

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE: 01 PAGE OF PAGES: 1 / 7

2. AMENDMENT/MODIFICATION NO.: 41 5. PROJECT NO. (If applicable):

3. EFFECTIVE DATE: **MAY 02 2007** 4. REQUISITION/PURCHASE REQ. NO.: See page 6

6. ISSUED BY: Procurement Office
George C. Marshall Space Flight Center
National Aeronautics and Space Administration
Marshall Space Flight Center, AL 35812

7. ADMINISTERED BY (If other than Item 6): Anne Lewis/(256) 544-5435
e-mail Frances.A.Lewis@nasa.gov

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code):

EG&G Technical Services, Inc.
900 Clopper Road
Gaithersburg, MD 20878

9A. AMENDMENT OF SOLICITATION NO.:

9B. DATED (SEE ITEM 11):

10A. MODIFICATION OF CONTRACT/ORDER NO.: **GS-10F-0038M/H36049D**

10B. DATED (SEE ITEM 13):

CODE: Cage Code 34157 FACILITY CODE: SAP 112857

Effective Date August 1, 2003

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15 and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. **FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.** If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required): See page 6

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

- A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
- B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) (SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b))
- C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR Clause 52.212-4(c), CONTRACT TERMS AND CONDITIONS - COMMERCIAL ITEMS (OCT 2003), Changes, GSA LOGWORLD CONTRACT GS-10F-0038M AND AGREEMENT OF THE PARTIES THERETO
- D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not, is required to sign this document and return 3 copies to the issuing office.

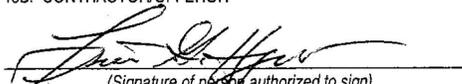
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)	Total Fixed Price, FFP Lump Sum	Potential Contract Val. Lump Sum	Total Not-to-Exceed FFP IDIQ	Not-to-Exceed Contract Value Adding IDIQ Amt.	Total Sum Allotted FFP Lump Sum Funding Amt.
Prev. Base Total	\$30,008,792	\$60,404,640	\$36,122,577	\$66,131,369	\$29,346,060
This Modification	\$ 33,402	\$ 51,574	\$ 0	\$ 33,402	\$ 33,402
New NTE Amount	\$30,042,194	\$60,456,214	\$36,122,577	\$66,164,771	\$29,379,462

SEE PAGE 2 FOR DESCRIPTION OF CHANGES

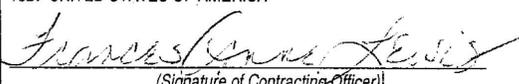
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print): Francis G. (Skip) Hayes, Program Manager

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print): Frances Anne Lewis, Contracting Officer

15B. CONTRACTOR/OFFEROR:  (Signature of person authorized to sign)

15C. DATE SIGNED: 02 May 2007

16B. UNITED STATES OF AMERICA:  (Signature of Contracting Officer)

16C. DATE SIGNED: MAY 02 2007

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT
(continued)

The purpose of this modification is to officially incorporate the Contractor credentialing requirements of Homeland Security Presidential Directive 12 (HSPD-12), "*Policy for a Common Identification Standard for Federal Employees and Contractors*", in accordance with the direction in Federal Acquisition Regulation (FAR) Subpart 4.13, "*Personal Identify Verification of Contractor Personnel*," and FAR Clause 52.204-9, "*Personal Identify Verification of Contractor Personnel*," as directed by the Contracting Officer's letter to the Contractor dated October 17, 2006, subject: "Implementation of Homeland Security Presidential Directive 12 (HSPD-12), Personal Identity Verification (PIV) of Contractors; and, Implementation of Proposed Revisions to the NASA FAR Supplement (NFS) 1804.470 on Information Technology Security Requirements."

The direction provided in cited letter included the enclosure to Procurement Information Circular (PIC) 06-01 as derived from and in accordance with Federal Information Processing Standards Publication (FIPS PUB) Number 201, Appendix A, "*Personal Identity Verification (PIV) of Federal Employees and Contractors*." This modification also incorporates NASA Procedural Requirement (NPR) 1600.1, "*NASA Security Program Procedural Requirements*," into Section 3, Attachment 11, "Directives, Instructions, Policies, and Regulation Listing."

Data Procurement Document (DPD) 988, Revision C, is hereby incorporated with revised and added Data Requirements Documents (DRDs). Changes as required to the Performance Work Statement (PWS) to include the DPD revisions are also included. These changes are incorporated to add requirements for the submission and maintenance of a revised DRD 988CD-01, "*Contract Information Technology Security Program Plan*," revised DRD 988MA-005 (revision and renumbering of DRD 988CD-002), "*Badged Employee and Remote IT User Listing*," new DRD 988MA-006, "*Contractor Employee Clearance Document*," and new DRD 988MA-007, "*Position Risk Designation for Non-NASA Employee Form*."

This modification also incorporates NASA FAR Supplement (NFS) Clause 1852.204-76, "*Security Requirements for Unclassified Information Technology Sources (November 2004) [Deviation]*," also as directed by the Contracting Officer's letter of October 17, 2006.

A negotiated one-time, non-recurring equitable contract adjustment associated with the incorporation of these additional contractor requirements is included.

This modification is also to make additional changes that are not related to the new contractor credentialing requirements or the implementation of the negotiated equitable contract adjustment associated with their incorporation into the contract. These additional changes are to:

- (1) Move two full text clauses from Section 1, "Clauses Incorporated by Reference," to Section 2, "Full-text Procurement Unique Clauses."
- (2) Delete Clause 35, MSFC Clause 52.204-90, "*Contractor Employee Badging and Employee Termination Clearance (NOV 1999)*," and replace it with MSFC clause 52.204-90, "*Contractor Employee Badging and Employee Termination Clearance (JUL 2006)*;" and
- (3) Revise/update the Data Procurement Document (DPD) 988 to reflect the current MSFC organization codes for the Offices of Primary Responsibility (OPM). These additional changes are made at no increase or decrease in the contract value or other contract adjustment. Accordingly, the following changes are made:

A. Section 1, Clauses Incorporated by Reference, pages 3-6, Clauses 1852.237-72, "*Access to Sensitive Information (June 2005)*," and 1852.237-73, "*Release of Sensitive Information (June 2005)*," are hereby deleted in their entirety from this Section.

B. Section 2, Full-text Procurement Unique Clauses, is changed as follows:

1. Clause 2, Firm-Fixed-Price for Lump Sum, is revised to reflect the new not-to-exceed prices for each option or award term period in accordance with the agreed to equitable adjustment. The total of all years increase to ceiling is **\$51,574**. The revised table is contained on the replacement pages provided with this modification. The impact of this modification to the order is as shown in the table below.

