

## Attachment 2

Acquisition and Management of Supply Contract

### Placement Procedures

Issued Under the Multiple Award Indefinite Delivery Indefinite Quantity Contract:

### **24x7 Network Operations Center (NOC)**

For

### **SSC/BCC Operational Space C2 Acquisition Delta**

Date:

**09 October 2024**

# Fair Opportunity Proposal Request Procedures

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## **Fair Opportunity Proposal Request Procedures**

### **Basis for Awarding Delivery Order**

The BCC acquisition approach may award a single 24x7 Network Operations Center (NOC) Support issued under One Acquisition Solution for Integrated Services (OASIS) Total Small Business ; a multiple award, Indefinite Delivery Indefinite Quantity (IDIQ) contract. The total effort provided on this delivery order will include Cost Plus Fixed Fee Contract Line Item Numbers (CLINs).

The Government fully anticipates expanding up to 100% within scope requirements during the period of performance.

This supply delivery order solicitation complies with Federal Acquisition Regulation Part 16.505. This is a competitive solicitation that uses the tradeoff methodology which allows the Government to award to other than the lowest priced offeror or other than the highest technically rated offeror. Delivery order award will be made based on the proposal that offers the best value to the Government relative to the minimum technical requirements established in these procedures.

During the source selection and IAW FAR 16.505, the Government may enter into interchanges with some, all or none offerors. Interchanges with offerors may be written with encrypted E-Mail (Unclassified). Interchanges shall be controlled by the PCO as the single point of contact to preserve the integrity of the source selection process. E-mails shall be encrypted to ensure only the intended recipient can open and view the contents and the subject line shall include the words “Source Selection Information – See FAR 2.101 and 3.104.”

While the Government evaluation team will strive for maximum objectivity during evaluations; the selection process, by its nature, is subjective and therefore, professional judgment is implicit throughout the entire process. The Fair Opportunity Decision Authority (FODA) has the responsibility of making the final award determination.

The technical subfactors are more important than cost/price criteria. Within the Technical Factor, Management Support (SF1) is more important than Infrastructure Approach (SF2). Within the Cost/Price Volume, all criteria are evaluated equally. An “unacceptable” rating for any single technical sub factor will make an Offeror ineligible for award. A “non-compliant” rating for any price criteria will make an Offeror ineligible for award.

Evaluation weighting formula:	Technical SF1 > SF2    >>	Cost/Price (Criteria 1 = Criteria 2 = Criteria 3)
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It is recognized that the Offeror may propose the use of other divisions, subcontractors, teaming partners, joint venture partners, or other business entities to perform part of the program effort. Hereafter, all supporting organizations of whatever relationship with the Offeror will be referred to collectively as “associate organizations.”

Offerors’ proposals shall include all required data and information necessary to demonstrate an ability to meet the requirements of the solicitation and shall be submitted in accordance with these procedures. Offerors’ proposals shall be clear, concise, and include sufficient detail to

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substantiate the validity of stated claims without need for additional explanation. The proposal shall not simply rephrase or restate the Government's requirements, but rather provide clear and concise rationale to address how the Offeror intends to meet requirements. Noncompliance with instructions shall make an Offeror ineligible for award.

The Government will only evaluate the information submitted in an Offeror's proposal. The Government intends to and reserves the right to award this effort based on the initial proposal, as received, without interchanges. Communication exchanges may be conducted to resolve minor or clerical errors or to resolve material errors. Offerors shall clearly state that the proposal is valid for 180 calendar days after confirmed receipt by the Government. The Government will retain the original proposal and destroy all copies. If an Offeror believes requirements in these procedures and attachments contain an error, omission, or are otherwise unsound, Offerors shall immediately notify the Contracting Officer in writing via email using the information below:

[mailto:rodrigo.laguna\\_lagos.3@spaceforce.mil](mailto:rodrigo.laguna_lagos.3@spaceforce.mil) and alfonso.tojino@spaceforce.mil

This request for proposal shall not authorize the Offeror to perform any work prior to award. The Government reserves the right to withdraw and cancel the solicitation. This decision shall be final and conclusive and shall not be subject to the Disputes clause or the Contract Disputes Act.

### **Proposal Submittal**

Submission of a proposal constitutes acknowledgement and agreement to the terms and conditions of this solicitation, to include instructions in the attachments. Late proposals may make an Offeror ineligible for award. This solicitation requires the use of a government managed secure file transfer system. Email and physical submissions are not acceptable. Offerors should allow adequate time with consideration to resolve technical issues that may arise.

