



**AMENDMENT TO SOLICITATION**  
**ISS NL Support Services**  
**RFP #2016-001**

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**SOLICITATION NUMBER:** RFP #2016-001 ISS NL Support Services  
**RFP RELEASE DATE:** August 01, 2016  
**RFP DUE DATE:** September 15, 2016 (5:00 PM EDT)  
**DESCRIPTION:** Minutes of Meeting; Extension for receipt of Questions; Link to PCG Workshop  
**AMENDMENT NUMBER:** #02  
**AMENDMENT DATE:** August 19, 2016

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The hour and date specified for receipt of RFP #2016-001 [ ] is, [ X ] is not extended to the following new hour and date: N/A

The above-numbered solicitation is amended as set forth below. Offerors must acknowledge receipt of this amendment by completing and signing below and returning this form with your proposal. OFFEROR'S FAILURE TO ACKNOWLEDGE RECEIPT OF THIS AMENDMENT MAY RESULT IN CASIS'S REJECTION OF YOUR PROPOSAL.

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**DESCRIPTION OF AMENDMENT:**

This Amendment is being issued to:

- 1) Publish the attached Minutes of Meeting resultant from CASIS webinar dated 8/18/2016.
- 2) Questions received from Offerors is hereby extended from 8/15/2016 to COB Friday, 8/26/2016 by 5:00PM EDT. Questions shall be submitted to following email address: [contracts@iss-casis.org](mailto:contracts@iss-casis.org). The subject line of the email must contain the following information: "Company Name; RFP #; and "Questions to ISS NL RFP". In the body of the email provide an itemized list of questions, and company POC (Name, Title, Phone, email).
- 3) The link to presentations from the PCG Workshop is: <https://casis.box.com/v/PCG-Workshop-Presentations>

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The Offeror certifies below that he/she is a duly authorized representative of the Company, and hereby acknowledges receipt and acceptance of this Amendment, and that all information in response to the RFP is current, accurate and complete.

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\_\_\_\_\_  
Company Name: (Print)

\_\_\_\_\_  
Signature:

\_\_\_\_\_  
Name: (Print)

\_\_\_\_\_  
Title: (Print)

\_\_\_\_\_  
Date:



MMCG Q&A Teleconference  
ISS NL Support Services  
RFP# 2016-001

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## Minutes of Meeting

Date: August 18, 2016  
Time: 2:30 p.m. EDT  
Location: Via Teleconference

Attendees:

**CASIS**

Ken Shields, Director of Operations  
Joe Kohlbrand, Sr. Contracts & Compliance Administrator  
Sonja Kunze, Contracts & Compliance Manager  
Debbie Wells, Program Manager  
Marc Giulianotti, Ph.D., Sr. Research Scientist  
Cathy Abidin, Portfolio Project Manager

**Interested Parties List**

***(In attendance)***

Confocal Science Inc.  
CSS – Dynamac  
Eli Lilly and Company  
JAMSS America Inc. (JAI)  
MEI Technologies  
MiTeGen  
The Bionetics Corporation  
University of Alabama – Birmingham, EITD

***(Not in attendance)***

FedEx Space Solutions  
iExpress Genes  
Nanoracks, LLC  
National School of Tropical Medicine Baylor College of Medicine  
St. Louis School of Medicine  
TechShot, Inc.  
Teledyne Brown Engineering  
University of Alabama – Birmingham, Pharmacology & Toxicology



**2:38 PM EDT *Welcome – Debbie Wells***

Debbie welcomed the group and introduced CASIS team, Ken Shields, Joe Kohlbrand, Sonja Kunze, Marc Giulianotti, Cathy Abidin.

**2:40 PM EDT *Roll Call of Interested Parties – Debbie Wells***

**2:42 pm EDT *Introduction and Overview – Ken Shields***

Ken opened the meeting by thanking interested parties and the CASIS team for attending today's teleconference. The goal of today's teleconference is to understand the MMCG campaign and discuss the RFP's goals and prospects of our program. In addition, Ken stated that we want to help clarify and understand those goals and objectives. He asked the group, "why are we doing this?" Macromolecular Crystallization is nothing new. However, there are significant barriers that hold back researchers including those from private / commercial sectors to further investigate their experiments. Certainly, the high cost and scheduling is part of the factor. Also, complex hardware and uses is a significant constraint in macromolecular crystallization investigations.

