National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Marshall Space Flight Center, AL 35812

MSFC INFORMATION TECHNOLOGY SERVICES (MITS)

FINAL

Request for Proposals

RFP Number: NNM09270570R

National Aeronautics and Space Administration

George C. Marshall Space Flight Center
Marshall Space Flight Center, AL 35812

Reply to Attn of: PS31

February 27, 2009

TO: All Potential Offerors

FROM: PS31/Contracting Officer

SUBJECT: Final Request for Proposal (RFP) NNM09270570R for the MSFC Information Technology Services (MITS) Acquisition at the NASA George C. Marshall Space Flight Center (MSFC)

REFERENCE: Draft RFP Cover Letter for the MSFC Information Technology Services (MITS) Acquisition at the NASA George C. Marshall Space Flight Center

The Final RFP for the MSFC Information Technology Services (MITS) acquisition at NASA MSFC has been released. This procurement is a 100% Small Business set-aside under NAICS code 517110 with a size standard of 1500 employees. All Offerors should review the Final RFP and submit questions by 1:00 p.m. (Central Time), March 13, 2009. Questions submitted by this deadline will be answered in a Final RFP amendment anticipated for release on or about March 27, 2009, on the MSFC MITS website, http://mits.msfc.nasa.gov.

Attachment 1 provides a list of changes that have been incorporated into the Final RFP since the release of the Draft RFP (No. NNM09270570R). These changes are a result of questions or comments received from industry and ongoing internal reviews performed by MSFC. Offerors are cautioned to carefully review the Final RFP in its entirety. Identified grammatical and typographical errors have also been corrected throughout the Final RFP.

Prospective Offerors are reminded that the procurement sensitivity "blackout notice" letter for this procurement was distributed to all applicable MSFC employees with the release of the Final RFP to industry. All questions regarding the Final RFP shall be submitted in writing to the attention of Wayne Harmon, Mail Code PS31, MSFC, AL 35812. Mr. Harmon can be reached at 256-961-2071 (collect calls not accepted) or via email at wayne.t.harmon@nasa.gov.

Thank you for your valuable input on the Draft RFP and for your continued interest in NASA/MSFC's Information Technology Services requirements.

Byron W. Butler
Procurement Officer

Enclosures:
Attachment 1, RFP Change Matrix
Final RFP

RFP No. NNM09270570R Issue Letter - Attachment #1		
CHANGES FROM DRAFT RFP 02/27/2009		
NO.	**SECTION/CLAUSES**	**CHANGES**
1	G.7	Updated Clause G.7 1852.245.71
2	G.8	Updated Clause 1852.245-73
3	G.11	Clause G.11 Deleted
4	G.13	Deleted last sentence after paragraph (h).
5	G.14	Clause G.14 Deleted
6	H.8 (a)	Added: "If and when, and to the extent that, the cumulative value of contract changes, made in accordance with this clause, for any contract year exceeds $1,000,000, an equitable adjustment may be requested by the contractor."
7	H.19	Added under I.1 "Employment Eligibility Verification"
8	I.1	Added Clause 52.222-54 "Employment Eligibility Verification"
9	I.1	Removed Clause 52.215-17 "Waiver of Facilities Capital Cost of Money"
10	I.1	Updated Clauses 52.244-6, 52.203-13, 52.211-15, 52.215-2, 52.222-41, 52.222-50, 52.225-1, 1852.204-76, and 1852.223-70
11	J-1, 2.5	Deleted requirement for accountability
12	J-1, 2.6a	Link was deleted for NASA IT Security Documents and was added to J-9 above the IT Security Document List
13	J-1, 3.0	Added "unclassified" in first sentence before "resources" and in last sentence removed "at least" and " with limited individuals to obtain TS/SCI" and removed Attachment J-10a reference

RFP No. NNM09270570R Issue Letter - Attachment #1		
CHANGES FROM DRAFT RFP 02/27/2009		
14	J-1, 4.1.2a	Replace “MICS “ with “Service Request System (SRS)”
15	J-1, 4.2.1h	Replace “Develop, implement” with “Define requirements”
16	J-1, 4.2.3l	Added “within the first six months of full assumption of contractor responsibilities.”
17	J-1, 4.3.1b	Replace “Develop, implement” with “Define requirements”
18	J-1, 4.4.1	Rewritten to clarify Directives Control Board (DCB) support
19	J-1, 4.4.2a	Replace “Develop, implement” with “Define requirements”
20	J-1, 4.4.3	Rewritten to support implementation of new Agency electronic forms system
21	J-1, 4.4.4f	Replace “Develop, implement” with “Define requirements”
22	J-1, 5.0	Remove “MAF Facility Modeling”
23	J-1, 5.6	Deleted MAF Facility Modeling requirement
24	J-1, 6.0 and 6.3	Deleted Test Area Support requirement
25	J-1, 6.4	Added more details to document repository requirements
26	J-1, 7.0,	Clarification in paragraph 4 and 5
27	J-1, 7.3g, 7.4, and 7.5d	Added status requirements
28	J-1, 7.6b	Added tool name
29	J-1, 8.2	Add URL reference
30	J-1, 8.3.3, 8.3.3.1, 8.3.3.2	Removed Test Area requirements from J-1. Deleted 8.3.3, 8.3.3.1, 8.3.3.2
31	J-1, 8.3.5	Added more details to conference room support requirements
32	J-1, 8.3.6	Add Audio Video Support Services

RFP No. NNM09270570R Issue Letter - Attachment #1		
CHANGES FROM DRAFT RFP 02/27/2009		
33	J-2, DRD numbers 1292CM-001, 1292LS-001, 1292MA-007, 1292MA-012, 1292MA-014, and 1292MA-015	Changed description of Initial Submission Date from “Authority to Proceed” to “Full assumption of contract responsibilities”
34	J-2, 1292MA-008	Deleted reference to MICS in attachment 1 matrix for 2.1a and 2.3b
35	J-4, WBS 7.0	Paragraph A Surveillance Method and Frequency deleted “Or Equivalent Service Request and Tracking System”
36	J-5	Corrected paragraph numbering on J-5-16 (4.0 to 3.0, Audit Reporting Integrity)
37	J-7	Deleted
38	J-8	Add CRR Vehicle and DRR Vehicle to Attachment J-8.
39	J-9	Deleted MWI 5116.1, and added NPD 2521.1 “Communications Material Review”
40	J-10	Revised to remove Top Secret requirement and deleted J-10a.
41	J-13	Updated to remove MAF Facility Modeling (formerly 5.6) and Test Area Support (formerly 6.3, 8.3.3, 8.3.3.1, and 8.3.32)
42	L.11	Changed “working” to “calendar” days
43	L.22	Change reference to Attachment J-8
44	L.30	Added "In accordance with FAR 2.201(a) and FAR 52.202-1, 'day' means, unless otherwise specified, a calendar day." to L.30.
45	L.30 Part II(a)	Page count limitations for Job Descriptions/Qualification Forms are changed to increase from 40 to 60 pages and the Volume I total page limit is increased to 255 from 235.
46	L.31, MT1, d. and e.	Revised to add additional requested information

RFP No. NNM09270570R Issue Letter - Attachment #1		
CHANGES FROM DRAFT RFP 02/27/2009		
47	L.31, ST2a	Removed “Include qualification standards for all positions proposed.”
48	L.32, B.2	Revised consistent with clarification posted on the website.
49	L.32, D, Section 8, Table L-3	Changed subcontracts in Column 1 from >$750K to >$500K
50	L.32	Add Form L-A5, WYE Summary. Additional instructions for L-A5 added to L.32
51	L.33, 1a	Clarified instructions for Offerors with contract values less than those in the matrix.
52	L.34.4.c	For administrative purposes, moved instructions formerly in L.34.4.c Business Systems to L.31MT1.g
53	L-A1	CBA covered categories revised to match G.18
54	L-A5	Added Form LA-5, Contractor Workforce Summary
55	L-B, 2.0, Procurement	Add Anticipated Contractor Acquired Property Process
56	L-B, 3.0, IT Security	Clarified IT Security Clearance Requirements
57	L-B, 3.0, Risk Management	Add scan requirements.
58	L-B, 3.0, MAF MEOV	Add MEOV Logical Architecture Diagram
59	L-B, 4.0, Forms Management	Added Statistics
60	L-B, 4.0	Updated B&H section 4.0 to add FY10 Projections.
61	L-B, 5.0, Telecommunications	Clarified Flight Requirements for RF Spectrum Management.
62	L-B, 5.0, Telecommunications	Clarification of NSSTC VoIP requirements.
63	L-B, 6.0, Applications & Web Services	Clarification of Service Oriented Architecture (SOA) Requirement
64	L-B, 6.0, Applications & Web Services	Added SATERN Course Statistics
65	L-B, 6.0 Applications & Web Services	Removed Test Area Applications history

RFP No. NNM09270570R Issue Letter - Attachment #1		
CHANGES FROM DRAFT RFP 02/27/2009		
66	L-B, 8.0 Test Area Support	Removed Test Area Photographic history
67	L-B, 8.0, Graphics & Publications, Page L-B-176	Clarified definition of "book"
68	L-D, Form L-D	Deleted requirement for Contractor to return Form L-D as part of self assessment and updated instructions
69	M.6, 2e	Deleted Price Evaluation Adjustments for SDB's since this procurement is a Small Business set-aside
70	L and M	Added "that enable the integration of business processes and information" in MT3a and added "implemented information technology to achieve efficiencies" in MT3b.
71	L and M	Moved "percentage of time each key person will devote to this position" from Subfactor ST1b to ST1c.

SOLICITATION, OFFER AND AWARD

1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	RATING	PAGE OF PAGES
	DO-C9	1 / 1

2. CONTRACT NUMBER	3. SOLICITATION NUMBER	4. TYPE OF SOLICITATION	5. DATE ISSUED	6. REQUISITION/PURCHASE NUMBER
	NNM09270570R	☐ SEALED BID (IFB) ☒ NEGOTIATED (RFP)		4200270570

7. ISSUED BY	CODE MSFC	8. ADDRESS OFFER TO (If other than Item 7)
NASA/Marshall Space Flight Center Office of Procurement Marshall Space Flight Center AL 35812		NASA/Marshall Space Flight Center Office of Procurement PS31/Wayne Harmon Marshall Space Flight Center, AL 35812

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

SOLICITATION

9. Sealed offers in original and _____ copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if hand carried, in the depository located in _____ until 1400 LT (Hour) local time 04/28/2009 (Date)

CAUTION: LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.

10. FOR INFORMATION CALL:	A. NAME	B. TELEPHONE (NO COLLECT CALLS)			C. E-MAIL ADDRESS
		AREA CODE	NUMBER	EXT.	
	Wayne T Harmon	256	544-5336		wayne.t.harmon@nasa.gov

11. TABLE OF CONTENTS

(X)	SEC.	DESCRIPTION	PAGE(S)	(X)	SEC.	DESCRIPTION	PAGE(S)
		PART I - THE SCHEDULE				PART II - CONTRACT CLAUSES	
☒	A	SOLICITATION/CONTRACT FORM	1	☒	I	CONTRACT CLAUSES	5
☒	B	SUPPLIES OR SERVICES AND PRICES/COSTS	4			PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACH.	
☒	C	DESCRIPTION/SPECS./WORK STATEMENT	1	☒	J	LIST OF ATTACHMENTS	176
☒	D	PACKAGING AND MARKING	1			PART IV - REPRESENTATIONS AND INSTRUCTIONS	
☒	E	INSPECTION AND ACCEPTANCE	1	☒	K	REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS	7
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OFFER *(Must be fully completed by offeror)*

NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.

