



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

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: Q&As, Bidders List, Offeror's certification

AMENDMENT NUMBER: #01

AMENDMENT DATE: August 17, 2016

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 items 3) and 4) below, and by 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.

DESCRIPTION OF AMENDMENT:

This Amendment is being issued to:

1) Incorporate Questions and Answers received by Offerors. Reference Exhibit A

2) Bidders List or Letter of Interest (LOI). Reference Exhibit B

3) Does this Offeror's proposal contain information and data that are subject to U.S. export control laws and regulations including Export Administration Regulations (EAR) and International Traffic in Arms Regulations (ITAR)? Yes [] or No []. *Please note: If you answer "yes" the cover of the proposal should have a notice that clearly indicates which parts of the proposal (e.g., page number, section, figure) contain export control information. Indicate all information and data that are subject to provisions of U.S. export control laws and regulations as described above. Be sure to describe clearly or highlight information and data that contain export-controlled material so they can be redacted, if necessary, prior to proposal review.*

4) Does the Offeror's proposed work include any involvement with collaborators in China or with Chinese organizations or does the proposed work include activities in China? Yes [] or No []. CASIS Cooperative Agreement with NASA includes this restriction: "None of the funds made available by this [law] may be used for the National Aeronautics and Space Administration or the Office of Science and Technology Policy to develop, design, plan, promulgate, implement, or execute a bilateral policy, program, order, or contract of any kind to participate, collaborate, or coordinate bilaterally in any way



with China or any Chinese-owned company unless such activities are specifically authorized by a law enacted after the date of enactment of this division."

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.

Company Name: (Print)

Signature:

Name: (Print)

Title: (Print)

Date:



ISS NL Support Services
RFP# 2016-001

EXHIBIT A
Questions and Answers (Q&As)



