NOTICE TO ALL BIDDERS

SUBJECT: Policy on Delivery of Bids and Public Bid Openings at GSFC/WFF

As a result of recent heightened security at this and other Federal facilities, the procedures/process for gaining access to this Facility have changed significantly from those in the past. All individuals requiring access to Goddard Space Flight Center/Wallops Flight Facility (GSFC/WFF) are required to present a picture ID and will be continually escorted while on GSFC/WFF. Individuals must be U.S. citizens or Permanent Resident Aliens. Permanent Resident Aliens are required to have his or her original green card on their person at all times while on Center.

As a result of the above, new policies are being instituted for the receipt and public opening of bids/offers conducted by NASA at this Facility. These new procedures will primarily affect bidders desiring to hand deliver bids/offers and those individuals wanting to attend the public bid opening for any sealed bid action. Bids/offers will continue to be received through the U.S. Postal Service and/or other courier, but must be received by NASA by the established bid due date/time to be considered timely. Reference Section L.28 of the Invitation for Bids.

Effective immediately, receipt of hand delivered bids and the public opening of all bids will be conducted the same day. One hour prior to the bid receipt time, between 1:30 p.m. and 2:30 p.m. Eastern on the bid due date, the Contracting Officer, or his/her Government representative, will receive bids/offers at the GSFC/WFF Reception Building (Bldg. No. N-1) outside of the GSFC/WFF Main Gate. Hand carried bids will only be accepted during the period identified in the solicitation. For bids/offers to be considered, they must be accepted by the Government representative prior to the bid due date and time. Any attempt to hand deliver bids/proposals at a time other than that identified in the solicitation, is considered unacceptable and will not be allowed.

The public bid opening will be conducted immediately following the receipt of bids, at 3:00 p.m. Eastern, in Building E-105, Room 300. Individuals desiring to attend the public bid opening should arrive at the GSFC/WFF Reception Building (Bldg. No. N-1), on the scheduled date, not later than 2:45 p.m. Eastern. As stated in paragraph 1 above, **all individuals must be U.S. citizens or Permanent Resident Aliens and have in their possession a current picture ID/original green card** to allow issuance of a temporary NASA Visitor's Pass. Transportation will be provided to and from the GSFC/WFF Reception Building (Bldg. N-1) to Building E-105 for the public bid opening.

Accordingly, the bid due date/time for NNG15539892R, Wallops Mission Launch Command Center project, is established as Monday, August 3, 2015, 2:30 p.m. Eastern. Hand delivered bids/offers will be received between 1:30 p.m. and 2:30 p.m. Eastern on this date at the GSFC/WFF Reception Building (Bldg. N-1). All bids must be received by the Contracting Officer no later than 2:30 p.m. Eastern, Monday, August 3, 2015. Any bids received after 2:30 p.m. Eastern Monday, August 3, 2015, will be considered late, and processed in accordance with FAR 52.214-7, Late Submissions, Modifications, and Withdrawals of Bids. A public bid opening will be conducted at 3:00 p.m. Eastern, Monday, August 3, 2015.