NASA/Glenn Research Center Procurement Division, MS 60-1 21000 Brookpark Road Cleveland OH 44135-3127	CODE GRC	7. ADMINISTERED BY (If other than Item 6)	CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(x) 9A. AMENDMENT OF SOLICITATION NO. NNC14ZK0013R	
		x 9B. DATED (SEE ITEM 11) 02/19/2015	
		10A. MODIFICATION OF CONTRACT/ORDER NO.	
		10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE		

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 extended. 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 1 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 ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	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.)

This Amendment No.2 provides answers to questions. As a result of the questions, the following changes are made to the Request for Proposal (RFP) number NNC14ZK0013R.

1. Clause G.5 is modified to remove the Headcount Report requirement.
2. Section H-8 includes a 5 calendar day acknowledgement within 5 calendar days of the receipt of the task order. H-8 now reads, "The Contractor shall provide acknowledgment of receipt to the Contracting Officer within 5 calendar days after receipt of the task order."
3. Clause I.130 has a link that may not open. Documents to be used as examples are uploaded to the posting.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A 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) BERNADETTE KAN	
15B. CONTRACTOR/OFFEROR <i>(Signature of person authorized to sign)</i>	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>(Signature of Contracting Officer)</i>	16C. DATE SIGNED

NAME OF OFFEROR OR CONTRACTOR

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>4. In section J Attachment A, The wording under Section J, Attachment "A" Contract Documentation Requirements, Paragraph D. Technical Reports, subparagraph (1) Task Final Report under Submission Requirements is changed as follows:</p> <p>"The Contractor shall submit for review one electronic file (Microsoft Word format) of the draft task final report to the NASA Contracting Officer within thirty (30) days prior to the completion date of the task order."</p> <p>End of changes.</p> <p>Question 1: Please confirm if the Business Management section of Volume IV consists solely, as described in section L.28, of a listing of exceptions and deviations taken with regards to the RFP and a Summary Addendum listing every exception and/or deviation taken by the Offeror and shall be entitled "Exceptions and Deviations".</p> <p>a. If no exceptions are being taken, does a statement to that effect complete the "Business Management" section of Volume IV?</p> <p>Answer: If no exceptions are being taken a statement to that effect is required. However, the Business Management section of Volume IV shall also contain:</p> <p>-The model contract consisting of the SF 33 (Items 12-18 completed), Section B-I, Section J and Section K. Note: All copies (original + 2) of the SF33 shall have an original signature in Item 17.</p> <p>Question 2: Section L.15 states that proposal Volume IV includes: "Signed Model Contract, SF 33 and Section K Certification." Section L.28 states: "The Offeror shall also complete the following sections of the RFP which shall be included in the model contract: Sections B-I, Section J attachments, and Section K."</p> <p>a. Will a standalone model contract, with signature blocks be included in a future Continued ...</p>				

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	<p>amendment to the RFP?</p> <p>Answer: No. The SF 33 and the Sections B-I, Section J and Section K should be submitted with your proposal as the model contract.</p> <p>b. Section J.1 states that both the IT Security Management Plan (J-B) and Organization Conflict of Interest Plan (J-D) are due thirty (30) days after contract award. Section L.28 states that Section J attachments, including both plans, will be included in Volume IV of the proposal. Please clarify if draft versions of both plans are due as part of Volume IV of the proposal.</p> <p>Answer: No, they will be due 30 days after contract award.</p> <p>c. J.1- G. lists a "Sample Contractor Accounting Calendar" an example of which was included in the RFP. Do you want our company accounting calendar(s) placed in Volume IV?</p> <p>Answer: Yes, This can be submitted in Volume IV.</p> <p>Question 3: Our FPRAs is prepared on a calendar year basis, January 1 - December 31. Can Exhibits be prepared with each contract year starting January 1 and ending December 31 instead of specified August 1 - July 31?</p> <p>Answer: No, your Section H bid rates are to be by contract year. Your FPRAs will be used as appropriate and in accordance with the Section H clause as they are agreed to by the Government.</p> <p>Question 4: Can the following language from Section H.24, "Where an approved Forward Pricing Rate Agreement exists, the appropriate Indirect Rates shall be used if those rates are less than those shown in Attachment E," be replaced with "Where an approved Forward Pricing Rate Agreement exists, the Forward Pricing Rate Agreements shall take precedence over Clause H.24 TASK ORDER PRICING RATES AND FEE?"</p> <p>Answer: Unfortunately, we did look at similar language as you have requested. Use of such language would take away the meaning of the Section H rates, removal of the use for Source Continued ...</p>				