OPTION PERIOD/ AWARD TERM PERIOD COVERED	PERIOD OF PERFORMANCE	PREVIOUS AMOUNT	IMPACT OF THIS MODIFICATION	REVISED FFP LUMP SUM CONTRACT VALUE
Option No. 1	08/01/06 – 07/31/07	\$7,422,089	\$33,402	\$7,455,491
Option No. 2	08/01/07 – 07/31/08	\$7,496,230	\$3,972	\$7,500,202
Award Term Period 1	08/01/08 – 02/28/09	\$4,398,062	\$795	\$4,398,857
Award Term Period 2	03/01/09 – 09/30/09	\$4,428,943	\$3,350	\$4,432,293
Award Term Period 3	10/01/09 – 04/30/10	\$4,435,650	\$3,351	\$4,439,001
Award Term Period 4	05/01/10 – 11/30/10	\$4,489,550	\$3,352	\$4,492,902
Award Term Period 5	12/01/10 – 07/31/11	\$5,147,413	\$3,352	\$5,150,765
Total Potential	Including Base Years A, B, C	\$60,404,640	\$51,574	\$60,456,214

2. Section 2, Clause 3, Limitation of Funds, is changed to provide the new total lump sum not-to-exceed price of **\$30,042,194** for the order with the incorporation of the agreed to equitable adjustment to price for current year of **\$33,402**. "***NOTE ... is changed to read ...**"DELIVERY ORDERS" in lieu of "TASK ORDERS/H-ORDERS." H-ORDERS are no longer issued. All orders against this contract are issued as delivery orders.

3. Section 2, Clause 35, MSFC Clause 52.204-90, "*Contractor Employee Badging and Employee Termination Clearance (NOV 1999)*," is hereby deleted in its entirety and replaced with MSFC clause 52.204-90, "*Contractor Employee Badging and Employee Termination Clearance (JUL 2006)*."

4. Clause 48, 1852.237-72, "*Access to Sensitive Information (June 2005)*", is hereby added in full text.

5. Clause 49, 1852.237-73, "*Release of Sensitive Information (June 2005)*", is hereby added in full text.

6. Clause 50, FAR Clause 52.204-9, "*Personal Identify Verification of Contractor Personnel*," is hereby added in full text.

7. Clause 51, 1852.204-76, "*Security Requirements for Unclassified Information Technology Resources (November 2004 [Deviation])*," is hereby added in full text.

C. Section 2, Lump Sum Prices, spreadsheets for Option Year 1 (current year), Option Year 2, and Award Terms 1 through 5 shall be revised as shown on the replacement spreadsheets to include the revised/added prices. These changes will be combined with changes required for Modification 43 and will be included in that modification.

D. Attachment J-2, Data Procurement Document, is hereby changed to Revision C to include the following:

1. DRD 988CD-01, "*Information Technology Security Plans*," is hereby deleted in its entirety and replaced by DRD 988CD-01, "*Contract Information Technology Security Program Plan*."

2. DRD 988CD-02, "*On-site Employee Location Listing*," is hereby deleted in its entirety and replaced by DRD 988MA-005, "*Badged Employee and Remote IT User Listing*."

3. DRD 987MA-006, "*Contractor Employee Clearance Document*," is added as a new requirement.

4. DRD 987MA-007, "*Position Risk Designation for Non-NASA Employee Form*," is added as a new requirement.

A complete document revision is included with the replacement pages.

E. As a result of the foregoing changes the following pages are deleted and the corresponding pages are replaced/added. Replacement pages are provided as appropriate. Changes are noted by a vertical line in the right margin of replacement pages. Changes on spreadsheets are noted by bold type.

Pages Deleted	Pages Replaced/Added
Section 1, pages 3-6	N/A
Section 2, page 8	Section 2, page 8
Section 2, pages 36 – 37	Section 2, pages 36-37
Section 2, page 50	Section 2, pages 50 - 53

F. In consideration of the modification(s) agreed to herein as complete equitable adjustment for all claims arising out of or attributable to the issuance of the contract change(s) and/or contractor proposal(s) listed below, the contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to such facts or circumstances giving rise to said contract change(s) and/or contractor proposal(s), and for such additional obligations as may be required by this modification. A spreadsheet detailing the content of the agreed equitable adjustment is attached as Exhibit 1.

Contract Change	Contractor	Government
Modification 41	Proposal 1004-071-06 11/03/06	Letter PS-07-06MEE 10/17/06
	Proposal 1004-084-06 12/01/06	Email Offer 03/02/07
	Proposal 1004-146-07 03/06/07	Email Offer 03/23/07
	Proposal 1004-160-07 03/29/07	
	DRD Proposal 1004-172-07	Negotiations 04/11/07
		Negotiations 04/19/07

**Accounting and Appropriation Data
 H34069D**

PR NUMBER	Fund	WBS	Cost Center	Internal Order	Fund Center	Amount
					PREVIOUS FUNDING	\$27,766,460.00
4200193136	ESAX22007D	292487.09.08.40	62AS40	FC000000	62	\$1,300,000.00
	ESAX22007D	158302.01.08.01	62AS10	FC000000	62	\$176,000.00
4200189962	EXCX22007D	931164.08.04.01.06	62EM01	FC000000	62	\$100,000.00
4200188604	ESAX22007D	299147.01.08.01	62AS50	FC000000	62	\$3,600.00
4200199883	ESAX22007D	292487.09.08.40	62AS40	FC000000	62	\$33,402.00
TOTAL						\$29,379,462.00

(b)(4)



52.237-3	Continuity of Services (Jan 1991)
52.239-1	Privacy or Security Safeguards (Aug 1996)
52.245-2	Government Property (Fixed-Price Contracts) (Dec 1989)
52.245-19	Government Property Furnished "As Is" (Apr 1984)
52.246-4	Inspection of Services – Fixed Price (Aug 1996)
52.246-6	Inspection – Time-and-Material and Labor-Hour (May 2001)
52.246-16	Responsibility for Supplies (Apr 1984)
52.247-34	F.O.B. Destination (Nov 1991)
52.251-1	Government Supply Sources (Apr 1984)
52.253-1	Computer Generated Forms (Jan 1991)

B. NASA/FAR SUPPLEMENT (48 CFR CHAPTER 18) CLAUSES

<u>Clause No.</u>	<u>Title</u>
	Reserved
1852.204-76	Security Requirements for Unclassified Automated Information Resources (July 2002)
1852.208-81	Restrictions on Printing and Duplicating (Oct 2001)
1852.215-84	Ombudsman (Jun 2000) (Insert "MSFC Ombudsman Axel Roth, Code DE01, MSFC, AL 35812, telephone (256) 544-0451, fax number (256) 544-7920, e-mail address: Axel.Roth@msfc.nasa.gov")
1852.219-74	Use of Rural Area Small Businesses (Sep 1990)
1852.223-70	Safety and Health (Apr 2002)
1852.223-74	Drug and Alcohol Free Workplace (March 1996)
1852.237-70	Emergency Evacuation Procedures (Dec 1988)
1852.245-71	Installation-Accountable Government Property (June 1998)

The full text of a clause may be accessed electronically at this/these address(es):

FAR: <http://www.arnet.gov/far/>

NASA FAR Supplement: <http://www.hq.nasa.gov/office/procurement/regs/nfstoc.htm>

2. FIRM-FIXED-PRICE FOR LUMP SUM

- A. The total Firm-Fixed-Price (FFP) Lump Sum of this GSA order for the base period from the effective date through July 31, 2007 is: \$30,042,194 (including phase-in costs and phase in adjustment for base year A.)
- B. If the Government exercises any options or awards any of the award-term periods pursuant to the terms of this GSA order, the total firm-fixed price of this GSA order shall be increased by the applicable amounts shown below:

