



# **NASA Shared Services Center (NSSC) & Stennis Space Center (SSC)**



Building 1111, Jerry Hlass Road, Stennis Space Center, MS 39529

[www.nasa.gov/nssc](http://www.nasa.gov/nssc)

[www.nasa.gov/stennis](http://www.nasa.gov/stennis)

## **SMALL BUSINESS MARKETING GUIDE**

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## **1.0 INTRODUCTION**

The Stennis Space Center (SSC) and National Aeronautics and Space Administration (NASA) Shared Services Center (NSSC) Small Business Marketing Guide was created to introduce small businesses to the NSSC/SSC and to serve as a valuable marketing resource for small businesses pursuing procurement opportunities at the Centers. This guide contains important information that can help businesses understand the best way to market their product and service offerings to NSSC, SSC, and NSSC/SSC prime contractors. It also includes relevant points of contact, information on how to access procurement information via several acquisition search tools, and information on special small business programs (e.g., MSET Stennis Business Council, marketing tips, and several new outreach initiatives).

### **1.1 STENNIS SPACE CENTER (SSC) AT A GLANCE**

NASA's Stennis Space Center near Bay St. Louis, Mississippi, is the agency's primary, and America's largest, rocket propulsion test site, serving the nation and the commercial aerospace sector with unique testing capabilities and expertise.

NASA Stennis also operates as a unique federal city, home to more than 50 federal, state, academic, and private organizations, and technology-based companies. Institutional operating costs are shared by resident entities, making the site a model of government efficiency, and providing a more cost-effective approach for tenants to accomplish their respective missions.

NASA Stennis is also home to the NASA Shared Services Center, which performs integrated support and functions for the agency in the areas of human resources, information technology, finance, and procurement. Consolidation, standardization, and automation allow the NASA Shared Services Center to increase operational efficiency and improve overall customer service.

The SSC Procurement Office performs the contract awards and administration of the following procurements in Section 5.3 SSC Repetitive Requirement List and 5.4 SSC Multiple Award Construction Contracts (MACC II).

### **1.2 NASA SHARED SERVICES CENTER (NSSC) AT A GLANCE**

The NSSC was established as a result of an Office of Management and Budget A-76 competition and opened for business on March 1, 2006, on the grounds of Stennis Space Center in Mississippi. The NSSC enables the NASA mission by saving taxpayer dollars to maximize efficiency and minimize cost, while increasing automation to move forward with NASA's important work. With a dedicated, knowledgeable workforce and cutting-edge facilities/capabilities, the NSSC provides more than 60 business activities to 10 NASA Centers. To increase operational efficiency and improve overall customer service, the NSSC performs a variety of activities in the areas of Financial Management, Procurement, Human Resources, Enterprise Services, and Agency Business Support.

The NSSC Procurement Office performs the contract awards and administration of the following procurements in Section 5.2 NSSC Repetitive Requirement List and listed below:

- Award and administration of Grants and Cooperative Agreements
- Award and administration of Internal Training purchases
- Award and administration of SBIR and STTR contracts
- Award and administration of Simplified Acquisitions

## 2.0 DOING BUSINESS WITH THE NSSC AND SSC

At the NSSC/ SSC, we recognize the value small businesses bring to the mission of NASA. The NASA Office of Small Business Programs (OSBP) offers valuable information on how to do business with the Agency, which includes 10 important steps:

### 1. Identify Your Product or Service:

- Know the Federal Supply Class or Service (FSC/SVC) codes (<http://www.hq.nasa.gov/office/procurement/>) and the North American Industry Classification System (NAICS) codes (<http://www.census.gov/naics/>) for your products or services.
- Prepare a capability brief in both printed and electronic versions with an emphasis on Government work.

### 2. Register your Business:

- Register with the System for Award Management (SAM) (<http://www.sam.gov>).
- Register with the NASA Vendor Data Base (NVDB) ([https://vendors.nvdb.nasa.gov/index.cfm?fuseaction=Vendor.challenge\\_screen](https://vendors.nvdb.nasa.gov/index.cfm?fuseaction=Vendor.challenge_screen)).

### 3. Identify your target Market within NASA: (<http://nasa.gov/osbp>)

- Identify what each NASA Center procures by reviewing its top NAICS code and the NASA Acquisition Forecast
- Review the Active Contracts Listings (ACLs) on the NASA OSBP website
- Contact the Small Business Specialists (SBSs) located at each NASA Center for assistance on how to do business with that NASA Center.

### 4. Identify Current NASA Procurement Opportunities:

- Identify current procurement opportunities in your product or service area by checking the **System for Award Management website** (<https://www.sam.gov>), which can assist you in identifying NASA requirements and send you e-mail notifications of released requirements.

### 5. Familiarize yourself with NASA Contracting Procedures

- Be familiar with the Federal Acquisition Regulations (FAR) (<https://www.acquisition.gov>) and the NASA Federal Acquisition Regulation Supplement (<http://www.hq.nasa.gov/office/procurement>)

### 6. Investigate Federal Supply Schedule (FSS) Contracts

- Contact the U.S. General Services Administration (GSA) (<http://www.gsa.gov/portal/category/100611>) for information on how to obtain a Federal Supply Schedule (FSS) contract. Many NASA purchases are, in fact, orders on FSS contracts.

### 7. Seek Additional Assistance as Needed

- Request training and counseling on marketing, financial, and contracting issues at minimal or no cost from APEX Accelerators formally known as Procurement Technical Assistance Centers (PTACs) (<https://www.sba.gov/tools/local-assistance/>). APEX Accelerators are in most states and are partially funded by the U.S. Department of Defense (DOD) to provide small business concerns with information on how to do business with DOD and other Government agencies.
- Consult with the SBA's Procurement Center Representatives (PCRs) (<http://www.sba.gov/content/procurement-center-representatives>) and the SBA Business

Development Centers (<https://www.sba.gov/tools/local-assistance/sbdc>). The SBA provides each NASA Center with a liaison.

- Get free and confidential mentoring by former Chief Executive Officers through SCORE (<http://www.score.org>).

### 8. Explore Subcontracting Opportunities

- Obtain information on subcontracting opportunities with prime contractors.

### 9. Investigate NASA Small Business Programs!

- Explore other small business programs, such as the NASA Mentor-Protégé Program (<http://osbp.nasa.gov/mpp/index.html>), the Small Business Innovation Research Program (<http://sbir.gsfc.nasa.gov/>), and the Historically Black Colleges and Universities and Minority-Serving Institutions Program. Information on these and other programs is available on the NASA Office of Small Business Programs Web site (<http://nasa.osbp.gov>).

### 10. Market Your Firm Well!!!

- After you have identified your customers, researched their requirements, and familiarized yourself with NASA procurement regulations and strategies, it is time to market your product or service. Present your capabilities directly to the NASA Centers that buy your products or services. Realize that, as with yours, their time is valuable. If the match is a good one, you can provide them with a cost-effective, quality solution to their requirements. Good luck!