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	<p>Selection and market driven rates.</p> <p>Question 5: We intend to populate Attachment E in accordance with our Disclosure Statement in our FPRA. We are concerned that those FPRA's are not representative of potential task orders that would be proposed several years from now. If a future proposal's rates were to exceed what was submitted as Attached E, would the latest FPRA supersede Attachment E?</p> <p>Answer: No, you are referred to the clause as written.</p> <p>Question 6: Section J, Attachment "A" Contract Documentation Requirements, Article D (1), Technical Reports, indicates that the draft final report shall be submitted within thirty days prior to the completion of the technical effort.</p> <p>A. What is the definition of technical effort and completion thereof?</p> <p>Answer: Technical effort is all the activities that influence performance by defining, designing, or executing a task, requirement, or procedure. Completion thereof is the date when all technical effort has been accomplished.</p> <p>B. Does the completion of the technical effort coincide with the period of performance end date?</p> <p>Answer: No, the completion of the technical effort does not coincide with the period of performance end date.</p> <p>C. Does `within thirty days prior to the completion of the technical effort` correspond to a thirty calendar day duration for which the draft final report is due any day within the thirty day period?</p> <p>Answer: The period of performance end date is the date that the task order ends. Therefore, in order to have a final report submitted on the performance end date, the technical effort should end in advance of the 30 day draft final report submission so that the draft final report can be reviewed and the final version of the report Continued ...</p>				

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	<p>submitted on the last day of the performance period.</p> <p>D. If the technical effort represents engineering analysis, experimentation, and documentation, how can a draft final report be submitted prior to the completion of the technical effort?</p> <p>Answer: The technical effort is to end prior to the submission of the draft final report.</p> <p>E. If the technical effort represents engineering analysis, experimentation, and documentation, could the contract language be changed as follows:</p> <p>FROM:</p> <p>D (1) SUBMISSION REQUIREMENTS:</p> <p>The contractor shall submit for review one electronic file (Microsoft Word format) of the draft task final report to the NASA Contracting Officer within thirty (30) days prior to the completion of the technical effort.</p> <p>TO:</p> <p>D (1) SUBMISSION REQUIREMENTS:</p> <p>The contractor shall submit for review one electronic file (Microsoft Word format) of the draft task final report to the NASA Contracting Officer within thirty (30) days after completion of the technical effort.</p> <p>Answer: The wording under Section J, Attachment "A" Contract Documentation Requirements, Paragraph D. Technical Reports, subparagraph (1) Task Final Report under Submission Requirements is changed as follows:</p> <p>"The Contractor shall submit for review one electronic file (Microsoft Word format) of the draft task final report to the NASA Contracting Officer within thirty (30) days prior to the completion date of the task order."</p> <p>Question 7: Clause H.24 Task Order Pricing Rates. This clause states that the "Government will pay the actual costs incurred as specified in the order, subject to the limits established by the `Limitation of Costs`, or the `Limitation Continued ...</p>				

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	<p>of Funds` clauses." Please confirm that "actual costs" means that the Government agrees to pay Contractor in accordance with the Contractor's approved Forward Pricing Rate Agreement in effect at that time.</p> <p>Answer: No, FPRA are for bidding only. Incurred costs, aka "actual costs" that are allocable and allowable in accordance with GAAP, FAR and CAS, are the only reimbursements that will be made on the contract.</p> <p>Question 8: Regarding Clause I.130, 1852.204-76 "Applicable requirements, regulations, policies, and guidelines are identified in the Applicable Documents List (ADL) provided as an attachment to the contract." Could NASA provide the ADL or an example of the ADL?</p> <p>Answer: See attached documents as examples uploaded with this Amendment No. 2.</p> <p>Question 9: Clause G.5 (b)(1) Contractor Headcount Reports - Subparagraph (ii) references a sample format which was not attached. Please provide the sample format in order to allow Contractor to determine capability to report data requested. It is also unclear if a Contractor Headcount Report will be required since Subparagraph (ii) states "not required at this time." Please detail the circumstances in which a Contractor Headcount Report will be required.</p> <p>Answer: The headcount report is not a requirement of this Request for Proposal or any resulting contract. The requirement for a headcount report is removed.</p> <p>Question 10: What are the financial reporting requirements that will be applicable to Firm Fixed Price task orders?</p> <p>Answer: All Contracts require a 533M roll up for all current active task orders including any firm fixed price task orders. For any fixed price task orders, the 533M roll up shall contain the list of fixed price task orders with amounts in the following columns for each fixed price task:</p> <p>7a. Actuals for Month Continued ...</p>				