OPTION/AWARD TERM PERIOD COVERED	POP BEGIN DATE	POP END DATE	EXERCISED	FIRM FIXED PRICE LUMP SUM
Option No. 1	08/01/06	07/31/07	Mod 33	\$7,455,491
Option No. 2	08/01/07	07/31/08		\$7,500,202
Award Term Period 1	08/01/08	02/28/09		\$4,398,857
Award Term Period 2	03/01/09	09/30/09		\$4,432,293
Award Term Period 3	10/01/09	04/30/10		\$4,439,001
Award Term Period 4	05/01/10	11/30/10		\$4,492,902
Award Term Period 5	12/01/10	07/31/11		\$5,150,765
Total Potential FFP Lump Sum Including Base Years A, B, and C				\$60,456,214

2A. EARNED AWARD TERM PERIODS

1. Based on the Findings and Determination of the Award Term Board, the following Award Term Periods have been earned by the contractor and shall be added to the end of the contract period of performance.

PERIOD EARNED	DATES	EARNED MOD
Award Term Period 1	08/01/08 – 02/28/09	Mod 27

3. LIMITATION OF FUNDS

- A. Of the total price of the services identified as lump sum, the sum of **\$29,379,462** is presently available for payment and allotted to this GSA order through **June 1, 2007**. It is anticipated that from time to time additional funds will be allocated to this GSA order in accordance with the following schedule, until the total price of said items is allotted:

SCHEDULE FOR ALLOTMENT OF FUNDS

<u>Date</u>	<u>Amounts</u>
May 25, 2007	\$662,732

*NOTE: THE IDIQ PORTION OF THE CONTRACT SHALL BE PAID BY INDIVIDUAL DELIVERYS WITH FUND CITATIONS ON EACH ORDER.

pilots; (3) the NASA workforce (including contractor employees working on NASA contracts); and (4) high-value equipment and property. A major breach of safety may constitute a breach of order that entitles the Government to exercise any of its rights and remedies applicable to material parts of the order, including termination. A major breach of safety must be related directly to the work on the order. A major breach of safety is an act or omission of the Contractor that consists of an accident, incident, or exposure resulting in a fatality or mission failure; or damage to equipment or property equal to or greater than \$1 million; or in any "willful" or "repeat" violation cited by the Occupational Safety and Health Administration (OSHA) or by a state agency operating under an OSHA approved plan.

- B. Security is the condition of safeguarding against espionage, sabotage, crime (including computer crime), or attack. A major breach of security may constitute a breach of order that entitles the Government to exercise any of its rights and remedies applicable to material parts of this order, including termination. A major breach of security may occur on or off Government installations, but must be related directly to the work on the order. A major breach of security is an act or omission by the Contractor that results in compromise of classified information, illegal technology transfer, workplace violence resulting in criminal conviction, sabotage, compromise or denial of information technology services, equipment or property damage from vandalism greater than \$250,000, or theft greater than \$250,000.
- C. In the event of a major breach of safety or security, the Contractor shall report the breach to the Contracting Officer. If directed by the Contracting Officer, the Contractor shall conduct its own investigation and report results to the Government. The Contractor shall cooperate with the Government investigation, if conducted.

(End of clause)

34. HEALTHY POST-AWARD RELATIONSHIP

The Government intends to encourage a healthy post-award relationship with the Contractor. This relationship will draw on the strengths of each organization to identify and achieve reciprocal goals. The objective is effective and efficient order performance, intended to achieve completion within budget, on schedule, and in accordance with the plans and specifications. This relationship will be bilateral, and participation will be totally voluntary. Any cost associated with effectuating this relationship will be agreed to by both parties and will be shared equally with no change in order price.

(End of clause)

35. MSFC 52.204-90 CONTRACTOR EMPLOYEE BADGING AND EMPLOYMENT TERMINATION CLEARANCE (JUL 2006)

- (a) It is anticipated that performance of the requirements of this contract will require employee access to and picture badging by the Marshall Space Flight Center. Contractor requests for badging of employees shall be by MSFC Form 1739, "MSFC Contractor Badge/Decal Application." Requests for badging shall be submitted to the appointed Contracting Officer Technical Representative or the Contracting Officer for completion and approval prior to processing by the MSFC Protective Services Office.
- (b) The Contractor shall establish procedures to ensure that each badged employee is properly cleared in accordance with MSFC Form 383-1, "Contractor Employee Clearance Document," when the access is no longer needed.
- (c) Requests for copies of MSFC Forms 383-1, and 1739 shall be directed to the MSFC Protective Services Office, Marshall Space Flight Center, Alabama 35812.

(End of clause)

36. ASBESTOS MATERIAL

During performance of this order, Contractor personnel performing work in MSFC buildings may come in contact with materials containing asbestos. MSFC Buildings 4200, 4201, 4202, 4663 and 4666 are of special concern since they are known to contain a sprayed on fire insulation on or above the ceiling, usually located on the metal or concrete structure of the buildings. These buildings and all other MSFC buildings may contain asbestos in floor tile, pipe and lagging insulation, exterior siding, roofing felt, and many other building materials. Prior to disturbing suspected asbestos material in any manner, the Contractor shall notify MSFC's Occupational Medicine and Environmental Health Services, for guidance. Contractor shall be responsible for ensuring that all Contractor personnel working onsite are made aware of and comply with this clause.

(End of clause)

37. SECURITY REQUIREMENTS

All Contractor personnel, including subcontractors, will comply with MPG 1600.1 MSFC Security Procedures and Guidelines (as amended). Copies may be obtained from the MSFC Documentation Repository, Building 4491.

All Contractor Personnel, including subcontractors, working on the MSFC or its off site facilities must be U.S. citizens or Government approved foreign nationals, approved in accordance with NPG 1371.2. Unauthorized personnel will be removed from the Center.

47. EXCLUDED FUNCTIONS AND RESPONSIBILITIES

Functions and responsibilities directly involved or associated with the management of any MSFC Department or office are expressly excluded from this contract. Any instructions, directives, or orders issued under this contract involving such MSFC management functions and responsibilities shall be null and void. The following activities are representative of the excluded functions and responsibilities that cannot be provided by the Contractor for the Government:

- Policy making or management of MSFC operations;
- Program or project management;
- Technical management of Government contracts;
- MSFC management planning, programming (including preparation of scopes of work and/or procurement requests for items to be contracted for by MSFC), budgeting, review, and analysis;
- Government purchasing, contracting, contract administration, acceptance of materials and/or performance, and pay and accounting thereof;
- Direction or supervision of other Government Contractors or Government agencies, or otherwise acting as an agent to obligate or commit MSFC in any capacity;
- Clerical and other administration-type functions required to be performed by civil service personnel; and
- Supervision of Government employees.