## 3.0 SMALL BUSINESS PROGRAM CONTACTS

### 3.1 NASA HEADQUARTERS OFFICE OF SMALL BUSINESS PROGRAMS

CONTACT	TITLE	PHONE	E-MAIL
Dwight Deneal	Assistant Administrator	202-358-2088	smallbusiness@nasa.gov
Robert Medina	Deputy Assistant Administrator	202-358-1818	smallbusiness@nasa.gov
Charles T. Williams	Program Manager	202-358-2430	smallbusiness@nasa.gov
Elizabeth (Ann) Haase	Program Manager	202-358-2430	smallbusiness@nasa.gov
Christopher Hall	Program Manager	202-358-1820	smallbusiness@nasa.gov
Truphelia Parker	Program Specialist	202-358-1820	smallbusiness@nasa.gov
Naeemah Lee	Program Specialist	202-358-2088	smallbusiness@nasa.gov
Briana Goins	Program Specialist	202-358-7388	smallbusiness@nasa.gov

The NASA OSBP web site is found at: <http://www.nasa.gov/osbp>

### 3.2 CENTER SMALL BUSINESS SPECIALISTS

NASA CENTER	CONTACT	PHONE NO	E-MAIL ADDRESS
Ames Research Center (ARC) Armstrong Flight Research Center (AFRC)	Christine Munroe	650-604-4695	christine.l.munroe@nasa.gov
Glenn Research Center (GRC)	Eunice Adams-Sipp	216-433-6644	eunice.j.adams-sipp@nasa.gov
Goddard Space Flight Center (GSFC)	Kandace Chappell Djaataa Onanuga	301-286-8136 301.286.9083	kandace.p.chappell@nasa.gov djaataa.onanuga@nasa.gov
Information Technology Program Office (ITPO)	Robert O. Betts	757-864-6074	robert.o.betts@nasa.gov

Jet Propulsion Laboratory (JPL)	Charles Bray Jr Matthew B. Christian Anmari Pagtalunan	818-354-5620 818-354-2760 626-720-7736	<a href="mailto:charles.e.bray@jpl.nasa.gov">charles.e.bray@jpl.nasa.gov</a> <a href="mailto:matthew.b.christian@jpl.gov">matthew.b.christian@jpl.gov</a> <a href="mailto:anmari.pagtalunan@jpl.nasa.gov">anmari.pagtalunan@jpl.nasa.gov</a>
Johnson Space Center (JSC)	Rob Watts Monica Craft Tumarrow Romain	281-244-5811 281-483-4134 281.244.2824	<a href="mailto:robert.e.watts@nasa.gov">robert.e.watts@nasa.gov</a> <a href="mailto:monica.f.craft@nasa.gov">monica.f.craft@nasa.gov</a> <a href="mailto:tumarrow.romain@nasa.gov">tumarrow.romain@nasa.gov</a>
Kennedy Space Center (KSC)	Natalie Colvin Tamara Simms Laurie Boehm	321-867-4773 321-867-1493 321-867-7353	<a href="mailto:natalie.b.colvin@nasa.gov">natalie.b.colvin@nasa.gov</a> <a href="mailto:tamara.a.sims@nasa.gov">tamara.a.sims@nasa.gov</a> <a href="mailto:laura.boehm@nasa.gov">laura.boehm@nasa.gov</a>
Langley Research Center (LaRC)	Robert O. Betts	757-864-6074	<a href="mailto:robert.o.betts@nasa.gov">robert.o.betts@nasa.gov</a>
Marshall Space Flight Center (MSFC)	David Brock Danielle R. Barnes Cheryl Webb Heather Dilworth-Schrimsher	256-544-0267  256-544-6263	<a href="mailto:david.e.brock@nasa.gov">david.e.brock@nasa.gov</a> <a href="mailto:danielle.r.barnes@nasa.gov">danielle.r.barnes@nasa.gov</a> <a href="mailto:cheryl.l.webb@nasa.gov">cheryl.l.webb@nasa.gov</a> <a href="mailto:heather.dilworth-schrimsher@nasa.gov">heather.dilworth-schrimsher@nasa.gov</a>
NASA Management Office (NMO)	Lynn M. Torres	818-354-4862	<a href="mailto:lynn.m.torres@nasa.gov">lynn.m.torres@nasa.gov</a>
NASA Shared Services Center (NSSC) Stennis Space Center (SSC)	Troy E. Miller	228-813-6558	<a href="mailto:troy.e.miller@nasa.gov">troy.e.miller@nasa.gov</a>

### 3.3 NSSC/ SSC SMALL BUSINESS PROGRAM CONTACTS

CONTACT	TITLE	PHONE NO	E-MAIL ADDRESS
Troy Miller	Small Business Specialist	228-813-6558	<a href="mailto:troy.e.miller@nasa.gov">troy.e.miller@nasa.gov</a>
Christopher Canary	Small Business Technical Advisor (NSSC)	228-813-6224	<a href="mailto:christopher.m.canary@nasa.gov">christopher.m.canary@nasa.gov</a>
Marc D. Shoemaker	Small Business Technical Advisor (SSC)	228-688-3220	<a href="mailto:marc.d.shoemaker@nasa.gov">marc.d.shoemaker@nasa.gov</a>

The NSSC Small Business Website is found at the following link:  
<https://www.nasa.gov/nssc/smallbusiness>

The SSC Small Business Website is found at the following link:  
<https://www.nasa.gov/stennis/smallbusiness>

The NSSC & SSC Small Business Office is located at Stennis Space Center in Stennis Space Center, MS, 39529 Building 1111.

### 3.4 NSSC/ SSC SMALL BUSINESS TECHNICAL COORDINATORS

#### 3.4.1 INTRODUCTION

Coordinators work closely with the Center Small Business Specialist in promoting the goals and objectives of the NASA Small Business Programs across all NSSC/ SSC organizations.

#### 3.4.2 DUTIES

Serve as a NSSC/ SSC Small Business Program advocate by ensuring that Organizations are receptive to small business inquiries.
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Assess where and what opportunities are likely to occur within NSSC/SSC Organizations are receptive to small business inquiries.
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As appropriate, participate along with SBS in the acquisition planning of new and follow-on requirements to ensure those small businesses receive, to the maximum extent possible, opportunities to participate.

Schedule permitting; participate in selected local small business Matchmaker/Outreach events, and in-house joint counseling sessions.

