

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES 1 6
2. AMENDMENT/MODIFICATION NO. 1	3. EFFECTIVE DATE Aug 01, 2008	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)	
6. ISSUED BY NASA Office of Procurement/ DA20 John C. Stennis Space Center Stennis Space Center, MS 39529-6000 Rebecca McKenzie		7. ADMINISTERED BY (If other than Item 6) Same as block #6		
8. NAME AND ADDRESS OF CONTRACTOR (No. Street, county, State and ZIP Code)			<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NO. NNS08257979R	<input checked="" type="checkbox"/> 9B. DATED (SEE ITEM 11) July 23, 2008
TO ALL PROSPECTIVE OFFERORS			10A. MODIFICATION OF CONTRACT/ORDER NO.	
			10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ___-is extended, ___X___ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
 (a) By completing Items 8 and 15, and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATA SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and data specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

N/A

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

<input checked="" type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER Specify type of modification and authority)

E. IMPORTANT: Contractor is not, is required to sign this document and return ___ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

SEE THE FOLLOWING PAGES 2 – 6

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Beth L. Bradley	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		BY <u>Beth L. Bradley</u> (Signature of Contracting Officer)	8-1-08

1. The purpose of this amendment is to respond to the contractors questions, and make corrections to the Statement of Work and the Solicitation. The following questions were received, and responses are hereby provided as follows:

Question 1: We have a teaming agreement with a company who maintains an office in Mississippi. The agreement is for the use of their office space in support of contractual requirements. Would this type of agreement meet the requirement for office location of the interested firm?

Answer: If the firm is not serviced by one of the respective District Offices (Louisiana or Mississippi), the firm must have an **SBA approved** bona fide place of business in Louisiana or Mississippi.

The fact that a firm may have a branch office or satellite office located within Louisiana or Mississippi does not mean that this location is an **SBA approved** bona fide place of business.

Question 2: How many FTEs will be required?

Answer: Currently, we have 16 Work Year Equivalent (WYEs) on various Task Orders supporting the requirements of this contract.

Question 3: How long has the previous contractor been on contract?

Answer: At the end of the current contract, the incumbent contractor will have been on contract for three (3) years, from November 23, 2005 through November 22, 2008.

Question 4: Will prospective offerors be able to use the current employees and phase them in?

Answer: Yes, prospective offerors may use the current employees under the current contract and phase them in under the new contract.

Question 5: Is the incumbent contractor graduating from the 8(a) program?

Answer: No, the incumbent contractor is not graduating from the 8(a) program.

Question 6: Is there an incumbent contractor currently performing similar work?

Answer: Yes, there is an incumbent contractor, ReDe, Inc., currently performing similar work.

Question 7: If an incumbent contractor is in place, can you release the Contractor's name, contract number, and current contract expiration date?

Answer: Contractor Name: ReDe, Inc.
Contract Number: NNS06AA73D
Award Date: November 23, 2005
Current Contract Expiration Date: November 22, 2008
Contract Value: Not to Exceed \$3 million

Question 8: Is this a new requirement or a follow-on/re-compete?

Answer: This acquisition is a re-compete.

Question 9: What is the contract value (if possible, the future contract; if not, then the current contract)?

Answer: See answer to # 7.

Question 10: Is the incumbent contractor still eligible to compete under the current acquisition?

Answer: Yes, the incumbent contractor is eligible to compete under this acquisition.

Question 11: Is the project manager required to be on-site at Stennis at all times?

Answer: Yes. During absence, a designee will be named.

Question 12: Is the work to be done only at the Stennis site or at other locations?

Answer: Work will only be performed onsite at Stennis Space Center.

Question 13: What total number of positions was filled under this contract for each year it was active?

Positions filled per calendar year

Answer: Year 1 -17
Year 2- 10
Year 3 – 6

Question 14: What is the process currently being utilized by Stennis NASA workgroups for requesting resources?

Answer: Requirements are submitted to the Office of Human Capital for evaluation. If it is determined that the requirement can be met through the Administrative Contract, the requirements owner will submit a Statement of Work and Procurement Request to the Office of Procurement. The Office of Procurement will issue a formal request to the contractor to fill the task.

Question 15: How much lead time will be given for a specific position that needs to be filled?

Answer: 5 Days from the formal initiation of the task order.

Question 16: Is the incumbent contractor an 8(a) company?

Answer: Yes, the incumbent contractor is an active U.S. Small Business Administration (SBA)-Certified 8(a) Program Participant.

Question 17: Would NASA SSC reconsider prime 8(a) certified in Alabama?

Answer: NASA/SSC will not reconsider opening the acquisition to 8(a) firms not having an **SBA approved** bona fide place of business in Louisiana or Mississippi.

Question 18: In Paragraph 2.0 of the SOW, the last sentence states: “The Contractor shall develop and submit a Management Operating Plan to the contracting Officer not later than 30 days after the effective date of basic contract award.” In RFP Section L7(f) states that the Management Plan is due with the proposal submission. Which of the two documents is correct?

Answer: The RFP, Section L.7(f) is correct. The Management Plan is due with the proposal. The SOW has been corrected in this amendment. (See Paragraph 2 Below.)

