

Addendum 2 to RFP No. CEF-567818
For DSN O&M
March 21, 2003

Except for the change in due date, this addendum provides clarifications and removes minor inconsistencies. No substantive changes have been made to the RFP package released on March 6, 2003. Addendum 2 consists of the items listed below. Changes have been marked in these documents.

1. The due date for the proposal has been changed to **April 25, 2003, 3:00 p.m. PDT.**
2. Updated Specimen Contract
3. Updated Exhibit 1, CDRL
4. Updated Exhibit 2, TDD
5. Updated Exhibit 4, WBS
6. Invoicing Samples, Exhibits B-1 and B-2
7. Updated RFP
8. Questions and Answers

Please acknowledge receipt of Addendum No. 2 in your proposal (i.e., Attachment A-1, ACKNOWLEDGMENT, Item 8).

Question 1.

Will the current CSOC Maximo application SW and the related CSOC Maximo Oracle database be made available to the successor contractor?

Answer 1.

No. Only the database will be available in a format to be negotiated by the successor Contractor.

Question 2.

Re: General Instructions 8.0 And General Provisions (08/01); Exceptions to GPs and AGPs:

After a review of the GPs (08/01), it appears that although they closely resemble the FAR clauses the terms are not current with recent FAR changes. The FAR cite references included within the GPs are also outdated. The GP entitled "Definitions" states that the term FAR means the Federal Acquisition Regulation as in effect on the date of this Contract, unless otherwise indicated.

Please clarify that the dated FAR references included within the GP headings are the cites/dates intended for this contract or if they should be the cites/dates in effect on the date of this contract.

If an offeror requested the current FAR terms be included (and cited) in the GPs, would such request be considered an exception which may render its proposal unacceptable?

Is it the intent for JPL to update such clauses to reflect the NASA Prime Contract which likely contains the most recent FAR clauses? If so, when is this envisioned to occur?

Answer 2

Caltech/JPL operates under a prime contract with NASA and the listed GPs and AGPs reflect the existing

prime contract. The existing Caltech/NASA contract will expire on September 30, 2003. It is anticipated that this new JPL subcontract for Deep Space Network Operations and Maintenance will be issued under the new Caltech/NASA prime contract, which begins on October 1, 2003, and will contain GPs and AGPs required by the new Caltech/NASA prime contract. Any new GPs and AGPs will be provided as soon as they become available; however, no new clauses have yet been drafted. Until such time, you should assume that the FAR references contained in the current GPs apply.

Question 3.

Re: General Instructions 2.1.1.4:

This section defines the minimum font size for text as 11 point. Please identify the minimum font size for graphics.

Answer 3

Minimum font size for graphics is 8 points.

Question 4.

Re: Tech/Mgmt Instructions.

The Subcontracting Plan, WBS and Dictionary, and some DRDs are to be submitted with our Technical/Management Proposal, but are required to be bound separately. Is it permissible to include all those documents into a single 3-ring binder, or does JPL require each to be bound separately?

Answer 4

JPL requires all those documents to be bound separately.

Question 5.

Re: Tech/Mgmt Instructions 1.1.1.1

Please further define meaning of "key positions" as used in this section. Are these positions the key management functions within the organization or those defined in TDD 1.7? Should the reference to "key positions" be Key Personnel?

Answer 5

Clarified by updating TDD Section 1.7.

Question 6.

Re: Past Performance Instruction; Similar Contracts

Is it JPLs intent that only the Prime contractor for this bid provide Past Performance information or does JPL desire both the Prime and their subcontractors provide Past Performance information?

Answer 6

Yes. Only the Prime Contractor must submit past performance information, not the subcontractors.

Question 7.

Re: Cost Instructions 2.0

This sections requests we submit a cost estimate by element of cost and time-phased by month for each award term period specified in Article 4 Award Term Extensions, of Specimen Contract. Further, it states that there should be a separate estimated cost, fixed fee and award fee for each proposed six (6) month award term period.