### 3.4.3 NSSC SMALL BUSINESSSS TECHINICAL COORDINATORS

ORGANIZATION	COORDINATOR	E-MAIL ADDRESS
Agency-wide Relocation Services	Kimberly Thomas	kimberly.d.thomas@nasa.gov
Agency-wide Acquisition Support Services (AWASS)	Steven R. Wood	steven.r.wood@nasa.gov
Contract Audit Support Services (CASS)	Kimberly Thomas	kimberly.d.thomas@nasa.gov
Equal Employment Opportunity Services (EEOS)	Shanjaril Black	shanjaril.l.black@nasa.gov
Grants & Cooperative Agreements	Theresa Stanley	theresa.m.stanley@nasa.gov
Grounds Maintenance / Custodial Services	Kaitlyn Besanson	kaitlyn.besanson@nasa.gov
National Center for Critical Information Processing (NCCIPS)	Steven R. Wood	steven.r.wood@nasa.gov
NASA Enterprise-wide Human Capital Support Services (NEHCSS)	Steven R. Wood	steven.r.wood@nasa.gov
NASA Science, Technology, Engineering, Mathematics (NSTEM)	Shanjaril Black	shanjaril.l.black@nasa.gov
NASA Transformational Support Services (NTSS)	Troy Taylor	troy.d.taylor@nasa.gov
Purchase Cards	Tracy H. Hall	tracy.h.hall@nasa.gov
Simplified Acquisition Threshold (SAT)	Tiffany Neal	Tiffany.neal@nasa.gov
Small Business Innovation Research (SBIR) Small Business Technology Transfer (STTR)	Charles Bridges	charles.c.bridges@nasa.gov
Translation & Interpretation Services	Clifford J. Eugene	clifford.j.eugene@nasa.gov

### 3.5 SSC SMALL BUSINESSSS TECHINICAL COORDINATORS

ORGANIZATION	COORDINATOR	E-MAIL ADDRESS
Consolidated Operations, Services, Maintenance & Infrastructure Contract (COSMIC)	Desiree L. Vogt	desiree.l.vogt@nasa.gov
Multiple Award Construction Contracts (MACC II)	Sheldon L. Murphy	sheldon.l.murphy@nasa.gov
Multi-Center Administrative Support Services (MCASS)	Rachel Clayton	rachel.clayton@nasa.gov
Laboratory Services	Caitlin E. Angstadt	caitlin.e.angstadt@nasa.gov
Protective Services	Johnny M. Hisaw	johnny.m.hisaw@nasa.gov

SSC Environmental Services	TBD	
SSC Fire Services	Johnny M. Hisaw	johnny.m.hisaw@nasa.gov
SSC Medical Services	TBD	
Test Operation Center (TOC)	Patricia White	patricia.white-1@nasa.gov

### 3.6 NASA CENTER SMALL BUSINESS INNOVATION RESEARCH (SBIR)/ SMALL BUSINESS TECHNOLOGY TRANSFER (STTR) MANAGERS

NASA CENTER	SBIR/STTR Managers	E-MAIL ADDRESS
Ames Research Center (ARC)	Dr. Ryszard L. Pisarski	ryszard.l.pisarski@nasa.gov
Armstrong Flight Research Center (AFRC)	Gary Laier	<a href="mailto:gary.e.laier@nasa.gov">gary.e.laier@nasa.gov</a>
Glenn Research Center (GRC)	Brandon L. White	Brandon.l.white@nasa.gov
Goddard Space Flight Center (GSFC)	Dr. Quenton Bonds	<a href="mailto:quenton.bonds@nasa.gov">quenton.bonds@nasa.gov</a>
Jet Propulsion Laboratory (JPL)	Mark Davidson	<a href="mailto:mark.h.davison@jpl.nasa.gov">mark.h.davison@jpl.nasa.gov</a>
Johnson Space Center (JSC)	Dr. Shobhana Gupta	<a href="mailto:shobhana.gupta@nasa.gov">shobhana.gupta@nasa.gov</a>
Kennedy Space Center (KSC)	Michael Vinje	michael.e.vinje@nasa.gov
Langley Research Center (LaRC)	Eileen Nelson	<a href="mailto:eileen.s.nelson@nasa.gov">eileen.s.nelson@nasa.gov</a>
Marshall Space Flight Center (MSFC)	David C Truitt	<a href="mailto:david.c.truitt@nasa.gov">david.c.truitt@nasa.gov</a>
Stennis Space Center (SSC)	Marc D. Shoemaker	marc.d.shoemaker@nasa.gov

### 3.7 MISSISSIPPI ENTERPRISE TECHNOLOGY (MSET) SMALL BUSINESS PROGRAM

#### 3.7.1 INTRODUCTION

The mission of the Mississippi Enterprise for Technology (MSET) is to facilitate regional economic development by leveraging the resources of Stennis Space Center, the State, and the region to foster business opportunities among public and private entities. Representing the industry base at Stennis, from the smallest company to the largest federal agency or prime contractor, MSET provides several mechanisms to identify economic development and business opportunities in and around the region.

#### **MSET Contact information:**

Mississippi Enterprise for Technology  
Building 1103, Suite 143  
Stennis Space Center, MS 39529

Voice: (228) 688-3144  
Toll-Free: 1-800-746-4699  
Fax: (228) 688-1064

Website: [www.mset.org](http://www.mset.org)

### 3.8 STENNIS SPACE CENTER FEDERAL AGENCY CONTACTS

ORGANIZATION	CONTACT	PHONE NO.	E-MAIL ADDRESS
General Services Administration (GSA)	Mark King	800.488.3111	Mark.king@gsa.gov
Navy Meteorology & Oceanography Command Enterprise (METOC) and Naval Meteorology & Oceanography Command (NAVOCEANO)	Courtney Frederic-Encalade  Alt: Parren Tatum	228-688-5291  228-688-4362	Navo_stns_sbsspecialisy@navy.mil <a href="mailto:Courtney..c.frederick-encalade.civ@navy.mil">Courtney..c.frederick-encalade.civ@navy.mil</a>  Parren.j.tatum.civ@us.navy.mil
National Oceanic & Atmospheric Administration (NOAA) Small Business Office			<a href="mailto:noaasb@noaa.gov">noaasb@noaa.gov</a>
Navy Research Laboratory – (NRL)		202-404-2828	<a href="mailto:smallbusiness@nrl.navy.mil">smallbusiness@nrl.navy.mil</a>