Instructions: Electronic submission only. Use the secure file transfer system; eBuy or other GSA platform as indicated by the PCO. Proposals must be received no later than 1700 Pacific Daylight-Saving Time, 3 February 2024. Additionally, subcontractors shall provide their labor categories and rates included in the prime cost volume and supply pricing table compliant with Cost Criteria 2 (section 2 of the Placement Procedures) directly to the Government Contracting Team via email as a tailored cost volume by the proposal due date.

At this time, the Government intends to make award based on the initial proposal submissions without conducting interchanges. Therefore, each offer should contain the Offeror's best terms from a price and technical standpoint.

### **Proposal Format**

Proposals shall be submitted to the Government in separate volumes as set forth below.

Volume	Title Description	Page Limit	Included in Page Count (Y/N/NA)

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1	Technical	8 Pages	
	Executive Summary	1	Y
SF 1	Management Approach	10	Y
SF 2	Infrastructure Approach	10	Y
2	Cost & Price	None	
Criteria 1	Supply Pricing 24/7 NOC	None	NA
Criteria 2	Labor Rate Compliance	None	NA
Criteria 3	Contract Documentation	None	

**Table 1**

Page limitations shall be treated as maximums. If exceeded, excess pages will not be read or considered in the proposal evaluations. Page limitations do not apply to Title pages; Table of Contents, Tables of Tables, Tables of Figures; and Glossary of Abbreviations and Acronyms. When both sides of a sheet display printed material, it shall be counted as two (2) pages.

A page is the single side of an 8.5x11-inch paper with one-inch margins all around and shall contain sequential page numbers. If 11x17 pages are used, they shall be counted as 2 pages, use one-inch margins all around, and shall include both page numbers. Use no smaller than 12-point Times New Roman font for paragraph body. Graphics and tables may use no smaller than 10-point Times New Roman font. Each volume shall include a Title Page and Table of Contents. Sectionalized page numbering within sections may be used. Worksheets used for the cost table shall be printed landscape on the single side of paper not to exceed 11x17-inch paper with half-inch margins all around and shall contain volume number, page numbers, and cost table tab reference.

All electronic files shall be accessible and consistent with Microsoft (MS) Word 2016, MS Excel 2016, or Adobe Acrobat Pro (86 bit). Hypertext links may be used to facilitate navigation within the documents. Use separate files to permit rapid location of all portions, including exhibits, annexes, and attachments, if any.

The Offeror shall apply all appropriate security markings and markings prescribed in accordance with FAR 3.104-4, Disclosure, Protection, and Marking of Offeror Bid or Proposal Information and Source Selection Information.

### **Discrepancies, Errors, and Omissions**

If an Offeror believes that the requirements in these instructions contain an error, omission, or are otherwise unsound, the Offeror shall immediately notify the PCO in writing with supporting rationale as well as the remedies the Offeror is asking the PCO to consider as related to the omission or error.

The Offeror is reminded that, in accordance with FAR 16.505, the Government intends to award a contract without interchanges with Offerors. However, the Government reserves the right to conduct interchanges with all, some, or none if necessary.

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## Non-Government Advisors

Offerors are advised personnel from The Aerospace Corporation and Quantech Services, Inc. may assist the Government during the source selection process. If Offerors have any concerns, Offerors shall submit them immediately to the PCO listed above. The individuals participating have signed individual non-disclosure agreements with the Government which strictly prohibits any release or disclosure of information outside of the source selection team. Refer to this solicitation for procedures in providing written objection to the use of non-government advisors.

### 1. Executive Summary and Technical Volume

The Technical volume should be specific and complete. Readability, clarity, and coherence are very important. The offeror's response will be evaluated against the Technical Capability subfactor criteria using the instructions provided below. The offerors shall provide as specifically as possible the actual methodology the offeror would use for accomplishing/satisfying these subfactors. All the requirements specified in the solicitation are mandatory. By the offeror's proposal submission, the offeror is representing that the offeror's firm will perform all the requirements specified in the solicitation. It is not necessary or desirable for the offeror to tell the Government so in the offeror's proposal. Do not merely reiterate or reformulate the requirements specified in the solicitation and specifically the PWS. Offerors are encouraged to present their approaches for incorporating technology, innovative management techniques while ensuring compliance with applicable standards and regulatory requirements.

The Government will evaluate proposals based on the technical sub factors identified below. Offerors shall comply with all sub factor instructions.