12. In compliance with the above, the undersigned agrees, if this offer is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.

13. DISCOUNT FOR PROMPT PAYMENT *(See Section I, Clause No. 52.232.8)*	10 CALENDAR DAYS (%)	20 CALENDAR DAYS (%)	30 CALENDAR DAYS (%)	CALENDAR DAYS (%)

14. ACKNOWLEDGEMENT OF AMENDMENTS *(The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):*	AMENDMENT NO.	DATE	AMENDMENT NO.	DATE

15A. NAME AND ADDRESS OF OFFEROR	CODE	FACILITY	16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER *(Type or print)*

15B. TELEPHONE NUMBER			15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE.	17. SIGNATURE	18. OFFER DATE
AREA CODE	NUMBER	EXT.			
			☐		

AWARD *(To be completed by government)*

19. ACCEPTED AS TO ITEMS NUMBERED	20. AMOUNT	21. ACCOUNTING AND APPROPRIATION

22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION:	23. SUBMIT INVOICES TO ADDRESS SHOWN IN *(4 copies unless otherwise specified)*	ITEM
☐ 10 U.S.C. 2304 (c) ( ) ☐ 41 U.S.C. 253 (c) ( )		

24. ADMINISTERED BY *(If other than Item 7)*	CODE	25. PAYMENT WILL BE MADE BY	CODE

26. NAME OF CONTRACTING OFFICER *(Type or print)*	27. UNITED STATES OF AMERICA	28. AWARD DATE
Wayne T Harmon	*(Signature of Contracting Officer)*	

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.

SECTION B - SUPPLIES OR SERVICES AND PRICES/COSTS

B.1 ESTIMATED COST AND POTENTIAL FIXED PERFORMANCE FEE

(a) The estimated cost of this contract is ___[TBP]_____ exclusive of the Potential Fixed Performance Fee of ____[TBP]_____ . The total Potential Fixed Performance Fee is ___[TBP]____ . The total estimated cost and Potential Fixed Performance Fee is ____[TBP]____ .

(b) The estimated cost and contract fees are as follows:

Contract Year	Period Covered	Estimated Cost per Year	Potential Fixed Performance Fee per semiannual period	Earned Fixed Performance Fee per semiannual period
Base Year 1	2/1/10-07/31/10	TBP	TBP	TBD
Base Year 1	08/1/10-01/31/11		TBP	TBD
Base Year 2	2/1/11-07/31/11	TBP	TBP	TBD
Base Year 2	08/1/11-01/31/12		TBP	TBD
Option 1 Yr 1	2/1/12-07/31/12	TBP	TBP	TBD
Option 1 Yr 1	08/1/12-01/31/13		TBP	TBD
Option 1 Yr 2	2/1/13-07/31/13	TBP	TBP	TBD
Option 1 Yr 2	08/1/13-01/31/14		TBP	TBD
Option 2 Yr 1	2/1/14-07/31/14	TBP	TBP	TBD
Option 2 Yr 1	08/1/14-01/31/15		TBP	TBD
TOTAL		TBP	TBP	TBD

To Be Proposed (TBP) by Offeror and To Be Determined (TBD) by Government

(End of clause)

B.2 CONTRACT FUNDING. (1852.232-81) (JUN 1990)

(a) For purposes of payment of cost, exclusive of fee, in accordance with the Limitation of Funds clause, the total amount allotted by the Government to this contract is $____TBD____. This allotment is for performance in all areas and covers the following estimated period of performance: contract award through TBD_____.

(b) An additional amount of $_TBD_____ is obligated under this contract for payment of fees.

(c) Recapitulation of funding is as follows:

	Previous	This Action	Total
Estimated Cost			
Potential Fixed			
Performance Fee			
Total Sum Allotted			

(End of clause)

B.3 SUPPLIES AND/OR SERVICES TO BE PROVIDED

The Contractor shall provide all resources (except as may be expressly stated in the contract as furnished by the Government) necessary to deliver and/or perform the items below in accordance with the Description/Specifications/Statement of Work incorporated in J-1.

(End of clause)

B.4 ALLOWABLE ITEMS OF COST (MSFC 52.242-90) (FEB 2001)

(a) In accordance with advance agreement between the Government and the Contractor for this contract, allowable costs for the items listed below are subject to the ceilings shown:

Ceilings on General and Administrative Costs-

Period	Rate
02/1/10 - 01/31/11	TBP %
02/1/11 - 01/31/12	TBP %
02/1/12 - 01/31/13	TBP %
02/1/13 - 01/31/14	TBP %
02/1/14 - 01/31/15	TBP %

(b) It is mutually agreed that when indirect cost rate ceilings are specified, (1) the Government shall not be obligated to pay any additional amount should the final indirect cost rates exceed the negotiated ceiling rates and, (2) in the event the final indirect cost rates are less than the negotiated ceiling rates, the negotiated rates shall be reduced to conform with the lower rates.

(c) Reserved

(End of clause)

B.5 PREMIUM FOR SCHEDULED OVERTIME (MSFC--52.222-90) (FEB 2001)

Pursuant to the clause entitled "Payment for Overtime Premiums," the amount of overtime premium authorized shall not exceed the amount specified below for the indicated period.

Period	Amount
02/1/10 - 01/31/11	$ TBP
02/1/11 - 01/31/12	$ TBP
02/1/12 - 01/31/13	$ TBP
02/1/13 - 01/31/14	$ TBP
02/1/14 - 01/31/15	$ TBP

(End of clause)

B.6 FIXED PERFORMANCE FEE

(a) This contract is performance based and utilizes various methods to calculate deductions from the potential fixed performance fee based upon the defined acceptable quality levels for the performance of this contract. The Contractor's Financial Management Report (DRD 1292MA-009), Contractor Monthly Self-Assessment Report (DRD 1292MA-011), Performance Requirements Summary (PRS) (Attachment J-4), and the Surveillance And Cost Plus Fixed Performance Fee Plan (Attachment J-5) will be used to assess Contractor performance and to determine fee.

(b) The amount of fixed performance fee which can be earned in each evaluation period is limited to the amounts set forth in clause B.1. Fixed performance fee which is not earned in an evaluation period cannot be reallocated to future evaluation periods.

(c) Provisional fixed performance fee payments will be made under this contract pending the determination of the amount of fee earned for an evaluation period. If applicable, provisional fixed performance fee payments will be made to the Contractor on a monthly basis. The total amount of fixed performance fee available in an evaluation period that will be provisionally paid is the lesser of 70 percent or the prior period's percent earned. The Contractor may invoice for one sixth ($1/6^{th}$) of that amount.

(d) Provisional fixed performance fee payments will be superseded by the final fixed performance fee evaluation for that period. If provisional payments exceed the final evaluation score, the Contractor shall either credit the next payment voucher for the amount of such overpayment or refund the difference to the Government, as directed by the Contracting Officer.

(e) If the Contracting Officer determines that the Contractor will not achieve a level of performance commensurate with the provisional rate, payment of provisional fixed performance fee will be discontinued or reduced in such amounts as the Contracting Officer deems appropriate. The Contracting Officer will notify the Contractor in writing if it is determined that such discontinuance or reduction is appropriate.

(f) Provisional fixed performance fee payments will be made prior to the first fixed performance fee determination by the Government.

(g) Fixed performance fee determinations are unilateral decisions made solely at the discretion of the Government. The Contractor will be notified after each period by the Contracting Officer of the deductions from fee, if any, and the final fee determination.

(h) It is mutually agreed and understood that this clause is an implementation of FAR Clause 52.216-8, Fixed Fee. Any withholding of payment of fee or deductions to the Fixed Performance Fee pursuant to this clause are in addition to those set forth in clause 52.216-8. Further, this clause does not limit the Government's right to withhold payment of fee as set forth in clause 52.216-8 or any other clause of this contract.

(End of clause)

B.7 CONTRACT EXTENSION RESULTING FROM PROTESTS

(a) If the award of a successor contract to perform the services being performed under this contract is delayed because of a protest, the Contracting Officer may extend the period of performance on this contract to cover any delay caused by such protest. The Contractor shall be entitled to an equitable adjustment for such an extension, subject to the limitations set forth in paragraph (b).

(b) The final fixed fee evaluation period may be extended to include the contract extension period provided for in paragraph (a). However, if the Contractor is the protester or one of the protesters, no additional fee shall be put in the fixed fee pool or otherwise made available to the Contractor, unless the Contractor or another protester substantially prevails in the protest.

(End of clause)

[END OF SECTION]

SECTION C - DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK

C.1 SPECIFICATION/STATEMENT OF WORK

Attachment J-1 is the Performance Work Statement.

(End of clause)

[END OF SECTION]

SECTION D - PACKAGING AND MARKING

D.1 PACKAGING, HANDLING, AND TRANSPORTATION. (1852.211-70) (SEP 2005)

(a) The Contractor shall comply with NASA Procedural Requirements (NPR) 6000.1, ``Requirements for Packaging, Handling, and Transportation for Aeronautical and Space Systems, Equipment, and Associated Components", as may be supplemented by the statement of work or specifications of this contract, for all items designated as Class I, II, or III.

(b) The Contractor's packaging, handling, and transportation procedures may be used, in whole or in part, subject to the written approval of the Contracting Officer, provided (1) the Contractor's procedures are not in conflict with any requirements of this contract, and (2) the requirements of this contract shall take precedence in the event of any conflict with the Contractor's procedures.

(c) The Contractor must place the requirements of this clause in all subcontracts for items that will become components of deliverable Class I, II, or III items.

(End of clause)

[END OF SECTION]

SECTION E - INSPECTION AND ACCEPTANCE

E.1 LISTING OF CLAUSES INCORPORATED BY REFERENCE

NOTICE: The following clauses are hereby incorporated by reference:

52.246-3 INSPECTION OF SUPPLIES - COST-REIMBURSEMENT. (MAY 2001)
52.246-5 INSPECTION OF SERVICES - COST-REIMBURSEMENT. (APR 1984)

(End of clause)

E.2 HIGHER LEVEL QUALITY REQUIREMENTS (52.246-11)(FEB 1999)

The Contractor shall comply with the higher-level quality standards selected below:

Title	Number	Date
Marshall Management Manual	MPD 1280.1	Latest issue

(End of clause)

E.3 CHANGES TO HIGHER-LEVEL QUALITY REQUIREMENTS

It is mutually agreed and understood that the Government may unilaterally update Clause E.2 with future versions and require full compliance to the latest requirements. Such action shall not give rise to an equitable adjustment to the estimated contract value, including both cost and fixed fee, or any other expressed terms and conditions of this contract.

(End of clause)

[END OF SECTION]

SECTION F - DELIVERIES AND PERFORMANCE

F.1 LISTING OF CLAUSES INCORPORATED BY REFERENCE

NOTICE: The following clauses are hereby incorporated by reference:

52.242-15 STOP-WORK ORDER. (AUG 1989) - ALTERNATE I (APR 1984)

(End of clause)

F.2 PERIOD OF PERFORMANCE

(a) The period of performance of this contract shall be February 1, 2010 through January 31, 2012.