### 3.9 REGIONAL FEDERAL AGENCIES AND LARGE BUSINESS CONTACTS

#### 3.9.1 CONTACTS

ORGANIZATION	CONTACT	PHONE	E-MAIL ADDRESS
Army Corp of Engineers/Mobile	Linda Spadaro	251-690-3597	<a href="mailto:Linda.l.spadaro@usace.army.mil">Linda.l.spadaro@usace.army.mil</a>
Army Corp of Engineers/Vicksburg ERDCWerx	Jason Courtney	601.262.8497	<a href="mailto:jcourtney@erdcwerx.org">jcourtney@erdcwerx.org</a>
DOD Office of Small Business Programs	Shawn Smith	202.685.6492	<a href="mailto:Osbp.info.fct@navy.mil">Osbp.info.fct@navy.mil</a>
Eglin Air Force Base	Rachel Gasper	850-882-2843, ext. 2	
Huntington Ingalls Shipbuilding	Joan Branson Alt: Tregnel Thomas	228-935-5545 228-9.5-3159	<a href="mailto:Joan.branson@hii-ingalls.com">Joan.branson@hii-ingalls.com</a> <a href="mailto:tregnel@hii-ingalls.com">tregnel@hii-ingalls.com</a>
Keesler Air Force Base	Jan-Pierre Malboeus Alt: Davina Davis	228-377-3131 228-377-0725	<a href="mailto:jan.malboeus.1@us.af.mil">jan.malboeus.1@us.af.mil</a> <a href="mailto:Davina.davis@us.af.mil">Davina.davis@us.af.mil</a>
Naval Air Systems Command	Shelby Butler Lawrence Butts	301-757-9083 301-757-5258	<a href="mailto:shelby.butler@navy.mil">shelby.butler@navy.mil</a> <a href="mailto:lawrence.butts.navy.mil">lawrence.butts.navy.mil</a>
Naval Sea Systems Command			<a href="mailto:navsea_small-business@navy.mil">navsea_small-business@navy.mil</a>
Naval Special Operations Command (SOCOM)			<a href="mailto:osbp@socom.mil">osbp@socom.mil</a>
Naval Information Warfare Center – New Orleans. LA	Elizabeth Cecchetti (Beth)	843.218.3942	<a href="mailto:elizabeth.cecchett@navy.mil">elizabeth.cecchett@navy.mil</a>
Supervisor of Shipbuilding	Brad Johnson	228-935-2180	<a href="mailto:Bradley.c.johnson3@navy.mil">Bradley.c.johnson3@navy.mil</a>
Textron Systems Marine and Land Systems	Dennis Burke Glenn Burleson	985-661-2263 985-661-2242	<a href="mailto:dburke01@textronsystems.com">dburke01@textronsystems.com</a> <a href="mailto:gburleson@textronsstems.com">gburleson@textronsstems.com</a>
Tyonek (Stennis Airport)	Ryan Forcier	228-395-1748	<a href="mailto:rforcier@tyonek.com">rforcier@tyonek.com</a>
US Coast Guard/ Dept of Homeland	Stephanie France	202-475-3188	<a href="mailto:stephanie.france@uscg.mil">stephanie.france@uscg.mil</a>
VT Halter Marine	Lara Sherer Alt: Tack Bower	228-205-6618 228-712-2190	<a href="mailto:Lara.sherer@vthm.com">Lara.sherer@vthm.com</a> <a href="mailto:Tack.bower@vthm.com">Tack.bower@vthm.com</a>
Small Business Administration, MS District Office, Jackson, MS	Ashlei Mcallister	601.965.5339	<a href="mailto:ashlei.donerson@sba.gov">ashlei.donerson@sba.gov</a>

Small Business Administration, MS District Office, Gulfport, MS	Derek Eady	228-741-7036	derek.eady@sba.gov
Small Business Administration, LA District Office, New Orleans, LA	Joann Lawrence	504-589-2744	Michael.ricks@sba.gov
Small Business Administration Procurement Center Representative (PCR) Mobile, AL	Thomas Rogers	251-441-5522	thomas.rogers@sba.gov
Procurement Technical Assistance Center (PTAC) New Orleans, LA	Cindy Carrier	225-975-8643	cindycarrier@me.com
Small Business Development Center (SBDC), New Orleans, LA	Carmen Sunda	504-831-3730	csunda@lsbdc.org
Small Business Development Center (SBDC), Mobile, AL	Gerald Dunlop	251-460-6004	gerald.dunlop@ua.edu

### 3.9.2 WEBSITES

ORGANIZATION	WEBSITE
Army Corp of Engineers/Mobile	<a href="http://www.sam.usace.army.mil/">http://www.sam.usace.army.mil/</a>
Eglin Air Force Base	<a href="http://www.eglin.af.mil/">http://www.eglin.af.mil/</a>
Huntington Ingalls Shipbuilding	<a href="http://www.huntingtoningalls.com/">http://www.huntingtoningalls.com/</a>
Keesler Air Force Base	<a href="http://www.keesler.af.mil/">http://www.keesler.af.mil/</a>
Space and Naval Warfare Command – New Orleans	<a href="http://www.public.navy.mil/spawar/Atlantic">http://www.public.navy.mil/spawar/Atlantic</a>
Tyonek (Stennis Airport)	<a href="http://www.tyonek.com/">http://www.tyonek.com/</a>
Supervisor of Shipbuilding (SUPSHIP)	<a href="http://www.navsea.navy.mil/Home/SUPSHIP/">http://www.navsea.navy.mil/Home/SUPSHIP/</a>
Textron Systems Marine and Land Systems	<a href="https://www.textronsystems.com">https://www.textronsystems.com</a>
MS Enterprise for Technology (MSET)	<a href="http://www.mset.org">http://www.mset.org</a>

## 4.0 NSSC/ SSC PRIME CONTRACTORS

### 4.1 INTRODUCTION

The NSSC Prime Contractor List serves as an invaluable marketing resource to businesses interested in pursuing subcontracting opportunities with NSSC major small and large business prime contractors. Contractors identified on this list provide work in support of NSSC programs and projects. Maximizing utilization of the contacts at each prime contractor location will enhance a business' effectiveness in marketing for subcontracting opportunities at the NSSC.

### 4.2 NSSC LARGE & SMALL BUSINESS PRIME CONTRACTOR LIST

#### AGENCY EMPLOYEE RELOCATION SERVICES

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
Allegiance Relocation Services	Tim Bonette	703.586.9406	Tim.bonette@allegiancerelo.com

**AGENCY-WIDE ACQUISITION SUPPORT SERVICES (AWASS)**

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
Seventh Sense Consulting LLC	Kevin Nash	315.664.0755	<a href="mailto:nashk@seventhsenseconsulting.com">nashk@seventhsenseconsulting.com</a>

**CONTRACT AUDIT SUPPORT SERVICES (CASS)**

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
Booth Management Consulting, LLC	Robin Booth	410.309.4929, Ext. 201	<a href="mailto:robinb@bmc-llc.net">robinb@bmc-llc.net</a>
Castro & Company	Gabe Fry	703.705.7150	<a href="mailto:gfry@castroco.com">gfry@castroco.com</a>
Deva & Associates	George D.Tzamaras	301.610.5600, Ext. 190	<a href="mailto:gtzamaras@devagroup.com">gtzamaras@devagroup.com</a>
Hamilton Enterprises, LLC	Nazim Hamilton	301.474.0147	<a href="mailto:nazim.hamilton@usfti.com">nazim.hamilton@usfti.com</a>
Reed & Associates CPAS, Inc	Deirdre Reed	N/A	<a href="mailto:dreed@reedassociates.org">dreed@reedassociates.org</a>
Regis & Associates PC	Peter Regis	N/A	<a href="mailto:peter.regis@regiscpa.com">peter.regis@regiscpa.com</a>
Tichenor & Associates LLP	David M. Hesse	502-817-0015	<a href="mailto:dhesse@tichenorassociates.com">dhesse@tichenorassociates.com</a>

**EQUAL EMPLOYMENT OPPORTUNITY SERVICES (EEOS)**

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
Computer Evidence Specialist, LLC	Roger Morrison	904.342.5110	<a href="mailto:roger.morrison@cesnb.com">roger.morrison@cesnb.com</a>
Delany, Siegel, Zorn & Associates, Inc	Sonya Williams	703.528.4921 Ext 3	<a href="mailto:swilliams@dsz.com">swilliams@dsz.com</a>
Martin Miser Associates	Joe Ford	888.730.9333	<a href="mailto:jford@martinmiser.com">jford@martinmiser.com</a>
Susan Grimes Associates Inc	Susan Grimes	202.338.1468	<a href="mailto:office@susangrimes.com">office@susangrimes.com</a>

