

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

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| 2. AMENDMENT/MODIFICATION NO. 04 | | 3. EFFECTIVE DATE November 21, 2002 | | 4. REQUISITION/PURCHASE REQ. NO. | | 5. PROJECT NO. (If applicable) | |
| 6. ISSUED BY Procurement Office | | CODE PS31-E | | 7. ADMINISTERED BY (If other than Item 6) | | CODE | |

George C. Marshall Space Flight Center
National Aeronautics and Space Administration
Marshall Space Flight Center, AL 35812

AUTOMATED INVOICE PAYMENT INFORMATION: (256) 544-5566

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| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) TO ALL POTENTIAL QUOTERS | (x) | 9A. AMENDMENT OF SOLICITATION NO. 8-1-1-A4-00155 |
| | X | 9B. DATED (SEE ITEM 11) November 4, 2002 |
| | | 10A. MODIFICATION OF CONTRACT/ORDER NO. |
| | | 10B. DATED (SEE ITEM 13) |

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, 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 3 copies 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 DATE 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 date 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.

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| (x) | 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.)

The purposes of this Amendment are to (1) provide responses to questions received on November 18, 2002.

This information is provided in the following pages.

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.

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| 15A. NAME AND TITLE OF SIGNER (Type or print) | | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) | |
| 15B. CONTRACTOR/OFFEROR | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA | 16C. DATE SIGNED |
| (Signature of person authorized to sign) | | BY (Signature of Contracting Officer) | |

Responses to questions received on November 18, 2002 are provided below:

1. **QUESTION:** Reference Section 6, Attachment 6-1 Historical Information and Attachment 10 GFE. In attachment 6-1 paragraph 2.5.5... a list of GSA vehicles is provided. Will these vehicles be provided by the government to the contractor for use on this contract?

Note: Attachment 10 GFE makes no reference to the GSA vehicles listed in Attachment 6-1, paragraph 2.5.5”

RESPONSE: The Government will provide only the vehicles listed in Section 3, Attachment 10, Government Furnished Equipment.

2. **QUESTION:** Reference Section 3, Attachment 1, the Performance Work Statement – paragraph 5.2.B.2.b. states that the contractor shall provide test and dedicated support to MSFC organizations on an IDIQ basis. Currently, how many individuals of each category are assigned to dedicated support?

RESPONSE:

Electronic Technician II – 1
Electronic Technician III – 1
Electronic Technician IV – 2
Instrument Mechanic – 1

The Contractor is cautioned that the current dedicated support numbers are not based on the requirements in this RFQ.

3. **QUESTION:** PWS 7.2.B.2.a.(8) states that the Contractor will maintain and track returnable gas containers from acquisition to customer delivery through vendor pickup of empty containers. Who will responsible for the “acquisition” of these containers?

RESPONSE: MSFC customers will procure these commodities through the retail store.

4. **QUESTION:** PWS 7.2.A.3.c refers to the processing of documentation for chemicals through central receiving. What does central receiving do with the documentation receipt?

RESPONSE: The documentation receipt shall be submitted to the Environmental Services portion of the order. Refer to Section 3, Attachment 1, paragraph 3.2.A.2.

5. **QUESTION:** PWS 7.2.B.2.b states that the Contractor shall warehouse explosive materials and devices, chemicals, and bottled gases as directed by the COTR or designee. Who will be responsible for procuring these items (chemicals provided through the retail store will be on a JIT basis, so we assume these chemicals and the other items are from another source)?

RESPONSE: MSFC customer will procure these commodities through the retail store (e.g. chemicals, which include gases) or other avenues. This Contractor will store these commodities

for MSFC customers once purchased through the warehousing portion of this requirement as directed by the COTR or designee.

6. **QUESTION:** PWS 9.1 states that the Contractor shall provide leased warehouse space for Disposal Services. Is this space to be available at contract start or when the current lease at Intergraph 21 expires? If it is at contract start, would the Government consider subleasing the space at Intergraph 21 until the end of the current lease?

RESPONSE: Per Section 3, Attachment 9, Intergraph 21 is provided as GFF through December 2003.

7. **QUESTION:** The response provided to the questions concerning size standard (Questions #7) in Amendment No. 1 is unclear. If the estimated annual sales for a firm are say \$20 million at the time they are awarded SIN 874-507, will they be eligible to claim the Price Evaluation Adjustment for this procurement with the stated size standard being \$6 million?

RESPONSE: According to GSA, a company has only one size standard and North American Industry Classification System (NAICS) code for the company's GSA contract and any orders issued against the contract. See GSA clause 552.21-71, Notice to Offerors of Subcontracting Plan Requirements, in the refreshed Logistics World-Wide solicitation for the procedure on determining the size standard and NAICS code. For more information the potential Quoters are referred to GSA.

If a company is designated a small business by GSA and is a certified disadvantaged business, then the company will be able to claim the Price Evaluation Adjustment in the case stated.

8. **QUESTION:** Will the Government consider alternative proposals?

RESPONSE: No.

