

National Aeronautics and Space Administration

Goddard Space Flight Center
Greenbelt, MD 20771



10/23/2026

Reply to Attn of: 178

TO: All Potential Offerors

SUBJECT: Request for Proposal (RFP), Solicitation No. 80GSFC27R0015, for
Hydrosphere, Biosphere and Geophysics (HBG) Support Services II

You are invited to submit a proposal in response to the National Aeronautics and Space Administration (NASA) Goddard Space Flight Center (GSFC), Hydrosphere, Biosphere and Geophysics (HBG) Support Services II solicitation. The principal purpose of this requirement is to provide science research that conceives, develops, and applies space, field-deployed (i.e. airborne and in situ) and laboratory based technologies and observations to address issues of importance to society. These include but are not limited to water resources, land and ocean ecosystems, global and regional sea level change, changes in the Earth's cryosphere, gravity field, magnetic field, solid Earth, and the terrestrial reference frame. The Statement of Work, Attachment A, describes the scope of the requirement. This contract is for support of a full range of science and research activities across the breadth of the various Laboratories that make up the HBG sub-division: the Cryospheric Sciences, Ocean Ecology, Hydrological Sciences, Biospheric Sciences, and Geodesy and Geophysics Laboratories. This contract is also for support of science, research and computing activities within the Terrestrial Information Systems Laboratory (TISL), also in the ESD. For the purposes of this document and contract the term HBG will be used to encompass all the Laboratories of the HBG sub-division and the TISL.

NASA will conduct this acquisition as a small business set-aside, competition. The North American Industry Classification System (NAICS) code for this acquisition is 541715 and the small business size standard is 1,000.

This competitive acquisition was originally contemplated as a Cost-Plus-Fixed-Fee (CPFF), Indefinite-Delivery/Indefinite-Quantity (IDIQ) contract with the ability to issue CPFF task orders. Following further acquisition planning and assessment of the Government's requirements, the contract structure has been modified.

The HBG II Draft Request for Proposal (DRFP) posted on April 8, 2025 was issued as an IDIQ CPFF solicitation. As amended, this competitive acquisition will now result in a HYBRID Indefinite Delivery Indefinite Quantity (IDIQ) with the ability to issue Cost Plus

Fixed Fee (CPFF) AND Firm- Fixed Price (FFP) task orders. The contract will have an effective ordering period of five years from the contract effective date.

The anticipated contract award date is April 2027. A 30-day phase-in period to begin on May 2027 with a June 2027 contract effective date. The contract will be performed onsite at NASA GSFC, offsite at the Contractor's facilities and locations identified on individual task orders.

Potential offerors should pay close attention to all solicitation instructions; however, the following requirements list is summarized to assist in proposal development. Please note that this list is not exhaustive, and the solicitation terms and conditions and provisions in sections L and M take precedence:

1. A Phase-in period will be conducted under a separate procurement vehicle, during the 30-day period prior to the effective date of the contract.
2. The Government will make available existing Installation-Accountable Government Property (IAGP) for onsite contract performance and Government Furnished Property (GFP) for offsite use at the Contractor's facility as described in the RFP.
3. Be advised, in accordance with provision GSFC 52.215-30 PAST PERFORMANCE VOLUME, Section L, offerors need to encourage their references to submit their Past Performance Questionnaires directly to the Contracting Officer prior to proposal due date.
4. Below is a list of the Source Selection Authority (SSA) and voting members along with their associated NASA Goddard Space Flight Center organizational codes, for the Source Evaluation Board (SEB). The names provided are for informational purposes only and other than the Contracting Officer, Cassandra K. Moore, these individuals must not be contacted regarding this acquisition. The Government may change personnel associated with this acquisition at its discretion.

SSA

Marlo Maddox, Acting Deputy Director, Sciences and Exploration Directorate, Code 600

Voting Members

Chair: Frederick Policelli, Technical Management, Code 617

Curt Tilmes, Computer Engineer, Code 619

Stephanie Uz, Earth Sciences Division Applied Sciences Manager, Code 610

Carlos Del Castillo, Research Oceanographic Studies, Code 616

Sander Goossens, Research AST, Planetary Studies, Code 698

5. Offerors are required to have a Commercial and Government Entity (CAGE) code that matches the corporate address submitted with its proposal.

Offerors are encouraged to refer to Federal Acquisition Regulation (FAR) provision 52.215-1, INSTRUCTIONS TO OFFERORS–COMPETITIVE ACQUISITION, in particular paragraph (f)(4) which discusses the Government’s right to award a contract without negotiations (except clarifications).

In order to control and protect sensitive data owned by the Government and its Contractors, NASA policy required all acquisition-related documents be released in Adobe Portable Document Format (PDF). While the RFP’s Cost Volume exhibits are in PDF format, the Offeror’s Cost Volume proposal must include completed Cost Volume exhibits in Microsoft Office Excel format with working cell formulas. Instructions for converting from PDF format to Excel format can be found in Section L, 52.215-201 Proposal Preparation - General Instructions. (APR 2022).

Documents related to this acquisition, including this letter, the solicitation, attachments, exhibits, any amendments and links to online reference/technical/bidders library will be attainable electronically through the Government-wide point of entry website at www.SAM.gov. Potential offerors are requested to periodically monitor the websites for updates.

NFS 1852.215-84, Ombudsman, is applicable. The Center Ombudsman for this acquisition can be found at <https://www.hq.nasa.gov/office/procurement/regs/Procurement-Ombuds-Comp-Advocate-Listing.pdf>

This Final RFP does not commit NASA GSFC to pay any proposal preparation costs, nor does it obligate NASA GSFC to procure or contract for these services. This request is not an authorization to proceed and does not authorize payment for any charges incurred by the offeror for performing any of the work called for in this solicitation.

Proposals submitted in response to this solicitation must be submitted 45 days from the date posted in SAM.gov at 2PM EST. Proposals for this solicitation are required to be submitted through NASA’s Enterprise File Sharing and Sync Box (EFSS Box), a FedRAMP Moderate certified platform. Potential offerors, especially those that have not previously submitted a proposal utilizing NASA’s EFSS Box, are encouraged to review the solicitation instruction entitled “Electronic Proposal Delivery - Proposal Marking and Delivery Through NASA’s EFSS Box” which provides instructions related to the submission of proposal via EFSS Box. Offerors are encouraged to check with their corporate IT staff to determine if there are firewall restrictions that would need to be addressed prior to the submission of proposal files through NASA’s EFSS Box.

In accordance with NFS CG 1815.11(i), a “Blackout Notice” has been issued to NASA personnel. All inquiries/communications pertaining to this acquisition must be directed only at the Contracting Officer listed below.

All questions regarding this Final RFP should be submitted in writing, electronically to Cassandra K. Moore, Contracting Officer, at cassandra.k.moore@nasa.gov, within 14 calendar days after the release of this Final RFP at 2PM EST Offerors are encouraged to submit questions as soon as possible for consideration.

Thank you for your support. We look forward to receiving your proposals.

Cassandra Moore Digitally signed by Cassandra Moore
Date: 2026.10.21 05:43:58 -04'00'

Cassandra K. Moore
Contracting Officer