(b) In the event the Government elects to exercise its option(s) pursuant to the terms of this contract, clause 52.216-9, Option to Extend the Terms of the Contract, the period of performance for each option shall be as set forth below:

Option Period No.	Period of Performance
1	02/01/2012 to 01/31/2014
2	02/01/2014 to 01/31/2015

(End of clause)

F.3 PLACE OF PERFORMANCE - SERVICES

The services to be performed under this contact shall be performed at the following location(s): the George C. Marshall Space Flight Center, Huntsville, Alabama and Michoud Assembly Facility, New Orleans, Louisiana and at such other locations as may be approved in writing by the Contracting Officer.

(End of clause)

F.4 SPECIAL CONDITIONS APPLICABLE TO EXERCISE OF OPTIONS 1 AND 2

(a) Option Decision Package

Ten months prior to the effective date of Options 1and 2 (if Option 1 is exercised), the Contractor shall prepare and submit an Option Decision Package to the Contracting Officer in accordance with DRD 1292CD-001. The Option Decision Package shall include a technical refresh proposal, a cost reduction proposal, update on technical/schedule/cost performance, and any additional information

that may be requested by the Contracting Officer. The cost reduction proposal shall consist of, at a minimum, the Contractor's credit proposal based on proposed operational and technological efficiencies, which if negotiated, will result in the reduction in estimated cost and fee associated with the pending option. Additionally, the Option Decision Package submission will describe the Contractor's technical, cost, schedule, and transition performance; status of completion of the integrated architecture; success of infusion of technology to accomplish transformation goals for all services provided to NASA; and any additional information the Contractor considers relevant to NASA's decision to exercise the pending option.

A request for additional information to be included in the Option Decision Package will be made in writing by the Contracting Officer at least 14 calendar days before the due date of the package.

(b) Option Decision Consideration

The Government will consider the following in making a determination to exercise pursuant to Clause 52.217-9, entitled "Option to Extend the Term of the Contract", of the contract:

Decision Point (Applies to all contract option periods)

The Decision Point relates to Government evaluation of data which may result in the recommendation for a favorable decision to exercise the contract option. These criteria include the following areas:

1. Any cost overruns or cost overruns within contractor's control.
2. The Option Decision Package submitted in accordance with paragraph (a) of this clause including, but not limited to, the extent of any cost reductions proposed. The Government reserves the right to return the cost reduction for revision if the magnitude of the proposed reduction is not commensurate with the expected level of savings resulting from anticipated efficiencies.
3. The quality of the Contractor's performance under this contract relative to the service level agreements and performance standards set forth in Attachments J-4 and J-5.
4. Independent market research conducted by the Government.
5. Any other consideration, such as that required by FAR Part 17, that may be determined to be significant by the Government including, but not limited to, availability of funding and continuation of need for the services.

(c) Decision to Exercise Options or Continue Services

The decision to exercise any option will be solely at the discretion of the Government. The decision to exercise Options 1 and 2 will require approval by appropriate levels of NASA management prior to issuance of a modification exercising either option. This clause does not limit the Government's rights relative to any other clause included in this contract.

(End of clause)

F.5 FREE ON BOARD (F.o.b.) POINT

(a) The F.o.b point for deliverables under this contract shall be the George C. Marshall Space Flight Center, Marshall Space Flight Center, AL 35812, at the sites requiring the deliverables, or for specific items, when so directed by the Contracting Officer or his duly authorized representative, at the Contractor's facilities.

(b) Those items having the F.o.b point at the Contractor's facilities in accordance with (a) above shall be shipped as directed by the Contracting Officer or his duly authorized representative and in accordance with clause 52.247-1, "Commercial Bill of Lading Notations."

(End of clause)

F.6 SECTION 10721 RATES (MSFC--52.247-90) (FEB 2001)

The Contractor shall use carriers that offer acceptable service at reduced rates (Section 10721 rates), if available.

(End of clause)

F.7 PHASE-IN PURCHASE ORDER (PO) AND PHASE-OUT

(a) Contractor Phase-In

(1) The services provided by this Order are vital to the Government's overall effort. Therefore, continuity of these services must be maintained at a consistently high level without disruption. To this end, the Contractor shall conduct an orderly phase-in of contract activities prior to assumption of responsibility for the effort described in the PWS. These phase-in activities are to be performed under a separate phase-in purchase order and all costs associated with phase-in are not allowable to this contract.

(b) Contractor Phase-out

(1) Prior to contract completion, a successor contractor(s) may be selected to perform the work requirements covered by the PWS. The Contractor shall conduct an orderly phase-out of all required activities prior to completion of this contract and assumption of responsibility for the effort described in the PWS by a successor contractor(s). The Contractor shall remain responsible for the effort covered by the PWS during phase-out activities.

(2) Upon written notice by the Contracting Officer prior to the contract completion date, the Contractor shall conduct phase-out activities for up to 90 calendar days in accordance with FAR 52.237-3, Continuity of Services.

(End of clause)

[END OF SECTION]

SECTION G - CONTRACT ADMINISTRATION DATA

G.1 LISTING OF CLAUSES INCORORATED BY REFERENCE

NOTICE: The following clauses are hereby incorporated by reference:

1852.227-70 NEW TECHNOLOGY. (MAY 2002)
1852.242-73 NASA CONTRACTOR FINANCIAL MANAGEMENT REPORTING. (NOV 2004)

(End of clause)

G.2 RESERVED

G.3 SUBMISSION OF VOUCHERS FOR PAYMENT. (1852.216-87) (MAR 1998)

(a) The designated billing office for cost vouchers for purposes of the Prompt Payment clause of this contract is indicated below. Public vouchers for payment of costs shall include a reference to the number of this contract.

(1) If the contractor is authorized to submit interim cost vouchers directly to the NASA paying office, the original voucher should be submitted to:

NASA Shared Services Center (NSSC)
Financial Management Division (FMD) - Accounts Payable
Building 1111, C. Road
Stennis Space Center, MS 39529

Email: NSSC-AccountsPayable@nasa.gov
Fax: (866) 209-5415

(2) For any period that the Defense Contract Audit Agency has authorized the Contractor to submit interim cost vouchers directly to the Government paying office, interim vouchers are not required to be sent to the Auditor, and are considered to be provisionally approved for payment, subject to final audit.

(3) Copies of vouchers should be submitted as directed by the Contracting Officer.

(b) If the contractor is not authorized to submit interim cost vouchers directly to the paying office as described in paragraph (b), the contractor shall prepare and submit vouchers as follows:

(1) One original Standard Form (SF) 1034, SF 1035, or equivalent Contractor's attachment to the cognizant DCAA office;

(2) Five copies of SF 1034, SF 1035A, or equivalent Contractor's attachment to the following offices by insertion in the memorandum block of their names and addresses:

(i) Copy 1 NASA Contracting Officer
(ii) Copy 2 Auditor

(iii) Copy 3 Contractor
(iv) Copy 4 Contract administration office; and
(v) Copy 5 Project management office.

(3) The Contracting Officer may designate other recipients as required.

(d) Public vouchers for payment of fee shall be prepared similarly to the procedures in paragraphs (b) or (c) of this clause, whichever is applicable, and be forwarded to:

NASA Shared Services Center (NSSC)
Financial Management Division (FMD) - Accounts Payable
Building 1111, C. Road
Stennis Space Center, MS 39529

This is the designated billing office for fee vouchers for purposes of the Prompt Payment clause of this contract.

(e) In the event that amounts are withheld from payment in accordance with provisions of this contract, a separate voucher for the amount withheld will be required before payment for that amount may be made.

(End of clause)

G.4 DESIGNATION OF NEW TECHNOLOGY REPRESENTATIVE AND PATENT REPRESENTATIVE. (1852.227-72) (JUL 1997)

(a) For purposes of administration of the clause of this contract entitled "New Technology" or "Patent Rights - Retention by the Contractor (Short Form)," whichever is included, the following named representatives are hereby designated by the Contracting Officer to administer such clause:

New Technology Representative

NASA/George C. Marshall Space Flight Center
Attn: ED03/New Technology Representative
Marshall Space Flight Center, AL 35812

Patent Representative

NASA/George C. Marshall Space Flight Center
Attn: LS01/Chief Intellectual Property Counsel
Marshall Space Flight Center, AL 35812

(b) Reports of reportable items, and disclosure of subject inventions, interim reports, final reports, utilization reports, and other reports required by the clause, as well as any correspondence with respect to such matters, should be directed to the New Technology Representative unless transmitted in response to correspondence or request from the Patent Representative. Inquires or requests regarding disposition of rights, election of rights, or related matters should be directed to the Patent Representative. This clause shall be included in any subcontract hereunder requiring a "New Technology" clause or "Patent Rights - Retention by the Contractor (Short Form)" clause, unless otherwise authorized or directed by the Contracting Officer. The respective responsibilities and

authorities of the above-named representatives are set forth in 1827.305-370 of the NASA FAR Supplement.

(End of clause)

G.5 TECHNICAL DIRECTION. (1852.242-70) (SEP 1993)

(a) Performance of the work under this contract is subject to the written technical direction of the Contracting Officer Technical Representative (COTR), who shall be specifically appointed by the Contracting Officer in writing in accordance with NASA FAR Supplement 1842.270. "Technical direction" means a directive to the Contractor that approves approaches, solutions, designs, or refinements; fills in details or otherwise completes the general description of work or documentation items; shifts emphasis among work areas or tasks; or furnishes similar instruction to the Contractor. Technical direction includes requiring studies and pursuit of certain lines of inquiry regarding matters within the general tasks and requirements in Section C of this contract.

(b) The COTR does not have the authority to, and shall not, issue any instruction purporting to be technical direction that:

(1) Constitutes an assignment of additional work outside the statement of work;

(2) Constitutes a change as defined in the changes clause;

(3) Constitutes a basis for any increase or decrease in the total estimated contract cost, the fixed fee (if any), or the time required for contract performance;

(4) Changes any of the expressed terms, conditions, or specifications of the contract; or

(5) Interferes with the contractor's rights to perform the terms and conditions of the contract.

(c) All technical direction shall be issued in writing by the COTR.

(d) The Contractor shall proceed promptly with the performance of technical direction duly issued by the COTR in the manner prescribed by this clause and within the COTR's authority. If, in the Contractor's opinion, any instruction or direction by the COTR falls within any of the categories defined in paragraph (b) of this clause, the Contractor shall not proceed but shall notify the Contracting Officer in writing within 5 working days after receiving it and shall request the Contracting Officer to take action as described in this clause. Upon receiving this notification, the Contracting Officer shall either issue an appropriate contract modification within a reasonable time or advise the Contractor in writing within 30 days that the instruction or direction is -

(1) Rescinded in its entirety; or

(2) Within the requirements of the contract and does not constitute a change under the changes clause of the contract, and that the Contractor should proceed promptly with its performance.

(e) A failure of the contractor and contracting officer to agree that the instruction or direction is both within the requirements of the contract and does not constitute a change under the changes clause, or a failure to agree upon the contract action to be taken with respect to the instruction or direction, shall be subject to the Disputes clause of this contract.

(f) Any action(s) taken by the contractor in response to any direction given by any person other than the Contracting Officer or the COTR shall be at the Contractor's risk.