ISS NL Macromolecular Crystallization Program Support Services

Questions and Answers

August 17, 2016

	Question	Answer
1	What are the space limitations for LOI and SOW for RFP 2016-001	There are no space limitations for the LOI. The SOW is provided as part of the RFP.
2	What protein crystallization hardware is currently available for lease?	The 2015 PCG Workshop Report and videos provide insight into some hardware and capabilities currently available for the ISSNL. Report: http://www.iss-casis.org/files/CASIS16_43_PCG_Report_final_July_14.pdf Videos: http://www.iss-casis.org/Workshops/ProteinCrystallizationProgram.aspx
3	What are the principles of function and parameters for each (volumes, compatible temperatures, monitoring capabilities) or where we can find this information?	The 2015 PCG Workshop Report and videos provide insight into some hardware and capabilities currently available for the ISSNL. Report: http://www.iss-casis.org/files/CASIS16_43_PCG_Report_final_July_14.pdf Videos: http://www.iss-casis.org/Workshops/ProteinCrystallizationProgram.aspx
4	What is the cost of leasing crystallization hardware?	The RFP is soliciting this information from an Offeror which is not available from CASIS.
5	How much delivery service will cost?	It is unclear what "delivery service" means.
6	What is the best way to design and test for compliance new hardware designed by university groups previously not engaged in space projects?	There are multiple firms that have experience in certifying new spaceflight hardware. Many of them participated in the 2015 PCG Workshop. Report: http://www.iss-casis.org/files/CASIS16_43_PCG_Report_final_July_14.pdf Videos: http://www.iss-casis.org/Workshops/ProteinCrystallizationProgram.aspx
7	Do applicants for project type I (Crystallization Program Science Monitoring and Support) have to budget hardware lease and delivery cost in their budget?	No. It is suggested that you demonstrate understanding of types of hardware, how to choose optimal hardware for the experiment and methodologies for interfacing with entities that do have available crystallization hardware.
8	For the RFP submittal, do we update the Master Subcontract Agreement and incorporate our SOW, Fixed Price Labor Rate Schedule, and Crystallization Hardware Lease Rates? Or will you do that?	The Master Subcontract Agreement will be updated by CASIS to incorporate the SOW, Fixed Price Labor Rate Schedule, and Crystallization Hardware Lease Rates, as required.
9	The Sample Task Order has 3 investigations scheduled to fly on SpX-13 in Sept 2017. Are these real investigations? (The word "sample" task order makes me wonder whether they are real investigations or just examples of possible investigations.)	These are sample tasks and do not represent real flight experiments planned for SpX-13. This scenario is intended to provide the Offeror the ability to demonstrate their understanding of what is required for successful crystal growth experiments aboard the ISSNL.
10	It is acceptable to include additional processes and hardware in our proposal that is not specifically requested for in any of the 3 investigations noted in the Sample Task Order? (For example, in a generic case, would meet with the researcher in person or virtually to discuss their protein, their goals, and go over our available hardware and optional processes.)	Yes.
11	Will awards be made specifically for each of the three identified Projects, or will they be made for the program as a whole?	Offerors for Support Services will be chosen to be part of the ISSNL MacroMolecular Crystallization Program. These Offerors will be identified to potential researchers. Task orders will be issued based on the needs of each experiment.
12	How many awards are anticipated for each Project?	Task orders will be dependent on the experiment needs.
13	Are offerors required to propose on each Project, or may they propose only on one or two of the Projects?	Offerors should propose to those Projects that are appropriate for your business model. Any combination is acceptable.
14	Can you identify any equipment or facilities that will be made available to the contractor for this contract? For example, will CASIS provide or negotiate access to large NASA test facilities such as thermal vacuum chambers or vibration test facilities? Will we be able to access integration facilities at or near launch sites?	CASIS will coordinate with NASA for resources as needed to support experiment development.
15	For proposal purposes, what date should we assume as the contract start date?	1-Oct-16
16	Is there a page limitation for the response to the Sample Task Order?	No page limitation for the Sample Task Order response.
17	In the Basis for Award paragraph, the RFP states that CASIS will evaluate price, management and technical expertise, past performance, and response to the sample task order pricing exercise. Can you share the relative order of importance of these four elements in the evaluation process?	CASIS may select for award an Offeror's proposal that best demonstrates appropriate competence in their chosen service area(s) of expertise at best value to the customer.
18	In the Basis for Award paragraph, the RFP refers to the Sample Task Order as a "pricing exercise." In paragraph N.7), the RFP requires the offeror to develop and return a detailed narrative and proposed methodology in addition to the detailed price estimate. Please confirm that the requirements relative to the Sample Task Order are as stated in paragraph N.7). Also, please clarify whether you will evaluate the technical approach to the Sample Task in addition to the proposed price, or whether you will evaluate price alone.	The Offeror must provide a narrative and proposed methodology in addition to the detailed price estimate for the Sample Task Order. The technical approach will be evaluated along with price.
19	Please identify the specific hardware (or type of hardware) that is to be included in the Crystallization Hardware Lease Rates.	All hardware that the Offeror can provide in response to the RFP should be included.
28	Section 1- Proposal Instructions, Item E. states the following: Failure to address all items requested in the solicitation may result in the Offeror's proposal being nonresponsive. Attachment 1, SOW, Item 2.1 under 2.0, General Scope of Work states "The Subcontractor under this project shall be able to organize and implement one or all of the projects (1-3) listed below. Subcontractor under this project shall be able to organize and implement one or all of the projects (1-3) listed below. a) Does Item E, under Proposal Instruction require that all Projects, 1-3 of Attachment 1, Statement of Work (SOW) be included in the offeror's proposal to be considered responsive? b) Is the offeror allowed to propose to certain elements of Projects (1-3) or required to propose to a chosen Project (1-3) in its entirety?	Only the Projects that the Offeror has expertise to support should be included, but at least one (1) Project area should be supported. The Offeror can choose to only respond to certain elements of each Project. The Projects and elements being considered should be clearly identified.