**NASA ENTERPRISE HUMAN CAPITAL SUPPORT SERVICES (NEHCSS)**

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
Bryce Solutions, LLC	Jeff Muijsce	N/A	<a href="mailto:jeff.muijsce@brycetek.com">jeff.muijsce@brycetek.com</a>
IBEX IT Business Experts, LLC	Robin Smith	678.752.7542, Ext. 105	<a href="mailto:rsmith@ibexperts.com">rsmith@ibexperts.com</a>
Strategy Consulting Team	Sue Nicholas	703.408.4056	<a href="mailto:sNicholas@strategyconsultingteam.com">sNicholas@strategyconsultingteam.com</a>

**NASA SCIENCE, TECHNOLOGY, ENGINEERING, MATHEMATICS (NSTEM)**

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
Guardians of Honor, LLC	Sonya Greene		<a href="mailto:sgreene@gohnow.com">sgreene@gohnow.com</a>

**NASA TRANSFORMATIONAL SUPPORT SERVICES (NTSS)**

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
COLSA Corporation	Terry Jackson	228.813.6592	<a href="mailto:terry.d.jackson@nasa.gov">terry.d.jackson@nasa.gov</a>

**NATIONAL CENTER FOR CRITICAL INFORMATION PROCESSING (NCCIPS)**

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
SAIC	Bobby Serigne	228.813.4885	<a href="mailto:robert.g.serigne.jr@saic.com">robert.g.serigne.jr@saic.com</a>

**TRANSLATION & INTERPRETATION SERVICES**

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
Applied Development, LLC	Kimberly Citizen	410.697.1577	
Mid-Atlantic Interpreting Group, Inc.	Gina D'Amore	410.750.0297	<a href="mailto:gldamore@interpretmaig.com">gldamore@interpretmaig.com</a>
Translation Excellence	Nisar Nikzad	720.325.0459	

## 4.3 SSC LARGE & SMALL BUSINESS PRIME CONTRACTOR LIST

### Consolidated Operations, Services, Maintenance & Infrastructure Contract (COSMIC)

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
NOVA Space Solutions, LLC			

### Multiple Award Construction Contracts (MACC II)

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
See section 5.4			

### Multi-Center Administrative Support Services (MCASS)

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
FedSync-BFS. LLC			

### Laboratory Services

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
Alutiiq Essential Services, LLC			

### Protective Services

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
Chenega Global Protection, LLC			

### SSC Environmental Services

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
TBD			

### SSC Medical Services

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
TBD			

### SSC Fire Services

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
TBD			

### Test Operation Center (TOC)

COMPANY	POC	PHONE NO.	EMAIL ADDRESS
Sierra Lobo, LLC			

## 5.0 NSSC REPETITIVE REQUIREMENTS

### 5.1 INTRODUCTION

The NSSC/ SSC repetitive requirements contain a list of recurring requirements. Information contained herein can be utilized to assist businesses interested in tracking upcoming acquisitions and can serve as an invaluable resource to businesses pursuing procurement opportunities at NSSC/ SSC.

### 5.2 NSSC REPETITIVE REQUIREMENTS LIST

Note: NAICS codes listed for each requirement were utilized in previous competitions and are subject to change from competition to competition. Likewise, competitions may also change based on results

of market research.

Description of Program/ Project Title	Incumbent Contractor	Contract No.	Procurement Method	Period of Performance (including options)
NASA Transformational Support Services (NTSS)	COLSA Corporation	80NSSC23DA006	(Full & Open)	10/1/23 - 3/31/32
Agency-wide Acquisition Support Services (AWASS)	Seventh Sense Consulting	80NSSC24AA016	GSA MAS <b>8(a)</b>	3/1/24 - 8/31/29
Agency Employee Relocation Services	Relo Direct, Inc	80NSSC23A0021	Full & Open	10/1/23 - 3/31/29
National Center for Critical Information Processing (NCCIPS)	Science Application Information Corporation (SAIC)	80NSSC19C0050	Full & Open	8/1/19 - 9/30/27
Contract Audit Support Services (CASS)	Booth Management Consulting, LLC	80NSSC22DA002	GSA MAS (SB Set-aside)	10/21/21 - 4/20/27
Contract Audit Support Services (CASS)	Castro and Company, LLC	80NSSC22DA003	GSA MAS (SB Set-aside)	10/21/21 - 4/20/27
Contract Audit Support Services (CASS)	Deva & Associates PC	80NSSC22DA004	GSA MAS (SB Set-aside)	10/21/21 - 4/20/27
Contract Audit Support Services (CASS)	Hamilton Enterprises, LLC	80NSSC22DA005	GSA MAS (SB Set-aside)	10/21/21 - 4/20/27
Contract Audit Support Services (CASS)	Reed & Associates CPAs, Inc	80NSSC22DA006	GSA MAS (SB Set-aside)	10/21/21 - 4/20/27
Contract Audit Support Services (CASS)	Regis & Associates	80NSSC22DA007	GSA MAS (SB Set-aside)	10/21/21 - 4/20/27
Contract Audit Support Services (CASS)	Tichenor & Associates, LLP	80NSSC22DA008	GSA MAS (SB Set-aside)	10/21/21 - 4/20/27
Emergency Notification System	FCN	80NSSC22PA001	GSA MAS (SB Set-aside)	11/1/21 - 10/31/26
Equal Employment Opportunity Support Services (EEOS)	Computer Evidence Specialists, LLC	80NSSC23AA013	GSA MAS (SB Set-aside)	9/1/23 - 8/31/28
Equal Employment Opportunity Support Services (EEOS)	Delany, Siegel, Zorn & Associates, Inc	80NSSC23AA014	GSA MAS (SB Set-aside)	9/1/23 - 8/31/28
Equal Employment Opportunity Support Services (EEOS)	Martin-Miser Associates, Inc	80NSSC23AA015	GSA MAS (SB Set-aside)	9/1/23 - 8/31/28
Equal Employment Opportunity Support Services (EEOS)	Susan Grimes Associates, Inc	80NSSC23AA016	GSA MAS (SB Set-aside)	9/1/23 - 8/31/28
Human Capital Support Services	IBEX IT Business Experts	80NSSC23DA001	WOSB Set Aside	2/1/23 – 8/31/28
Human Capital Support Services	Bryce Solutions LLC	80NSSC23DA002	WOSB Set Aside	2/1/23 – 8/31/28
Human Capital Support Services	Strategy Consulting Team LLC	80NSSC23DA003	WOSB Set Aside	2/1/23 – 8/31/28
ISO 9001, 14001 & AS 9100 Audit Services	National Quality Assurance	80NSSC24AA005	Full & Open	10/1/24 - 12/31/28
NASA Science, Technology, Engineering, and Mathematics (NSTEM)	Guardians of Honor, LLC	80NSSC22DA010	GSA MAS (SB Set-aside)	10/12/22 - 4/11/28
Sign Language Interpreting Services	Applied Development, LLC	80NSSC22AA010	GSA MAS 8(a) Set-aside	9/1/22 - 8/31/27
Sign Language Interpreting Services	Mid-Atlantic Interpreting Group, Inc (MAIG)	80NSSC22AA011	GSA MAS 8(a) Set-aside	9/1/22 - 8/31/27
Sign Language Interpreting Services	Translation Excellence, Inc	80NSSC22AA012	GSA MAS 8(a) Set-aside	9/1/22 - 8/31/27
AWIN Membership & Subscriptions	Informa Media	80NSSC25PA355	Sole Source	1/1/25 - 6/30/30
Elsevier Membership & Subscriptions	North-Holland Publishing	Expired	Sole Source	Not Renewed
IEEE Membership & Subscriptions	IEEE	80NSSC24FB166	Sole Source	9/1/24 - 8/31/29

