

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE 1 OF 6 PAGES	
2. AMENDMENT/MODIFICATION NUMBER 00004		3. EFFECTIVE DATE 11/18/2022		4. REQUISITION/PURCHASE REQUISITION NUMBER 4200797429		5. PROJECT NUMBER (If applicable)	
6. ISSUED BY NASA Shared Services Center (NSSC) Building 1111, Jerry Hlass Road Stennis Space Center MS 39529-0001		CODE NSSC		7. ADMINISTERED BY (If other than Item 6) NASA Shared Services Center (NSSC) Building 1111, Jerry Hlass Road Stennis Space Center MS 39529-0001		CODE NSSC	
8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code) TBD				(X)		9A. AMENDMENT OF SOLICITATION NUMBER	
				(X)		80NSSC23R0001	
				()		9B. DATED (SEE ITEM 11) 10/27/2022	
						10A. MODIFICATION OF CONTRACT/ORDER NUMBER	
CODE				FACILITY CODE		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 _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted;
 or (c) By separate letter or electronic communication 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 letter or electronic communication, provided each letter or electronic
 communication 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 NUMBER AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.
()	
()	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, 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 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
 The purpose of this modification is to make administrative changes to solicitation 80NSSC23R0001. The NTSS Final RFP Change Log on page 2 of the amendment provides details of the changes to the solicitation.

 The following section of the RFP is hereby updated: Section III – Instruction to Offerors.

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) Desiree Vogt, NTSS Contracting Officer	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA Desiree Vogt <small>Digitally signed by Desiree Vogt Date: 2022.11.18 09:40:18 -06'00'</small>	16C. DATE SIGNED 11/18/2022
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

Tracking #	Amendment #	RFP Element	Page Reference	Clause/Paragraph/Tab/Reference	Changed "From"	Changed "To"
0001	Amendment 00001	Section I - Model Contract	33	6.5 1852.209-71 LIMITATION OF FUTURE CONTRACTING (DEC 1988) (c) (2) (3)	Paragraphs (c) (2) and (3) have been removed.	Paragraphs (c) (2) and (3) have been replaced.
0002	Amendment 00001	Attachment I-01 (PWS)	88	PWS Section 3.9.2 B.	B. Prepare and maintain the NCCIPS Financial Status Report (DRD 3.9.2-5) and Monthly Utilization and Billing Reports (Customer Bills and Supplemental reports) (DRD 3.9.2-2) to ensure accurate customer billing and financial reporting using NASA's Financial Tools;	B. Prepare and maintain the NCCIPS Financial Status Report (DRD 3.9.2-4) and Monthly Utilization and Billing Reports (Customer Bills and Supplemental reports) (DRD 3.9.2-1) to ensure accurate customer billing and financial reporting using NASA's Financial Tools;
0003	Amendment 00001	Attachment I-01 (PWS)	89	PWS Section 3.9.2 J.	J. Compile an annual Economic Impact Report (DRD 3.9.2-4) pursuant to NASA reporting requirements;	J. Compile an annual Economic Impact Report (DRD 3.9.2-3) pursuant to NASA reporting requirements;
0004	Amendment 00001	Attachment I-03 (PRS)	2	Row 3.1.4, Fund Balance with Treasury Escalation, Service level Indicator or Performance Standard Column	The SP shall ensure 90% of all FBwT differences are no less than 30 days old.	The SP shall ensure 90% of all FBwT differences are no more than 30 days old.
0005	Amendment 00001	Attachment I-25 (IT Systems and Applications)	N/A	Systems Tab, IT System Title "Enhanced Procurement Data Warehouse", IT System Description Column	<p>The EPDW report section includes standard reports based on the data in the CMM/PRISM, SAP, and FPDS-NG systems. Updates and corrections to the data must be performed by the appropriate contract administrator and must be done in the source system.</p> <p>The following report types are available: Document Lookup, Vendor Lookup, Standard Reports and Application Experts and NAIS Superusers List.</p>	<p>The EPDW report section includes standard reports based on the data in SAP and FPDS-NG systems. Updates and corrections to the data must be performed by the appropriate contract administrator and must be done in the source system.</p> <p>The following report types are available: Document Lookup, Vendor Lookup, Standard Reports and Application Experts and NAIS Superusers List.</p>
0006	Amendment 00001	Attachment I-28 (Pricing Template)	N/A	Phase-in Price Tab, Administrative Assistant row, Labor Hour Column	459.00 Labor Hours	Hours removed
0007	Amendment 00001	Attachment I-28 (Pricing Template)	N/A	3.2.1.7 Suitability Tab	Tab color green	Tab color yellow
0008	Amendment 00001	Attachment I-28 (Pricing Template)	N/A	3.2.23.1 SES Admin Tab	Tab color green	Tab color yellow
0009	Amendment 00001	Attachment I-28 (Pricing Template)	N/A	3.3 Summary Tab, ODC Row	Formula included ODC value from 3.9 Summary Tab and 3.10 Summary Tab.	Formula removes ODC value from 3.9 Summary Tab and 3.10 Summary Tab.
0010	Amendment 00001	Attachment I-28 (Pricing Template)	N/A	3.3.15.1 SAT Awards, Band 1, Transactions row	The Band 1 transaction value has been revised from 350	The Band 1 transaction value has been revised to 2,000
0011	Amendment 00001	Attachment I-28 (Pricing Template)	N/A	3.3.15.1 SAT Awards, Band 2, Transactions row	The Band 2 transaction value has been revised from 986	The Band 2 transaction value has been revised to 3,090
0012	Amendment 00001	Attachment I-28 (Pricing Template)	N/A	3.3.15.1 SAT Awards, Band 3, Transactions row	The Band 3 transaction value has been revised from 2,200	The Band 3 transaction value has been revised to 5,200
0013	Amendment 00001	Attachment I-28 (Pricing Template)	N/A	3.3.15.2 SAT Admin, Band 2, Transactions row	The Band 2 transaction value has been revised from 986	The Band 2 transaction value has been revised to 1,270