(End of clause)

G.6 CONTRACTOR REQUESTS FOR GOVERNMENT-PROVIDED PROPERTY. (DEVIATION) (1852.245-70) (SEP 2007) -- ALTERNATE I (DEVIATION) (SEP 2007)

(a) The Contractor shall provide all property required for the performance of this contract. The Contractor shall not acquire or construct items of property to which the Government will have title under the provisions of this contract without the Contracting Officer's written authorization. Property which will be acquired as a deliverable end item as material or as a component for incorporation into a deliverable end item is exempt from this requirement.

(b)(1) In the event the Contractor is unable to provide the property necessary for performance, and the Contractor requests provision of property by the Government, the Contractor's request shall:

(i) Justify the need for the property;
(ii) Provide the reasons why contractor-owned property cannot be used;
(iii) Describe the property in sufficient detail to enable the Government to screen its inventories for available property or to otherwise acquire property, including applicable manufacturer, model, part, catalog, National Stock Number or other pertinent identifiers;
(iv) Combine requests for quantities of items with identical descriptions and estimated values when the estimated values do not exceed $100,000 per unit; and
(v) Include only a single unit when the acquisition or construction value equals or exceeds $100,000.

(2) Contracting Officer authorization is required for items the Contractor intends to manufacture as well as those it intends to purchase.

(3) The Contractor shall submit requests to the Contracting Officer no less than 30 days in advance of the date the Contractor would, should it receive authorization, acquire or begin fabrication of the item.

(c) The Contractor shall maintain copies of Contracting Officer authorizations, appropriately cross-referenced to the individual property record, within its property management system.

(d) Property furnished from Government excess sources is provided as-is, where-is. The Government makes no warranty regarding its applicability for performance of the contract or its ability to operate. Failure of property obtained from Government excess sources under this clause is insufficient reason for submission of requests for equitable adjustments discussed in the clause at 52.245-1, Government Property.

(e) In the event the Contracting Officer issues written authorization to provide property, the Contractor shall screen Government sources to determine the availability of property from Government inventory or excess property.

(1) The Contractor shall review NASA inventories and other authorized Federal excess sources for availability of items that meet the performance requirements of the requested property.

(i) If the Contractor determines that a suitable item is available from NASA supply inventory, it

shall request the item using applicable Center procedures.

(ii) If the Contractor determines that an item within NASA or Federal excess is suitable, it shall contact the Center Industrial Property Officer to arrange for transfer of the item from the identified source to the Contractor.

(2) If the Contractor determines that the required property is not available from inventory or excess sources, the Contractor shall note the acquisition file with a list of sources reviewed and the findings regarding the lack of availability. If the required property is available, but unsuitable for use, the contractor shall document the rationale for rejection of available property. The Contractor shall retain appropriate cross-referenced documentary evidence of the outcome of those screening efforts as part of its property records system.

(End of clause)

G.7 INSTALLATION-ACCOUNTABLE GOVERNMENT ACCOUNTABLE GOVERNMENT PROPERTY (DEVIATION) (1852.245-71) (SEP 2007)

(a) The Government property described in paragraph (c) of this clause may be made available to the Contractor on a no-charge basis for use in performance of this contract. This property shall be utilized only within the physical confines of the NASA installation that provided the property unless authorized by the contracting officer under (b)(1)(iv). Under this clause, the Government retains accountability for, and title to, the property, and the Contractor shall comply with the following:

NASA Procedural Requirements (NPR) 4100, NASA Materials Inventory Management Manual
NASA Procedural Requirements (NPR) 4200, NASA Equipment Management Procedural Requirements
NASA Procedural Requirement (NPR) 4300, NASA Personal Property Disposal Procedural Requirements

User Responsibilities: The contractor shall retain responsibility for ensuring proper use, care, and protection (safeguarding) of Installation Accountable Government Property (IAGP) under his/her custody and control. Individual shall be responsible for the following: (1) ensuring IAGP is used only in the pursuit of approved programs, or as otherwise authorized; (2) notifying cognizant Property Support Assistant (PSA) and/or Property Custodian, of all equipment location changes; (3) ensuring that any lost, missing or damaged IAGP is officially reported to his/her supervisor, the appropriate PSA, and the Protective Services Department; (4) notifying PSA of IAGP not being actively used; (5) ensuring that IAGP is turned into the Property Disposal Officer through the PSA when no longer needed; under no circumstances will the contractor dispose of IAGP, whether tagged or untagged; and (6) notifying the Contracting Officer, cognizant PSA, and the Center's Supply and Equipment Officer upon termination of employment.

Property not recorded in NASA property systems must be managed in accordance with the requirements of FAR 52.245-1.

The Contractor shall establish and adhere to a system of written procedures to assure continued, effective management control and compliance with these user responsibilities.

Such procedures must include holding employees liable, when appropriate, for loss, damage, or destruction of Government property.

(b)(1) The official accountable recordkeeping, financial control, and reporting of the property subject to this clause shall be retained by the Government and accomplished within NASA management information systems prescribed by the installation Supply and Equipment Management Officer (SEMO) and Financial Management Officer. If this contract provides for the Contractor to acquire property, title to which will vest in the Government, the following additional procedures apply:

(i) The Contractor's purchase order shall require the vendor to deliver the property to the installation central receiving area.

(ii) The Contractor shall furnish a copy of each purchase order, prior to delivery by the vendor, to the installation central receiving area.

(iii) The Contractor shall establish a record of the property as required by FAR 52.245-1, Government Property, and furnish to the Industrial Property Officer a DD Form 1149, Requisition and Invoice/Shipping Document, (or installation equivalent) to transfer accountability to the Government within 5 working days after receipt of the property by the Contractor. The Contractor is accountable for all contractor-acquired property until the property is transferred to the Government's accountability.

(iv) Contractor use of Government property at an off-site location and off-site subcontractor use require advance approval of the Contracting Officer and notification of the Industrial Property Officer. The property shall be considered Government furnished and the Contractor shall assume accountability and financial reporting responsibility. The Contractor shall establish records and property control procedures and maintain the property in accordance with the requirements of FAR 52.245-1, Government Property, until its return to the installation. NASA Procedural Requirements related to property loans shall not apply to offsite use of property by contractors.

(2) After transfer of accountability to the Government, the Contractor shall continue to maintain such internal records as are necessary to execute the user responsibilities identified in paragraph (a) of this clause and document the acquisition, billing, and disposition of the property. These records and supporting documentation shall be made available, upon request, to the SEMO and any other authorized representatives of the Contracting Officer.

(c) The following property and services are provided if checked.

__X__ (1) Office space, work area space, and utilities. Government telephones are available for official purposes only.

__X__ (2) Office furniture.

__X__ (3) Property listed in Attachment J-8.

(i) If the Contractor acquires property, title to which vests in the Government pursuant to other provisions of this contract, this property also shall become accountable to the Government upon its entry into Government records.

(ii) The Contractor shall not bring to the installation for use under this contract any property owned or leased by the Contractor, or other property that the Contractor is accountable for under any other Government contract, without the Contracting Officer's prior written approval.

__X__ (4) Supplies from stores stock.

_X_ (5) Publications and blank forms stocked by the installation.
_X_ (6) Safety and fire protection for Contractor personnel and facilities.
_X_ (7) Installation service facilities, See Attachment J-8.
_X_ (8) Medical treatment of a first-aid nature for Contractor personnel injuries or illnesses sustained during on-site duty.
_X_ (9) Cafeteria privileges for Contractor employees during normal operating hours.
_X_ (10) Building maintenance for facilities occupied by Contractor personnel.
_X_ (11) Moving and hauling for office moves, movement of large equipment, and delivery of supplies. Moving services may be provided on-site, as approved by the Contracting Officer.

(End of clause)

G.8 FINANCIAL REPORTING OF NASA PROPERTY OF NASA PROPERTY IN THE CUSTODY OF CONTRACTORS (1852.245-73) (SEP 2007)

(a) The Contractor shall submit annually a NASA Form (NF) 1018, NASA Property in the Custody of Contractors, in accordance with the provisions of 1845.505-14, the instructions on the form, subpart 1845.71, and any supplemental instructions for the current reporting period issued by NASA.

(b)(1) Subcontractor use of NF 1018 is not required by this clause; however, the Contractor shall include data on property in the possession of subcontractors in the annual NF 1018.

(2) The Contractor shall mail the original signed NF 1018 directly to the cognizant NASA Center Deputy Chief Financial Officer, Finance, unless the Contractor uses the NF 1018 Electronic Submission System (NESS) for report preparation and submission.

(3) One copy shall be submitted (through the Department of Defense (DOD) Property Administrator if contract administration has been delegated to DOD) to the following address: Industrial Property Officer, AS41, Marshall Space Flight Center, AL, 35812, unless the Contractor uses the NF 1018 Electronic Submission System (NESS) for report preparation and submission.

(c)(1) The annual reporting period shall be from October 1 of each year through September 30 of the following year. The report shall be submitted in time to be received by October 15. The information contained in these reports is entered into the NASA accounting system to reflect current asset values for agency financial statement purposes. Therefore, it is essential that required reports be received no later than October 15. Some activity may be estimated for the month of September, if necessary, to ensure the NF 1018 is received when due. However, contractors' procedures must document the process for developing these estimates based on planned activity such as planned purchases or NASA Form 533 (NF 533 Contractor Financial Management Report) cost estimates. It should be supported and documented by historical experience or other corroborating evidence, and be retained in accordance with FAR Subpart 4.7, Contractor Records Retention. Contractors shall validate the reasonableness of the estimates and associated methodology by comparing them to the actual activity once that data is available, and adjust them accordingly. In addition, differences between the estimated cost and actual cost must be adjusted during the next reporting period. Contractors shall have formal policies and procedures, which address the validation of NF 1018 data, including data from subcontractors,

and the identification and timely reporting of errors. The objective of this validation is to ensure that information reported is accurate and in compliance with the NASA FAR Supplement. If errors are discovered on NF 1018 after submission, the contractor shall contact the cognizant NASA Center Industrial Property Officer (IPO) within 30 days after discovery of the error to discuss corrective action.

(2) The Contracting Officer may, in NASA's interest, withhold payment until a reserve not exceeding $25,000 or 5 percent of the amount of the contract, whichever is less, has been set aside, if the Contractor fails to submit annual NF 1018 reports in accordance with 1845.505-14 and any supplemental instructions for the current reporting period issued by NASA. Such reserve shall be withheld until the Contracting Officer has determined that NASA has received the required reports. The withholding of any amount or the subsequent payment thereof shall not be construed as a waiver of any Government right.

(d) A final report shall be submitted within 30 days after disposition of all property subject to reporting when the contract performance period is complete in accordance with (b)(1) through (3) of this clause.

(End of clause)

G.9 IDENTIFICATION AND MARKING OF GOVERNMENT EQUIPMENT. (DEVIATION) (1852.245-74) (SEP 2007)

(a) The Contractor shall identify all equipment to be delivered to the Government using NASA Technical Handbook (NASA-HDBK) 6003, "Application of Data Matrix Identification Symbols to Aerospace Parts Using Direct Part Marking Methods/Techniques", and NASA Standard (NASA-STD) 6002, "Applying Data Matrix Identification Symbols on Aerospace Parts". This includes deliverable equipment listed in the schedule and other equipment when NASA directs physical transfer to NASA or a third party. The Contractor shall identify property in both machine and human readable form unless the use of a machine readable-only format is approved by the NASA Industrial Property Officer.

