

PART 1805

PUBLICIZING CONTRACT ACTIONS

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## PART 1805

### PUBLICIZING CONTRACT ACTIONS

#### Subpart 1805.1—Dissemination of Information

1805.101 Methods of disseminating information.

(b)(4) For NASA policy regarding paid advertisements, see 1805.502.

#### Subpart 1805.2—Synopsis of Proposed Contract Actions

1805.205-70 Special situations.

In accordance with NPD 5000.2, Small Business Subcontracting Goals, a Sources Sought Notice shall be posted for a minimum of 10 business days for proposed contract actions that exceed \$50 million. The posting requirement is optional for proposed contract actions of \$50 million or less.

See [PCD 18-01](#) for further guidance related to FAR 5.206.

1805.207 Preparation and transmittal of synopses.

(c)(10) The description of the duration of the contract period shall include the basic contract and any option period, including the period permitted by FAR 52.217-8, Option to Extend Services.

(c)(15) Notices for non-competitive solicitations, including non-competitive follow-on actions to contracts initially awarded utilizing full and open competition, shall provide sufficient information regarding the proposed requirement to allow potential sources to determine whether they possess the requisite capabilities and to make an informed business decision regarding whether to respond.

1805.207-70 Synopses of Architect-Engineer Services.

(a) Architect-Engineer Services.

(1) Each notice publicizing the acquisition of architect-engineer services shall be headed "C. Architect-Engineer Services."

(2) In addition to meeting the requirements of FAR 5.207(c), the project description shall—

(i) State the relative importance the Government attaches to the significant evaluation criteria and the date by which responses to the notice must be received, including submission of Standard Form 330, Architect-Engineer Qualifications, Part I - Contract Specific Qualifications, if required;

(ii) Describe any specialized qualifications, security classifications, and limitations on eligibility for consideration;

(iii) Describe qualifications or performance data required from architect-engineer firms; and

(iv) If the acquisition is to be set aside for small business, state this fact, indicating the specific size standard to be used and requiring that eligible responding firms submit a small business representation.

#### Subpart 1805.3—Synopsis of Contract Awards

##### 1805.303 Announcement of contract awards.

(a) In lieu of the threshold cited in FAR 5.303(a), a NASA Headquarters public announcement is required for award of contract actions that have a total anticipated value, including unexercised options, of \$7 million or greater.

##### 1805.303-70 Definitions.

“Anticipated values” as used in this subpart, means—

(a) The estimated value of the contract (including unexercised options);

(b) The expected definitized value of a letter contract or undefinitized contract action; or

(c) The maximum value of an indefinite delivery, time and material, or labor hour contract.

"Contract actions" as used in this subpart, means new awards (including letter contracts).

##### 1805.303-71 Actions requiring NASA Headquarters public announcement or Administrator Notification of a Significant Contract Action (ANOSCA)

(a) NASA Headquarters public announcement. Contracting officers shall submit a NASA HQ public announcement for the following:

(1) Contract actions with anticipated values equal to or greater than \$7 million, but less than \$30 million.

(2) Exercise of option(s) with values equal to or greater than \$30 million.

(b) ANOSCA and NASA Headquarters public announcement. Contracting officers shall submit both an ANOSCA and a NASA Headquarters public announcement for contract actions with anticipated values equal to or greater than \$30 million.

(c) For contract actions at any dollar amount or other potentially significant actions that may be of major interest to NASA Headquarters or have agency public information implications, the contracting

officer shall contact the NASA Headquarters Office of Procurement, Program Operations Division to discuss a possible ANOSCA and/or NASA Headquarters public announcement. Examples of contract actions or other potentially significant actions may include—

- (1) Terminations;
- (2) Contract modifications;
- (3) Issuance of stop work orders;
- (4) Classified actions;
- (5) Cost overrun modifications, or
- (6) Orders placed under single or multiple award contracts (including GSA).

#### 1805.303-72 Procedures.

(a)(1) The contracting officer shall prepare ANOSCA and NASA Headquarters public announcement using the template located in the Virtual Procurement Office at [https://prod.nais.nasa.gov/cgi-bin/vpo/vpo\\_matrix.cgi](https://prod.nais.nasa.gov/cgi-bin/vpo/vpo_matrix.cgi). The ANOSCA and/or NASA public announcement shall be submitted to the cognizant procurement analyst in the Headquarters Office of Procurement, Program Operations Division, via NASA's current encryption software, at least three (3) business days prior to the planned public announcement, except for actions to exercise an option that are handled in accordance with paragraph (b) of this section. The contracting officer shall contact the cognizant procurement analyst and receive confirmation that the information was received.

(2) The Headquarters Office of Legislative and Intergovernmental Affairs will coordinate the date of public announcement with the Headquarters Office of Communications. The Headquarters Office of Communications will then coordinate with the installation's Public Affairs Office.

(i) The Headquarters Office of Legislative and Intergovernmental Affairs will coordinate the timing for notifying offerors with the contracting officer such that the offerors are notified prior to Congress, and Congress is notified prior to public announcement.

(ii) Installations may proceed with award and local release of the information after the Headquarters Office of Communications makes the public announcement, which occurs at 5:00 PM ET on the agreed upon date, consistent with FAR 5.303.

(b) For actions to exercise an option that require a NASA HQ public announcement (see 1805.303-71(a)(2)), the contracting officer shall submit the public announcement notice, using the ANOSCA template provided at the Virtual Procurement Office at [https://prod.nais.nasa.gov/cgi-bin/vpo/vpo\\_matrix.cgi](https://prod.nais.nasa.gov/cgi-bin/vpo/vpo_matrix.cgi), to the cognizant procurement analyst in the NASA Headquarters Office of Procurement, Program Operations Division, immediately after issuing the preliminary written notice of intent to exercise an option to the contractor required by FAR 52.217-9 for services or when providing the written notice to the contractor to exercise an option as permitted by the option clause included in a contract.

(c) Contract actions requiring an ANOSCA and/or Headquarters public announcement shall not be distributed nor shall any source outside NASA be notified of its status until the procedures in

1805.303-72 are completed.

#### Subpart 1805.4—Release of Information

##### 1805.402 General public.

(1) Unless the head of the contracting activity determines that disclosure would be prejudicial to the interests of NASA, the following information on NASA acquisitions may be released:

- (i) The names of firms invited to submit offers.
- (ii) The names of firms that attended any pre-bid or pre-proposal conferences.

(2) Other requests for information under the Freedom of Information Act shall be processed in accordance with FAR 24.2 and [1824.2](#).

##### 1805.403 Requests from Members of Congress.

(a) All proposed replies to congressional inquiries shall be prepared and forwarded, with full documentation, to the Headquarters Office of Legislative and Intergovernmental Affairs for approval and release.

#### Subpart 1805.5—Paid Advertisements

##### 1805.502 Authority.

Use of paid advertisements for procurement purposes (except FBO announcements) is not authorized in NASA.

#### Subpart 1805.70—NASA Strategic Sourcing Repository

##### **1805.7001 General.**

The contracting officer shall complete and submit the information specified on the [Office of Procurement Strategic Sourcing Publicizing Instructions](#) webpage not later than thirty days after award of an Agency-wide contract, Multiple Center-wide contract, and Center-wide contract. Definition of Agency-wide, Multiple Centers, and Center-wide contract can be found on the [Office of Procurement Strategic Sourcing website](#).

[PN 18-04]