0014	Amendment 00001	Section III - Instructions to Offerors	7	Section 10.0, TABLE III- 1 PROPOSAL ARRANGEMENT, Column Page Limit, Row Volume 1	125 (Excluding the Small Business Subcontracting Plan, and Att. I-18 Staffing Profile)	125 (Excluding the signed letters of intents from all proposed Key Personnel, Small Business Subcontracting Plan, and Att. I-18 Staffing Profile)
0015	Amendment 00001	Section III - Instructions to Offerors	7	Section 10.0, TABLE III- 1 PROPOSAL ARRANGEMENT, Column Page Limit, Row Small Business Subcontracting Plan	The page limitation has been revised from 15	The page limitation has been revised to 20
0016	Amendment 00001	Section III - Instructions to Offerors	8	Section 10.0, TABLE III- 1 PROPOSAL ARRANGEMENT, Column Page Limit, Row III, P-1, P-1A, Page Limit Column	25 (Excluding Offeror's cognizant Government audit report of forward pricing rate agreement)	25 (Excluding Offeror's cognizant Government audit report or forward pricing rate agreement)
0017	Amendment 00001	Section III - Instructions to Offerors	8	Section 10.0, TABLE III- 1 PROPOSAL ARRANGEMENT, Column Page Limit, Row III, P-1B, Title Column	Narrative – Financial Capability	Financial Capability
0018	Amendment 00001	Section III - Instructions to Offerors	8	Section 10.0, TABLE III- 1 PROPOSAL ARRANGEMENT, Column Page Limit, Row III, P-1B, Page Limit Column	The page limit column has been updated for cells P-1, P-1A, P-1B	The page limit for P-1 and P-1A remain unchanged. The page limit for P-1B has been updated to N/A.
0019	Amendment 00001	Section III - Instructions to Offerors	8	Section 10.0 b)	Offerors shall tab each section within each volume for ease of reference.	Offerors shall title each section within each volume for ease of reference.
0020	Amendment 00001	Section III - Instructions to Offerors	8	Section 10.0 c)	All files shall be submitted in Microsoft Office Open XML file format, such as Microsoft Word, Excel, etc. Further, Attachments I-13 Rates, I-18 Staffing Profile, and I-28 Pricing Template shall be submitted in Microsoft Excel, and not in a scanned Microsoft Word or Adobe PDF file.	All files shall be submitted in Microsoft Office Open XML file format, such as Microsoft Word, Excel, etc. Further, Attachments I-13 Rates, I-18 Staffing Profile, and I-28 Pricing Template shall be submitted in Microsoft Excel, and not in a scanned Microsoft Word or Adobe PDF file. For Volume IV, Signed Model Contract the SF 1449 and all SF 30s shall be submitted in Adobe PDF.
0021	Amendment 00001	Section III - Instructions to Offerors	22	10.2 b) "bullet 8"	•Average number of personnel on the contract per year and percent of turnover of personnel per year.	• Average number of personnel on the contract per year and percent of estimated turnover of personnel per year.
0022	Amendment 00001	Section III - Instructions to Offerors	24	10.3 Volume III: Price Proposal Instructions, TABLE III-4 PRICE VOLUME ORGANIZATION, P-1B Row, Title Column	Narrative – Financial Capability	Financial Capability
0023	Amendment 00001	Section III - Instructions to Offerors	24	10.3 Volume III: Price Proposal Instructions, b)	If the Offeror's cognizant Government audit agency has reviewed the Offeror's rates and factors, a copy of the audit report of forward pricing rate agreement shall be provided.	If the Offeror's cognizant Government audit agency has reviewed the Offeror's rates and factors, a copy of the audit report or forward pricing rate agreement shall be provided.
0024	Amendment 00001	Section III - Instructions to Offerors	24	10.3 Volume III: Price Proposal Instructions, c)	c) Financial Capability (P-1B): In this section of the narrative, the Offeror shall provide a copy of its audited financial statements and accompanying notes for the last two (2) fiscal years.	c) Financial Capability (P-1B): In this section, the Offeror shall provide a copy of its audited financial statements and accompanying notes for the last two (2) fiscal years.