(b) Property shall be marked in a location that will be human readable, without disassembly or movement of the property, when the items are placed in service unless such placement would have a deleterious effect on safety or on the item's operation.

(c) Concurrent with equipment delivery or transfer, the Contractor shall provide the following data in an electronic spreadsheet format:

(1) Item Description.

(2) Unique Identification Number (License Tag).

(3) Unit Price.

(4) An explanation of the data used to make the unique identification number.

(d) For items physically transferred under paragraph (a) the following additional data is required:

(1) Date originally placed in service.

(2) Item condition.

(3) Date last serviced.

(e) The data required in paragraphs (c) and (d) shall be delivered to the NASA center receiving activity listed below:

NASA/George C. Marshall Space Flight Center

(f) The contractor shall include the substance of this clause, including this paragraph (f), in all subcontracts that require delivery of equipment.

(End of clause)

G.10 PROPERTY MANAGEMENT CHANGES. (DEVIATION) (1852.245-75) (SEP 2007)

(a) The Contractor shall submit any changes to standards and practices used for management and control of Government property under this contract to the assigned property administrator and Industrial Property Officer (IPO), prior to making the change whenever the change:

(1) Employs a standard that allows increase in thresholds or changes the timing for reporting loss, damage, or destruction of property;

(2) Alters physical inventory timing or procedures;

(3) Alters recordkeeping practices;

(4) Alters practices for recording the transport or delivery of Government property; or

(5) Alters practices for disposition of Government property.

(b) The Contractor shall contact the IPO at: Marshall Space Flight Center, Industrial Property Officer, Tracy A. Helmick/AS41, MSFC, AL 35812; (256) 544-5272; tracy.a.helmick@nasa.gov

(End of clause)

G.11 RESERVED

G.12 PHYSICAL INVENTORY OF CAPITAL PERSONAL PROPERTY. (DEVIATION) (1852.245-78) (SEP 2007)

(a) In addition to physical inventory requirements under the clause at FAR 52.245-1, Government

Property, the Contractor shall conduct annual physical inventories for individual property items with an acquisition cost exceeding $100,000.

(1) The Contractor shall inventory:

(i) Items of property furnished by the Government;
(ii) Items acquired by the Contractor and titled to the Government under the clause at FAR 52.245-1;
(iii) Items constructed by the Contractor and not included in the deliverable, but titled to the Government under the clause at FAR 52.245-1; and
(iv) Complete but undelivered deliverables.

(2) The Contractor shall use the physical inventory results to validate the property record data, specifically location, condition and use status, and to prepare summary reports of inventory as described in paragraph (c) of this clause.

(b) Unless specifically authorized in writing by the NASA Industrial Property Officer (IPO), the inventory shall be performed and posted by individuals other than those assigned custody of the items, responsibility for maintenance, or responsibility for posting to the property record. The Contractor may request a waiver from this separation of duties requirement from the NASA IPO, when all of the conditions in either (1) or (2) below are met.

(1) The Contractor utilizes an electronic system for property identification, such as a laser bar-code reader or radio frequency identification reader, and

(i) The programs or software preclude manual data entry of inventory identification data by the individual performing the inventory; and
(ii) The inventory and property management systems contain sufficient management controls to prevent tampering and assure proper posting of collected inventory data.

(2) The Contractor has limited quantities of property, limited personnel, or limited property systems; and,

(i) The Contractor provides written confirmation that the Government property exists in the recorded condition and location; and
(ii) The items continue to be used exclusively for performance of the contract or as otherwise authorized by the Contracting Officer.

(3) The Contractor shall submit the request to the cognizant property administrator and obtain approval from the IPO prior to implementation of the practice.

(c) The Contractor shall report the results of the physical inventory to the property administrator and the NASA Industrial Property Officer within 10 calendar days of completion of the physical inventory. The report shall:

(1) Provide a summary showing number and value of items inventoried; and

(2) Include additional supporting reports of:

(i) Loss, damage or destruction, in accordance with the clause at 52.245-1, Government Property;

(ii) Idle property available for reuse or disposition; and
(iii) A summary of adjustments made to location, condition, status, or user as a result of the physical inventory reconciliation.

(d) The Contractor shall retain all physical inventory records, including records of all transactions associated with inventory reconciliation. All records shall be subject to Government review and/or audit.

(End of clause)

G.13 1852.245-80 GOVERNMENT PROPERTY MANAGEMENT INFORMATION (DEVIATION) (SEPTEMBER 2007)

(a) The Offeror shall identify the industry leading or voluntary consensus standards, and/or the industry leading practices, that it intends to employ for the management of Government property under any contract awarded from this solicitation.

(b) The Offeror shall provide the date of its last Government property control system analysis along with its overall status, a summary of findings and recommendations, the status of any recommended corrective actions, the name of the Government activity that performed the analysis, and the latest available contact information for that activity.

(c) The Offeror shall identify any property it intends to use in performance of this contract from the list of available Government property in the provision at 1852.245-81, List of Available Government Property.

(d) The Offeror shall identify all Government property in its possession, provided under other Government contracts that it intends to use in the performance of this contract. The Offeror shall also identify: the contract that provided the property, the responsible contracting officer, the dates during which the property will be available for use (including the first, last, and all intervening months), and, for any property that will be used concurrently in performing two or more contracts, the amounts of the respective uses in sufficient detail to support prorating the rent, the amount of rent that would otherwise be charged in accordance with FAR 52.245-9, Use and Charges, and the contact information for the responsible Government contracting officer. The Offeror shall provide proof that such use was authorized by the responsible contracting officer.

(e) The Offeror shall disclose cost accounting practices that allow for direct charging of commercially available equipment, when commercially available equipment is to be used in performance of the contract and the equipment is not a deliverable.

(f) The Offeror shall identify, in list form, any equipment that it intends to acquire and directly charge to the Government under this contract. The list shall include a description, manufacturer, model number (when available), quantity required, and estimated unit cost.

(g) The Offeror shall disclose its intention to acquire any parts, supplies, materials or equipment, to fabricate an item of equipment for use under any contract resulting from this solicitation when that item of equipment: will be titled to the government under the provisions of the contract; is not included as a contract deliverable; and the Contractor intends to charge the costs of materials directly to the contract. The disclosure shall be in list form, parts shall be grouped by and identify the end

item or system and shall include all descriptive information, manufacturer, model, part, catalog or other identification numbers (when available), quantities required, and estimated unit costs.

(h) Existing available Government property listed in the provision at 1852.245-81 is provided "as is". NASA makes no warranty regarding its performance or condition. The Offeror uses this property at its own risk and should make its own assessment of the property's suitability for use. The equitable adjustment provisions of the clause at 52.245-1, Government Property, are not applicable to this property. The Offeror must obtain the Contracting Officer's written approval before acquiring replacement property when it intends to charge the cost directly to the contract.
(i) Existing Government property may be reviewed at the following locations, dates, and times:

(End of provision)

G.14 RESERVED

G.15 OCCUPANCY MANAGEMENT REQUIREMENTS. (DEVIATION) (1852.245-82) (SEP 2007)

(a) In addition to the requirements of the clause at FAR 52.245-1, Government Property, the Contractor shall comply with the following in performance of work in and around Government real property:

(1) NPD 8800.14, Policy for Real Property Management.

(2) NPR 8831.2, Facility Maintenance Management

(b) The Contractor shall obtain the written approval of the Contracting Officer before installing or removing Contractor-owned property onto or into any Government real property or when movement of Contractor-owned property may damage or destroy Government-owned property. The Contractor shall restore damaged property to its original condition at the Contractor's expense.

(c) The Contractor shall not acquire, construct or install any fixed improvement or structural alterations in Government buildings or other real property without the advance, written approval of the Contracting Officer. Fixed improvement or structural alterations, as used herein, means any alteration or improvement in the nature of the building or other real property that, after completion, cannot be removed without substantial loss of value or damage to the premises. Title to such property shall vest in the Government.

(d) The Contractor shall report any real property or any portion thereof when it is no longer required for performance under the contract, as directed by the Contracting Officer.

(End of clause)

G.16 CONTRACTOR EMPLOYEE BADGING AND EMPLOYMENT TERMINATION CLEARANCE (MSFC--52.204-90) (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 Department.

(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 Department, Marshall Space Flight Center, Alabama 35812.

(End of clause)

G.17 CAPITAL ASSET TRACKING

In accordance with NASA Interim Directive NID-9250, dated September 30, 2007, the Contractor shall track, report, and separately identify capital assets as separate Work Breakdown Structure elements on the Contractor's monthly 533 reports. In addition, in accordance with NFS 1852.245-70, contractors shall obtain approval from the Contracting Officer prior to purchasing or beginning fabrication of any Plant Property and Equipment (PP&E) with an anticipated total acquisition cost greater than $100,000, other than internal use software which has a capitalization threshold of $1,000,000, that is not specifically identified in their contract. PP&E is defined as tangible assets, including land, that meet the following criteria: (1) have estimated useful lives of 2 years or more, (2) are not intended for sale in the ordinary course of operations, and (3) have been acquired or constructed with the intention of being used or being available for use by the entity.

(End of clause)

G.18 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (FAR 52.222-42) (MAY 1989)

In compliance with the Service Contract Act of 1965, (SCA) as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

A. Classification, Grades and Rates

Classification	Grades	Rates
Accounting Clerk II	GS-04	12.85
Accounting Clerk III	GS-05	14.38
Administrative Assistant	GS-07	17.81
General Clerk I	GS-02	10.49
General Clerk II	GS-03	11.45
General Clerk III	GS-04	12.85
Data Entry Operator I	GS-02	10.49
Data Entry Operator II	GS-03	11.45
Order Clerk I	GS-02	10.49
Order Clerk II	GS-03	11.45
Production Control Clerk	GS-06	16.02
Personnel Assistant I	GS-04	12.85
Personnel Assistant II	GS-05	14.38
Personnel Assistant III	GS-06	16.02
Word Processor I	GS-03	11.45
Work Processor II	GS-04	12.85
Word Processor III	GS-05	14.38
Scheduler, Maintenance	GS-04	12.85
Secretary I	GS-04	12.85
Secretary II	GS-05	14.38
Secretary III	GS-06	16.02
Supply Technician	GS-07	17.81
Stock Clerk	WG-04	15.41

Librarian	GS-08	19.72
Library Aid/ Clerk	GS-03	11.45
Library Information Technology Systems Administrator	GS-07	17.81
Library Technician	GS-05	14.38
Media Specialist I	GS-04	12.85
Media Specialist II	GS-05	14.38
Media Specialist III	GS-06	16.02
Photographer I	GS-04	12.85
Photographer II	GS-05	14.38
Photographer III	GS-07	17.81
Photographer IV	GS-09	21.78
Photographer V	GS-11	26.35
Computer Operator I	GS-04	12.85
Computer Operator II	GS-05	14.38
Computer Operator III	GS-06	16.02
Computer Operator IV	GS-07	17.81
Computer Operator V	GS-08	19.72
Computer Programmer I	GS-05	14.38
Computer Programmer II	GS-07	17.81
Computer Programmer III	GS-09	21.78
Computer Programmer IV	GS-11	26.35
Computer Systems Analyst I	GS-09	21.78
Computer Systems Analyst II	GS-11	26.35
Computer systems Analyst III	GS-12	31.59
Peripheral Equipment Operator	GS-04	12.85
Personnel Computer Support Technician	GS-07	17.81
Technical Instructor	GS-07	17.81
Technician Instructor / Course Developer	GS-09	21.78
Electronics Technician Maintenance I	WG-08	19.29
Electronics Technician Maintenance II	WG-09	20.34
Electronics Technician Maintenance III	WG-10	21.27
Telecommunications Mechanic I	WG-10	21.27
Telecommunications Mechanic II	WG-11	22.19
Telephone Lineman	WG-10	21.27
Drafter/CAD Operator I	GS-04	12.85
Drafter/CAD Operator II	GS-05	14.38
Drafter/CAD Operator III	GS-06	16.02
Drafter/CAD Operator IV	GS-08	19.72
Engineering Technician I	GS-03	11.45
Engineering Technician II	GS-04	12.85
Engineering Technician III	GS-05	14.38
Engineering Technician IV	GS-07	17.81
Engineering Technician V	GS-09	19.81
Engineering Technician VI	GS-11	26.35
Technical Writer I	GS-07	17.81
Technical Writer II	GS-09	21.78
Technical Writer III	GS-11	26.35