Technical Factor		
Sub Factor 1	Management Approach	Exceptional/Very Good/Good/Unacceptable; Strength; Risk
Sub Factor 2	Infrastructure Approach	Exceptional/Very Good/Good/Unacceptable; Strength; Risk

# Fair Opportunity Proposal Request Procedures

## Tradeoff Assessment scoring

### Technical Rating:

Exceptional – Proposal clearly exceeds minimum requirements, contains multiple strengths and raises government confidence that the Offeror is capable of exceeding expectations.

Very Good – Proposal clearly exceeds minimum requirements, contains at least one strength and raises government confidence that the Offeror is capable of exceeding expectations.

Good – Proposal clearly meets the minimum requirements of the solicitation and/or raises government confidence that the Offeror is capable of meeting expectations.

Unacceptable – Proposal does not clearly meet the minimum requirements of the solicitation and/or lowers government confidence that the Offeror is capable of meeting expectations.

### Strength:

An aspect of the Offeror's proposal that has merit in a way that will be advantageous to the Government during contract performance.

### Risk:

An aspect of the Offeror's proposal that has an identified risk which may affect contract performance.

**Table 2**

## **1.1 Executive Summary**

Instruction: A concise narrative summary of the entire proposal, including significant risks, and a highlight of any key or unique features, excluding cost/price. The salient features should tie in with the above factors/subfactors.

Evaluation: Any summary material presented here shall not be considered as meeting the requirements for any portions of other volumes of the proposal.

## **1.2 Sub Factor 1: Management Approach**

Instruction: The offeror shall provide a detailed staff training and certification plan and include any potential risks along with their associated mitigation factors. The plan should address the offeror's strategy to train and certify personnel to maintain 24/7 crew operations. The approach should address how the offeror plans to obtain cleared personnel in the Vandenberg SFB area, retraining of personnel and any prior experience hiring in the area. The offeror shall also provide a detailed ramp up and transition plan.

Evaluation: The proposed technical solution and all documentation will be evaluated for meeting the Government's requirement (subjective). The Offeror's proposed organization structure and staffing will be evaluated on the capability to effect and achieve the requirements stated in the PWS. The Government may assign strengths for exceeding the staffing requirements or identifying opportunities for automation (technical rating / Strength / Risk).

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### **1.3 Sub Factor 2: Infrastructure Approach**

Instruction: The offeror shall submit an approach for the uninterrupted transfer of responsibility facilities, equipment, accounts, documentation, personnel, operation and maintenance functions, legacy equipment and all other materials and responsibilities identified in the SOW and bidders library. The approach should address how the offeror will execute infrastructure upgrades and/or rollbacks while minimizing breaks in service. The approach should also include any offeror provided tooling or specialized processes used to manage changes across multiple configuration change boards/change management boards run by different organizations. Resumes should also be submitted for key personnel that demonstrate how the offeror meets requirements in the SOW.

Evaluation: The proposed approach will be evaluated for the degree of confidence the Government has in an offeror's ability to meet the requirements outlined in the PWS, as well as the ability to maintain the production systems and legacy equipment with zero drops in service. Approach will also be evaluated on the government's confidence that the offeror will be able to provide key personnel that meet all requirements identified in the SOW (technical rating / Strength / Risk).

### **2. Cost & Price Volume**

The Cost/Price volume should be specific and complete. Readability, clarity, and coherence are very important. The offeror's Cost/Price proposal will be evaluated via a cost analysis, in order to determine if the overall price is fair and reasonable. Using the instructions provided below, provide as specifically as possible the actual methodology used to develop the cost/price subfactors. All the requirements specified in the solicitation are mandatory.

The Government will evaluate proposals based on the technical sub factors identified below. Offerors shall comply with all sub factor instructions.

Cost/Price Factor		
Criteria 1	Supply Pricing for 24x7 Network Operations Center	Compliant/Non-Compliant, Strength, Risk
Criteria 2	Labor Rate Compliance	Compliant/Non-Compliant

## Fair Opportunity Proposal Request Procedures

### Tradeoff Assessment Scoring

#### Compliant:

Proposal clearly meets the minimum requirements of the solicitation.

#### Non-compliant:

Proposal does not clearly meet the minimum requirements of the solicitation.

#### Strength:

An aspect of the Offeror's proposal that has merit in a way that will be advantageous to the Government during contract performance.

#### Risk:

An aspect of the Offeror's proposal that has an identified risk which may affect contract performance.