For clarity, request that JPL include in Specimen Contract Article 5, Section 3.1, the associated dates (Period column) for 3.1.1 through 3.1.12. The table currently depicts 12 six-month periods instead of ten.

Answer 7

See revised Article 5.

Question 8.

Re: Cost Instructions 3.2 – Material

This section requires that a detailed Bill of Material be developed for all proposed Material items. As the majority of this contract will be LOE in nature, it is requested that the JPL consider providing a “plug” number to be used by all offerors.

Answer 8

A plug number will not be provided. All necessary information to develop a cost estimate for these items has been provided.

Question 9.

Re: Cost Instructions 6.1 – Financial Statements

Are Financial Statements also required for subcontractors or just the Prime?

Answer 9

No. Financial statements are only required for the Prime Contractor, not subcontractors.

Question 10.

Re: Cost Instructions 6.4 - Attachment A-14 Past Performance

Is Group A Attachment A-14, Past Performance excluded from being attached to our Cost volume since it will be submitted earlier than the Cost Volume as requested in the Volume III Past Performance instructions?

Answer 10

Yes, the Past Performance is excluded from being attached to the Cost Volume.

Question 11.

Re: Cost Instructions & DRD M004 - Reporting Level

Cost Instructions 2.3.2 refers to “Report Items” as WBS level 2 (subject to monthly reporting), whereas M004 (which is to be submitted with the proposal) requires “Report Items” to be WBS level 3. Which level of the WBS should the contractor consider to be “Report Items” - WBS level 2 or 3?

Answer 11

Exhibit 4, WBS, was annotated for clarification. Exhibit 1, DRD M004, was modified to be consistent with the Cost Instructions.

Question 12.

Re: Cost Instructions & DRDs M005, M006 – Reporting Level

Paragraph 2.3.2 refers to “Report Items” as WBS level 2 (subject to monthly reporting), M005 and M006 requires reporting to be at WBS level 1 – which level of the WBS should the contractor consider to be subject to monthly financial reporting?

Answer 12

Exhibit 4, WBS, was annotated for clarification. Exhibit 1, DRD M005 and M006, was modified to be consistent with the Cost Instructions.

Question 13.

Re: DRD M007 & Cost Instructions - DOL Wage Determinations

DRD M007 requires all non-exempt labor classifications that are not covered by the CBA be mapped to wage determination classes. To ensure all offerors are using the same Wage Determinations (WDs), please verify that the following DOL WDs are to be used by offerors for pricing :

Pasadena: 1994-2048 R18 (09/10/2002)

GDSCC: 1994-20054 R17 (08/13/2002)

Answer 13

The most current wage determinations should be used.

Question 14.

Re: Specimen Contract Article 1, SOW - Period of Performance

For pricing purposes, should the offeror use a Period of Performance starting January 1, 2004, which is when actual work of the contract is to begin, or should they use a date prior to capture the cost associated with “those incidental to staffing and preparing for the transfer of responsibility on January 1, 2004”? If the later is to be used, what start date should be assumed?

Answer 14

The period of performance starts at award of contract and is clarified in the updated Specimen Contract, Article 5, paragraph 1.1.

Question 15.

Re: Specimen Contract Article 1, SOW - Paragraph 1, subparagraph C/Paragraph 2, subparagraph B

In developing the Bill of Materials to be used in preparing the cost volume, how is the contractor to determine which items are to be considered “components or elements of DSN operational subsystems” and therefore not provided by the contractor as well as which materials and services JPL could reserve the right to procure? Would the JPL consider providing a plug number for materials to compensate for this separation of who (contractor or JPL) will provide various items?

Answer 15

“Components and elements of DSN operational subsystems” are defined in DSMS 820-061. For proposal preparation purposes, assume JPL will not procure materials and services.

A plug number will not be provided. All necessary information to develop a cost estimate for these items has been provided.

Question 16.

Re: Specimen Contract Article 3 - Special Provisions

This article appears incomplete. Please clarify the references to the 12 provisions cited in the box. Where is the full text of these provisions found?