CONFORMED CLASSIFICATIONS:

Photographic Laboratory Technician I	GS-07	17.81
Photographic Laboratory Technician II	GS-08	19.72
Photographic Laboratory Tech Lead	GS-09	21.78

COLLECTIVE BARGAINING AGREEMENT JOB CLASSIFICATIONS

TECHNICAL CLERK I	GS-02	10.49
TECHNICAL CLERK II	GS-03	11.45
TECHNICAL CLERK III	GS-04	12.85
TECHNICAL CLERK LEAD	GS-05	14.38
ILLUSTRATOR II	GS-07	17.81
ILLUSTRATOR III	GS-09	21.78
ILLUSTRATOR II LEAD	GS-10	23.99
ILLUSTRATOR III AND STI LEAD	GS-10	23.99
REPRODUCTION TECHNICIAN	WG-07	18.41
REPRODUCTION TECHNICIAN LEAD	WG-08	19.29
SERVICE ORDER DISPATCHER	GS-04	12.85
SUPPLY CLERK II	WG-04	15.41
TECHNICAL WRITER	GS-07	17.81
TECHNICAL WRITER LEAD	GS-08	19.72

B. Fringe Benefits (applicable to all classifications)

1. Health and Insurance
   Life, accident and health insurance and sick leave program, 25 percent of basic hourly rate.
2. Holidays
   a. New Year's Day
   b. Martin Luther King's Birthday
   c. President's Birthday
   d. Memorial Day
   e. Independence Day
   f. Labor Day
   g. Columbus Day
   h. Veterans Day
   i. Thanksgiving Day
   j. Christmas Day
3. Vacation or Paid Leave
   a. 4 hours of annual leave each pay period for an employee with less than 3 years of service.
   b. 6 hours of annual leave each pay period for an employee with 3 but less than 15 years of service.
   c. 8 hours of annual leave each pay period for an employee with 15 or more years of service.
4. Retirement
   1-1/2 percent of basic hourly rate plus Thrift Savings Plan plus Social Security.

(End of clause)

[END OF SECTION]

SECTION H - SPECIAL CONTRACT REQUIREMENTS

H.1 LISTING OF CLAUSES INCORPORATED BY REFERENCE

NOTICE: The following clauses are hereby incorporated by reference:

1852.208-81 RESTRICTIONS ON PRINTING AND DUPLICATING. (NOV 2004)
1852.223-75 MAJOR BREACH OF SAFETY OR SECURITY. (FEB 2002)

(End of clause)

H.2 MITIGATION OF ORGANIZATIONAL CONFLICTS OF INTEREST (OCI)

(a) Pursuant to FAR 9.504, the Contracting Officer is responsible for identifying and evaluating potential Organization Conflicts of Interest early in the acquisition process and either avoiding, neutralizing, or mitigating such conflicts before contract award. The Contractor shall comply with these restrictions.

The Contracting Officer has determined during the performance of this contract that the Contractor or Subcontractor(s) may be put in the position of performing the following functions that could give rise to a potential organizational conflict of interest:

1. Identifying and defining requirements
2. Assisting in developing Statements of Work
3. Assisting in evaluation of offers
4. Assisting in administration of orders
5. Assisting in administration of billing
6. Reviewing, compiling, or utilizing sensitive information, including proprietary, business confidential, or financial data of other companies, and Government procurement sensitive information. (See NFS 1852.237-72, Access to Sensitive Information)

The existence of these conflicting roles might bias the Contractor's judgment or provide an unfair competitive advantage.

For purposes of this clause, the term "Contractor" includes any division, separate company, or subsidiary that is wholly-owned by the parent corporation, and includes any of the prime Contractor's teammates and/or Subcontractor(s).

(b) Within two working days of becoming aware of or of receiving any request that gives rise to a potential conflict of interest and in accordance with DRD 1292MA-015, *Organizational Conflict of Interest (OCI) Mitigation Plan*, the Contractor shall notify the Contracting Officer and provide a report detailing the following:

1. Nature of the conflict
2. Plan for avoiding, neutralizing, or mitigating the conflict
3. The benefits and risks associated with acceptance of the proposed mitigation action

The Contracting Officer shall review the report and determine the course of action that is in the best interests of the Government. Any mitigations required as a result of the actions delineated above shall be incorporated as a revision to the Contractor's *Organizational Conflict of Interest (OCI) Mitigation Plan*, Attachment J-15.

Any limitations on future contracting resulting from the Contractor's or its Subcontractor's identification and defining of requirements, preparation of specifications/statements of work, or access to proprietary, business confidential, or financial data of another company are identified in Clause H.3 "Limitation of Future Contracting".

(End of clause)

H.3 LIMITATION OF FUTURE CONTRACTING. (1852.209-71) (DEC 1988)

(a) The Contracting Officer has determined that this acquisition may give rise to a potential organizational conflict of interest. Accordingly, the attention of prospective Offerors is invited to FAR Subpart 9.5 - Organizational Conflicts of Interest.

(b) The nature of this conflict is an unfair competitive advantage.

(c) The restrictions upon future contracting are as follows:

(1) If the Contractor, under the terms of this contract, or through the performance of tasks pursuant to this contract, is required to develop specifications or statements of work that are to be incorporated into a solicitation, the Contractor shall be ineligible to perform the work described in that solicitation as a prime or first-tier subcontractor under an ensuing NASA contract. This restriction shall remain in effect for a reasonable time, as agreed to by the Contracting Officer and the Contractor, sufficient to avoid unfair competitive advantage or potential bias (this time shall in no case be less than the duration of the initial production contract). NASA shall not unilaterally require the Contractor to prepare such specifications or statements of work under this contract.

(2) To the extent that the work under this contract requires access to proprietary, business confidential, financial data of other companies, or Government procurement sensitive information, and as long as these data remain proprietary or confidential, the Contractor shall protect these data from unauthorized use and disclosure and agrees not to use them to compete with those other companies.

(End of clause)

H.4 ORGANIZATIONAL CONFLICTS OF INTEREST MITIGATION PLAN

During the Phase-in period, and not later than 30 calendar days prior to the Contractor's full assumption of responsibilities, the Contractor shall submit for NASA's approval a comprehensive Organizational Conflicts of Interest Mitigation Plan (DRD 1292MA-015). This comprehensive plan shall incorporate any previous studies performed, shall thoroughly analyze all organizational conflicts of interest that might arise because of the Contractor's performance under this contract or because the Contractor has access to other companies' sensitive information, and shall establish specific methods to control, mitigate, or eliminate all problems identified. The Contracting Officer, with advice from Legal Counsel, will review the plan for completeness and identify to the contractor substantive weaknesses and omissions for necessary correction. Once the Contractor has corrected the substantive weaknesses and omissions, the Contracting Officer will unilaterally incorporate the approved plan as Attachment J-15 to the contract.

(End of clause)

H.5 EXPORT LICENSES. (1852.225-70) (FEB 2000) -- ALTERNATE I (FEB 2000)

(a) The Contractor shall comply with all U.S. export control laws and regulations, including the International Traffic in Arms Regulations (ITAR), 22 CFR Parts 120 through 130, and the Export Administration Regulations (EAR), 15 CFR Parts 730 through 799, in the performance of this contract. In the absence of available license exemptions/exceptions, the Contractor shall be responsible for obtaining the appropriate licenses or other approvals, if required, for exports of hardware, technical data, and software, or for the provision of technical assistance.

(b) The Contractor shall be responsible for obtaining export licenses, if required, before utilizing foreign persons in the performance of this contract, including instances where the work is to be performed on-site at MSFC, where the foreign person will have access to export-controlled technical data or software.

(c) The Contractor shall be responsible for all regulatory record keeping requirements associated with the use of licenses and license exemptions/exceptions.

(d) The Contractor shall be responsible for ensuring that the provisions of this clause apply to its subcontractors.

(e) The Contractor may request, in writing, that the Contracting Officer authorize it to export ITAR-controlled technical data (including software) pursuant to the exemption at 22 CFR 125.4(b) (3). The Contracting Officer or designated representative may authorize or direct the use of the exemption where the data does not disclose details of the design, development, production, or manufacture of any defense article.

(End of clause)

H.6 KEY PERSONNEL AND FACILITIES. (1852.235-71) (MAR 1989)

(a) The personnel and/or facilities listed below (or specified in the contract Schedule) are considered essential to the work being performed under this contract. Before removing, replacing, or diverting any of the listed or specified personnel or facilities, the Contractor shall (1) notify the Contracting Officer reasonably in advance and (2) submit justification (including proposed substitutions) in sufficient detail to permit evaluation of the impact on this contract.

(b) The Contractor shall make no diversion without the Contracting Officer's written consent; provided, that the Contracting Officer may ratify in writing the proposed change, and that ratification shall constitute the Contracting Officer's consent required by this clause.

(c) The list of personnel and/or facilities (shown below or as specified in the contract Schedule) may, with the consent of the contracting parties, be amended from time to time during the course of the contract to add or delete personnel and/or facilities.

MITS Program Manager
OTHER KEY PERSONNEL TO BE COMPLETED BY OFFEROR

(End of clause)

H.7 OBSERVANCE OF LEGAL HOLIDAYS. (1852.242-72) (AUG 1992) -- ALTERNATE I (SEP 1989) and ALTERNATE II (OCT 2000)

(a) The on-site Government personnel observe the following holidays:
New Year's Day
Labor Day
Martin Luther King, Jr's Birthday
Columbus Day
President's Day
Veterans Day
Memorial Day
Thanksgiving Day
Independence Day
Christmas Day
Any other day designated by Federal statute, Executive order, or the President's proclamation.

(b) When any holiday falls on a Saturday, the preceding Friday is observed. When any holiday falls on a Sunday, the following Monday is observed. Observance of such days by Government personnel shall not by itself be cause for an additional period of performance or entitlement of compensation except as set forth within the contract.

(c) On-site personnel assigned to this contract shall not be granted access to the installation during the holidays in paragraph (a) of the clause, except as follows: the Contractor shall provide sufficient on-site personnel to perform round-the-clock requirements of critical work already in process, unless otherwise instructed by the Contracting Officer or authorized representative. If the Contractor's on-site personnel work during a holiday other than those in paragraph (a) of this clause, no form of holiday or other premium compensation shall be reimbursed as either a direct or indirect cost. However, this does not preclude reimbursement for authorized overtime work that would have been overtime regardless of the status of the day as a holiday.

