



National Aeronautics and  
Space Administration  
Washington, DC 20546

# Procurement Notice

PN 19-12

November 1, 2019

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## Establishment of NASA FAR Supplement Appendix A – Enterprise Procurement Strategies (NFS Case 2019-N011)

**PURPOSE:** Revise the NASA FAR Supplement (NFS) to incorporate a new appendix that will provide a centralized location for the inclusion of enterprise procurement strategies. In addition, this Procurement Notice (PN) relocates existing enterprise procurement strategies (i.e. information technology (IT) services, propellants, and protective services) from various sections within the NFS to the new appendix.

**BACKGROUND:** The Procurement Business Service Assessment (BSA) determined that duplication of both procurement capabilities and procurement instruments across NASA Centers contributed to more administrative actions, redundant processes, and higher costs associated with managing procurement instruments across NASA.

The Acquisition Portfolio Assessment Team (APAT) was formed to conduct contract assessments across the Agency and recommend strategic acquisition strategies and acquisition assignments that support the Mission Support Architecture Model (EC-2017-05-003). The APAT's goal was to establish an Agency-wide procurement process that optimizes interdependencies, reduces redundancies, and operates in an efficient and effective manner when acquiring goods and services. This process aligns with the Agency's strategic goals and mission of the Agency utilizing a long-term, strategic acquisition outlook with an integrated Agency-wide focus. This process also supports the Office of Management and Budget (OMB) category management goals that require Agencies to create category management strategies in order to make their procurements more efficient and cost effective.

In order to synchronize institutional requirements from across the Agency, an enterprise procurement strategy is required to support the transition of current contract requirements to align with new enterprise procurement models being developed across the Agency's product service lines as they are finalized.

Because of the significant increase in the number of enterprise procurement strategies under development, it was determined that a centralized location would be established

so that Contracting Officers can quickly access and identify the required strategies for their instant acquisition.

**ACQUISITIONS AFFECTED BY CHANGES:** This revised policy is applicable to all acquisitions that are subject to an enterprise procurement strategy.

**ACTION REQUIRED BY CONTRACTING OFFICERS:** Ensure compliance with the revised NFS policy.

**PROVISION AND CLAUSE CHANGES:** None.

**NFS PART(S) AFFECTED:** 1807, 1808, 1837, Appendix A

**PIC or PCD CHANGES:** None.

**TYPE OF RULE AND PUBLICATION DATE:** These changes do not have a significant effect beyond the internal operating procedures of NASA and do not have a significant cost or administrative impact on contractors or offerors, and therefore do not require codification in the Code of Federal Regulations (CFR) or publication for public comment.

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for **Monica Y. Manning**  
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**Enclosure**

NFS changes indicated in **[bold text]** for additions or by ~~striketrough~~ for deletions. Text unchanged shown as asterisks \*\*\* or \*\*\*\*\*.

**PART 1807  
ACQUISITION PLANNING**

\* \* \* \* \*

**1807.105 Contents of written acquisition plans.**

\* \* \*

(a) \* \* \*

(b) *Plan of action.*

(1) \* \* \*

(i) \* \* \*

(ii) \* \* \*

(iii) \* \* \*

**[(iv) Use of enterprise procurement strategies (see Appendix A – Enterprise**

**Procurement Strategies).]**

(2)(iv) \* \* \*

(3)(A) \* \* \*

(B) \* \* \*

(4) Discuss the source selection approach (full trade-off, lowest price technically acceptable (LPTA), price performance tradeoff (PPTO), or combination of approaches) and the rating method (numerical scoring, acceptable/unacceptable, adjectival ratings and definitions) to be used. Explain how it will be used and why it is expected to result in the selection of the best value to NASA. Identify all factors and their relative importance to one another and explain how this approach will allow for selection of the offeror(s) providing the best value. To the extent subfactors are utilized under any of the factors, identify the relative importance of each subfactor to one another under the specific factor. (See FAR 15.101 and NFS 1815.101.) Address how cost realism will be evaluated. ~~Acquisitions for protective services shall utilize PPTO source selection procedures (see 1837.109-70(a)(3)).~~ **[Address, as applicable, required enterprise procurement strategy source selection approaches - see Appendix A – Enterprise Procurement Strategies.]**

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**Subpart 1807.71—Master Buy Plan**

\* \* \* \* \*

**1807.7101 Applicability.**

(a) \* \* \*

(1) \* \* \*

(2) \* \* \*

(3) \* \* \*

(4) \* \* \*

(5) \* \* \*

(6) All contracts for the acquisition of protective services regardless of dollar value (see ~~1837.109-70(a)(1)~~**[Appendix A-102.3]**).