9. **QUESTION:** Amendment 31 said there were 233 pages. We only received 7. Was that an error or are there more pages?

RESPONSE: The page count included the two Environmental Organizational Work Instructions, which were included in the amendment.

10. **QUESTION:** Is the Compliance Matrix exempt from the page count?

RESPONSE: The Compliance Matrix is included in the page count.

11. **QUESTION:** Reference to Attachment 1 – Performance Work Statement for Logistics Services located in the solicitation, Section 3. PWS 5.2.A.1.a.(1) states the Contractor shall prepare a Maintenance Plan for all RDT&E equipment and other equipment types listed below IAW DRD 988LS-002. In addition, PWS 5.2.A.1.a.(1).i states, "If exercised as an option under contract line item number 00X1.0523, The Contractor shall prepare a Maintenance Plan for the equipment listed below IAW, DRD 988LS-002 (as tailored for non-RCM option).

(a) What equipment is identified under each category/CLIN? (b) Where is the equipment list by category/CLIN? (c) Where is the equipment list category/CLIN then by RCM? (d) Are there pieces on both lists? (e) How do we price by category?

RESPONSE: (a) Section 5.2.A.1.a.(2)i – xix. describes equipment covered under Equipment M&R by category.
(b) Section 6, Attachment 6-1 lists some equipment by category. Section 6, Attachment 6-1A provides extensive historical data (that can be reviewed as is or sorted in different manners) on the equipment that has been repaired under the current contract. This information can be used to review historical maintenance data by CLIN. As stated in the responses to the Draft RFQ questions, requests for additional site visits shall be made to the contract specialist, Dan Fuller, at Dan.Fuller@msfc.nasa.gov.
(c). See response (b). Section 6-1A includes preventive maintenance historical data performed on the current contract (available for sorting.). RCM is a new requirement included in this RFQ. Therefore the provided historical data only addresses normal preventive maintenance data.
(d) Yes, the equipment list for normal M&R and RCM are the same.
(e) The Quoter shall generate its price based upon order requirements and historical data.

12. **QUESTION:** Reference to PWS 5.2.A.1.b.(1) which states TC's are the method by which the Contractor performs remedial M&R to correct malfunctions and failures. (a) Is this the process that all work is accomplished? (b) The equipment list does not break down the TC's by category/CLIN, please provide. (c) Is the equipment by category within 5.2.A.1.a the same as 5.2.1.b? If not, please provide lists.

RESPONSE: (a) No, the entire section 5 outlines the requirements on work accomplishment. The Contractor shall propose how it will meet the order requirements.
(b) See response to Question 11(b).
(c) Yes.

13. **QUESTION:** Reference to PWS 5.2.B.1, which states Work exceeding TC Cost Limits. 5.2.B.2.b Test/Dedicated Support, states Contractor shall provide personnel to support testing for limited durations and dedicated support to MSFC organizations for longer periods of time.

(a) How often does this support occur? (b) Is this support strictly IDIQ? (c) In what support role do these personnel take not during IDIQ periods? (d) How is this work identified for staffing against Lump Sum? (e) How many hours per year are included within the scope of this function? Please clarify.

RESPONSE:
(a) See response to Question 2.
(b) Yes.

- (c) The Quoter should determine this.
- (d) See response (c).
- (e) The Quoter should determine this based upon order requirements and historical data.

14. **QUESTION:** Section 4 Mail Services requires us to deliver incoming USPS mail. I don't see the yearly workload for incoming USPS mail shown in Attachment 6-1, para. 2.3 Mail Services only shows workload for internal mail, meter mail and certified mail, which is outgoing mail, not incoming. Please clarify.

RESPONSE: All information on the referenced table, excluding the internal mail, is external mail. The data includes incoming and outgoing external mail. Information is not available on outgoing or ingoing separately.

15. **QUESTION:** Is there any paint and body work included in the requirement for Motor Pool Operations?

RESPONSE: No, refer to Section 3, Attachment 1, Performance Work Statement for Motor Pool Requirements.

16. **QUESTION:** Where should the CD (electronic copy of the proposal required by Paragraph A of Provision 4-6, Quoter's Quotation Submission Requirements) be included in the quotation submission?

RESPONSE: Include the CD in the original volume(s) of the quotation. This replaces paragraph B. of Amendment 3.

B. Attached are revise pages 1-79 and 1-80 of Attachment 1, Performance Work Statement due to the response for question 4. The changed portion of the page is indicated by a vertical line in the right margin of the page.

Contractor that the mandatory source has authorized purchase from other sources. All other items may be obtained from available Government and commercial sources (best value being paramount in the vendor source selection).

The Contractor shall set up the retail supply store interior by item commodity, not by vendor (e.g., all tools offered, regardless of vendor, shall be located on the same aisle of the store.).

7.2.A.3.c Chemicals

Procure chemicals IAW, MPG 8500.1, 49 CFR, and MWI 8550.5. Each first time request for chemicals shall be approved by the Government prior to acquisition. The Contractor shall establish and maintain an approved chemical listing.

Once a chemical has been approved for acquisition, it shall be added to the approved chemical listing.