(End of clause)

48. 1852.237-72 ACCESS TO SENSITIVE INFORMATION (JUNE 2005)

(a) As used in this clause, "sensitive information" refers to information that a contractor has developed at private expense, or that the Government has generated that qualifies for an exception to the Freedom of Information Act, which is not currently in the public domain, and which may embody trade secrets or commercial or financial information, and which may be sensitive or privileged.

(b) To assist NASA in accomplishing management activities and administrative functions, the Contractor shall provide the services specified elsewhere in this contract.

(c) If performing this contract entails access to sensitive information, as defined above, the Contractor agrees to -

(1) Utilize any sensitive information coming into its possession only for the purposes of performing the services specified in this contract, and not to improve its own competitive position in another procurement..

(2) Safeguard sensitive information coming into its possession from unauthorized use and disclosure.

(3) Allow access to sensitive information only to those employees that need it to perform services under this contract.

(4) Preclude access and disclosure of sensitive information to persons and entities outside of the Contractor's organization.

(5) Train employees who may require access to sensitive information about their obligations to utilize it only to perform the services specified in this contract and to safeguard it from unauthorized use and disclosure.

(6) Obtain a written affirmation from each employee that he/she has received and will comply with training on the authorized uses and mandatory protections of sensitive information needed in performing this contract.

(7) Administer a monitoring process to ensure that employees comply with all reasonable security procedures, report any breaches to the Contracting Officer, and implement any necessary corrective actions.

(d) The Contractor will comply with all procedures and obligations specified in its Organizational Conflicts of Interest Avoidance Plan, which this contract incorporates as a compliance document.

(e) The nature of the work on this contract may subject the Contractor and its employees to a variety of laws and regulations relating to ethics, conflicts of interest, corruption, and other criminal or civil matters relating to the award and administration of government contracts. Recognizing that this contract establishes a high standard of accountability and trust, the Government will carefully review the Contractor's performance in relation to the mandates and restrictions found in these laws and regulations. Unauthorized uses or disclosures of sensitive information may result in termination of this contract for default, or in debarment of the Contractor for serious misconduct affecting present responsibility as a government contractor.

(f) The Contractor shall include the substance of this clause, including this paragraph (f), suitably modified to reflect the relationship of the parties, in all subcontracts that may involve access to sensitive information

(End of clause)

49. 1852.237-73 RELEASE OF SENSITIVE INFORMATION (JUNE 2005)

(a) As used in this clause, "sensitive information" refers to information, not currently in the public domain, that the Contractor has developed at private expense, that may embody trade secrets or commercial or financial information, and that may be sensitive or privileged.

(b) In accomplishing management activities and administrative functions, NASA relies heavily on the support of various service providers. To support NASA activities and functions, these service providers, as well as their subcontractors and their individual employees, may need access to sensitive information submitted by the Contractor under this contract. By submitting this proposal or performing this contract, the Contractor agrees that NASA may release to its service providers, their subcontractors, and their individual employees, sensitive information submitted during the course of this

procurement, subject to the enumerated protections mandated by the clause at 1852.237-72, Access to Sensitive Information.

(c)(1) The Contractor shall identify any sensitive information submitted in support of this proposal or in performing this contract. For purposes of identifying sensitive information, the Contractor may, in addition to any other notice or legend otherwise required, use a notice similar to the following:

Mark the title page with the following legend:

This proposal or document includes sensitive information that NASA shall not disclose outside the Agency and its service providers that support management activities and administrative functions. To gain access to this sensitive information, a service provider's contract must contain the clause at NFS 1852.237-72, Access to Sensitive Information. Consistent with this clause, the service provider shall not duplicate, use, or disclose the information in whole or in part for any purpose other than to perform the services specified in its contract. This restriction does not limit the Government's right to use this information if it is obtained from another source without restriction. The information subject to this restriction is contained in pages [insert page numbers or other identification of pages].

Mark each page of sensitive information the Contractor wishes to restrict with the following legend:

Use or disclosure of sensitive information contained on this page is subject to the restriction on the title page of this proposal or document.

(2) The Contracting Officer shall evaluate the facts supporting any claim that particular information is "sensitive." This evaluation shall consider the time and resources necessary to protect the information in accordance with the detailed safeguards mandated by the clause at 1852.237-72, Access to Sensitive Information. However, unless the Contracting Officer decides, with the advice of Center counsel, that reasonable grounds exist to challenge the Contractor's claim that particular information is sensitive, NASA and its service providers and their employees shall comply with all of the safeguards contained in paragraph (d) of this clause.

(d) To receive access to sensitive information needed to assist NASA in accomplishing management activities and administrative functions, the service provider must be operating under a contract that contains the clause at 1852.237-72, Access to Sensitive Information. This clause obligates the service provider to do the following:

(1) Comply with all specified procedures and obligations, including the Organizational Conflicts of Interest Avoidance Plan, which the contract has incorporated as a compliance document.

(2) Utilize any sensitive information coming into its possession only for the purpose of performing the services specified in its contract.

(3) Safeguard sensitive information coming into its possession from unauthorized use and disclosure.

(4) Allow access to sensitive information only to those employees that need it to perform services under its contract.

(5) Preclude access and disclosure of sensitive information to persons and entities outside of the service provider's organization.

(6) Train employees who may require access to sensitive information about their obligations to utilize it only to perform the services specified in its contract and to safeguard it from unauthorized use and disclosure.

(7) Obtain a written affirmation from each employee that he/she has received and will comply with training on the authorized uses and mandatory protections of sensitive information needed in performing this contract.

(8) Administer a monitoring process to ensure that employees comply with all reasonable security procedures, report any breaches to the Contracting Officer, and implement any necessary corrective actions.

(e) When the service provider will have primary responsibility for operating an information technology system for NASA that contains sensitive information, the service provider's contract shall include the clause at 1852.204-76, Security Requirements for Unclassified Information Technology Resources. The Security Requirements clause requires the service provider to implement an Information Technology Security Plan to protect information processed, stored, or transmitted from unauthorized access, alteration, disclosure, or use. Service provider personnel requiring privileged access or limited privileged access to these information technology systems are subject to screening using the standard National Agency Check (NAC) forms appropriate to the level of risk for adverse impact to NASA missions. The Contracting Officer may allow the service provider to conduct its own screening, provided the service provider employs substantially equivalent screening procedures.

(f) This clause does not affect NASA's responsibilities under the Freedom of Information Act.

(g) The Contractor shall insert this clause, including this paragraph (g), suitably modified to reflect the relationship of the parties, in all subcontracts that may require the furnishing of sensitive information.

(End of clause)

**50. 52.204-9 PERSONAL IDENTITY VERIFICATION OF CONTRACTOR
PERSONAL (NOV 2006)**

(a) The Contractor shall comply with agency personal identity verification procedures identified in the contract that implement Homeland Security Presidential Directive-12 (HSPD-12), Office of Management and Budget (OMB) guidance M-05-24, as amended, and Federal Information Processing Standards Publication (FIPS PUB) Number 201, as amended.