\* \* \* \* \*

**PART 1808  
REQUIRED SOURCES OF SUPPLIES AND SERVICES**

\* \* \* \* \*

**1808.003-71 Acquisition of helium, hydrogen, nitrogen, oxygen, other propellants and aerospace fluids.**  
The Kennedy Space Center (KSC) Spaceport Integration and Services (SI) directorate implements the NASA wide Aerospace Fluids Acquisition and Management as assigned by the Agency under NPD 1000.3, section 5.7.3.9. KSC Fluids Acquisition and Management supports all NASA Centers with consolidated contracts supplying primarily bulk liquid hydrogen, liquid and gaseous helium, liquid and gaseous nitrogen, and liquid oxygen. KSC gathers agency requirements, analyzes market capabilities and conditions, develops acquisition strategies, advertises, awards and administers resulting contracts, and provides ongoing engineering and technical support, including resolution of any issues. Centers are delegated authority for issuing and administering individual delivery orders. Support points of contact and additional information can be found [here](#).  
[See Appendix A, A-102.1 for policy related to the acquisition of helium, hydrogen, nitrogen, oxygen, other propellants and aerospace fluids.]

\* \* \* \* \*

**1808.004 Use of other sources.**

See [PIC 18-01F](#) for further guidance.

(a)(1)(A) For requirements for supplies or services that cannot be satisfied from the mandatory sources listed at FAR 8.002 and 8.003, the contracting officer shall satisfy such requirements through ~~an existing mandatory NASA contract as follows~~ **[the enterprise procurement strategies identified in Appendix A.]**

- ~~(i) NNX11AA01C Agency Consolidated End-user Services (ACES);~~
- ~~(ii) NNX16MB01C NASA Enterprise Application Service Technologies 2 (EAST 2); and~~
- ~~(iii) NNM11AA04C NASA Integrated Communications Services (NICS).~~

Additional information on the mandatory NASA contracts is available on the [Office of Procurement Strategic Sourcing Searchable Repository](#).

(B) \* \* \*

(C) \* \* \*

\* \* \* \* \*

**PART 1837  
SERVICE CONTRACTING**

**Subpart 1837.1—Service Contracts—General**

\* \* \* \* \*

**1837.109-70 Protective services contracts.**  
[See Appendix A, A-102.3 for policy related to the acquisition of protective services.]

- ~~(a) When acquiring protective services, contracting officers must~~
- ~~(1) Regardless of dollar value, submit a master buy record (see 1807.7101), due to the need for standardized requirements across the agency for protective services contracts.~~
  - ~~(2) The requiring office (i.e. Center Office of Protective Services) shall coordinate with the Headquarters, Office of Protective Services, regarding the technical portions of the solicitation, as early as possible in the acquisition planning process. The Assistant Administrator for Protective Services is the approving official, unless otherwise delegated, for all technical portions of the solicitation;~~
  - ~~(3) Utilize Price Performance Tradeoff (PPTO) source selection procedures (see 1807.105(b)(4)) when acquiring protective services. Technical representatives as identified by the Headquarters, Office of Protective Services will participate during the source selection process;~~
  - ~~(4) Award on a firm fixed price basis; and~~

(5) Be set aside for a small business category, pursuant to the procedures prescribed at FAR Subpart 19.5. Additional requirements may be included in any acquisition for protective services provided the total combined requirement is set aside for a small business category.

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[APPENDIX A  
ENTERPRISE PROCUREMENT STRATEGIES

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APPENDIX A  
ENTERPRISE PROCUREMENT STRATEGIES

**A-100 Purpose.**

This appendix outlines the enterprise procurement strategies for institutional related services above the simplified acquisition threshold unless otherwise stated. These enterprise procurement strategies facilitate a more tactical use of critical resources, thereby allowing the Agency to maximize interdependencies and reduce redundancies.

**A-101 Definitions.**

As used in this appendix-

*“Buying locations”* means the cognizant procurement office located at a field installation responsible for the gathering of agency requirements, analyzing market capabilities and conditions, developing acquisition strategies, advertising, awarding, and typically administering resulting contract(s) related to the assigned enterprise procurement strategy. Requirements Owners shall work through the buying locations identified for each enterprise procurement strategy in order to procure the requirements.

*“Mandatory Contract”* means a contract that must be used if the instant requirements are covered within the statement of work of that contract. Additional information on the mandatory NASA contracts is available on the [Office of Procurement Strategic Sourcing Searchable Repository](#).

**A-102 Enterprise Procurement Strategies.**

**A-102.1 Acquisition of helium, hydrogen, nitrogen, oxygen, other propellants and aerospace fluids.**

(a) *Buying Location.* The Kennedy Space Center (KSC) Office of Procurement (OP) is the buying location for helium, hydrogen, nitrogen, oxygen, other propellants and aerospace fluids. The KSC OP works in conjunction with the KSC Propellants and Life Support (KPLS) branch which has responsibility for the acquisition and management of aerospace fluids that are used across the agency.