(d) The Contractor shall place identical requirements, including this paragraph, in all subcontracts that require performance of work on-site, unless otherwise instructed by the Contracting Officer.

(e) When the NASA installation grants administrative leave to its Government employees (e.g., as a result of inclement weather, potentially hazardous conditions, or other special circumstances), Contractor personnel working on-site should also be dismissed. However, the contractor shall provide sufficient on-site personnel to perform round-the-clock requirements of critical work already in process, unless otherwise instructed by the Contracting Officer or authorized representative.

(f) Whenever administrative leave is granted to Contractor personnel pursuant to paragraph (e) of this clause, it shall be without loss to the Contractor. The cost of salaries and wages to the Contractor for the period of any such excused absence shall be a reimbursable item of cost under this contract for employees in accordance with the Contractor's established accounting policy.

(End of clause)

H.8 SPECIAL PROVISION FOR CONTRACT CHANGES

(a) The parties agree that, notwithstanding the provisions of the “Changes – Cost-Reimbursement – Alternate II” clause and the “Government Property” clauses, no change made pursuant to the “Changes – Cost-Reimbursement – Alternate II” clause shall give rise to an equitable adjustment in the estimated cost or fee

or any other contract provision when said change causes an increase or decrease of $100,000 or less in the estimated cost of this contract. Each change shall be controlling in making this determination, and such change shall not, for purposes of determining the applicability of this clause, be added to any other change(s). The parties recognize that several changes may be grouped together in a bilateral modification for definitization; however, the dollar value of each individual change will be controlling in determining whether or not an equitable adjustment is in order. If and when, and to the extent that, the cumulative value of contract changes, made in accordance with this clause for any contract year exceeds $1,000,000, an equitable adjustment may be requested by the contractor.

(b) In addition to the agreed conditions set forth in paragraph (a) above, the following parameters are provided relative to specific Performance Work Statement (Attachment J-1) requirements under this contract:

(i) Performance Work Statement (PWS), Section 4.3.4, Special Business Case Developments. The types and number of COTR-directed special studies may vary throughout the period of performance of this contract, however, these COTR-directed special studies are considered within the scope of this contract and shall not, in general, be construed as changes within the meaning of the "Changes -- Cost-Reimbursement -- Alternate II" clause of this contract as long as the total number of special studies is not greater than 5 per contract year.

(ii) PWS Section 6.0, MSFC Applications and Web Services, and all subsections. The number and types of applications and web services for which these services are provided may be routinely added or deleted throughout the period of performance of this contract. Such additions and deletions, including enhancements to existing applications and websites and new developments, are within the scope of this contract and shall not, in general, be construed as changes within the meaning of the “Changes – cost reimbursement – Alternate II” clause of this contract as long as the total number of applications and websites fall within the parameters set forth in Table J-1-1, Attachment J-1.

(ii) PWS Section 7.0, Computing Services and all subsections. During the period of performance of this contract the number and types of managed systems and items of hardware to be maintained may be routinely added or deleted. These changes are within the scope of the contract and shall not, in general, be construed as changes within the meaning of the “Changes – Cost Reimbursement – Alternate II” clause of this contract as long as the total number of computing systems to be managed is not less than 500 and not greater than 2,000 and the total number of hardware items to be maintained is not less than 4,000 and not greater than 15,000.

(End of clause)

H.9 GOVERNMENT CONTRACT QUALITY ASSURANCE FUNCTIONS (1852.246-71) (OCT 1988)

In accordance with the inspection clause of this contract, the Government intends to perform the following functions at the locations indicated:

Item	Quality Assurance Function	Location
All	Final Inspection and Acceptance (See Attachments J-4 and J-5)	See F.3 - Place of Performance

(End of clause)

H.10 LABOR PROVISIONS

Service Contract Act

Pursuant to the requirements of the Service Contract Act of 1965, as amended, and the applicable clauses incorporated in Section I, the minimum wages to be paid service employees under this contract shall be those set forth in the Department of Labor Wage Determinations (Attachment J-3).

NOTICE TO PROSPECTIVE OFFERORS - This solicitation and resulting contract are subject to the statutory provisions of the Service Contract Act of 1965, as amended, (Contract Clause 52.222-41), and the implementing regulations of the Act outlined in Title 29 Code of Federal Regulations, Part 4.

As a prospective Offeror you are liable for the proper interpretation, application, implementation, and administration of the mandatory provisions of this Act. Therefore, it is imperative that you take appropriate action when preparing your proposal to assure compliance and ensure that your corporate policies are congruous with the spirit and intent of the law.

(End of clause)

H.11 NATIONAL LABOR RELATIONS ACT

The selected contractor shall be required to comply with the requirements of the National Labor Relations Act. Further, MSFC encourages contractors with collective bargaining agreements to become actively involved in the Area Labor-Management Relations Council sponsored jointly by the Marshall Space Flight Center and the Federal Mediation and Conciliations Service.

Many of the incumbent contractor's "service employees" are represented by the following collective bargaining representatives (unions):

- Communications Workers of America, AFL-CIO, Local 3095. [Point of Contact: Mary P. Layton, President, (256) 539-6081].

As a Government Contracting Activity, NASA recognizes the legal right of contractor employees and unions to engage in collective bargaining with our contractors [NPR 5200.1D Chapter 1, Paragraph 1.2], as afforded them by the National Labor Relations Act. Therefore, the successful contractor agrees to maintain policies and practices that are congruous with these mandatory provisions of law.

(End of clause)

H.12 RESERVE GATE PROCEDURES/ONE-GATE PLAN

In the event of a labor dispute, the Government may restrict the ingress and egress of the contractor's and subcontractor's employees and suppliers to a specific gate. The contractor agrees to have the employees re-badged (if necessary) and to direct them and the suppliers to utilize only the gate designated in the reserve gate/one-gate procedures.

(End of clause)

H.13 ASBESTOS MATERIAL (MSFC 52.223-90) (JUNE 2002)

During performance of this contract, 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)

H.14 RESERVED

H.15 HAZARDOUS MATERIAL REPORTING (MSFC 52.223-91) (AUG 2005)

(a) If during the performance of this contract, the Contractor transports or accepts delivery of any hazardous materials (hazardous as defined under the latest version of Federal Standard No. 313, including revisions adopted during the term of the contract) on-site to Marshall Space Flight Center, the hazardous material shall be processed through MSFC Central Receiving to be bar-coded for inventory. Chemical containers shall be managed in accordance with the provisions of MWI 8550.5, "Hazardous Material Management." The Contractor shall be responsible for ensuring that all Contractor/subcontractor personnel are made aware of and comply with this clause.

(b) Nothing contained in this clause shall relieve the Contractor from complying with applicable Federal, State, and local laws, codes, ordinances, and regulations (including the obtaining of licenses and permits) in connection with hazardous material; or with clauses regarding hazardous materials, which may be contained in the order.

(End of clause)

H.16 ENVIRONMENTAL - GENERAL CLAUSE (MSFC 52.223-92) (DEC 2006)

NASA/Marshall has developed and maintains an Environmental Management System, in accordance with Executive Order 13148, to support and implement its environmental policy of:

"Enabling Marshall's mission through environmental compliance and stewardship and by providing a safe and healthful workplace." (MPD 8500.1, "MSFC Environmental Policy").

Contractors performing on-site shall comply with all applicable Environmental polices and procedures including, but not limited to, MPD 8500.1 and MPR 8500.1, "MSFC Environmental Management Program." MSFC contractors requiring on-site activities that could potentially impact the environment shall be responsible for following all established NASA/Marshall environmental procedures. These procedures and other applicable policies and procedures are available by contacting the NASA/Marshall Environmental Engineering &

Occupational Health Office. Failure to comply with environmental policies and procedures, may result in damage to the environment, and could potentially result in regulatory penalties against NASA and/or the Contractor, and Contractor loss of access to NASA/Marshall facilities.

(End of clause)

H.17 SUBCONTRACTS

(a) In accordance with the clause entitled "Subcontracts (Cost Reimbursement and Letter Contracts) -- Alternate I," the following classes of subcontracts are designated for special surveillance, and the Contractor shall obtain the Contracting Officer's written consent before placement:

(1) All cost reimbursement, letter, and labor-hour/time and material subcontracts;

(2) All fixed price subcontracts exceeding $100,000 total value, including all options, if the Contractor has an approved purchasing system; and,

(3) All fixed price subcontracts exceeding $25,000 total value, including all options, if the Contractor does not have an approved purchasing system.

(b) In conducting procurements for IT resources, the Contractor shall comply with the acquisition planning, publication, and competition requirements as generally set forth in the Federal Acquisition Regulation (FAR), Parts 6 and 39. Before issuing a solicitation for any IT resource procurement estimated to exceed $2,500,000 in total value, the Contractor shall obtain the Contracting Officer's prior written consent to proceed with the procurement.

(c) All subcontracts shall be in the name of the contractor and shall not bind nor purport to bind the Government in any manner.

(End of clause)

H.18 EXCLUDED FUNCTIONS AND RESPONSIBILITIES

Functions and responsibilities directly involved or associated with the management of any NASA laboratory or office are expressly excluded from this contract. Any instructions, directives, or orders issued under this contract involving such NASA 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:

1. Policy making or management of NASA operations;
2. NASA Program or project management;
3. Technical management of Government contracts;
4. NASA management planning, programming, budgeting, review, and analysis;
5. Government purchasing, contracting, contract administration, acceptance of materials and/or performance, and pay and accounting therefore;
6. Direction or supervision of other Government Contractors or Government agencies, or otherwise acting as an agent to obligate or commit NASA in any capacity;
7. Clerical and other administration-type functions required to be performed by civil service personnel;
8. Supervision of Government employees.

(End of clause)

H.19 APPLICABILITY OF SECTION CLAUSES TO SUBCONTRACTS

In the event the Contractor enters into subcontract(s) for performance of any of the services required under the Performance Work Statement of this contract, the Contractor hereby agrees that, in addition to all other requirements, the intent and purpose of the following contract clauses will be incorporated in any such subcontract(s) where the type of subcontract, or work to be performed, could make the clause applicable. Such inclusion shall be in addition to the flow-down of FAR/NFS clauses required by those clauses.

B.4	Allowable Items of Cost
B.5	Premium for Scheduled Overtime
B.7	Contract Extension Resulting from Protests
E.1	Inspection of Supplies - Cost-Reimbursement
	Inspection of Services - Cost-Reimbursement
G.1	New Technology
G.4	Designation of New Technology Representative and Patent Representative.
G.7	Installation-Accountable Government Property
G.8	Financial Reporting of NASA Property in the Custody of Contractors
G.16	Contractor Employee Badging and Employment Termination Clearance
G.18	Statement of Equivalent Rates For Federal Hires
H.2	Mitigation of Organizational Conflicts Of Interest (OCI)
H.3	Limitation of Future Contracting
H.7	Observance of Legal Holidays
H.12	Reserve Gate Procedures/ One-Gate Plan
H.13	Asbestos Material
H.15	Hazardous Material Reporting
H.16	Environmental - General Clause
H.18	Excluded Functions and Responsibility
I.1	Safety and Health
	Emergency Evacuation Procedures
	Frequency Authorization
	Drug-Free Workplace
	Employment Eligibility Verification

(End of clause)

H.20 ASSOCIATE CONTRACTOR AGREEMENTS

(a) In order to achieve the requirements of this contract, the Contractor shall establish, in conjunction with the Contracting Officer (CO) and Contracting Officer's Technical Representative (COTR), the means for coordination and exchange of information with multiple onsite MSFC contractors. The purpose of this clause is to facilitate cooperation among MSFC services contractors in providing support for accomplishing MSFC's mission. The Contractor Agreements contemplated by this clause, established within 180 calendar days after contract award, will be added by contract modification to this paragraph as required without any other adjustment to the contract value, requirements, or terms and conditions of this contract.