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Questions and Answers

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	Question	Answer
29	<p>Section 1-Proposal Instructions, Item N, number 6, Crystallization Hardware Lease Rates states that the Offeror must attach a Fixed Price Lease Schedule for the Base Year and Option periods identified and further states the Offeror must describe the hardware proposed in response to each Project the Offeror is responding to.</p> <p>a) Will the providers of existing flight hardware be required to share lease cost for their hardware with all Offerors? If not how are potential Offerors expected to determine lease rates for existing crystallization hardware?</p> <p>b) How should prospective Offerors determine hardware requirements on a per project basis without specific experiments or hardware requirements identified under the Projects (1-3) of the SOW.</p>	<p>Lease costs are only required for Offerors who can provide such hardware. If an Offeror does not own or have negotiated authorization to lease such hardware, it is not required to provide lease rate schedules. An Offeror can demonstrate the ability to coordinate lease of such hardware as a capability.</p>
30	<p>RFP describes 3 different projects: A. PROJECT #1: "ISS NL Crystallization Program Science Monitoring and Support" B. PROJECT #2: "ISS NL Macromolecular Crystallization Program Payload Integration" C. PROJECT #3: "ISS NL Macromolecular Crystallization Hardware Provisioning and Support"</p> <p>Can a single proposal be submitted against multiple projects or is a different proposal required for each? If submitting a single proposal for multiple projects, can the narratives be written from a combined multi-project standpoint? Or does each project require responses to each narrative even with a single proposal?</p>	<p>A single, integrated proposal can be submitted, however it should clearly state which Projects and Project Elements are being presented.</p>
31	<p>Section 6 refers to Crystallization Hardware Lease Rates requirements and requires the offeror to describe proposed hardware in response to each project. Are hardware lease requirements applicable for Project 1 and Project 2 responses? If a University is restricted from hardware system leasing, should hardware procurement cost be provided in lieu of lease cost? Are there page limits to sections 5, 6 and 7?</p>	<p>Whether hardware is required to support Project 1 or 2 should be determined by the Offeror. If hardware is required, then the Offeror should state which hardware is required. If that hardware is owned or can otherwise be provided by the Offeror, a lease rate schedule should be provided. If Offeror chooses to propose selling hardware instead of leasing hardware, Offeror should provide a detailed description of the hardware and price customer can expect to pay for that hardware. There is no page limitation for sections 5, 6, and 7 of the instructions to Offerors.</p>
32	<p>Item 5 of the RFP Fixed Price Labor Rate Schedule –Financial Responsibilities indicates that offerors shall provide the last three years of financial statement, and year to date financial information. Is this information required with the proposal submittal or is a web site where this information can be reviewed sufficient?</p>	<p>Yes, the Offeror may choose to submit an electronic version of financial statements or provide instructions to CASIS to access.</p>
33	<p>Item 9 on RFP reference Attachment 7 – Risk and Compliance Review Questionnaire. Attachment 7 was not provided from the RFP download site. Will this be added later?</p>	<p>Yes, Attachment 7 should be Attachment 6 and is now available.</p>
34	<p>Project #3 states that "hardware shall be identical to flight hardware." Can ground based hardware systems (i.e. level 2) be used for ground testing or does CASIS request that flight hardware (level 3) be made available for both ground testing and flight? Implementing flight pedigree on ground systems is not cost effective.</p>	<p>Offerors should propose cost efficient methods for providing hardware and demonstrating the efficacy of chosen systems to meet the requirements of that phase of experiment development.</p>
35	<p>Project #3 item 2 is not clear. Task states "Support refurbishment of hardware for repeated ground testing" Which items require replacement and which require refurbishment for follow on testing. Will 2 of the 6 refurbishments cover the 2 verification tests (item 7) or should 8 refurbishments be planned and costed?</p>	<p>Offeror providing hardware should be prepared to provide refurbishment of hardware between users and/or training for users to disassemble, clean, replace consumables, and reassemble between testing. If replacement is required, this cost should be included in response to Project element. Two (2) of the six (6) refurbishments in item 2 should be after verification tests in item 7.</p>
36	<p>Project #3 items 9 &10 – request engineering expertise for redesign and new hardware systems. Does this task need to be included in the cost proposal or is the customer only in need of projected labor rates for future design work?</p>	<p>Offeror can propose to be a provider of these services. If Offeror does propose to be a provider of these services, then projected labor rates should be included.</p>
37	<p>ISS-NL Support Service RFP. Page 1. – The RFP seeks a single RFP response to provide services in support of three distinct projects (Project 1, 2, and 3). Can offerors respond to select projects or must the offeror respond to all three? Language under contract type and term sections suggest an offeror may respond at the project level. Additionally, the statement of work 2.1 states the subcontractor shall be able to organize and implement one or all of the projects.</p>	<p>Only the Projects that the Offeror has expertise to support should be included, but at least one (1) Project area should be supported. The Offeror can propose to only certain elements of each Project. The Projects and elements being considered should be clearly identified.</p>
38	<p>ISS-NL Support Service RFP. Basis for Award, Page 2. – Will CASIS provide a calculation matrix for the best value calculation, or should it be understood that each variable listed in this section will be weighted evenly for the best value calculation?</p>	<p>CASIS may select for award an Offeror's proposal that best demonstrates appropriate competence in their chosen service area(s) of expertise at best value to the customer.</p>