0025	Amendment 00002	Attachment I-01 (PWS)	77	PWS Section 3.3.2.1 Grant Awards first paragraph	The SP shall perform all non-inherently governmental, pre-award tasks necessary to award grants in support of the overall NASA mission.	The SP shall perform all non-inherently governmental, pre-award tasks necessary to award grants in support of the overall NASA mission in accordance with 2 CFR Part 200, 2 CFR Part 1800 and the NASA Grants and Cooperative Agreement Manual (GCAM) requirements
0026	Amendment 00002	Attachment I-01 (PWS)	78	PWS Section 3.3.2.2 Grant Administration first paragraph	The SP shall perform all non-inherently governmental post-award tasks necessary to administer grants, in support of the overall NASA mission.	The SP shall perform all non-inherently governmental post-award tasks necessary to administer grants, in support of the overall NASA mission in accordance with 2 CFR Part 200, 2 CFR Part 1800 and the NASA Grants and Cooperative Agreement Manual (GCAM) requirements.
0027	Amendment 00002	Attachment I-02 (DRD)	I-2-3	Page Number	Page after I-2-3, page number did not continue from previous section.	Page numbers have been corrected
0028	Amendment 00002	Attachment I-02 (DRD)	I-2-9	Contract Data Requirements List	3.3.13-10 Purchase Card Annual Narrative and Statistical Reporting has been removed.	Purchase Card Annual Narrative and Statistical Reporting DRD has been removed. Purchase Cardholder Reconciliation Violators and NASA Active Cardholders FOIA Report DRDs have been renumbered.
0029	Amendment 00002	Attachment I-02 (DRD)	I-2-82	Purchase Card CFO Delinquency Reporting DRD No.: 3.3.13-3 10. Description/Use	The monthly information is sent to the CFO Community to report on Purchase Card Monthly Delinquencies. The annual information is used to populate the SmartPay Task Order Modification for the previous FY.	The monthly information is sent to the CFO Community to report on Purchase Card Monthly Delinquencies.
0030	Amendment 00002	Attachment I-02 (DRD)	I-2-82	Purchase Card CFO Delinquency Reporting DRD No.: 3.3.13-3 11. Submission Frequency	Monthly by the 5th of each month & submit previous Fiscal Year (FY) data to the NSSC Purchase Card Agency Program Coordinator (APC) by 10/25. For the Annual submittal, if the 25th falls on a weekend or holiday, the report will be submitted the first business day following the 25th.	Monthly by the 5th of each month
0031	Amendment 00002	Attachment I-02 (DRD)	I-2-83	Purchase Card CFO Delinquency Reporting DRD No.: 3.3.13-3 11. Contents	The annual report is due on 10/25. This will be used to update the SmartPay Task Order Modification with previous Fiscal Year data. The following information (pulled from Access Online) will need to be submitted: Period, Write Offs, Delinquency % based on account balance greater than 61 days	This has been removed from content requirement.
0032	Amendment 00002	Attachment I-02 (DRD)	I-2-87	Purchase Card Aging Order Log Status Report DRD No.: 3.3.13-5 11. Remarks	NSSC Service Provider shall coordinate these outstanding Aging order logs with the Centers (specifically the Cardholders and associated Approving Officials) on a monthly basis, as well as respond to any requests from Center Chief Financial Officers (CFOs) on an as-requested basis.	NSSC Service Provider shall coordinate these outstanding Aging order logs with the Centers (specifically the Cardholders and associated Approving Officials) on a monthly basis beginning in May of each year through the end of September, as well as respond to any requests from Center Chief Financial Officers (CFOs) on an as-requested basis.

