National Aeronautics and
Space Administration
Armstrong Flight Research Center
P.O. Box 273
Edwards, California 93523-0273

A/Bldg 4811/Room 140/RMK

July 7, 2015

TO: Prospective Offerors

FROM: A/Contracting Officer

SUBJECT: Request for Proposals (RFP) NND15538677R, Safety and Environmental (S&E) Support Services

NASA Armstrong Flight Research Center (AFRC) is pleased to release the RFP for the S&E Support Services Requirement.

Offerors are advised to read all requirements contained herein and the RFP.

The following information should be considered in the proposal preparation.

ACQUISITION STRUCTURE

S&E has been assigned NAICS Code 541690 with a size standard of $15.0M.

The RFP has been set-aside exclusively for Service-Disabled Veteran-Owned Small Businesses (SDVOSB).

The contract type will be firm-fixed price (FFP). There will be a Time and Materials (T&M) line item and an Indefinite Delivery/Indefinite Quantity (IDIQ) line item per each performance year.

The period of performance consists of one (1) 12-month base period and four (4) 12-month period options.

PROPOSAL SUBMISSIONS

Offerors are required to have a CAGE Code that matches the corporate address submitted with its proposal. The CAGE Code is to be inserted in Block 17a (CODE) of the Standard Form (SF) 1449.

Offerors must deliver the proposals in accordance with Section E.9 of the RFP, Addendum to 52.212-1, Instructions to Offerors – Commercial Items.

Proposals are due at NASA AFRC no later than 3:00 p.m., PDT, on Wednesday, August 12, 2015.

In accordance with the instructions in Section E.9, the proposal must be submitted with the identified number of paper and electronic copies.

Proposals that arrive after the prescribed time for receipt will be considered late and treated in accordance with FAR 52.212-1, Instructions to Offerors-Commerical Items.

QUESTIONS RELATED TO THE RFP

All questions regarding the enclosed RFP shall be submitted in writing via the email address listed below, under the section entitled EMAIL CORRESPONDENCE.

Please title the email subject line with "Questions – S&E RFP" and include the question(s) in the body of the email. Also include the name and daytime telephone number of the person submitting the question.

Offerors shall submit all questions no later than 4:30 p.m., PDT, on Friday, July 24, 2015.

Answers to questions will be posted to the Federal Business Opportunities (FBO) website and the NASA Acquisition Internet Service (NAIS) through an amendment to the solicitation.

EMAIL CORRESPONDENCE

All email correspondence related to this solicitation shall be submitted to the following email address: **robbin.m.kessler@nasa.gov**.

AMENDMENTS TO THE RFP

It is the offerors responsibility to monitor FBO and NAIS for amendments to the RFP at the following URL: **https://prod.nais.nasa.gov/cgibin/nais/link_syp.cgi**.

Offerors are encouraged to ensure they have submitted the required documentation and their company is listed on the on-line databases for the following:

System for Award Management (SAM): **www.sam.gov**

VETS 100/100a: **http://www.dol.gov/vets/vets-100.html**

Please note a pre-proposal conference is scheduled for 9:00 a.m. on Thursday, July 16, 2015. Please refer to the information listed in Section E.5 of the RFP for additional information. A separate document will be posted with the solicitation including registration instructions.

The information provided in this cover letter should not be construed to alter the RFP in any way. Should a conflict exist between this cover letter and the RFP, the RFP shall take precedence.

This solicitation neither commits the Government to pay any cost incurred in the submission of the offeror, or in making necessary studies or designs for preparing the offer, nor to contract for services or supplies. Any cost incurred in anticipation of a contract shall be at the Offeror's own risk.

Robbin Kessler
Contracting Officer

Enclosure: RFP NND15538677R