Galaxie Membership & Subscriptions	Sirsidynix	Simplified Acquisitions	Sole Source	N/A
Lexis Nexis Membership & Subscriptions	Lexis Nexis	80NSSC17A0007	Sole Source	5/1/22 - 4/30/27
SPIE Membership & Subscriptions	SPIE	80NSSC23AA002	Sole Source	1/1/23 - 12/31/27
WESTLAW Membership & Subscriptions	West Publishing Corporation	80NSSC17A0001	Sole Source	7/1/22 - 6/30/27
Wiley Membership & Subscriptions	John Wiley & Sons	80NSSC22AA009	Sole Source	2/1/22 - 1/31/27
Agency FAC- C & FAC- COR Training BPA	Business Management Research Associates, Inc (BMRA)	80NSSC24AA006	GSA	1/1/24 - 6/30/29
Agency FAC- C & FAC- COR Training BPA	Gotham Government Services	80NSSC24AA007	GSA	1/1/24 - 6/30/29
Agency FAC- C & FAC- COR Training BPA	Stafford Consulting Company	80NSSC24AA008	GSA	1/1/24 - 6/30/29

### 5.3 SSC REPETITIVE REQUIREMENTS LIST

Note: NAICS codes listed for each requirement were utilized in previous competitions and are subject to change from competition to competition. Likewise, competitions may also change based on results of market research.

Description of Program/ Project Title	Incumbent Contractor	Contract No.	Procurement Avenue	Period of Performance (including Options)
Consolidated Operations, Services, Maintenance & Infrastructure Contract (COSMIC)	Nova Space Solutions, LLC	80SSC025D0001	Full & Open	7/1/25 – 9/30/33
Test Operation Center (TOC)	Sierra Lobo, LLC	80SSC025FA004	SB Set Aside	7/1/25 – 6/30/28
Multi- Center Administrative Support Services (MCASS)	FedSync-BFS, LLC	80SSC025D0002	SB Set Aside	4/4/25 – 3/31/30
AWASS	Seventh Sense Consulting	80SSC024FA007	8(a) Set Aside	4/1/24 – 2/28/29
Laboratory Services	Alutiiq Essential Services, LLC	80SSC020C0001	SB Set Aside	11/2/20 – 11/1/25
Natural Gas (North side)	Centerpoint	80SSC023FA001	Full & Open	7/1/21 – 6/30/31
Natural Gas (South side)	BP Energy Natural Gas	80SSC023FA014	Full & Open	5/23/23 – 5/31/25
Propellants	Messer Gaseous Helium	80SSC023FA004	Full & Open	10/1/22 – 9/30/25
Propellants	Messer Liquid Nitrogen	80SSC024FA014	Full & Open	7/11/24 – 6/30/29
Propellants	Messer Liquid Oxygen	80SSC024FA015	Full & Open	7/11/24 – 6/30/29
Propellants	PIVOTAL LNG LLC Liquefied Natural Gas	80SSC024FA001	Full & Open	10/26 – 9/30/25
Propellants	Air Products & Chemicals – Liquid Hydron	80SSC023FA007	Full & Open	12/1/22 – 11/30/25
Buffer Zone Patrol	Hancock County	80SSC023CA001	Sole Source	12/28/17 - 12/27/27
Protective Services	Chenega Global Protection, LLC	80SSC024FA001 80SSC024FA002	8(a) Set Side	10/1/24 – 9-/30/25
Environmental Services	Mississippi Department of Environment Quality	80SSC025FA025	Sole Source	10/1/23 – 9/30/29
Utility Energy Service Contract B111 Implementation at SSC	Mississippi Power Company	80SSC024F0005	Sole Source	4/1/24 – 12-23-25

## 5.4 SSC MULTIPLE AWARD CONSTRUCTION CONTRACTS (MACC II)

The Multiple Award Construction Contracts (MACC II) are regionalized IDIQ contracts for general construction work which may include maintenance, repair alterations, mechanical, electrical, heating/air conditioning, demolition, painting, earthwork, steel fabrication, and or welding. The MACC II supports the following NASA Centers: Johnson Space Center (JSC) located in Houston, TX, Kennedy Space Center (KSC) located in Merritt Island, FL, Marshall Space Flight Center (MSFC) located in Huntsville, AL, Stennis Space Center (SSC) located in Kiln, MS as well as the Michoud Assembly Facility (MAF) located in New Orleans, LA and the White Sands Test Facility (WSTS) located in White Sands Missile Range, NM.

The MACC II was awarded to 24 various contractors in the following categories: 4 - Large Businesses (LB), 4 - Small Businesses (SB), 4 - 8(a) Businesses, 4 - Women-Owned Small Businesses (WOSB), 4 - HUBZone Businesses, and 4 - Service Disabled Veteran Owned Small Businesses (SDVOSB). See contractors listed below.

Company	Contract #	Period of Performance	Points of Contact
ELCI Construction Group, Inc	80SSC018D0001	10/24/17 -10/23/25	elias@elciconstruction.com
Baker Klein-Foresight JV	80SSC018D0002	10/24/17 -10/23/25	dklein@barberklein.com
Odyssey International Inc	80SSC018D0003	10/24/17 -10/23/25	whitneym@odysseyglobal.com
Diversified Construction of Oklahoma, Inc	80SSC018D0004	10/24/17 -10/23/25	markl@divconst.net
Healthon Inc.	80SSC018D0005	10/24/17 -10/23/25	Jas.walia@healthoninc.com
Weldin Construction, LLC	80SSC018D0006	10/24/17 -10/23/25	nasarmaccii@northwindgrp.com
Ponchartrain Partners, LLC	80SSC018D0007	10/24/17 -10/23/25	Brooke.woods@pontchpartners.com
Civil Works Contracting	80SSC018D0008	10/24/17 -10/23/25	chris@civilworkscontracting.com
ESA South, Inc	80SSC018D0009	10/24/17 -10/23/25	sharmon@esasouth.com
Advon Corporation	80SSC018D0010	10/24/17 -10/23/25	bgraham@advonconstruction.com
Birmingham Industrial Construction	80SSC018D0011	10/24/17 -10/23/25	elroy@bhamconstruction.com
Firewatch Contracting of FL, LLC	80SSC018D0012	10/24/17 -10/23/25	mlowe@fwcontracting.com
Silver Mountain Construction	80SSC018D0013	10/24/17 -10/23/25	nasarmaccii@northwindgrp.com
Drace Construction Corp	80SSC018D0014	10/24/17 -10/23/25	jdrace@dracecorp.com
Orocon Construction, LLC	80SSC018D0015	10/24/17 -10/23/25	joropesa@oroconllc.com
CCI Energy and Construction Services	80SSC018D0016	10/24/17 -10/23/25	cshelton@cci-alliance.com
A&H Ambica JV, LLC	80SSC018D0017	10/24/17 -10/23/25	Jignesh.patel@ambicags.com
MOWA Barlovento JV-2	80SSC018D0018	10/24/17 -10/23/25	emanley@barloventollc.com
Southeast Cherokee Construction, Inc	80SSC018D0019	10/24/17 -10/23/25	lcarter@secherokeeconstruction.com
SES Construction and Fuel Services LLC	80SSC018D0020	10/24/17 -10/23/25	dhodson@specproenv.com
Brasfield & Gorrie General Contractors	80SSC018D0021	10/24/17 -10/23/25	dstrohmeier@brasfieldgorrie.com
BL Harbert International	80SSC018D0022	10/24/17 -10/23/25	mwaller@blharbert.com
Caddell Construction CO. LLC	80SSC018D0023	10/24/17 -10/23/25	dennis.shepard@caddell.com
WG Yates & Sons Construction Company	80SSC018D0024	10/24/17 -10/23/25	jwold@wgyates.com

