

Task Order Plan (TOP)

Contract Number: NNM05AB50C
TO Title: MSFC Commercial Crew and Cargo Pgm/Prj Support
TO Number: 43-030004 **Revision:** 06

Period of Performance: 10/02/2010 to 9/30/2011

MSFC Initiator: Richard Fischer

(b)(4)

Emergency: Yes

Revision -06: The purpose of this revision is to extend this task into Contract Year 6 of the NNM05AB50C ESTS contract. This revision defines and estimates work for the following period of performance:

- October 2, 2010 through September 30, 2011 (Subelement -00, -01, -02)
- October 2, 2010 through December 31, 2010 (Subelement -03)
- October 2, 2010 through November 19, 2010 (Subelement -04).

Additionally, the MSFC Initiator, Schedule, Performance Plan and Risk Assessment have been revised to reflect changes in task activities for the new period of performance. This revision affects support to the VP32 Commercial Crew and Cargo Project.

| Sub-element suffix | PROGRAM | WBS | | | | | |
|--------------------|---|--------------|--|--|--|--|--|
| 00 | VP32 Program (b)(4) (b)(4) Support | 953565.01.27 | | | | | |
| 01 | VP32 (b)(4) (b)(4) support | 953565.01.27 | | | | | |
| 02 | VP32 (b)(4) (b)(4) Support | 953565.01.27 | | | | | |
| 03 | VP32 (b)(4) (b)(4) Subcontractor Support | 953565.01.27 | | | | | |
| 04 | VP32 (b)(4) Subcontractor Support | 953565.01.27 | | | | | |

Revision -05: The purpose of revision -05 is to adjust estimated resources to accomplish the scope of work defined by the Customer; specifically:

1. For Subelement -00 decrease labor hours and (b)(4) subcontractor support due to all planned work for this fiscal year (FY10) has not been performed due to milestone slips from the COTS contractors.
2. For Subelement -01 decrease labor hours and (b)(4) subcontractor support due to all planned work for this fiscal year (FY10) has not been performed due to milestone slips from the COTS contractors.
3. For Subelement -02 decrease labor hours and (b)(4) subcontractor support due to all planned work for this fiscal year (FY10) has not been performed due to milestone slips from the COTS contractors.
4. Add Subelement -03 and increase labor hours resources for (b)(4) subcontractor support from August-2010 through October-2010 estimate for COTS reviews and project milestones.

Funding for this task is provided per WBS: 953565.01.27

Revision -04: The purpose of revision -04 is to adjust estimated resources to accomplish the scope of work defined by the Customer; specifically:

5. Add Subelement -02 and increase labor hours resources for (b)(4) support from January-2010 through September-2010 estimate for COTS reviews and project milestones.
6. Increase management labor hours resources for Subelement -02 January-2010 through September-2010 estimate to support customer meetings.

Funding for this task is provided per WBS: 953565.01.27

Revision -03: The purpose of revision -03 is to adjust estimated resources to accomplish the scope of work defined by the Customer; specifically:

7. Add labor hours resources for Subelement -00 October-09 through September-10 estimate.
8. Add Subelement -01 labor hours resources for (b)(4) support from October-09 through September-10 estimate.

Funding for this task is provided per WBS: 953565.01.27

Revision -02: The purpose of this revision is to extend this task into Contract Year 5 of the NNM05AB50C ESTS contract. This revision defines and estimates work for the period October 3, 2009 through October 14, 2010. Additionally, the MSFC Initiator, Schedule, Performance Plan and Risk Assessment have been revised to reflect changes in task activities for the new period of performance. This revision affects support to the VP32 Commercial Crew and Cargo Project.

Funding for this task is provided per WBS: 953565.01.27

Revision -01: The purpose of revision -01 is to adjust estimated resources to accomplish the scope of work defined by the Customer; specifically:

1. Increase labor hours resources for (b)(4) support by adding the level of effort for subcontractor (b)(4) from August-09 through September-09 estimate.

1.0 Task Order Description & Objectives

Perform project support activities in support of Johnson Space Center (JSC), the host center for the Commercial Crew and Cargo Program (C3PO) and the Commercial Orbital Transportation Systems (COTS) Projects Office. MSFC customer has created the C3PO/COTS project office to support NASA/JSC and the commercial partners in the development of Commercial Orbital Transportation Systems (COTS).

Two awards were competitively selected for NASA matching funds COTS development projects: 1) SpaceX Falcon 9/Dragon Project, 2) Orbital Sciences COTS Project. The C3PO program office is providing support to two of three commercially funded projects and activities.

2.0 Technical Approach (Including required input, guidelines & assumptions)

Subelement (-00, -01, -02, -03)

The contractor shall provide support to the C3PO/COTS project office in the review of COTS Commercial Partner design documents assigned by NASA, and use technical expertise and knowledge to develop RIDs (Review Item Discrepancy) where warranted. Attend Commercial Partner design reviews when requested by NASA. Emphasis will be placed upon design reviews for the COTS funded partners' vehicles.

All information is considered competition sensitive and both EAR and ITAR regulations apply. Non-disclosure agreements (NDA) and US citizenship is required to support these activities. Proof of NDA and US citizenship are requirements levied by the program office.

Subelement (-04)

The contractor shall maintain plans and documentation, and generate new documentation as required. The contractor shall produce reports and presentations to provide project status to MSFC, JSC, and COTS Project Office. The contractor shall manage access and content for the project's documentation/information systems currently Windchill (i.e., status reports, calendar, schedules, and applicable technical information). The contractor shall manage the folder structure and ensure that appropriate project documentation is maintained on the system.

3.0 Discussion of Skills Required

Subelement (-00, -01, -02, -03)

Senior Level Engineer Experience expected.

