



**NASA Shared Services Center (NSSC)
NASA Transformational Shared Services (NTSS) Contract**

**Request for Proposal
80NSSC23R0001**

Extent of Competition: Unrestricted Basis, Full and Open Competition

Due Date for Questions: See Section III – Instructions to Offerors, paragraph 8.0 Communications Regarding This Solicitation.

NASA Shared Services Center
Bldg. 1111, Jerry Hlass Road
Stennis Space Center, MS 39529

TO: All Prospective Offerors

SUBJECT: Request for Proposal (RFP), Solicitation No. 80NSSC23R0001 for
NASA Transformational Shared Services (NTSS)

You are invited to submit a proposal in response to the National Aeronautics and Space Administration (NASA) Shared Services Center (NSSC)'s NASA Transformational Shared Services (NTSS) solicitation. The principal purpose of this requirement is to provide services to support a broad range of functional activities to include but not limited to Financial Management (FM), Human Resources (HR), Procurement Services (PR), Agency Business Services (ABS), Intelligent Automation Services (IAS), and potentially, business, and technical services to other agency and related services for the National Aeronautics and Space Administration's Shared Services Center (NSSC).

NASA will conduct this acquisition as a full and open competition. The North American Industry Classification System (NAICS) code for this acquisition is 541611 – Administrative Management and General Management Consulting Services and the small business size standard is \$21.5M.

This competitive acquisition will result in a Single Award, Firm Fixed Price (FFP) (Fixed Unit Price Transactional Services and Level of Effort Services) Indefinite Delivery Indefinite Quantity (IDIQ) Contract. The contract will have a total potential period of performance of 8 years, including a 2-year Base Period of performance, one 2-year Option Period, one 1-year Option Period, and three potential 1-year Award Term Option Periods.

The anticipated contract award date is July 1, 2023, with an October 1, 2023, contract effective date.

Potential offerors should pay close attention to all solicitation instructions; however, the following requirements list is summarized to assist in proposal development. Please note that this list is not exhaustive, and the solicitation terms and conditions and provisions take precedence:

1. A Phase-in period will be conducted. Contract phase-in will begin on August 2, 2023 and continue through September 30, 2023. Pricing information and associated funding for the phase-in period will be provided in a separate purchase order to be executed concurrently with the award of this contract.
2. The Government will make available Government Furnished Property (GFP) as describe in Attachment I-24 (GFP and GFE) for use by the contractor as described in the RFP.
3. NASA has determined that this acquisition may give rise to a potential organizational conflict of interest (OCI). Offerors should refer to clause 1852.209-71 Limitation of Future Contracting, for a description of the potential conflict(s) and any restrictions on

future contracting. Section III 10.4 Model Contract Instructions and Attachment I-2 Data Requirements Description (DRD) 1.0-1 Organizational Conflict of Interest.

4. NASA NSSC appreciates the comments received in response to the September 21, 2022, Industry Day and the Draft RFP. NASA's response to all questions and comments from Industry Day and the Draft RFP have been posted to sam.gov. Questions and comments from industry resulted in improvements to the quality and content of the overall RFP. Offerors should review the RFP in its entirety, as its content has changed from the Draft RFP version.

A Draft RFP was released on September 2, 2022. Potential Offerors are cautioned to read and review the Final RFP and all attachments carefully. Some significant changes to the Final RFP include, but are not limited to:

- Model Contract, Section I, Clause 52.216-4 Economic Price Adjustment-Labor and Material was removed.
- Model Contract, Section I, Clause 1852.204-75 Security Classification Requirements was removed.
- Attachment I-1, PWS, Section 2.29, NTSS Integration Requirements was added.
- Attachment I-1, PWS, Section 3.4, NTSS IT Support was added.
- Attachment I-1, PWS, Section 3.10.1.1, Shared Cost Savings was added.
- Attachment I-1, PWS, Section 3.10.1.2, Transition of Level of Effort Services to Fixed Unit Price Transactional Services was added.
- Attachment I-3, Performance Requirements Summary, has been updated to remove or revise several performance measures.
- Section III, Instructions to Offerors, have been revised: Mission Suitability, Past Performance, and Price.
- Section IV, Evaluation Factors for Award, have been revised: Mission Suitability, Past Performance, Price, and Source Selection Authority (SSA)

This list is not intended to cover all changes nor describe all RFP requirements.

5. Be advised, in accordance with Section III, 10.2, Offerors need to encourage their references to submit their Past Performance Questionnaires directly to the Contracting Officer no later than the proposal due date for Volume II Past Performance.
6. Below is a list of the SSA and voting members along with their associated NASA NSSC organizational codes, for the Source Evaluation Board (SEB). The names provided are for informational purposes only and other than the Contracting Officer, Desiree Vogt, these individuals shall not be contacted regarding this acquisition. The Government may change personnel associated with this acquisition at its discretion.

SSA

The SSA for this procurement is the Executive Director for the NASA Shared Services Center, Anita Harrell.

Voting Members

Troy Taylor, Deputy Service Delivery Director, NSSC

Lewis Hansen, Deputy Procurement Officer, NSSC

Daniel Costello, Deputy Director of Human Resources Office, JSC

Chidilim “Chi” Okonkwo, Office of the Chief Financial Officer, HQ

7. Offerors are required to have a Commercial and Government Entity (CAGE) code that matches the corporate address submitted with its proposal.

Documents related to this acquisition, including this letter, the solicitation, attachments, exhibits, any amendments and links to online reference/technical/bidders library will be attainable electronically from the World Wide Web through the Government-wide point of entry website at www.SAM.gov. Potential Offerors are requested to periodically monitor this website for updates.

NASA FAR Supplement (NFS) clause 1852.215-84, OMBUDSMAN, is applicable. The Center Ombudsman for this acquisition can be found at http://prod.nais.nasa.gov/pub/pub_library/Omb.html.

This RFP does not commit NASA NSSC to pay any proposal preparation costs, nor does it obligate NASA NSSC to procure or contract for these services. This request is not an authorization to proceed and does not authorize payment for any charges incurred by the offeror for performing any of the work called for in this solicitation.

Proposals submitted in response to this solicitation shall be due no later than the Proposal Due Date and Time listed in Section III – Instructions to Offerors, paragraph 10.0 Proposal Preparation Instructions (General), Table III-2.

In accordance with NFS 1815.201(f), a “Blackout Notice” has been issued to NASA personnel. All inquiries/communications pertaining to this acquisition shall be directed only to the Contracting Officer listed below.

All questions regarding this RFP should be submitted in writing, electronically to Desiree Vogt, Contracting Officer, at NSSC-NTSS@mail.nasa.gov no later than the questions or comments due date and time listed in Section III – Instructions to Offerors, paragraph 8.0 Communications Regarding This Solicitation. All offerors are encouraged to submit questions prior to the questions or comment due date for consideration.

Thank you for your support. We look forward to receiving your proposals.

Desiree
Vogt



Digitally signed by
Desiree Vogt

Desiree Vogt
Contracting Officer