



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS SPACE AND MISSILE SYSTEMS CENTER (AFSPC)
LOS ANGELES AIR FORCE BASE, CALIFORNIA

MEMORANDUM FOR ALL OFFERORS

11 Feb 03

FROM: SMC/PKV
3548 Aberdeen Ave, S.E.
Kirtland AFB NM 87117-5778

Subject: Request for Proposal (RFP) F04701-03-R-0201,
Space Test and Engineering (STEC 2004)

1. This solicitation is for the Space Test and Evaluation Directorate's (SMC DET 12/VO) program entitled "Space Test and Engineering (STEC 2004)". The RFP and its attachments are unclassified. This acquisition is under NAICS code is 541710.
2. The objective of this effort is to obtain technical support for all planning, readiness, launch, on-orbit test & evaluation operations, transition support, and analysis activities required to exploit unique high risk experimental and developmental spacecraft, ballistic missiles, and boosters. Management and operation of specialized space test ground systems including the RDT&E Support Complex (RSC) at Kirtland AFB (KAFB) NM, the Center for Research Support (CERES) at Schriever AFB CO, and other locations as may be required.
3. We will conduct a source selection to evaluate the proposals in accordance with Federal Acquisition Regulation (FAR 15.3) and its supplements. Contract award will be made to the offeror whose proposal conforms to the solicitations requirements; who is deemed responsible under the procedures of the FAR; and who, based on the Source Selection Authority's integrated assessment, demonstrates the capabilities necessary to meet the criteria outlined in the solicitation in a manner most advantageous to the Government, cost/price and other factors considered. Therefore, the Government will select the offer that represents the best value.
4. Concurrent with the issuance of this RFP, HQ Space and Missile Systems Center (AFSPC) and other Government agencies will be advised that a source selection action is in progress for the requirements of this RFP, and that any communications with them by participating offerors on the subject of this RFP are inappropriate during the period of selection and prior to award of a contract. Recipients of this RFP are advised accordingly not to attempt such communications during this period.

5. Contractors are required to provide pricing by Cost Elements; Provide a cost summary, in then-year dollars, by major cost elements, by Core labor and ODCs, by Representative Customer Workload labor and ODCs, and by Government Fiscal Year (FY03 through FY08), in accordance with Section L, paragraph 5.4.3. The Government will utilize this information in Section B of the resulting contract.
6. Although you are encouraged to use existing communication channels, such as RFP responses and direct contact with the PCO, an Ombudsman has been established for this acquisition. The purpose of the Ombudsman is to receive and dispose of concerns from offerors or potential offerors when the offeror prefers not to use the established channels for his/her concern in the proposal development phase of this acquisition. The Ombudsman will communicate certain contractor issues, disagreements and recommendations on this acquisition into the proper channels. The role of the Ombudsman is not to diminish the authority of the PCO, but to advocate the offeror's concern on a non-attribution basis. The Ombudsman will maintain strict confidentiality as to the source of the concern when requested by the offeror. The scope of the Ombudsman's functions may cover the acquisition up to contract award. The Ombudsmans is Dr. David W. Ganger, phone (310) 363-0588.
7. Your proposal (Volumes I – IV) are due on or before 1500 hours MDT on 28 Mar 2003, as indicated in block 3 of the DD Form 1707. The Past Performance (Volume 5) is due on or before 1500 hours MDT on 13 Mar 2003. The Government does not plan to extend the solicitation period. Any questions concerning this procurement should be directed to Raynie Vanderford, Contract Specialist, at (505) 853-3747, e-mail raynie.vanderford1@kirtland.af.mil or the undersigned at (505) 846-6868, e-mail maria.mann@kirtland.af.mil.


MARIA E. CHAVEZ-MANN
Contracting Officer
Space Test and Evaluation Directorate