Subject Matter Experts (SME) - "Graybeards" - may be requested periodically on an as-needed basis.

Subelement (-04)

(b)(4)

4.0 Special Tools Required

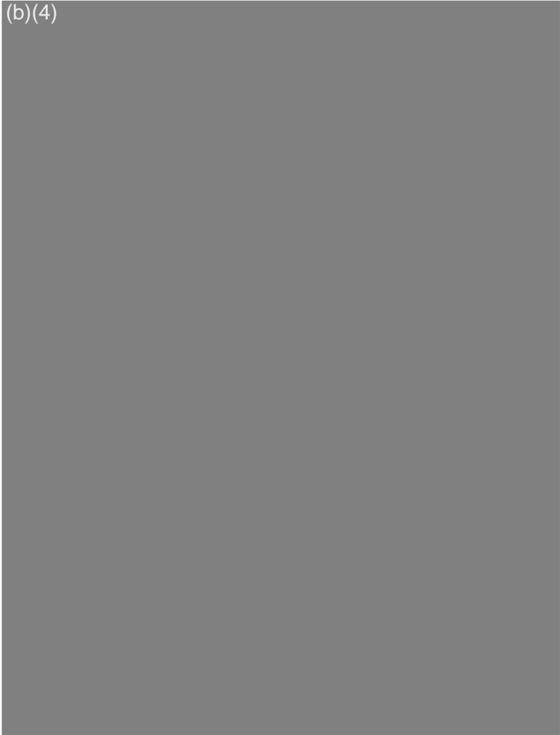
None

5.0 Participating Subcontractors

(b)(4)

(b)(4)

(b)(4)



6.0 Milestones & Deliverables

Participate in program reviews defined by the customer.

7.0 Special Considerations (Recruiting, Special Equipment / Material, Safety, etc.)

None.

8.0 Work Shelf

The following activities could be accomplished as part of the Task Order performance by personnel that are temporarily available due to program or funding delays on other Tasks. Specific assignments will be coordinated with the Task Initiator to ensure appropriate skills and experience.

| TO/Subelement | Description | Due Date | Skill |
|---------------|-------------|----------|-------|
|---------------|-------------|----------|-------|

9.0 Schedule

(b)(4)



ESTS Contract Task Order Request Performance Plan

Task Order Title: [MSFC Commercial Crew and Cargo Pgm/Prj Support](#)

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| Category | Weighting Technical % | End of Period Technical Score |
|--|--|---|
| Technical Objectives | 38% | X 38% = Justification |
| <p>Support Commercial Crew and Cargo Program and Commercial Orbital Transportation Systems Project Support Office - VP32 and S&MS (VP01) by providing project and technical support and expertise.</p> <p>Typical tasks include, but not limited to the following:</p> <ol style="list-style-type: none"> 1) Support upcoming Commercial Orbital Transportation Systems (COTS) Critical Design Reviews (CDR) 2) Support the follow-on COTS design reviews on an as needed basis. 3) Provide/report integrated cost projections/burn rate for the integrated Jacobs review team. 4) Special Studies on an add need basis. | | |
| Schedule Objectives (Milestones) | Weighting Schedule % 37% <i>(min 10%)</i> | Schedule Score X 37% = Justification |
| <p>Monthly reports of activity and accomplishments are required. Product deliveries will be delivered to meet C3PO/COTS Support Office and S&MS schedule needs as negotiated by the task initiator or their representative.</p> <p>Typical products include but not limited to the following:</p> <ol style="list-style-type: none"> 1) review comments, 2) RIDS, 3) weekly progress/status reports (weekly notes) during reviews, 4) integrated cost projections and expected burn rate report, 5) Special Studies briefings/report. | | |
| | Weighting Cost% | Cost Score |

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| | | |
|--|---|---|
| <u>Cost (actual vs. negotiated)</u> | 25% <i>(min.25%)</i> | X 25% = |
| | | Justification <div style="border: 1px solid black; height: 75px; width: 100%;"></div> |
| | Weighting Total % 100.00% | Total Score <div style="border: 1px solid black; height: 20px; width: 100%;"></div> |

Technical, Schedule, and Cost Grading Scale

| Score | Description |
|----------|--|
| 9.0-10.0 | Exceeded TO Performance Plan objectives resulting in major benefit(s) |
| 8.0-8.9 | Exceeded TO Performance Plan objectives resulting in modest benefit(s) |
| 7.0-7.9 | Met TO Performance Plan objectives |
| 3.0-6.9 | Did not meet all TO Performance Plan objectives resulting in minimal impact or requiring additional agency funds |
| 0.0-2.9 | Did not meet TO Performance Plan objectives resulting in substantial impact and/or requiring additional agency funds |

ESTS Contract Task Order Request Performance Plan

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Comments:

Risk Assessment

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Task Order Risk Assessment to Cost, Technical, and Schedule

List identified risk associated with Task Order performance as related to task cost, technical, and schedule. Classify the risk(s) according to probability of occurrence and impact as defined below and enter the risk into risk matrix.

| Risk | Risk Type | Probability (1-4) | Impact (1-4) | Risk Description |
|---------|-----------|-------------------|--------------|---|
| Risk C1 | Cost | | | No cost risks have been identified for this Task Order |
| Risk C2 | Cost | | | |
| Risk T1 | Technical | | | No technical risks have been identified for this Task Order |
| Risk T2 | Technical | | | |
| Risk S1 | Schedule | | | No schedule risks have been identified for this Task Order |
| Risk S2 | Schedule | | | |

*Note: See page 2 for risk mitigation plan for those risks which are Primary Risk Drivers.