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	<p>7c Actuals to Date 9b Task Order Value</p> <p>Question 11: We noticed that the RFP does not contain sample tasks and that Attachment "E" (Indirect Cost Rates) and Attachment "F" (Fully Loaded Dollars Cost Example) are Micro Soft Excel files for capturing indirect costs and rates. Is the only requirement for Volume II (Cost Proposal) to provide our indirect costs and rates? If yes, how do we establish tasks to price since there are no sample tasks included in the RFP?</p> <p>Answer: No. Please note, there are also specific instructions and Systems Reviews and Status Information under paragraph 3.0 on Page 120 and 121 that also must be submitted.</p> <p>Question 12: The table in Section L., page 109, lists, as part of Volume IV, a "Business Management" section with a 5-page limit. FRFP Section L.28, Volume IV, does not seem to contain instructions for what constitutes this 5-page section. What does the government require for Part 1 of Volume IV, Business Management?</p> <p>Answer: The 5 page limit for Business Management shall include a listing of exceptions and deviations taken with regards to the RFP. This item will be accompanied by a Summary Addendum listing (by Volume & page number) every exception and or deviation taken by the Offeror, and shall be entitled, "EXCEPTIONS AND DEVIATIONS".</p> <p>Question 13: Page 44, Sec H-9 e: RFP states: "The Contractor shall provide acknowledgment of receipt to the Contracting Officer within calendar days after receipt of the task order." Can Government identify # of calendar days to acknowledge receipt?</p> <p>Answer: Within 5 calendar days after receipt of the task order.</p> <p>Question 14: Pages 43 & 44, Sections H-8 and H-9: RFP states that Task Plans are to be submitted to NASA CO within 10 working days after receipt of CO request. However, Attachment A (page 81), Contract Documentation Requirements; A. Task Plan Continued ...</p>				

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	<p>states"The time of submittal shall be within fifteen (15) working days after the date of the task order, unless otherwise directed by the NASA Contracting Officer." Can Government resolve discrepancy with task plan submittal timeframe?</p> <p>Answer: The 10 days in Clause H-8 and H-9 refers to the task plan required with the task order proposal. In Attachment A (page 81), Contract Documentation Requirements; A. Task Plan states "The time of submittal shall be within fifteen (15) working days after the date of the task order unless otherwise directed by the NASA Contracting Officer" refers to the deliverable under any issued task order where a task plan is required as a deliverable.</p> <p>Question 15: Page 81, Attachment A Contract Documentation Requirements, A. Task Plan Sections A(1) (a) and (b). do not specifically call out cost estimate as part of the task plan content. Assume cost estimate is part of the task plan, and as such is there a specific format to be used?</p> <p>Answer: Page 81 Attachment A Contract Documentation refers to the deliverables that will be required after a task order is issued. No cost estimate after task order is issued.</p> <p>Question 16: Page 118, L-24, Subfactor 3- SB Utilization; if just addressing one technology area, do we use the aggregate value to determine SB percentages?</p> <p>Answer: Use the Maximum Value for the Technology Area, and do not use the aggregate.</p> <p>Question 17: Attachment E references Attachment J. Will the government be providing Attachment J?</p> <p>Answer: No. The section J - Attachment E is clarified as follows:</p> <p>From: Attachment J shall have rates for each of the 5 (five) contract years. A separate Tab is provided for each contract year's rates.</p> <p>To: Section J shall have rates for each of the 5 (five) contract years. A separate Tab is</p> <p>Continued ...</p>				

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
 NNC14ZK0013R/000002

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	<p>provided for each contract year's rates.</p> <p>Question 18: We did not see labor categories, rates, or hours: is the offeror required to identify all possible labor categories that could be working on the contract and their direct/base rates?</p> <p>Answer: No. Attachment E and Attachment F are required.</p> <p>Question 19: As set forth in the RFP, electronic copies of the proposal are not to include pdf files. The contractor's system approvals (e.g., Property Management) are typically provided as signed pdf files from the appropriate agency. Please advise.</p> <p>Answer: System approvals can be provided in Portable Document Format (Adobe Acrobat) (PDF).</p> <p>Question 20: Section L.16 (e) states that: "The submission of scanned documents inserted into document applications such as Adobe PDF or MS Word DOC files is prohibited." How will we include signed letters of intent or other certifications requiring signatures?</p> <p>Answer: Signed letters of intent can be included along with other certifications in PDF or MS Word DOC.</p> <p>All other terms and conditions under NNC14ZK0013R remain unchanged.</p>				