(b) The Contractor shall insert this clause in all subcontracts when the subcontractor is required to have routine physical access to a Federally-controlled facility and/or routine access to a Federally-controlled information system.

(End of clause)

**51. 1852.204-76 SECURITY REQUIREMENTS FOR UNCLASSIFIED
INFORMATION TECHNOLOGY RESOURCES**

(NOVEMBER 2004 [(DEVIATION)])

(a) The Contractor shall be responsible for information and information technology (IT) security when the Contractor or its subcontractors must obtain physical or electronic (i.e., authentication level 2 and above as defined in National Institute of Standards and Technology (NIST) Special Publication (SP) 800-63, Electronic Authentication Guideline) access to NASA's computer systems, networks, or IT infrastructure, or where information categorized as low, moderate, or high by the Federal Information Processing Standards (FIPS) 199, Standards for Security Categorization of Federal Information and Information Systems, is stored, generated, or exchanged by NASA or on behalf of NASA by a contractor or subcontractor, regardless of whether the information resides on a NASA or a contractor/subcontractor's information system.

(b) IT Security Requirements.

(1) Within 30 days after contract award, a Contractor shall submit to the Contracting Officer for NASA approval an IT Security Plan, Risk Assessment, and FIPS 199, Standards for Security Categorization of Federal Information and Information Systems, Assessment. These plans and assessments, including annual updates shall be incorporated into the contract as compliance documents.

(i) The IT system security plan shall be prepared consistent, in form and content, with NIST SP 800-18, Guide for Developing Security Plans for Federal Information Systems, and any additions/augmentations described in NASA Procedural Requirements (NPR) 2810, Security of Information Technology. The security plan shall identify and document appropriate IT security controls consistent with the sensitivity of the information and the requirements of Federal Information Processing Standards (FIPS) 200, Recommended Security Controls for Federal Information Systems. The plan shall be reviewed and updated in accordance with NIST SP 800-26, Security Self-Assessment Guide for Information Technology Systems, and FIPS 200, on a yearly basis.

(ii) The risk assessment shall be prepared consistent, in form and content, with NIST SP 800-30, Risk Management Guide for Information Technology Systems, and any additions/augmentations described in NPR 2810. The risk assessment shall be updated on a yearly basis.

(iii) The FIPS 199 assessment shall identify all information types as well as the "high water mark," as defined in FIPS 199, of the processed, stored, or transmitted information necessary to fulfill the contractual requirements.

(2) The Contractor shall produce contingency plans consistent, in form and content, with NIST SP 800-34, Contingency Planning Guide for Information Technology Systems, and any additions/augmentations described in NPR 2810. The Contractor shall perform yearly "Classroom Exercises." "Functional Exercises," shall be coordinated with the Center CIOs and be conducted once every three years, with the first conducted within the first two years of contract award. These exercises are defined and described in NIST SP 800-34.

(3) The Contractor shall ensure coordination of its incident response team with the NASA Incident Response Center and the NASA Security Operations Center.

(4) The Contractor shall ensure that its employees, in performance of the contract, receive annual IT security training in NASA IT Security policies, procedures, computer

ethics, and best practices in accordance with NPR 2810 requirements. The Contractor may use web-based training available from NASA to meet this requirement.

(5) The Contractor shall provide NASA, including the NASA Office of Inspector General, access to the Contractor's and subcontractors' facilities, installations, operations, documentation, databases, and personnel used in performance of the contract. Access shall be provided to the extent required to carry out IT security inspection, investigation, and/or audits to safeguard against threats and hazards to the integrity, availability, and confidentiality of NASA information or to the function of computer systems operated on behalf of NASA, and to preserve evidence of computer crime. To facilitate mandatory reviews, the Contractor shall ensure appropriate compartmentalization of NASA information, stored and/or processed, either by information systems in direct support of the contract or that are incidental to the contract.

(6) The Contractor shall ensure that all individuals who perform tasks as a system administrator, or have authority to perform tasks normally performed by a system administrator, demonstrate knowledge appropriate to those tasks. Knowledge is demonstrated through the NASA System Administrator Security Certification Program. A system administrator is one who provides IT services, network services, files storage, and/or web services, to someone else other than themselves and takes or assumes the responsibility for the security and administrative controls of that service. Within 30 days after contract award, the Contractor shall provide to the Contracting Officer a list of all system administrator positions and personnel filling those positions, along with a schedule that ensures certification of all personnel within 90 days after contract award. Additionally, the Contractor should report all personnel changes which impact system administrator positions within 5 days of the personnel change and ensure these individuals obtain System Administrator certification within 90 days after the change.

(7) When the Contractor is located at a NASA Center or installation or is using NASA IP address space, the Contractor shall --

(i) Submit requests for non-NASA provided external Internet connections to the Contracting Officer for approval by the Network Security Configuration Control Board (NSCCB);

(ii) Comply with the NASA CIO metrics including patch management, operating systems and application configuration guidelines, vulnerability scanning, incident reporting, system administrator certification, and security training; and

(iii) Utilize the NASA Public Key Infrastructure (PKI) for all encrypted communication or non-repudiation requirements within NASA when secure email capability is required.

(c) Physical and Logical Access Requirements.

(1) Contractor personnel requiring access to IT systems operated by the Contractor for NASA or interconnected to a NASA network shall be screened at an appropriate level in accordance with NPR 2810 and Chapter 4, NPR 1600.1, NASA Security Program Procedural Requirements. NASA shall provide screening, appropriate to the highest risk level, of the IT systems and information accessed, using, as a minimum, National Agency Check with Inquiries (NACI). The Contractor shall submit the required forms to the NASA Center Chief of Security (CCS) within fourteen (14) days after contract award or

assignment of an individual to a position requiring screening. The forms may be obtained from the CCS. At the option of NASA, interim access may be granted pending completion of the required investigation and final access determination. For Contractors who will reside on a NASA Center or installation, the security screening required for all required access (e.g., installation, facility, IT, information, etc.) is consolidated to ensure only one investigation is conducted based on the highest risk level. Contractors not residing on a NASA installation will be screened based on their IT access risk level determination only. See NPR 1600.1, Chapter 4.

(2) Guidance for selecting the appropriate level of screening is based on the risk of adverse impact to NASA missions. NASA defines three levels of risk for which screening is required (IT-1 has the highest level of risk).

(i) IT-1 -- Individuals having privileged access or limited privileged access to systems whose misuse can cause very serious adverse impact to NASA missions. These systems include, for example, those that can transmit commands directly modifying the behavior of spacecraft, satellites or aircraft.

(ii) IT-2 -- Individuals having privileged access or limited privileged access to systems whose misuse can cause serious adverse impact to NASA missions. These systems include, for example, those that can transmit commands directly modifying the behavior of payloads on spacecraft, satellites or aircraft; and those that contain the primary copy of "level 1" information whose cost to replace exceeds one million dollars.

(iii) IT-3 -- Individuals having privileged access or limited privileged access to systems whose misuse can cause significant adverse impact to NASA missions. These systems include, for example, those that interconnect with a NASA network in a way that exceeds access by the general public, such as bypassing firewalls; and systems operated by the Contractor for NASA whose function or information has substantial cost to replace, even if these systems are not interconnected with a NASA network.