0033	Amendment 00002	Attachment I-02 (DRD)	I-2-93	Purchase Card Office of Management and Budget (OMB) Quarterly Reporting DRD No.: 3.3.13-8 11. Contents	Contents of Tab 1, 3, and 4 have been revised.	Tab 1, adds "Ratio of AOs to CHs" under Approving Officials. Tab 3, removes "/" from AOs Tab 3, adds "Total refunds earned" under Purchase Card Metrics Tab 4 been revised
0034	Amendment 00002	Attachment I-02 (DRD)	I-2-98	3.3.13-10	DRD Purchase Card Annual Narrative and Statistical Reporting has been removed	DRD Purchase Card Annual Narrative and Statistical Reporting has been removed
0035	Amendment 00002	Attachment I-02 (DRD)	I-2-98	3.3.13-10 - 3.3.13-12	3.3.13-11 Purchase Cardholder Reconciliation Violators and 3.3.13-12 NASA Active Cardholders FOIA Report.	3.3.13-10 Purchase Cardholder Reconciliation Violators and 3.3.13-11 NASA Active Cardholders FOIA Report.
0036	Amendment 00002	Section III - Instructions to Offerors	14	TA 10.1.2 Mission Suitability Subfactor 2 - Technical Approach, paragraph 2.	Efficiencies and risks shall be quantified where possible.	Efficiencies and risks shall be quantified where possible including how it will result in improved service delivery over time.
0037	Amendment 00002	Section III - Instructions to Offerors	24	10.3 Volume III: Price Proposal Instructions c)	c) Financial Capability (P-1B): In this section, the Offeror shall provide a copy of its audited financial statements and accompanying notes for the last two (2) fiscal years. In addition, the Offeror shall provide information documenting the amount of established and/or available credit, the financial institution extending the line and the dollar amount (if any) presently in use. At the Offeror's discretion, additional information demonstrating the Offeror's financial capability to perform this contract may be included. Reviewed annual financial statements from a licensed independent public accountant will be accepted in lieu of audited financial statements for small businesses with gross annual receipts not exceeding \$10,000,000.	c) Financial Capability (P-1B): In this section, the Offeror shall provide a copy of its annual financial statements and accompanying notes for the last two (2) fiscal years. In addition, the Offeror shall provide information documenting the amount of established and/or available credit, the financial institution extending the line and the dollar amount (if any) presently in use. At the Offeror's discretion, additional information demonstrating the Offeror's financial capability to perform this contract may be included.
0038	Amendment 00003	Section III - Instructions to Offerors	9	10.0 Proposal Preparation Instructions (General) c) Table III-2 Proposal Due Date and Time	Past Performance Questionnaires not listed on Table III-2.	Past Performance Questionnaires has been added to Table III-2
0039	Amendment 00003	Section III - Instructions to Offerors	23	10.2 Volume III: Past Performance Proposal Instructions f)	The questionnaires shall be returned to the Contracting Officer no later than the time and date specified in Table III-2, Proposal Due Date and Time for the Volume II Past Performance proposal.	The questionnaires shall be returned to the Contracting Officer no later than the time and date specified in Table III-2, Proposal Due Date and Time for the Volume II Past Performance Questionnaires.
0040	Amendment 00004	Section III - Instructions to Offerors	8	10.0 Proposal Preparation Instructions (General) b)	The title pages, table of contents, and cross-reference matrix are excluded from this page count limitation.	The title pages, table of contents, acronym lists, and cross-reference matrix are excluded from this page count limitation.
0041	Amendment 00004	Section III - Instructions to Offerors	8	10.0 Proposal Preparation Instructions (General) b)	All graphics, tables, charts, diagrams, figures, images, inserts, etc. shall be twelve (12)-point Times New Roman font.	All graphics, tables, charts, diagrams, figures, images, inserts, headers, footers, etc. shall be twelve (12)-point Times New Roman font. Offeror's company logos are excluded from the font requirements.

0042	Amendment 00004	Section III - Instructions to Offerors	9	10.0 Proposal Preparation Instructions (General) c)	Please note that the due date for Volume II, Past Performance is earlier than the other volumes of the proposal.	Please note that the due date for Volume II, Past Performance is earlier than the other volumes of the proposal. The due date for revisions to Volume II, Past Performance is specified in Table III-2 below.
0043	Amendment 00004	Section III - Instructions to Offerors	9	10.0 Proposal Preparation Instructions (General) c) Table III-2 Proposal Due Date and Time	Past Performance Revisions not listed on Table III-2.	Past Performance Revisions has been added to Table III-2.