## 6.0 TOP NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM (NAICS) CODES UTILIZED AT NSSC & SSC

NAICS codes and corresponding size standards are assigned for each item or service acquired by the Federal Government for the purpose of establishing competition parameters when setting aside acquisitions for small business participation, and for determining business classifications for all business types competing in full and open competitions. The table below contains a list of the top NAICS codes utilized at NSSC.

NAICS	TITLE/ DESCRIPTION	SIZE STANDARD
236210	INDUSTRIAL BUILDING CONSTRUCTION	\$45.0M
325120	INDUSTRIAL GAS MANUFACTURING	1,250 Employees
334111	ELECTRONIC COMPUTER MANUFACTURING	1,250 Employees
334516	ANALYTICAL LABORATORY INSTRUMENTS MANUFACTURING/	1,000 Employees
513210	SOFTWARE PUBLISHERS	\$47.0 M
541211	OFFICES OF CERTIFIED PUBLIC ACCOUNTANTS	\$26.5 M
541380	TESTING LABORATORIES & SERVICES	\$19.0M
541511	CUSTOM COMPUTER PROGRAMMING SERVICES	\$34.0 M
541513	COMPUTER FACILITIES MANAGEMENT SERVICES	\$37.0 M
541519	OTHER COMPUTER RELATED SERVICES	\$34.0 M
541611	ADMINISTRATIVE MANAGEMENT AND GENERAL MANAGEMENT CONSULTING SERVICES	\$24.5 M
541715	RESEARCH AND DEVELOPMENT IN THE PHYSICAL, ENGINEERING, AND LIFE SCIENCES (EXCEPT BIOTECHNOLOGY)	1,000 Employees
561110	OFFICE ADMINISTRATIVE SERVICES	\$12.5M
561210	FACILITIES SUPPORT SERVICES	\$47.0M
561612	SECURITY GUARDS AND PATROL SERVICES	\$29.0M
611310	COLLEGES, UNIVERSITIES, AND PROFESSIONAL SCHOOLS	\$34.5 M
611430	PROFESSIONAL AND MANAGEMENT DEVELOPMENT TRAINING	\$15.0 M

## 7.0 FREEDOM OF INFORMATION ACT (FOIA)

### 7.1 INTRODUCTION

The Freedom of Information Act (FOIA) was enacted in 1966, Title 5 U.S.C. Section 552, and established for the first time an effective statutory right of access to government information.

### 7.1 TYPES OF CONTRACTING DOCUMENTS AVAILABLE UNDER FOIA

- Previous requests for information
- Source selection statements
- Statements of Work/Performance Work Statements
- Basic contracts and modifications to contracts
- Award fee and determination letters
- Progress Reports (if applicable)

## **7.2 DOCUMENTS EXEMPT FROM RELEASE**

- Winning proposals
- Proprietary information
- 533 financial documents

## **7.3 HOW TO REQUEST INFORMATION (Request must be in writing)**

NASA Shared Services Center (NSSC) FOIA Contact  
Martha Terry  
Government Information Specialist  
NASA Headquarters  
MS 5-R30, 300 E Street, SW  
Phone: 202.358-2339  
Email: [hq-foia@mail.nasa.gov](mailto:hq-foia@mail.nasa.gov)

Stennis Space Center (SSC) FOIA Contact  
Sallie Bilbo  
Government Information Specialist  
Stennis Space Center  
Phone: 202.688-3182  
Email: [ssc-foia@mail.nasa.gov](mailto:ssc-foia@mail.nasa.gov)

## **8.0 ACQUISITION SEARCH TOOLS**

### **8.1 ACQUISITION FORECAST TOOL**

The Acquisition Forecast Tool (AFT) is available at the OSBP Web site. Businesses interested in learning about upcoming acquisitions at each NASA Center can utilize this navigation tool to access forecasted acquisitions Agency wide or by Center. The AFT portal can be accessed directly at the following link:

<http://www.hq.nasa.gov/office/procurement/forecast/>

## **9.0 VENDOR REGISTRATION**

### **9.1 NASA VENDOR DATABASE**

The NASA vendor database was created to track all vendors interested in doing business with NASA.

To register, go to the following web site: [http://osbp.nasa.gov/vendor\\_database.html](http://osbp.nasa.gov/vendor_database.html)

## **10.0 NASA MENTOR PROTÉGÉ PROGRAM**

### **10.1 INTRODUCTION**

The NASA Mentor-Protégé Program encourages NASA prime contractors to assist eligible protégés, thereby enhancing the protégés' capabilities to perform NASA contracts and subcontracts, fostering the establishment of long-term business relationships between these entities and NASA prime

contractors, and increasing the overall number of these entities that receive NASA contract and subcontract awards.