(3) Screening for individuals shall employ forms appropriate for the level of risk as established in Chapter 4, NPR 1600.1.

(4) The Contractor may conduct its own screening of individuals requiring privileged access or limited privileged access provided the Contractor can demonstrate to the Contracting Officer that the procedures used by the Contractor are equivalent to NASA's personnel screening procedures for the risk level assigned for the IT position.

(5) Subject to approval of the Contracting Officer, the Contractor may forgo screening of Contractor personnel for those individuals who have proof of a --

(i) Current or recent national security clearances (within last three years);

(ii) Screening conducted by NASA within the last three years that meets or exceeds the screening requirements of the IT position; or

(iii) Screening conducted by the Contractor, within the last three years, that is equivalent to the NASA personnel screening procedures as approved by the Contracting Officer and concurred on by the CCS.

(d) The Contracting Officer may waive the requirements of paragraphs (b) and (c)(1) through (c)(3) upon request of the Contractor. The Contractor shall provide all relevant information requested by the Contracting Officer to support the waiver request.

(e) The Contractor shall contact the Contracting Officer for any documents, information, or forms necessary to comply with the requirements of this clause.

(f) The Contractor shall insert this clause, including this paragraph (f), in all subcontracts when the subcontractor is required to –

(1) Have physical or electronic access to NASA's computer systems, networks, or IT infrastructure; or

(2) Use information systems to generate, store, or exchange data with NASA or on behalf of NASA, regardless of whether the data resides on a NASA or a contractor's information system.

(End of clause)

each workday. The Contractor shall be responsible for the cost of replacing any keys that are furnished to and lost by its employees. If the COTR decides that a lock must be replaced because of the loss of a key by any Contractor employee, the Contractor shall pay the cost of that replacement. The Contractor shall pay the cost of changing a lock or a lock combination if the COTR has reasonable cause to believe the combination has been compromised. The Contractor shall identify a single point key coordinator to interface with the Government for all issues related to key control.

No employee or representative of the Contractor will be admitted to the site of work unless they furnish satisfactory proof that they are a citizen of the United States, or, if an alien, their residence within the United States is legal.

Security Administration

The Contractor shall prepare and deliver a Badged Employee and Remote Location Listing in accordance with DRD 988MA-005.

The Contractor shall prepare and deliver Contractor Employee Clearance Document in accordance with DRD 988MA-006.

The Contractor shall prepare and deliver a Position Risk Designation for Non-NASA Employee Form in accordance with DRD 988MA-007.

The Contractor shall provide assistance to applicable NASA/MSFC organizations, investigative organizations, and the OSHA inspector if a complaint is filed or an investigation or inquiry is initiated on a company employee.

The Contractor shall remove from the site any individual whose behavior is deemed by the CO, COTR, or PSD to be contrary to the public interest or inconsistent with the best interests of Government security.

DATA PROCUREMENT DOC.
NO. ISSUE
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H36049D

CONTRACT/RFP

EXHIBIT NUMBER

2

ATTACHMENT NUMBER

**Logistics Services for the Marshall Space Flight
Center**

PROJECT/SYSTEM

DATA PROCUREMENT DOCUMENT

EG & G

CONTRACTOR

May 2, 2007

DATE

National Aeronautics and
Space Administration

National Aeronautics and Space Administration					DATA PROCUREMENT DOC.	
DOCUMENT CHANGE LOG					NO.	ISSUE
					988	Rev. C
INCORPORATED REVISIONS OUTSTANDING REVISIONS			AS OF: 05-02-07		SUPERSEDING: 08-06-03	PAGE: 1 of 1
AUTHORITY	PORTION AFFECTED - PAGE NO./NO.				REMARKS	
	INTRO	SGR	DRL	DRD		
Contract Mod. 10			X		Corrected data type for the following DRDs: 988LS-002 988LS-018	
				988MA-004	Changed OPR from "RS40" to "AD40" Corrected due dates for the following DRDs: 988MA-004; 988CD-002; 988EE-001; 988EE-002; 988EE-004; 988EE-007; 988EE-009; 988EE-010; 988EE-012; 988EE-013; 988EE-014; 988LS-001; 988LS-002; 988LS-006; 988LS-008; 988LS-009; 988LS-012; 988LS-018; 988LS-019; 988LS-020; 988LS-021; 988LS-022; 988LS-023; 988LS-024; 988LS-025; 988MA-003; 988MS-004	
Contract Mod 20				988EE-002 988EE-012 988LS-025	Updated paragraphs 15.3 and 15.4 Updated paragraphs 15.1, 15.3, and 15.4 Updated paragraph 15.3	
Contract Mod. 41			X	X	Added the following DRDs: 988MA-005, Badged Employee and Remote IT User Listing 988MA-006, Contractor Employee Clearance Document 988MA-007, Position Risk Designation for Non-NASA Employee	
				988CD-001 988CD-002	Revised to include HSPD-12 requirements Deleted - replaced by 988MA-005	
			X	X	Updated the Office of Primary Responsibility (OPR) Codes throughout the DPD	
			X	X	Added all the DRD's included in previous modifications to the DPD.	

National Aeronautics and Space Administration			DATA PROCUREMENT DOC.		
PAGE REVISION LOG			NO. ISSUE:		
NOTE: The current revision is denoted by a vertical line in the outer margin adjacent to the affected text.			AS OF: 05-02-07	SUPERSEDING: 08-06-03	PAGE: 1 of 1
INSERT LATEST REVISED PAGES.			DISCARD SUPERSEDED PAGES.		
ITEM	PAGE	STATUS	ITEM	PAGE	STATUS
DPD	ALL	Revision A			
988EE-002	PP A2-12- A2-13A	Revision B			
988EE-012	Page A2-23				
988LS-025	Page A2-53				
DPD	ALL	Revision C			

1.0 Subject to the Rights in Data clause, this Data Procurement Document (DPD) sets forth the data requirements in each Data Requirements Description (DRD) and shall govern that data required by the DPD for the contract. The contractor shall furnish data defined by the DRD's listed on the Data Requirements List (DRL) by category of data, attached hereto, and made a part of this DPD. Such data shall be prepared, maintained, and delivered to MSFC in accordance with the requirements set forth within this DPD. In cases where data requirements are covered by a Federal Acquisition Regulation (FAR) or NASA FAR Supplement (NFS) regulation or clause, the regulation will take precedence over the DPD, per FAR 52.215-8.

1.2 Data Requirements Descriptions (DRD's): Each data requirement listed on the DRL is given complete definition by a DRD. The DRD prescribes content, format, maintenance instructions, and submittal requirements. For the purpose of classification and control, DRD's of this DPD are grouped into the following broad functional data categories:

<u>CATEGORY SYMBOL</u>	<u>DESCRIPTION</u>
CD	Contractual Data
EE	Environmental Engineering
LS	Logistics Support
MA	Management
QE	Quality
SA	Safety

The symbols representing these data categories form part of the prefix of the DRD identification number. The first numerical characters reflect the DPD number.