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	Question	Answer
39	ISS-NL Support Service RFP. Proposal Instructions, J., Page 4. – States no profit is allowable on direct materials, subcontracts for supplies, and other direct costs; however, N.6) states the hardware lease rate schedule must include fully burdened costs including profit. Please clarify which is correct.	For reimbursable type type Task Orders e.g., Time and Materials, no profit is allowed on direct material, subcontracts for supplies and ODCs. Offeror to provide hardware schedule to show fully burdened least rates e.g., direct costs through G&A, plus visibility of profit margin.
40	ISS-NL Support Service RFP. Proposal Instructions, N.3) Past Performance, Page 4. – The statement requires offerors to provide reference of three contracts that have been awarded in the past five years. Can contracts that have been awarded beyond the five year period and either are still in place or terminated within the five year period be utilized as past performance reference?	Yes. Also, for contracts that are terminated please provide type of termination e.g., Termination for Convenience and/or Termination for Default, and reason for termination.
41	ISS-NL Support Service RFP. Proposal Instructions, N.3) Past Performance, Page 4-5. – CASIS includes “letters of commendation, past performance evaluations, etc.” as requested information for offeror Past Performance. Will letters of commendation and past performance evaluations such as Contractor Performance Assessment Reporting System (CPARS) evaluations be excluded from the page limit for Past Performance?	Yes.
42	ISS-NL Support Service RFP. Proposal Instructions, N.9) Risk and Compliance Review Questionnaire 7. – Offerors are instructed to complete and return the Risk and Compliance Review Questionnaire (Attachment 7). However, we did not find Attachment 7 included in the RFP documents. Could CASIS please provide the referenced attachment?	Yes, Attachment 7 should be Attachment 6 and is now available.
43	Statement of Work, 2.1 A. Project #1, 10, page 2. – The requirement calls for transport of preloaded hardware to the launch site in controlled conditions. It is our understanding that service is provided by a NASA contractor at both launch sites. Can the offeror provide a separate transport service to the launch site with approval from NASA?	The PI is responsible to get their samples to JSC or to launch site for turnover prior to launch. CASIS is not aware of a NASA contract to provide these services.
44	Statement of Work, 2.1 A. Project #1, 17, page 2. – The requirement calls for transporting samples from the landing site to designated laboratory. It is our understanding that service is provided by a NASA contractor. Can the offeror provide a separate transport service from the landing site with approval from NASA and the vehicle provider?	The PI is responsible to transport their samples from either Long Beach, CA or JSC to their home institution. CASIS is not aware of a NASA contract to provide these services.
45	Statement of Work, 2.1 A. Project #1, 20, page 2. – The requirement calls for completing required analyses and providing results in standard formats. Wouldn't this be the desired function of the principle investigator?	Some investigators have requested a turn-key program that would deliver diffraction data as the product instead of crystals for analyses. CASIS is interested in Offerors that can provide this service being a part of our ISSNL MMCG Program.
46	Statement of Work, 2.1 A. Project #1, 21, page 2. – The requirement calls for the development of publications on experimental results. Wouldn't this be the desired function of the principle investigator?	Some investigators have requested a turn-key program that would include publication of the crystal structure data in recognized data banks. CASIS is interested in Offerors that can provide this service being a part of our ISSNL MMCG Program.
47	Statement of Work, 2.1 A. Project #1, 22, page 2. – Can you please provide an explanation of what mentoring services are?	Instead of performing items 1-21 for the PI, the Offeror could provide consulting services to assist the PI in learning how to do these functions.
48	Statement of Work, 2.1 C. Project #3, 1 and 5, page 3. – Will CASIS provide the list of hardware that must be leased to support this program and meets the ISS program interface and safety requirements? If the hardware is already known, will CASIS provide information to the offeror re: supplier in order to obtain pricing and availability information?	The 2015 PCG Workshop Report and videos provide insight into some hardware and capabilities currently available for the ISSNL. Report: http://www.iss-casis.org/files/CASIS16_43_PCG_Report_final_July_14.pdf Videos: http://www.iss-casis.org/Workshops/ProteinCrystallizationProgram.aspx



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**Exhibit B
Bidders List**

ISS NL Macromolecular Crystallization Support Services

Interested Parties List

Company Name

Confocal Science Inc.

CSS-Dynamac

Eli Lilly and Company

FedEx Space Solutions

iExpress Genes

JAMMS America Inc (JAI)

MEI Technologies

MiTeGen

Nanoracks, LLC

National School of Tropical Medicine Baylor College of Medicine

St. Louis School of Medicine

Techshot, Inc

Teledyne Brown Engineering

The Bionetics Corporation

University of Alabama - Birmingham, EITD

University of Alabama - Birmingham, Pharmacology & Toxicology