

National Aeronautics and Space Administration
Goddard Space Flight Center
Greenbelt, MD 20771



Reply to Attn of:

TO: All Prospective Offerors

SUBJECT: Request for Proposal (RFP), Solicitation No. NNH15498962R, for Spectrum Management, Engineering Services and Programmatic Resources Management Support (SMESPRMS)

You are invited to submit a proposal in response to the National Aeronautics and Space Administration (NASA) Headquarters' SMESPRMS solicitation. The principal purpose of this requirement is to provide Spectrum Management and Program Management support to the NASA Headquarters Space Communication and Navigation Program. The Statement of Work, Attachment A, describes the scope of the requirement.

This acquisition will be conducted as a small business set-aside competition. The North American Industry Classification System (NAICS) code for this acquisition is 541330 and the small business size standard is \$14M. The NASA point of contact for Small Business concerns related to this procurement is Jennifer Perez on (301) 286-4379.

This competitive procurement will result in a Hybrid Cost-Plus-Fixed-Fee (CPFF) Core requirement and an Indefinite Delivery Indefinite Quantity (IDIQ) requirement with the ability to issue CPFF task orders. The contract will have a total potential period of performance/effective ordering period of 5 years (22 month Base Period, a 24 month Option Period 1, and a 14 month Option Period 2). The anticipated contract award date is September 30, 2015, with a December 1, 2015 contract effective date. Phase-In will be conducted, under a separate contract or purchase order, for a period of 60-days prior to the effective date of the contract.

The contract will be performed onsite at NASA Headquarters 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.

A Top Secret/ SCI facilities clearance is required for this procurement in accordance with the DD Form 254, Contract Security Classification Specification. Offerors shall possess a Top Secret/SCI level facility security clearance for performance of this contract and this clearance shall be maintained throughout the life of the contract. Offerors shall provide their CAGE code for verification of current security clearance status. If an Offeror does not have this required clearance at the time of proposal, they shall describe in detail their approach for obtaining this clearance prior to the effective date of the contract (at the end of contract phase-in, if applicable). For proposals submitted as joint ventures, the facility clearance must be granted in the name of the joint venture and the joint venture CAGE code shall be provided.

NASA HQ 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 Final RFP. Offerors should review the RFP in its entirety, as its content has changed from the Draft RFP. The following list identifies some areas where enhancements were made from the Draft to the Final RFP that may not have been addressed in the Draft RFP questions and responses:

- Added clause 52.223-3 Hazardous Material Identification and Material Safety to Clause I.1 Clauses Incorporated by Reference
- Revised Page Limitations in Provision L.9 GSFC52.215-201(b)(1) Proposal Preparation-General Instructions

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) Opportunities website at: <https://prod.nais.nasa.gov/cgi-bin/eps/bizops.cgi?gr=D&pin=04>].

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 discussions.

This RFP does not commit NASA HQ to pay any proposal preparation costs, nor does it obligate NASA HQ 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 by date and time specified in block 9 of the SF 33. Be advised, in accordance with Provision L.14, Offerors need to encourage their references to submit their Past Performance Questionnaires directly to the Contracting Officer via email or mail at the proposal submission due date.

Below is a list of the Source Selection Authority (SSA) and voting members along with their associated NASA HQ organizational codes, for the Technical Evaluation Team. The names provided are for informational purposes. Only the Contracting Officer, Candis Edwards, shall be contacted regarding this procurement. Contact with any member of the Technical Evaluation Team is **COMPLETELY PROHIBITED**. The Government may change personnel associated with this acquisition at its discretion.

Source Selection Authority

Philip Liebrecht, NASA HQ's Human Exploration Operations Mission Directorate

Voting Members

Jon Walker, NASA HQ's Human Exploration Operations Mission Directorate

Victor Sparrow, NASA HQ's Human Exploration Operations Mission Directorate

Don Cornwell, NASA HQ's Human Exploration Operations Mission Directorate

Jim Schier, NASA HQ's Human Exploration Operations Mission Directorate

Candis Edwards, NASA HQ's Office of Procurement

Offerors are reminded that a "Blackout Notice" for this procurement was distributed to all applicable NASA HQ 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 Candis Edwards, Contracting Officer, at Candis.Edwards@nasa.gov 10 days prior to proposal submission. Offerors are encouraged to submit questions as soon as possible for consideration.

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



//:signed

Candis Edwards

Contracting Officer