1.3 Data Types for Contractual Efforts: The types of data and their contractually applicable requirements for approval and delivery are:

<u>TYPE</u>	<u>DESCRIPTION</u>
-------------	--------------------

- 1 All issues and interim changes to those issues require written approval from the requiring organization before formal release for use or implementation.
- 2 MSFC reserves a time-limited right to disapprove in writing any issues and interim changes to those issues. Data shall be submitted to the procuring activity for review not less than 45 calendar days prior to its release for use or implementation. The contractor shall clearly identify the release target date in the "submitted for review" transmittal. If the contractor has not been notified of any disapproval prior to the release target date, the data shall be considered approved. To be an acceptable delivery, disapproved data shall be revised to remove causes for the disapproval before its release.
- 3 These data shall be delivered by the contractor as required by the contract and do not require MSFC approval. However, to be a satisfactory delivery, the data must satisfy all applicable contractual requirements.

2.0 STATEMENT OF GENERAL REQUIREMENTS

- 2.1 Applicable Documents: Documents included as applicable documents in this DPD are the issue specified in the Statement of Work, and form a part of the DPD to the extent specified herein. References to documents other than applicable documents in the data requirements of this DPD may sometimes be utilized. These do not constitute a contractual obligation on the contractor. They are to be used only as a possible example or to provide related information to assist the contractor in developing a response to that particular data requirement.
- 2.2 Printing: All printing, duplicating, or binding shall be in accordance with NFS 1852.208-81, Restrictions on Printing and Duplicating.
- 2.3 Distribution
- 2.3.1 Distribution of required documentation shall be specified in the "Distribution" statement (item 10) of each DRD. Recipient names and email addresses shall be noted on a separate distribution list to be furnished by the Contracting Officer or Contracting Officer's Technical Representative.
- 2.3.2 Electronic submission of data deliverables is required where feasible and software compatible, unless otherwise specified. Acceptable formats include Microsoft Word, Excel, or formats readable by Microsoft Word or Microsoft Excel as appropriate. The software versions shall be confirmed prior to submittals. Delivery shall be made on CD-ROMs in Personal Computer (PC) format. The Government utilizes Microsoft Windows and Office 98 for the PC.
- 2.4 Contractor's Internal Documents: The contractor's internal documents shall be used to meet the data requirements of this DPD unless a specific format is required by the applicable DRD.
- 2.5 Document Identification: Type 1 and 2 documents published by the contractor and submitted in response to the data requirements of this DPD shall be identified within an organized identification numbering system prescribed to MSFC by the contractor and, if applicable, as approved by MSFC. This number, change legend, date, and title constitute the minimum identification of the specific document and shall appear on the cover and title page. The contract number shall also appear on the cover and title page as separate markings. The originator and organization shall be included on the title page. The document number, change legend, and date shall appear on each page of the document. In the front matter of each document, identify the DPD number and applicable DRD number(s) required for document preparation. Drawings and ECP's are excluded from the marking provisions of this paragraph. All Type 1 documentation, excluding configuration management requirements, will be marked "PRELIMINARY PENDING MSFC APPROVAL," and once approved shall be reissued with "APPROVED BY MSFC" and the date and approval authority annotated on the cover.
- 2.6 Reference to Other Documents in Data Submittals: All referenced documents shall be made readily available to the cognizant MSFC organization upon request. The contractor should make sure that the references are available to MSFC in a manner which does not incur delays in the use of the response document.
- 2.7 Maintenance of Type 1 Document Submittals: Revisions of Type 1 documentation may be accomplished either by individual page revision or by a complete reissue of the document identified. Individual page revisions shall be made as deemed necessary by the contractor or as

directed by the Contracting Officer. When complete reissues are made, the entire contents of the document shall be brought up to date and shall incorporate revised pages.

3.0 DPD MAINTENANCE PROCEDURES

- 3.1 MSFC-Initiated Change: New and/or revised data requirements will be incorporated by contract modification to which the new or revised portion of the DPD will be appended.
- 3.2 Contractor-Initiated Change: Contractor-proposed data requirements, or proposed changes to existing requirements shall be submitted to MSFC for approval.
- 3.3 DPD Change Procedures: Changes to a contractual issue of this DPD will be identified by placing a heavy vertical line in the right-hand margin extending the entire length of the change. In addition, the numerical control number of the contractual direction authorizing the change shall be placed adjacent to the vertical revision line. These revision identifiers shall be used to reflect the current revision only; any previous symbols on a page will be deleted by the current revision.
- 3.4 DPD Reissues: When conditions warrant, the DPD will be reissued by MSFC and will supersede the existing DPD in its entirety. Reissues will be issued by contractual direction. All revision symbols (vertical lines and contractual direction control numbers) will be removed from all pages; revision dates shall remain in the Date Revised block on DRD's that have been revised. The issue symbol, which will commence with "A" and progress through "Z," will be entered in the DPD identification block of each DRD page of the DPD.

LOGISTICS SERVICES FOR THE MARSHALL SPACE FLIGHT CENTER

DATA REQUIREMENTS LIST

<u>DRD</u>	<u>DATA TYPE</u>	<u>TITLE</u>	<u>OPR</u>
CD – Contractual Data			
988CD-001	2	Contract Information Technology Security Program Plan	IS10
988CD-002	3	On-Site Employee Location Listing	PS10
EE – Environmental Engineering (EE)			
988EE-001	1	Environmental Operations Plan	AS10
988EE-002	3	Environmental Monthly Report	AS10
988EE-003	3	Treatment, Storage, Disposal, Recycling Facilities Audit Reports	AS10
988EE-004	3	Tier II Report	AS10
988EE-005	3	Toxic Release Inventory Report	AS10
988EE-006	3	Biennial Hazardous Waste Report	AS10
988EE-007	3	Polychlorinated Biphenyl Annual Report	AS10
988EE-008	2	Special Waste Permits	AS10
988EE-009	2	Notification of Regulated Waste Activity (ADEM Form 8700-12)	AS10
988EE-010	1	Integrated Hazardous and Solid Waste Management Plan	AS10
988EE-011	3	Process Safety Report	AS10
988EE-012	2	Pollution Prevention Plan	AS10
988EE-013	3	Storm Water Inspection Log	AS10
988EE-014	3	Vapor Balance Test Report	AS10
988EE-015	3	Hazardous Air Pollutant (HAP) Reports	AS10
988EE-016	3	Air Emission Estimate Reports	AS10
LS – Logistics Support			
988LS-001	2	Government Property Management Plan	AS41
988LS-002	1	Maintenance Plan	AS40
988LS-003	2	Equipment Inventory Schedule	AS41
988LS-004	3	Inventory Progress Reports	AS41
988LS-005	1	Annual Inventory Report	AS41
988LS-006	3	Monthly Move Services Progress Report	AS41
988LS-007	2	Warehouse/Storage Requirements Plan	AS40
988LS-008	3	Performance Measures for Equipment Support Services Report	AS41
988LS-009	3	Performance Measures Physical Inventory Accuracy Report	AS41
988LS-010	3	Annual Walk-Thru Report	AS41
988LS-011	3	Annual Report of Utilization and Disposal of Domestic NASA Personal Property; Section D – Remarks, Cost of Sales	AS41
988LS-012	3	Government Furnished Equipment Inventory	AS41
988LS-013	3	Government Furnished Equipment Discrepancy Report	AS41
988LS-014	3	Annual Solid Waste Disposal Report	AS41
988LS-015	3	Annual Recyclables Report	AS41
988LS-016	3	Annual Affirmative Procurement Report	AS41
988LS-017	1	Report of Activities Generating Precious Metals	AS41
988LS-018	3	Packaging and Crating Services Report	AS42
988LS-019	3	Traffic Management Workload Report	AS42