## 10.2 NASA APPROVED MENTORS

NASA APPROVED MENTORS	POINT OF CONTACT	PHONE NUMBER	POC Email
Amentum Services Inc.	Rochelle Lowe	619.936.9543	<a href="mailto:rochelle.lowe@amentum.com">rochelle.lowe@amentum.com</a>
Bastion Technologies	Kim E. Whitson	256.585.5150	<a href="mailto:kwhitson@bastiontechnologies.com">kwhitson@bastiontechnologies.com</a>
Bechtel National, Inc.	Tiffany Beck	N/A	<a href="mailto:tbeck2@bechtel.com">tbeck2@bechtel.com</a>
Blue Origin	TBD		
Booz Allen Hamilton	Yuri Cruz	703.902.5000	<a href="mailto:cruz_yuri@bah.com">cruz_yuri@bah.com</a>
CACI, Inc. – Federal	Wayne Pizer	703.434.4693	<a href="mailto:wayne.pizer@caci.com">wayne.pizer@caci.com</a>
CH2M	Lauren Terry	720.286.5318	<a href="mailto:lauren.terry@jacobs.com">lauren.terry@jacobs.com</a>
<b>Colsa Corporation</b>	<b>TBD</b>		
Deloitte & Touche, LLP	Victoria Vo	703.585.3946	<a href="mailto:vicvo@deloitte.com">vicvo@deloitte.com</a>
General Dynamics Information Technology, Inc. [GDIT]	Mike O’Hara	202.744.9831	<a href="mailto:michael.ohara1@gdit.com">michael.ohara1@gdit.com</a>
Jacobs Technology, Inc.	Laura McGee	850.337.2650	<a href="mailto:laura.mcgee@jacobs.com">laura.mcgee@jacobs.com</a>
Jones Edmunds & Associates, Inc	Richard Koller	321.961.0045	<a href="mailto:rkoller@jonesedmunds.com">rkoller@jonesedmunds.com</a>
Leidos, Inc	Shaun Smith	571.498.1612	<a href="mailto:shaun.k.smith@leidos.com">shaun.k.smith@leidos.com</a>
L3Harris Technologies, Inc	Maureen Bryant	321.729.7977	<a href="mailto:Maureen.bryant@l3harris.com">Maureen.bryant@l3harris.com</a>
Lockheed Martin Corporation	Orysia Buchan	315.456.3018	<a href="mailto:orysia.d.buchan@lmco.com">orysia.d.buchan@lmco.com</a>
Maxar Space LLC	Juliana Scott	626.204.9794	<a href="mailto:Juliana.scott@maxar.com">Juliana.scott@maxar.com</a>
Northrop Grumman Corporation	Jenifer Scoffield	435.863.2017	<a href="mailto:jenifer.scoffield@ngc.com">jenifer.scoffield@ngc.com</a>
Peraton Inc.	Small Business Liaison Officer	540.200.1043	<a href="mailto:peratonsmallbusiness@peraton.com">peratonsmallbusiness@peraton.com</a>
Raytheon Company	Crystal King	571.250.3725	<a href="mailto:crystal_1_king@raytheon.com">crystal_1_king@raytheon.com</a>
REI Systems	Kevin M. White	703.574.9502	<a href="mailto:kwhite@reisystems.com">kwhite@reisystems.com</a>
Southwest Research Institute	Leo Cardenas	210.522.6753	<a href="mailto:leopoldo.cardenas@swri.org">leopoldo.cardenas@swri.org</a>
Teledyne Brown Engineering	Debbie Batson	256-726-1393	<a href="mailto:debbie.batson@teledyne.com">debbie.batson@teledyne.com</a>
The Boeing Company	Kate Faatz	938.902.6051	<a href="mailto:Kate.faatz@boeing.com">Kate.faatz@boeing.com</a>
Wyle Laboratories, Inc. dba KBR Wyle	Gracie Orr	832.205.6982	<a href="mailto:gracie.orr@us.kbr.com">gracie.orr@us.kbr.com</a>

## 10.3 NSSC PAST AND CURRENT MENTOR PROTÉGÉ AGREEMENTS

MENTOR	PROTÉGÉ NAME	PROTÉGÉ CLASSIFICATION	CONTRACT	AGREEMENT LENGTH
SAIC	Ignite Fueling Innovation	SDVOSB	NNX16MB01C	32 months
Enterprise Services	Jackson State University (JSU) Jackson, MS	HBCU	NNX11AA01C	9 months
Leidos	SureSecure Solutions, LLC	WOSB	80NSSC19D0001	24 months

## 11.0 MARKETING TO A PRIME CONTRACTOR

### Marketing Introduction

#### Keep the meeting brief

- Know your audience
- Highlight your niche
- Present pertinent past performance
- Identify specific program(s) where you would like to be considered

#### Will a nondisclosure agreement be required?

- Request next point of contact meeting with prime contractor decision makers

#### Provide a concise overview of your business and who referred you

- Be time sensitive
- Be prepared to discuss:
  - Pertinent past performance
  - Unique capabilities (top differentiators)
  - Specific programs or areas of interest
  - Quality Standards /Certification(s)
- Develop strategic alliance:
  - Understand the communication preference

#### Responding to a Prime Contractors

- Work honestly and ethically
- Develop a dialog
- Respond to all requests in a timely manner
- Talk to buyer/decision maker – don't assume details... You have one opportunity to make a first impression
- No bid response is unacceptable... Always respond explain

#### Responding to Specific RFP's

- Research the solicitation prior to its release... Watch for the draft or work from agency forecasts
- Send letter of interest to Small Business Liaison Officer (SBLO) prior to the solicitation release
- Know how you can add value to the team:
  - Don't rely on the SB Classifications
  - Focus on value added and be flexible to change
  - Relate your past performance or strengths for Statement of Work (SOW)
- Know who the decision makers are
- Validate your data
- Be ready to respond quickly & thoroughly to the proposal data request

#### Desirable Subcontracting Attributes

1. Ability to work as a Team
2. Customer Focused
3. Provide reasonable cost (Affordability)
4. Maintain good safety record

5. Have relevant experience/past performance
6. Reliable / Responsive / Flexible
7. Committed to quality
8. Financially responsible
9. Patient with the Prime & Customer

#### Final Steps:

- Have a plan; early development is a plus
- Be innovative and creative
- Know your new potential customer and show you have done your research
- Work through the SBLO or other designated point of contact
- Be ready to reply on short notice
- Market – Increase your company’s visibility
- Network

## **12.0 Small Business Links:**

- NSSC Small Business Office; [www.nssc.nasa.gov](http://www.nssc.nasa.gov)
- NASA Office of Small Business Programs at <http://nasa.gov/osbp>
- NASA Vendor Database at <https://vendors.nvdb.nasa.gov/>
- NASA Main Web Site: <http://www.nasa.gov>
- NASA Procurement Web Site: <http://www.hq.nasa.gov/office/procurement/>
- NASA Acquisition Forecast: <http://www.hq.nasa.gov/office/procurement/forecast/>
- U.S. Small Business Administration: <http://www.sba.gov>
- North American Industry Classification System: <http://www.census.gov/naics>
- System for Award Management (SAM): <http://www.sam.gov>
- Federal Acquisition Regulations (FAR): <https://www.acquisition.gov>
- General Services Administration: <http://www.gsa.gov>
- APEX Accelerators formerly known as Procurement Technical Assistance Centers (PTAC): <http://www.apexaccelerators.us>
- Federal Procurement Data System—Next Generation: <https://www.fpds.gov>
- Electronic Subcontracting Reporting System: <http://www.esrs.gov>
- Department of Defense Office of Small Business Programs: <http://www.acq.osd.mil/osbp>
- NASA Freedom of Information Act (FOIA): <http://www.hq.nasa.gov/office/pao/FOIA/>
- Small Business Development Centers: <http://www.sba.gov/tools/local-assistance/sbdc>
- SBA Small Business Size Standards: <https://www.sba.gov/content/small-business-size-standards>

#### **National Aeronautics and Space Administration**

**NASA Shared Services Center (NSSC) &  
Stennis Space Center (SSC)  
Stennis Space Center, MS 39532  
<https://www.nasa.gov/>**