



May 3, 2023

**Subject:** Information Technology Infrastructure Services and Solutions (ITISS) Effort  
RFP GC-2661-101722

Dear Potential Proposer,

The Jet Propulsion Laboratory (JPL) is providing this notice in order to keep you informed on the current ITISS effort, to provide key dates for planning purposes, and to permit you (Potential Proposer) to make an informed decision about whether to participate in the acquisition.

**Solicitation Type:** This competitive procurement will be a Service Disabled Veteran Owned Small Business Set-Aside.

**NAICS Code:** The North American Industry Classification System (NAICS) Code(s) applicable to this Request for Proposal (RFP) is 541513, Computer Systems Facilities Management and Operation Services. To qualify as a Small Business under this NAICS Code, a business must have annual average revenues of less than \$37M over the last 5 years, refer to 13 CFR § 121.104. Please also see 13 CFR § 125.6 which requires that small businesses perform at least 50% of the work on service contract small business set-asides; the Proposer must be certified by the SBA Veteran Small Business Certification Program.

**Previous Effort:** The resultant subcontract will replace the current JPL subcontract for *Information Technology Infrastructure Support Services (ITISS)* and the current subcontract for *System Administration Services for Information & Technology Solutions Directorate*. Both subcontracts expire on September 29, 2024.

**Phase In Period:** A phase-in period of 2-months is planned between the start of the resultant subcontract and the expiration of the existing subcontracts.

**Potential Subcontract Period of Performance:** To ensure that JPL continues to receive quality services for competitive value, this effort will be competed for a potential ten-year (three-year base term and seven additional one-year award terms) period with an expected start date of September 30, 2024.

**Brief Summary of Requirements:**

Under the ITISS effort referenced above, the subcontractor shall maintain, operate, and enhance Information Technology (IT) infrastructure services for the Jet Propulsion Laboratory (JPL). The subcontract provides JPL the continuity, flexibility, and responsiveness that are required to meet JPL's operational computing needs. The services to be provided are generically grouped into major functional areas, including:

- Infrastructure and Platform Solutions
- Network Operations
- System Monitoring and Notification Service
- Telecommunications Services
- Cable Installation and Maintenance
- Mission/Project IT Infrastructure Support
- Cyber Services
- High Performance Computing
- Data Center Operations
- Level II Operational Support

The Subcontractor shall support computing systems and services, physical, cloud and applications for JPL end users located at the main JPL site (Oak Grove Drive, Pasadena), subcontractor facilities, remote JPL installations, and for users who are working remotely. The functional areas listed above may be viewed as a baseline activity to be performed in support of JPL's IT infrastructure services. To meet commitments to JPL organizations, JPL may require support personnel or Subject Matter Experts (SMEs) in any of the above disciplines to be provided by the subcontractor.

#### **Procurement Tentative Timeline**

RFP Released	June - July 2023
Bidders Conference (Via WebEx)	2-3 weeks after RFP Release
Proposals Due	September 2023
Transition Period	August - September 2024
New Contract Operational	September 30, 2024

To allow time for Potential Proposers to organize as a Joint Venture, we are extending the proposal due date from our initial planned date. Proposing as a Joint Venture is not required, encouraged or discouraged. However, it is an available option to propose as a Joint Venture, including an SBA approved Mentor/Protégé.

It is emphasized that this information is for Potential Proposers' preliminary planning purposes only and does not constitute a commitment, implied or otherwise, that JPL will solicit you for such a procurement in the future. Neither JPL nor the Government will be responsible for any costs incurred by you responding to this notice or in furnishing any requested information.

Any questions should be directed to Gloria Cerda at the email address below.

Kind regards,

Gloria Cerda  
Subcontracts Manager  
Gloria.e.cerda@jpl.nasa.gov