The Contractor shall not stock any unapproved chemicals in the retail supply store. All chemicals shall be offered via JIT. All chemicals delivered to MSFC will be received (a documentation receipt only that ensures capture of sufficient data to determine includes, but not limited to: location, appropriate handling, and on-site quantities) through central receiving prior to delivery to the customer. (See paragraph 3.2.A.2.) All chemical acquisitions shall require a vendor provided MSDS with the delivered chemicals IAW, MWI 8550.5. The Contractor shall ensure that chemicals are provided with safety coatings, where applicable.

The Contractor shall not store chemicals for any length of time unless approved by the Government and directed by the CO.

7.2.A.3.d Furniture

The Contractor shall screen customer requests against on-hand inventory, which consists of Government-owned furniture stock at initiation of order, and furniture added to the inventory as a result of reutilization during the performance of this order. If the item is available in inventory, the Contractor shall offer the item to the customer before initiating a purchase. The Government

shall approve first time requests for furniture items (Attachment 14, Approved Furniture List) prior to acquisition. Once a furniture item has been approved for acquisition, the Contractor shall update and maintain the approved furniture item listing. The on-hand furniture inventory and the approved furniture item listing shall be available online for customer viewing and shall contain a complete item description and pictures of all items.

The Contractor shall deliver, setup, and install furniture items to meet customer floor plans and other requirements. The Contractor shall deliver items that are ready for immediate use. The cost of delivery, setup, and installation of furniture items from on-hand inventory (Government's stock at order initiation) will be included in the FFP work.

The cost of delivery, setup, and installation of furniture items purchased under this No Cost to This Order work will be included in the item cost.

F. **SPECIALTY SERVICES AND EQUIPMENT COEFFICIENT – IDIQ WORK**

Specialty services and equipment shall include:

- (1) Major equipment purchases as single self-functioning units, costing \$10,000 or greater,
- (2) Services such as:
 - (a) Research Development, Test, and Evaluation (RDT&E) equipment subcontract repairs,
 - (b) Integration subcontracts,
 - (c) Modification subcontracts,
 - (d) Move services subcontracts.

The Contractor's proposed specialty services and equipment quotes will be adjusted by the "Specialty Services and Equipment Coefficient (CLIN 00X3.003)."

(End of Clause)

9. **GOVERNMENT CONTRACT QUALITY ASSURANCE FUNCTIONS**

In accordance with the inspection clauses of this order, the Government intends to perform quality assurance functions at MSFC in accordance with the Performance Requirements Summary located at Attachment 3.

(End of Clause)

10. **CONTRACTOR'S SELF-MONITORING OF PERFORMANCE**

Contractor's Self-Monitoring of Performance (Ref. DRD No. 988MA-003) shall be submitted by the 15th day of each month complete with backup and analyses for all work completed in performance of this order. For each instance where the Contractor is found to be inaccurate in the Contractor's monthly self-monitoring, a unilateral deduction of \$500 will be deducted from the Contractor's total monthly invoice.

(End of Clause)

11. **PERFORMANCE EVALUATION MEETINGS**

The Contractor shall meet with the Government on a monthly basis to discuss the

Government-provided services will be made. These services include, but are not limited to, fuel purchase, desktop computer services, other computer services, duplicating service, phone service and other communication services.

- C. The data required in DRD 988MA-004, Contractor Cost Report, along with the Contractor's SF 1034 - Public Voucher for Purchases and Services Other Than Personal, shall serve as the complete invoice. Distribution shall be in accordance with the DRD for the data requirement. The copy of the voucher marked original shall be submitted to:

NASA, George C. Marshall Space Flight Center,
ATTN: RS23, Commercial Accounting,
Marshall Space Flight Center, AL 35812

Two other copies of the voucher shall be submitted to:

NASA, George C. Marshall Space Flight Center,
ATTN: PS31, Contracting Officer,
Marshall Space Flight Center, AL 35812

(End of Clause)

24. MINIMUM INSURANCE COVERAGE (NASA 1852.228-75) (OCTOBER 1988)

The Contractor shall obtain and maintain insurance coverage as follows for the performance of this order:

- A. Worker's compensation and employer's liability insurance as required by applicable Federal and state workers' compensation and occupational disease statutes. If occupational diseases are not compensable under those statutes, they shall be covered under the employer's liability section of the insurance policy, except when this GSA order operations are so commingled with the Contractor's commercial operations that it would not be practical. The employer's liability coverage shall be at least \$100,000, except in States with exclusive or monopolistic funds that do not permit workers' compensation to be written by private carriers.
- B. Comprehensive general (bodily injury) liability insurance of at least \$500,000 per occurrence.
- C. Motor vehicle liability insurance written on the comprehensive form of policy which provides for bodily injury and property damage liability covering the operation of all motor vehicles used in connection with performing the order. Policies covering motor vehicles operated in the United States shall provide coverage of at least \$200,000 per person and \$500,000 per occurrence for bodily injury liability and \$20,000 per occurrence for property damage. The amount of