Answer 16

The text of the special provisions has been provided in Addendum No. 1.

Question 17.

Re: Specimen Contract Article 4 - Alterations To This Contract

Please provide the alteration for the 6 items identified in the box.

Answer 17

The Specimen Contract Article 4 has been modified to include these alterations.

Question 18.

Re: Specimen Contract Article 5, 4.1 - Service Contract Act Adjustment

This section states that upon the exercising of an extension, wage rates can be adjusted to reflect Wage Determinations and renewed collective bargaining agreements. Should labor rates for the first three years of the contract reflect wage escalation for Wage determined and Bargaining Unit employees? If yes, should the extension periods also reflect escalation or is this covered under paragraph 4.1 of article 5?

Answer 18

No, Labor rates for the first 3 years of the Contract should not reflect wage escalation.

Question 19.

Re: Specimen Contract, Article 6, 6.1 - Level of Effort Requirements

Is the total amount of \$10,000,000 to be included in the offeror's pricing? If so, please provide pricing instructions.

In subparagraph 6.3, how are the \$TBD rates calculated? Is it calculated on a per task basis by dividing the total labor costs by the total labor hours proposed for the task, thereby taking into consideration the differing skill levels required for each task?

Answer 19

Has been clarified, see revised Specimen Contract, Article 6.

Question 20.

Re: TDD 1.7 - Task 1

Should the reference to "key personnel" refer to "personnel in key positions" as indicated in the opening sentence?

Answer 20

See answer to Question No. 5.

Question 21.

Re: TDD Appendix I - Product Engineering Assignments

The referenced product engineering assignment table was omitted from the TDD posted on the web. Please provide.

Answer 21

The text of the missing information in the TDD Appendix I has been provided in Addendum No. 1.

Question 22.

Re: Attachment A15 DRD M007 - Breakout of Fringe from Overhead Rate

As the RFP is requesting in Vol I, Tech/Mgmt Instructions (1.1.3, Staffing Plan) that the offeror discuss proposed benefits, and pension and retirement benefits and M007, which is required to be submitted with the proposal, details benefits being provided and the average hourly cost of such, should Attachment 15, Cost Element Breakdown, delineate in the overhead detail the components of the overhead rate, ie., fringe and other overhead expense?

Answer 22

No. Attachment 15, Cost Element Breakdown, should not delineate overhead detail or components of the overhead rate.

Question 23.

Re: DRD M004 - Baseline Cost Estimate

Is it correct to assume that M004 will be submitted as part of the Cost Volume? Is Attachment A-14, Cost Element Breakdown, part of M004 or is it a separate deliverable?

Answer 23

Yes, DRD M004 should be submitted as part of the Cost Volume.

No, Attachment A-15 is part of the Cost Volume and not included with DRD M004.

Question 24.

Re: Attachment B14 - Billing Instructions

Invoice instructions (page 3) states, "Indirect expense rates must be billed at the rates currently approved by your cognizant auditor..." Is provisional approval by the cognizant DCAA sufficient for this requirement?

Answer 24

Yes, if the provisional billing rate is approved by DCAA.

Question 25.

Re: Attachment B14 - Billing Instructions

Please provide a copy of referenced Exhibits B-1 and B-2 in the invoicing instructions.

Answer 25

The referenced Exhibits B-1 and B-2 are posted on the website.

Question 26.

Re: Tech/Mgmt Instructions, 1.1.3 – Staffing Plan

The staffing plan will consume many pages in the proposal. Request that JPL exclude the staffing plan from the 300 page limit for the Technical/Management Volume.

Answer 26

No, the staffing plan should be included as part of the Technical/Management Volume, which is limited to 300 pages.

Question 27.

Re: DRD M007 – Wage/Salary & Fringe Benefit Data

Initial submission of DRD M007 is due with the proposal. Please advise if M007 should be part of Volume I (Tech/Mgmt) or Volume II (Cost).

Answer 27

DRD M007 should be submitted as part of the Cost Volume.