GROUNDS AND LANDSCAPING MAINTENANCE

SITE VISIT

The purpose of the Site Visit is to allow prospective offerors the opportunity to gain insight and understanding of work that is planned to be incorporated into the Grounds and Landscaping Maintenance and Pest Control Contract (GLMPC).

1. The Site Visit will be a one day event and will be conducted on June 05, 2008, 9:30 a.m. – 2:00. EDT.

2. A maximum of 2 observers will be permitted per offeror. Team members, subcontractors, partners and consultants all count toward the maximum of 2 observers. The Government will provide the escort and transportation for the tour.

3. To provide required access, each offeror shall submit a completed KSC Visitor Registration Form, for each observer, by the close of business on June 03, 2008.

- Registration forms received after June 03, 2008 will not be considered for the site visit.
- The form can be downloaded at the NASA Acquisition Internet Service (NAIS) and FedBizOpps websites, and must be faxed to NASA at 321-867- 1188, or forwarded via electronic mail beverly.davis@nasa.gov.
- Companies interested in attending the GLMPC site visit are required to complete the KSC Visitor Registration Form.

4. All attendees must be U.S. citizens and present two forms of acceptable identification to KSC Security at the Pass and ID Building to receive access to KSC on the day of the visit. The Pass and ID Building (M3- 0002) is located on State Road 405 (NASA Causeway). The badging office opens at 6:00 am.

5. Offerors will assemble at the KSC Security at the Pass and ID Building by 9:00 am for bus boarding and tour commencement. Attendees arriving after tour commences will be precluded from participation.

6. Escorts and subject matter experts (SME) do not have source selection information about the GLMPC acquisition and are not authorized to answer questions about the GLMPC acquisition. Index cards will be provided. All questions/comments need to be written on the index cards provided. Questions and answers will be posted to the NAIS and FedBizOpps websites.

7. Personnel recruitment is not permitted on-site during the site visit.

8. Please comply with the following clothing requirements: slacks, shirts covering the shoulder, closed-toe shoes.

9. Failure to comply with these guidelines may result in termination of site visit privileges.

Grounds and Landscaping Maintenance Contract

This form must be faxed to (321) 867-1188, Attn: Beverly Davis by June 03, 2008, the closing date of the Site Visit Registration period. If the form is not received by this date, the Attendee will not be able to participate on the site visit.

Visitor Information

PRINT OR TYPE ALL INFORMATION

Full Name of Visitor: _____

Date of Birth (mo/day/year): _____

Place of Birth (city and state): _____

Social Security Number: _____

Drivers License # and State _____

Company Name: _____

Company Contract information (address and phone number):_____

_____

Reason for Visit: Grounds and Landscaping Site Visit

Note1: All visitors to NASA Centers are subject to a police records check prior to admission. Attendees are encouraged to retain proof of fax submission.

Note 2: You will be required to present two forms of identification for badging, one of which must be government-issued photo identification.

Note 3: All visitors participating in this event must be a U.S. citizen.

Acceptable documents to accompany federal or state identification:

- U.S. Passport
- Driver's license or ID card issued by a state or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address
- ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address
- Voter's Registration Card
- Military Dependent's ID Card
- U.S. Military card or draft record
- U.S. Coast Guard Merchant Mariner Card
- Native American Tribal Document
- U.S. Social Security Card issued by the Social Security Administration (other than a card stating it is not valid for employment)
- Original or Certified copy of birth certificate issued by a state, county, municipal authority or outlying possessions of the United States bearing an official seal