LOGISTICS SERVICES FOR THE MARSHALL SPACE FLIGHT CENTER

DATA REQUIREMENTS LIST

<u>DRD</u>	<u>DATA TYPE</u>	<u>TITLE</u>	<u>OPR</u>
LS – Logistics Support (continued)			
988LS-020	3	Personnel Transport System Report	AS42
988LS-021	3	Mail Operations/Courier Services Report	AS42
988LS-022	3	Monthly Food Services Activities Report	AS60
988LS-023	3	Mail Services Report	AS40
988LS-024	3	Explosives and Propellants Inventory List	AS41
988LS-025	3	Monthly Retail Store Activities Report	AS40
MA – Management			
988MA-001	1	Management Operating Plan	AS40
988MA-002	2	Personnel Certification and Training Plan	AS40
988MA-003	3	Monthly Status Report	AS42
988MA-004	3	Contractor Cost Report	AS40
988MA-005	3	Badged Employee and Remote IT User Listing	AS50
988MA-006	3	Contractor Employee Clearance Document	AS50
988MA-007	3	Position Risk Designation for Non-NASA Employee Employee	AS50
QE – Quality			
988QE-001	1	Quality Control/Assurance Plan	AS40
SA - Safety			
988SA-001	2	On-site Safety and Health Plan	AS10/QD50
988SA-002	3	Mishap and Safety Statistics Reports	QD50
SW – Software			
988SW-001	2	Flight Hardware Support Request System Operations Manual and Users Guide	AS42

DATA REQUIREMENTS DESCRIPTION (DRD)

1. DPD NO.: 988 ISSUE: Rev. C
2. DRD NO.: **988CD-001**
3. DATA TYPE: 2
4. DATE REVISED: 05-02-07
5. PAGE: 1/1

6. TITLE: Contract Information Technology Security Program Plan

7. DESCRIPTION/USE: To ensure that the contractor fully understands their responsibility for information and information technology (IT) security as required in NFS 1852.204-76. This plan will demonstrate and detail how they plan to implement an effective IT security program.

8. OPR: IS10 9. DM: AS40

10. DISTRIBUTION: Per Contracting Officer's letter. One copy shall go to the Organization Computer Security Official.

11. INITIAL SUBMISSION: 45 days after contract award

12. SUBMISSION FREQUENCY: Revise after any significant changes. Review and update every three years.

13. REMARKS: The Federal Information Security Management Act (FISMA) of 2002 applies to both information and information systems used by NASA, its contractors, and other organizations and sources, it has somewhat broader applicability than that of prior security law. That is, the NASA IT security program and its requirements apply to all organizations (sources) which possess or use Federal or NASA information – or which operate, use, or have access to Federal or NASA information systems – on behalf of NASA.

14. INTERRELATIONSHIP: PWS paragraphs 1.2 (Performance Summary table), 1.2.D and 1.2.I.2.a.(12)

15. DATA PREPARATION INFORMATION:
 - 15.1 **SCOPE:** The extent of the Contract IT Security Program Plan can vary and shall be appropriate to comply with the breadth of sensitivity level security requirements for protecting information and information technology (IT) when the Contractor or its subcontractors must obtain physical or electronic access to NASA's computer systems, networks, or IT infrastructure, or where information is stored, generated, or exchanged by/with NASA or on behalf of NASA by a contractor or subcontractor, regardless of whether the information resides on a NASA or a contractor/subcontractor's information system..

 - 15.2 **APPLICABLE DOCUMENTS:**

NFS 1852.204-76	<i>Security Requirements for Unclassified Information Technology Resources (November 2004 [Deviation])</i>
ITS-SOP-00018	<i>Contract IT Security Program Plan Procedures</i>

 - 15.3 **CONTENTS:** The Contract IT Security Program Plan shall address the areas of the contractor's IT security program identified in ITS-SOP-00018.

 - 15.4 **FORMAT:** Contractor format is acceptable. The content as identified in ITS-SOP-00018 shall be adequately covered and readily identifiable.

 - 15.5 **MAINTENANCE:** Changes shall be incorporated by change page or complete reissue.

DATA REQUIREMENTS DESCRIPTION (DRD)

1. DPD NO.: 988 ISSUE: Rev. C
2. DRD NO.: **988EE-001**
3. DATA TYPE: 1
4. DATE REVISED: 05-02-07
5. PAGE: 1/1
6. TITLE: Environmental Operations Plan
7. DESCRIPTION/USE: To describe the contractor's method of operations for environmental activities.
8. OPR: AS10 9. DM: AS40
10. DISTRIBUTION: Per Contracting Officer's letter
11. INITIAL SUBMISSION: Thirty (30) days after contract award
12. SUBMISSION FREQUENCY: Update annually, September 1
13. REMARKS:
14. INTERRELATIONSHIP: PWS paragraph 3.3.A
15. DATA PREPARATION INFORMATION:
 - 15.1 SCOPE: The Environmental Operations Plan shall provide the Government with detailed procedures of how the contractor will perform environmental activities.
 - 15.2 APPLICABLE DOCUMENTS:

MPD 8500.1	<i>MSFC Environmental Management Policy</i>
MPR 8500.1	<i>MSFC Environmental Management Program</i>
 - 15.3 CONTENTS: The Environmental Operations Plan shall meet the requirements of MPD 8500.1 and MPR 8500.1 and contain the following:
 1. Hazardous and Controlled Waste Operations, including inspection program that includes identifying new waste streams, tracking, issuing containers, container pickup, screening waste, sampling waste, characterizing waste, moving waste, segregating waste, maximizing storage efficiency, battery storage, used oil storage, empty container management, technical assistance, manifesting waste, transporting waste, training requirements, and a written plan to maintain compliance with Subpart CC emission standards.
 2. Pollution Prevention and Hazardous Materials Operations, including collecting data, training, inspecting storage areas, inventorying, managing, tracking, controlling, and reporting hazardous material usage at MSFC, pollution prevention activities.
 3. Spill Response Operations, including spill response procedures, spill response equipment and supplies, team members listing, reporting, and training.
 4. Storm water management, including storm water inspection procedures, inspection records, reporting, and training.
 5. Air management, including air management plans, environmental notifications, reporting, database management, environmental inspections, and training.
 - 15.4 FORMAT: Contractor format is acceptable.
 - 15.5 MAINTENANCE: Update as necessary to comply with regulations and operating changes.