

National Aeronautics and  
Space Administration  
**Lyndon B. Johnson Space Center**  
2101 NASA Road 1  
Houston, Texas 77058-3696



September 18, 2015

Reply to Attn of : BD-SEB-15-120

TO: All Prospective Offerors

FROM: BH3/Contracting Officer, Projects Procurement Office

SUBJECT: Request for Proposal (RFP) NNJ15532524R, Calibration and Metrology Services (CAMS) Contract III

The National Aeronautics and Space Administration (NASA), Lyndon B. Johnson Space Center (JSC), is hereby issuing the final RFP for qualified firms that meet the classification described below for the CAMS III contract. The final RFP replaces the draft RFP.

CAMS III is a total small business set-aside and has been assigned NAICS code 541380 – Testing Laboratories. The size standard is \$15,000,000.

Offerors are advised to read all requirements contained herein and in the RFP. Enclosed with this letter is a summary of the notable changes made to the final RFP since release of the draft RFP. Although every effort was made to ensure its completeness, this list is not all inclusive, and offerors shall be responsible for reviewing the entire RFP for changes.

The following information should be considered in proposal preparation:

**Acquisition Structure:**

- The CAMS III contract structure is comprised primarily of a Firm Fixed-Price (FFP) Baseline. Indefinite-Quantity/Indefinite-Quality (IDIQ) with FFP task orders will be awarded for only those requirements described in Section C, Paragraph 9.0, in accordance with NASA Federal Acquisition Supplement 1852.216-80, TASK ORDERING PROCEDURE.
- The Government anticipates a 5-year period of performance comprised of a 1-year base period and four, 1-year options. The Phase-In period will be 30 days.
- Task orders, if any, shall be priced utilizing the labor categories and proposed rates in Clause B.8, FULLY-BURDENED RATES.

- The Government will update the applicable funding clauses (Contract Clause B.5) prior to award.
- A Government Resource Estimate has been provided in Provision L.16.6.
- Throughout the RFP, the Government uses “Contracting Officer to insert before award” to designate Government fill-ins and “Offeror to insert...” or “Offeror to list...” to designate required Offeror fill-ins for the model contract.
- Offerors are encouraged to ensure their company is listed in the on-line database for the following:
  - System for Award Management: <https://www.sam.gov>
  - VETS 4212: <http://www.dol.gov/vets/vets4212.htm>
  - Data Universal Numbering System: <http://fedgov.dnb.com/webform>
  - EEO National Pre-Award Registry: <http://www.dol-esa.gov/preaward>

### **Electronic Access:**

An electronic Technical Reference Library (TRL) is available and includes references for various types of historical data and other pertinent applicable documents and information regarding this procurement and its requirements. The CAMS III TRL is available on the CAMS III procurement website at: <http://procurement.jsc.nasa.gov/camsIII>.

### **Questions Related to the RFP:**

In order for answers to the RFP to be obtained and disseminated in a timely manner, questions must be submitted in writing no later than October 2, 2015. Questions are highly encouraged and may be submitted in writing directly to the Contracting Officers at [jennifer.krause-1@nasa.gov](mailto:jennifer.krause-1@nasa.gov). Please begin entries with “Questions—CAMS III RFP.”

The Government will not respond to questions for information that are marked as containing confidential, proprietary, competition sensitive, or business information.

Answers to questions will be posted to the NASA Acquisition Internet Services (NAIS) through an amendment to this solicitation.

All questions and answers in response to the RFP may be found on the CAMS III procurement website at: <http://procurement.jsc.nasa.gov/camsIII>.

Questions and answers to the RFP will be separated from, and have no bearing on, subsequent evaluation of proposals submitted in response to the Final RFP. The use of ideas, questions, and comments to amend the structure of the Final RFP is at the discretion of the

Government. Eligibility to participate in any future acquisition does not depend upon a response to this notice. The Government will not critique a potential offeror's questions, and the RFP should not be used by offerors to market their products/services.

The RFP does not commit the Government to award a contract nor does it obligate the Government for costs incurred in the preparation and submittal of proposals in anticipation of a contract in response to this RFP.

**Proposal Submission:**

Proposals submitted in response to this solicitation shall include the offeror's name and complete address, including street, city, state, and 9-digit zip code. Also, include the telephone and fax numbers and the e-mail address of the contact person responsible for the proposal.

Offerors are required to have a cage code that matches the corporate address submitted with its proposal. Insert the company's cage code in the box labeled "code" in Block 15A on the Standard Form 33, "Solicitation, Offer, and Award."

Offerors must deliver their proposal in accordance with Provision L.11, "Proposal Marking and Delivery" and Provision L.16.2, "Proposal Arrangement, Page Limitations, Copies, and Due Dates." Proposals that arrive after the prescribed time for receipt of proposals will be considered late and treated in accordance with FAR 52.215-1, "Instructions to Offerors—Competitive Acquisitions."

**Communications:**

Where an offeror chooses to request, from a civil service employee at JSC, that a past performance questionnaire be submitted on its behalf for any proposed key personnel, please be advised that a Limited Communications Notice (LCN) has been issued in conjunction with this solicitation. The LCN directs that all civil service personnel at JSC shall refrain from communication with industry on any matters related to this competitive procurement. Therefore, civil servants will be unable to provide status to the offeror or communicate in any other fashion with the offeror about the past performance request.