We are trying to create robust interfaces and trying to meet a high broad sampling for the experiments. Hopefully, by fostering this new infrastructure, we can reduce the complexity and barriers. We will be able to promote to researchers of the potential robust experiments. We envision stable capabilities, in highly known cost and budget. The goal of the Macromolecular Crystallization Program is to have a nice broad offering or capabilities that we can coble together in this campaign.

**2:46 pm EDT *Opportunity for Follow-up Questions based on Written Questions/Answers in Amendment – Debbie Wells***

Debbie stated that at this time, we will be taking clarifications for Amendment 1.

Duane Ratliff at CSS – Dynamac stated that he wanted to see what the interested parties need to do, he stated that he understands the answers, but he would like clarification to the resources including the conference summary that were in the forwarded links.

Debbie stated that in the workshop report, interested parties can find providers with all different hardware for capabilities that we have today. We can provide the links to the presentations. It is a fairly good overview of the hardware that we have available today.

Duane asked if there are points of contacts available.

Debbie stated that all the attendees contacts are in the report and can also be found in the CASIS Implementation Partners guide on our website.

Ken added that we are looking for novel approaches in this RFP. We are looking for new, elegant solutions. He asked the group, "what would be the compelling solution?" The presentations made available are helpful but there are other resources externally. This program could be done by CASIS, but we would rather have you all bring it in. We would like for you all to think outside the box.

Debbie asked the group if they require any other clarifications to Amendment 1.



Duane stated that it would be his assumption that we are looking for new approaches to enabling macromolecular crystallization investigations, however, would we be starting short in developing new hardware due to certifications for new flight? He added, if that would be true or not true?

Ken answered that may not be true. He stated that one of the interested parties maybe coming up with a hardware and we might be interested in supporting and investing in it. A good example would be the crystalline solutions. Ken stated that this area has been largely untapped. There is significant interest from Biopharma, however, he is not aware of existing hardware.

In addition, Ken stated that membrane proteins is another area that the community has little experience.

Diego Arias from JAMSS America Inc. (JAI) asked whether fixed price will be based on estimates? In addition, he asked if we can use assumption for the percentage and the cost inflation?

Joe answered that interested parties can apply an escalation factor in accordance with the Consumer Price Index (CPI). Due to the nature of the Indefinite Delivery / Indefinite Quantity (IDIQ) type agreement, some Task Orders may be released as Time and Materials or Firm Fixed Price. Therefore, please make sure the hardware lease prices are burdened through G&A and show your profit margin separately.

Diego asked what is G&A?

Joe answered, G&A is General and Administrative expense. G&A is an Indirect Rate that is applied to direct costs.

**2:59 PM EDT *Opportunity for New Questions – Debbie Wells***

Future Q&A – Questions were raised on leaving the Q&A period open longer. Potential Offerors agreed that this would be helpful. CASIS agreed to provide an amendment with an extended Q&A period.

Joe stated that in Amendment 1, it is imperative that interested parties answer questions number 3 and 4. An authorized person should complete the questions, sign and return the document along with the proposal for submission.

Duane asked if we are able to give the size or volume that would be passing through this program? He asked, how robust is the program?

Debbie answered. She stated that we went to the American Crystallographic Association (ACA) meeting, we are really pushing hard on marketing this program to new users. Our commercial innovation team has made in roads with both large medical pharma companies and Ag-Biotech companies. Additionally, she stated that we already have significant new interest coming through our pipeline. We do not see it slowing down, it is ramping up. Moreover, the goal is to make this program another tool for crystallographers. We want to scope the program for crystallographers and give them the services, so they can be successful in two or three flights to get the best crystal. I would hope that we would be having four or five different groups to get experiments flying to station on each launch.



Ken stated that we are marketing new communities, in hope that the result would be that they are willing to take a bigger investment. A year from now, we may be launching a dozen experiments to the space station. We are considering a consortium, having different vertical columns. If we produce the supply side, it would lead to dozens of crystallization experiments over the course of the year.

Ken thanked everyone and stated that he appreciates everyone on the teleconference dialing-in. He stated that after all, this lab and this organization, we are here to promote and facilitate. We hope that we are responsive with this and optimistic about the responses. We can open this up through the increment year. This is going to be a dynamic program. It is worth noting that macromolecular crystal growth is nearest in Low Earth Orbit (LEO) and it is a high priority for NASA.

Debbie reminded the interested parties that the proposals are due September 15. Also, by EOD tomorrow, August 19, we will notify the group how long we would extend the Q&A.

**3:11 PM EDT *Meeting Adjourned***