(b) KSC Aerospace Fluids Acquisition and Management supports all NASA Centers with consolidated contracts for supplying:

- (1) Liquid hydrogen;
  - (a) Bulk delivery (tanker quantities, more than 1,000 gallons)
- (2) Liquid helium;

(a) Bulk delivery (tanker quantities) and some non-bulk (30-liter or larger dewars) if required on a regular basis

(3) Gaseous helium;

(a) Bulk delivery (compressed gas trailers)

(4) Liquid nitrogen;

(a) Bulk delivery (tanker quantities)

(5) Liquid oxygen; and

(a) Bulk delivery (tanker quantities, more than 1,000 gallons)

(6) Liquefied natural gas/methane

(a) Bulk delivery (tanker quantities, more than 1,000 gallons)

(c) Specialty gases, gas or liquid mixtures, non-bulk requirements (small quantities), one-time purchases, and fluids that are not common to multiple Centers are not required to be purchased through the consolidated aerospace fluids acquisition and management support contracts.

(d) NASA Centers will be delegated authority for issuing and administering individual delivery orders. Support points of contact and additional information can be found [here](#).

(e) Hypergolic propellants (including hydrazine, mono-methyl hydrazine, and nitrogen tetroxide) and Rocket Propellant 1 (RP-1) are not procured by the KSC OP. Instead, these propellants are provided via sole source contracts administered for all Federal Government Agencies by the Defense Logistics Agency (DLA) Energy. The KPLS Branch is available to provide requirements owners with guidance, technical consultation, and also is available to serve as a liaison to DLA for these specific propellants.

#### A-102.2 Information Technology Services.

(a) **Buying Location.** The **TBD** OP is the buying location for information technology (IT) services.

(b) The following contracts are mandatory use contracts:

(1) 80NSSC19D0001 – NASA Enterprise Services & Technologies (NEST);

(2) NNX16MB01C – NASA Enterprise Application Service Technologies 2 (EAST 2); and

(3) NNM11AA04C – NASA Integrated Communications Services (NICS).

(c) If contracting officers are unable to satisfy requirements for IT supplies and services from the mandatory use contracts listed in paragraph (b), contracting officers shall satisfy IT requirements through the mandatory sources listed below in descending order of priority:

(1) NASA Solutions for Enterprise-Wide Procurement (SEWP);

(2) GSA Best-in-Class (BIC) Solutions; or

(3) GSA Schedule Contracts

#### A-102.3 Protective Services.

(a) **Buying Location.** The Ames Research Center (ARC) OP, the Goddard Space Flight Center (GSFC) OP, and the KSC OP are the buying locations for protective services.

(1) The ARC OP will support requirements from the ARC and Armstrong Flight Research Center (AFRC).

(2) The GSFC OP will support requirements from the GSFC, Glenn Research Center (GRC), NASA Headquarters (HQ), and Langley Research Center (LaRC).

(3) The KSC OP will support requirements from KSC, Johnson Space Center (JSC), Marshall Space Flight Center (MSFC), and Stennis Space Center (SSC).

(b) When acquiring protective services, buying locations must-

(1) Regardless of dollar value, submit a master buy record (see 1807.7101), due to the need for standardized requirements across the Agency for protective services contracts.

(2) The requiring office (i.e. Center Office of Protective Services) shall coordinate with the Headquarters, Office of Protective Services, regarding the technical portions of the solicitation, as early as possible in the acquisition planning process. The Assistant Administrator for Protective Services is the approving official, unless otherwise delegated, for all technical portions of the solicitation;

**(3) Utilize Price Performance Tradeoff (PPTO) source selection procedures (see 1807.105(b)(4)) when acquiring protective services. Technical representatives as identified by the Headquarters, Office of Protective Services will participate in the source selection process;**

**(4) Award resulting contracts on a firm-fixed-price basis; and**

**(5) Set-aside these requirements for a small business category, pursuant to the procedures prescribed at FAR Subpart 19.5. Additional requirements may be included in any acquisition for protective services provided the total combined requirement is set-aside for a small business category.**

#### **A-102.4 Acquisition Support Services.**

**(a) Buying Location. The NASA Shared Services Center (NSSC) OP is the buying location for acquisition support services.**

**(b) The Agency-Wide Acquisition Support Services (AWASS) contract (80NSSC19D0002) is the mandatory use contract for the following acquisition support services-**

- (1) contract/grant/cooperative agreement closeout,**
- (2) requirements document development support,**
- (3) administrative support,**
- (4) policy support services,**
- (5) acquisition systems and reporting services,**
- (6) procurement operation services,**
- (7) source selection services, or**
- (8) cost/pricing support services,**