Offerors are responsible for monitoring the NASA Business Opportunities Website, <http://prod.nais.nasa.gov/cgi-bin/eps/bizops.cgi?gr=D&pin=73>, and the CAMS III procurement website, <http://procurement.jsc.nasa.gov/camsIII>, for any amendments to this solicitation, additional information, and/or changes to the schedule. Information will be posted as it becomes publicly available.

Thank you for your participation and interest in this procurement.

Jennifer L. Krause  
Contracting Officer

3 Enclosures

**ENCLOSURE 1**  
**CAMS III Contract**  
**Draft RFP to Final RFP Change Summary**

This document provides a summary of the changes that have occurred post-release of the draft RFP. The updates across the RFP include various editorial and administrative changes, as well as changes in content, direction, and clarification. Important changes are identified below; however, it is the offeror's responsibility to review the entire RFP to ensure all updates from the draft RFP are identified and accounted for in the offeror's proposal.

**GENERAL - OVERALL GENERAL UPDATES**

- The CAMS III solicitation was updated to reflect the differences between the draft RFP and the final RFP.

**SECTION B - SUPPLIES OR SERVICES AND PRICES/COSTS**

- Page B-1: Clause B.3 was deleted and subsequent clauses renumbered.

**SECTION C - DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK**

- Page C-5: Section 1.0, subtitle Data Requirement Description (DRD) was changed to Management and Administration.
- Page C-5: Section 1.0, paragraph 6 was revised to clarify that the Government will provide existing laboratory procedures and this paragraph was moved to Section 3.0.
- Page C-7: Section 6.0, paragraph 4 was revised to reference the addition of Attachment J-12.

**SECTION J - LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS**

- Attachment J-12, Motor Vehicle Information was added.

**SECTION I - CONTRACT CLAUSES**

- Page I-2: FAR 52.222-4 was deleted from Contract Clause I.1.

**ATTACHMENT J-1 - DATA REQUIREMENTS LIST**

- DRL Page 2: The first submittal date for Line Item 05 was changed to start of phase-in.  
  
DRL Page 2: The distribution (Block 8) for Line Item 07 was changed to "With Proposal per Section L."

**ATTACHMENT J-2 - DATA REQUIREMENTS DESCRIPTION (DRD)**

- Attachment J-2, Page 23: DRD-05 was modified to reflect a due date of start of phase-in and Contracting Officer approval prior to the end of phase-in.

**SECTION K - REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS**

- Page K-1: Deleted Clause 52.204-17 from Provision K.1 as it is included in Provision K.2.

**SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS**

- Throughout Section L, a major subcontractor has been redefined as subcontractors with an estimated annual contract value that equals or exceeds \$800,000 over the period of performance for this contract as defined in Provision L.15.
- Page L-1: Provision L.1 was updated to include FAR 52.214-34 and FAR 52.214-35.
- Pages L-5, L-9, and Attachment L-2, Page 2: The proposal due date was updated in Provision L.11, Provision L.16.2, and Attachment L-2.
- Page L-7: The Contracting Officer's e-mail address and due date for questions was updated in Provision L.13. The "Anonymous Questions to the Contracting Officer" link on the CAMS III website is no longer active.
- Page L-10: Provision L.16.2, Table L-2 was updated to reflect that native format will be accepted for the past performance volume and the page limit for responsibility considerations was changed to "none."
- Page L-13: References to the Technical Summary Resources Template was replaced with the Labor Pricing Template in Subfactor B.
- Page L-13: Subfactor C was renamed "Safety and Health Plan."
- Pages L-13 – L-15: Provision L.16.5 was replaced in its entirety to reflect JSC's revised approach to the evaluation of past performance. Enclosure 2 describes the aspects of past performance.
- Page L-16 and Attachment L-3: The phase-in template has been deleted from Attachment L-3 and the associated instructions from Provision L.16.6. The price for phase-in has been added to the Price Summary Template.
- Page L-19: Provision L.16.6(b)(4), "Indirect Rate Historical Data and Analysis," was revised to remove reference to indirect rate template not included in the CAMS III solicitation.

- Page L-19: Provision L.16.6(b)(7), “Price for Motor Vehicles,” was added.
- Pages L-22 – L-23: Provision L.16.6(d)(3)(a), “Prime Summary Template,” was revised to clarify that the Government Resource Estimate is not to be construed as a plug-number. Offerors shall develop their own estimates.
- Page L-24: Reference to a labor relations plan was deleted from Provision L.16.6(d)(3)(e). A labor relations plan is not required for CAMS III.
- Page L-29: Provision L.16.6 (e)(1), “Financial Accounting Standard (FAS) 13 Analysis,” was deleted.
- Page L-32: Provision L.16.8(a), “Instructions for Preparation of the Model Contract,” was revised to add Attachment J-12.
- Attachment L-2, Page 2: The solicitation number and description of effort were added.

#### **SECTION M - EVALUATION FACTORS FOR AWARD**

- Page M-3: Subfactor C was renamed “Safety and Health Plan.”
- Pages M-3 – M-5: Provision M.2.2 was replaced in its entirety to reflect JSC’s revised approach to the evaluation of past performance. Enclosure 2 describes the aspects of past performance.
- Page M-4: Provision M.2.3 was revised to state that prices included in Clause F. 6 are not a discriminator for selection purposes, providing that the proposed prices are reasonable.

## **ENCLOSURE 2**

Enclosure 2 is a general description of past performance evaluation considerations. In the event of an ambiguity or conflict, the text of the RFP controls.



## Aspects of Past Performance