Question 19: In Paragraph 2.3 of the SOW, the last sentence states “The Contractor shall develop and implement risk management techniques (including risk assessment) to be applied to hazards derived from analyses of activities and products for the purpose of eliminating or controlling hazards as specified in NASA policies and requirements for hazard reduction.” This sentence implies that the contractor is to perform analysis functions of productions and operations research which appears to be outside the scope of the technical abilities of the requisite staff and job functions. Will the government remove or reword this sentence?

Answer: The contractor shall be observant of their surroundings and minimize any risk that could potentially impact their employees or others at the SSC. Therefore, the contractor is responsible for and should focus on developing and implementing risk management techniques as it relates to the office environment they will be working in and ensuring their employees work in a safe and hazard free environment. Compliance should be consistent with the offerors Safety and Health Plan.

Question 20: In Paragraph 3.5 of the SOW, Information Dissemination:

- a) Will the government provide vehicles (e.g. Cushman, truck, car, van) to contractor personnel to facilitate inter building delivery at Stennis?

Answer: Yes, in accordance with the Motor Vehicle Management Clause.

- b) If the government will NOT provide vehicles, will the government reimburse the cost of POV used for this purpose?

Answer: Not Applicable (N/A)

- c) If the government will NOT provide vehicles, will the government modify the contract to allow an ODC CLIN to allow the billing of contractor furnished vehicles?

Answer: N/A

Question 21: What is the approximate FTE on the current contracted effort? (See Question 2)

Answer: See answer to question number 2.

Question 22: Will the government provide the government’s man-hour estimates for the activities required?

Answer: See the answers to question number 2.

Question 23: In the RFP Section L2, does an offeror have to have their corporate home office in the Louisiana/Mississippi area or does having a field office constitute compliance? The wording “The firms should be located within the geographical areas serviced by the SBA-Mississippi and Louisiana District Offices” suggests flexibility for offerors.

Answer: If the firm is not serviced by one of the respective District Offices (Louisiana or Mississippi), the firm must have an **SBA approved** bona fide place of business in Louisiana or Mississippi.

The fact that a firm may have a branch office or satellite office located within Louisiana or Mississippi does not mean that this location is an **SBA approved** bona fide place of business.

Question 24: Only SCANNED PDF documents of the original solicitation are available. There is no place where the documents are in WORD format. That means we will have to attempt to duplicate the forms/templates necessary to submit our proposal. Is there ANY place where the entire document is available in WORD format?

Answer: The entire solicitation will be reposted in Word.

Question 25: Please provide an indication of the size of the requirement, e.g. last option year price, or estimated price of the acquisition?

Answer: See the answer to question number 2.

Question 26: Section L.7(d) requires that the Past Performance Form (Attachment F) be filled out and submitted with the proposal. As such, will NASA be contacting the references to complete the evaluation scoring?

Answer: The RFP, Section M, Part (b) entitled, “Past Performance Criteria,” states in paragraph 3 that “the Past Performance Form (Attachment F) and the Past Performance Evaluation Form (Attachment G) shall be used to collect and record information concerning the offeror’s past performance and any teaming partner.” Paragraph 2 states that “evaluation will be based on information obtained from references provided by the offeror (Attachment F), as well as other past performance information obtained from other sources known by the Government (i.e., Past Performance Database) or any other source that may have useful and relevant information.” Yes, NASA will be contacting the references listed on Attachment F for use in evaluation.

Question 27: How many employees by CLIN does the incumbent employ?

Answer: Currently by CLIN, the incumbent employs:

- 2 Personnel Assistants (Levels 1-3)
- 1 Secretary (Levels 1-3)
- 13 Administrative Assistants (Levels 1-3)

Question 28: Is teaming allowed if the prime 8(a) company is located in the Mississippi / Louisiana area, and the team member 8(a) company is outside the area?

Answer: Answer to question will be provided in the next amendment. Answer is being coordinated with SBA.

Question 29: Page 60 of 69, Section L.5, Item a., indicates that an organized site visit has been scheduled for: August 6, 2005 at 1:00 PM. Should the date be: August 6, 2008 at 1:00 PM or a different date and time?

Answer: Section L.5, Item a date and time for the site visit is hereby changed to August 6, 2008 at 1:00 PM.

Question 30: The synopsis states “This competitive procurement is 100% set-aside for U.S. Small Business Administration (SBA)-Certified 8(a) Program Participants located in the states of Mississippi and Louisiana. The firms should be located within the geographical areas serviced by the SBA-Mississippi and Louisiana District Offices.”

Does this mean that the prime must be located in these geographic areas? If teaming, do all teaming partners need to have an office in the specified geographic area? Will having a subcontractor with an office in the specified geographic area suffice? Thank you.

Answer: See the answer to question number 1. This does mean that the prime contractor must be located in this geographic area. Having a subcontractor with an office in the specified geographic area will not suffice.

2. Change the last sentence of Paragraph 2.0 of the SOW, to read as follows: “The Contractor shall develop and submit a Management Operating Plan with their proposal.”
3. Add the following sentence to the end of the paragraph in Section L.2 of the solicitation. “If the firm is not serviced by one of the respective District Offices (Louisiana or Mississippi), the firm must have an **SBA approved** bona fide place of business in Louisiana or Mississippi, prior to the closing date of this solicitation.”
4. The bid closing date remains unchanged at August 22, 2008, 3:00 p.m. local time.
5. All other terms and conditions remain the same.