**Table 3**

### **2.1 Criteria 1: Supply Pricing for 24x7 Network Operations Center**

Instruction: The contractor shall develop and deliver cost volume which describes how the Cost/Price Factor compliance is met. The offeror (and sub-contractors if applicable) shall complete and submit a Supply Pricing Table for 24/7 NOC (see attachment 4 for template). This table shall include tabs for each environment, environment agnostic, travel, cost reimbursable elements, labor, and milestone payments. Within these tabs, the contractor shall allocate cost/price to support the needs identified in the KM Baseline Document along with approach proposed in the Technical Volume including the 24x7 NOC Description Document. The Contractor shall include Cost Element Summary by Calendar Year (CY) and Government Fiscal Year (GFY) (at the total and CLIN levels), based on your Cost Accounting System (CAS). The offeror shall provide a milestone payment plan based on the technical approach to meet all PWS requirements. Offerors shall comply with all Criteria instructions.

Evaluation: The proposed summary of cost/price reflects the information included in the cost/price volume. The milestone payment plan is fair and realistic based on approach in the technical volume approach. The offeror provides explanation on how Cost/Price Factor criteria compliance is met and has complied with all Criteria instructions (Compliant/Non-Compliant, Risk, Strength).

**Table 4**

Please see CLIN structure in solicitation document.

Instruction: The cost volume shall include detailed basis for the cost estimate showing at least the following information, as applicable; labor hours and costs for direct labor, indirect labor, materials, travel, other direct costs (identify components making up other direct costs), and profit/fee. Provide adequate explanation for each proposed cost element.

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Evaluation: The proposed basis of cost/price provides adequate explanation for each proposed cost element (Compliant/Non-Compliant, Risk, Strength).

Instruction: The cost/price volume shall be structured for 24x7 NOC support as a supply where each element in the Technical Volume is identified, costed/priced, and provide traceability to the baseline software needs identified in Annex 1 KM Baseline Description. The cost/price volume will be put on contract and used to price future changes to the baseline through the SSC/BCC Change Management Board (CMB) as increased or decreased supply. The offeror shall provide instructions on how the cost/price volume models the 24x7 NOC support offering.

Evaluation: The proposed cost/price volume provides identification of each element in the technical volume appropriately mapped to baseline requirements in the KM Baseline Description and adequate instructions on how to use the volume to model the 24x7 NOC support offering (Compliant/Non-Compliant, Risk, Strength).

### 2.2 Criteria 2: Labor Rate Compliance

Instruction: The offeror shall provide a schedule of direct and indirect rates and approval status of the rates – ensure labor categories identified here for each rate match with the labor categories identified in the basis for the cost estimate provide. Rates beyond any agreement – Direct Labor: explain the basis for the rates being used. Indirect Rates: Provide trends and budgetary data to provide a basis for evaluating the reasonableness of the proposed rates.

Composite Rates (if applicable): Provide the basis/rationale and breakout showing how the composite rates were developed (i.e., cost element summary showing the labor categories, rates, and other costs that went into the development of the composite rates.)

Provide an electronic, working Excel spreadsheet of your cost element summary (e.g. Volume 2 – Cost Proposal), which is linked to all tabs in the Excel spreadsheet, with all support documentation, plus traceability to the basis for your cost (e.g. Volume 1 – Technical Proposal).

Evaluation: The proposed labor categories and rates are compliant with OASIS+ and provide an adequate basis for the rates.

### 3. Contract Documentation Volume

Offerors shall provide the following information identified below.

Title	Page Limit	Included in Page Count (Y/N/NA)
Points of Contact	1	Y
Evidence of Online Representation and Certifications Application	None	N
SF 1449	None	N
Draft DD Form 254	None	N

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Solicitation Provisions in Full Text	None	NA
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**Table 5**

## **Points of Contact**

Offerors shall provide primary and alternate points of contact including job title, telephone number and email address responsible for working non-disclosure agreements and subcontractor agreements as well as all program management and contracting functions for this delivery order.

### **3.1 Evidence of Online Representation and Certifications Application**

Offerors shall complete and submit the required evidence per Federal Acquisition Regulation (FAR) FAR 52.204-7 System for Award Management and FAR 52.204-13 System for Award Management Maintenance.

### **3.2 SF1449**

Offerors shall complete per the instructions included in the document.

### **3.3 Draft DD Form 254**

Fill out attached DD254

### **3.4 Personnel Security Questionnaire**

N/A

### **3.5 OCI Mitigation Plan Checklist and Plan**

Fill out attached OCI Mitigation Plan Checklist and include OCI Plan

### **3.6 Quality Assurance Surveillance Plan**

Provide a Quality Assurance Surveillance Plan following the template included in Attachment 9 including key performance metrics included in offeror's proposal.

### **3.7 Solicitation Provisions in Full Text**

Fill out as applicable.