(b) MSFC requires Associate Contractor Agreements (prime, teammates, and subcontractors), including, but not limited to, the following:

Contract	Contractor
Outsourcing Desktop Initiative for NASA (ODIN)	Lockheed Martin IT
Agency Consolidated End-user Services (ACES)	(TBD)
NASA Integrated Communications Services (NICS)	(TBD)
NASA Enterprise Data Center (NEDC)	(TBD)
Enterprise Applications Service Technologies (EAST)	(TBD)
Agency-wide Protective Services Contract	(TBD)
Center Operations Support Services (COSS)	EG&G
Logistics Services Contract	EG&G
Michoud Assembly Facility Manufacturing Support and Facility Operations Contract (MSFOC)	(TBD)

(c) The Contractor shall document agreements with other Associate Contractors described in (a) above via Associate Contractor agreements. The Government will not be a party in such Associate Contractor agreements. A copy of each such agreement shall be provided to the CO. All costs associated with such agreements are included in the negotiated cost of this contract.

(d) The Contractor is not relieved of any contract requirements or entitled to any adjustments to the contract terms because of the failure to resolve a disagreement with an Associate Contractor. Liability for the improper disclosure of any proprietary data contained in or referenced by any agreement shall rest with the parties to the agreement, and not the Government.

(End of clause)

H.21 SECURITY/BADGING REQUIREMENTS FOR FOREIGN NATIONAL VISITORS AND EMPLOYEES OF FOREIGN CONTRACTORS

(a) An employee of a domestic Marshall Space Flight Center (MSFC) contractor or its subcontractor who is not a U.S. citizen (foreign national) may not be admitted to the MSFC site for purposes of performing work without special arrangements. In addition, all employees or representatives of a foreign MSFC contractor/subcontractor may not be admitted to the MSFC site without special arrangements. For employees as described above, advance notice must be given to the MSFC Protective Services Office at least 3 weeks prior to the scheduled need for access to the site so that instructions on obtaining access may be provided.

(b) All visit/badge requests for persons described in paragraph (a) above must be entered in the NASA Foreign National Management System (NFNMS) for acceptance, review, concurrence and approval purposes. When an authorized company official requests a MSFC badge for site access, he/she is certifying that steps have been taken to ensure that its contractor or subcontractor employees, visitors, or representatives will not be given access to export-controlled or classified information for which they are not authorized. The authorized company officials shall serve as the contractor's representative(s) in certifying that all visit/badge request forms are processed in accordance with MSFC security and export control procedures.

No foreign national, representative, or resident alien contractor/subcontractor employee shall be granted access into MSFC until a completed request has been approved and processed through the NFNMS. Unescorted access will not be granted unless the MSFC Protective Services Office has completed a favorable National Agency Check (NAC).

(c) The contractor agrees that it will not employ for the performance of work onsite at the MSFC any individuals who are not legally authorized to work in the United States. If the MSFC Industrial Security Specialist or the contracting officer has reason to believe that any employee of the contractor may not be legally authorized to work in the United States and/or on the contract, the contractor may be required to furnish copies of federal Form I-9 (Employment Eligibility Verification), U.S. Department of Labor Application for Alien Employment Certification, and any other type of employment authorization document.

(d) The contractor agrees to provide the information requested by the MSFC Protective Services Office in order to comply with NASA policy directives and guidelines related to foreign visits to NASA facilities so that (1) the visitor/employee/ representative may be allowed access to MSFC or other NASA Centers for performance of this contract, (2) required investigations can be conducted, and (3) required annual or revalidation reports can be submitted to NASA Headquarters. All requested information must be submitted in a timely manner in accordance with instructions provided by MSFC or any other Center to be visited.

(End of clause)

H.22 MSFC 52.223-94 SAFETY PERFORMANCE EVALUATION, EVALUATION CRITERIA, AND PERFORMANCE RECOGNITION (FEB 2008)

SAFETY PERFORMANCE EVALUATION

1. CONTRACTOR RESPONSIBILITY. The Contractor is responsible for maintaining an effective safety program during the course of the contract with a goal to achieve a world-class program within the term of the contract. The Contractor will ensure that the requirements of the MSFC approved Contractor's Safety and Health Plan and applicable Data Requirement Documents (DRD) are met. Contractor safety performance evaluation will be based on the MSFC safety program elements. The Contractor shall conduct an annual self-evaluation based on these criteria. The Contracting Officer (CO)/ Contracting Officer Technical Representative (COTR), in coordination with the MSFC Industrial Safety Branch, will validate the Contractor's self-evaluation.

Annually, the agreed score will be used to assess performance appropriately—positive or negative.

For the purpose of assessing the annual score, the Contractor and the CO/COTR, in coordination with the MSFC Industrial Safety Branch, will reach a mutually agreeable determination based on the metrics reflected in the attachment. In cases where the Contractor and CO/COTR cannot reach agreement, the MSFC Ombudsman will hear arguments from both sides and make a final decision. This process shall not preclude the CO from taking immediate action for any serious, willful, blatant, or continued violations of MSFC safety policy or procedures.

2. EVALUATION CRITERIA. Contractor self-evaluation and Government validation will be based on the applicable elements and sub-elements of the MSFC safety program shown below. Specific criteria are shown on Attachment J-6 entitled "Safety Health Management Implementation Guide and Assessment Matrix."

Deviations from the matrix criteria may be made, for cause, and must be approved by the COTR, CO and Government Safety Representative. It should be noted that Element 1 has a management and an employee component. These are simply averaged to obtain the score for Element 1. The result should be carried to the second decimal point.

MANAGEMENT COMMITMENT AND EMPLOYEE INVOLVEMENT HAZARD PREVENTION AND CONTROL

(ELEMENT 1)	(ELEMENT 3)
Documented Safety Policy and Goals	Hazard Identification Process
Safety Committees	Facility and Equipment Maintenance
Safety Meetings	Emergency Program and Drills
Subcontractor Safety	Emergency Medical Care Program
Resources	Personal Protective Equipment
Access to Professional Safety Staff	Health Program
Accountability (Disciplinary Program)	
Annual Evaluation	

(ELEMENT 2)	(ELEMENT 4)
System And Worksite Hazard Analysis	**Safety and Health Training**
Complete And Update Baseline Surveys	Employee
Perform Analysis Of New Work	Supervisor
Job Hazard Analysis/ Process Review	Manager
Self-Inspections	
Employee Hazard Reporting	
Mishap/Close Call Investigation	
Injury/Illness Rates	

3. PERFORMANCE RECOGNITION.
Contractor performance will be recognized as follows:

Level I - Annual rating score of $\geq$ 36 and a Lost Time Case Rate (LTC) $\leq$ 50% of the LTC for the applicable North American Industry Classification System (NAICS) rate.	*Formal award with public recognition.* *Appropriate past performance referrals provided.*

Exception: *Contractors with less than 100 employees located onsite MSFC.* To be rated in Level I, the contractor shall have no lost time injuries during the past year.

Level II - Annual rating score of ≥ 28 based on the annual assessment score, and a LTC < the applicable NAICS rate and the scores remain the same, or reflect improved performance, from the previous period. If scores reflect a decrease in performance, no letter of commendation will be issued.	*Formal letter of commendation.* *Will impact contract evaluation and past performance referrals.*

Exception: *Contractors with less than 100 employees located onsite MSFC.* To be rated in Level II, the contractor shall have no more than one lost time injury during the past year.

Level III - Annual rating score of ≤ 16 or a LTC NAICS rate.	*Formal letter expressing concern.* *Corrective Action Plan requested.* *Data placed in Past Performance*

Failure to improve could result in contract options not being exercised.

Exception: Contractors with less than 100 employees located onsite MSFC. A Level III rating will be given to a contractor having greater than two lost time injuries during the past year.

If contractor's Safety Performance evaluation does not fall within the above categories.	*No recognition*

NOTE: The most current Department of Labor NAICS rate, effective at the beginning of the annual evaluation period, will be utilized for LTC evaluation. Lost Time Incidents shall be recorded in accordance with NASA requirements specified in MWI 8621.1, "Close Call and Mishap Reporting and Investigation Program." Final decisions on any disputed lost time injury determinations will be handled by established Government regulatory procedures.

4. CONTRACTOR ACCOUNTABILITY FOR MISHAPS.

The Contractor shall not be held accountable for injuries to their personnel or damage to the property they control that is caused by individuals or situations clearly outside the control of their contract.

5. EVALUATION PROCESS.

The evaluation process will be based on the major elements and their sub-elements cited in Paragraph 2.

The evaluation process will include these steps:

1. Contractor to conduct annual self-assessment and assign numerical score to each element.
2. Contractor self assessments will address compliance with their approved Safety and Health Plan.
3. Contractor to have self-assessment validated by CO/COTR and Industrial Safety Branch.
4. On an annual basis, the CO will apply contract incentives/recognition or consequences based on the average quarterly scores. The CO will make a determination annually for items requested in paragraph 6 that are not reported. (*Also, see paragraph 7 below*.)

The evaluation process will use the Safety Health Management Implementation Guide and Assessment Matrix at Attachment J-6. The Safety Performance Evaluation Summary is also located at Attachment J-6.

6. SAFETY METRIC REPORTING.

The contractor shall report safety metrics to the extent specified in the contract.

7. FAILURE TO REPORT

If the contractor fails to report the items in paragraph 6 above in accordance with this contract, an amount of $1,000 will be deducted for each occurrence of failure to report the required data.

(End of clause)

[END OF SECTION]

SECTION I - CONTRACT CLAUSES

I.1 CLAUSES INCORPORATED BY REFERENCE (52.252-2) (JUN 1988)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available.

(End of clause)

NOTICE: The following clauses are hereby incorporated by reference:

A. FEDERAL ACQUISITION REGULATION (48 CFR CHAPTER 1) CLAUSES

Clause No.	Title
52.202-1	Definitions (Jul 2004)
52.203-3	Gratuities (Apr 1984)
52.203-5	Covenant Against Contingent Fees (Apr 1984)
52.203-6	Restrictions on Subcontractor Sales to the Government (Sep 2006)
52.203-7	Anti-Kickback Procedures (July 1995)
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity (Jan 1997)
52.203-10	Price or Fee Adjustment for Illegal or Improper Activity (Jan 1997)
52.203-12	Limitation on Payments to Influence Certain Federal Transactions (Sep 2007)
52.204-1	Approval of Contract (Dec 1989) [Insert “MSFC Procurement Officer“]
52.203-13	Contractor Code of Business Ethics and Conduct (Dec 2008)
52.203-14	Display of Hotline Poster(s)(Dec 2007)
52.204-2	Security Requirements (Aug 1996)
52.204-4	Printed or Copied Double-Sided on Recycled Paper (Aug 2000)
52.204-7	Central Contractor Registration (Apr 2008)
52.204-10	Reporting Subcontract Awards (Sep 2007)
52.209-6	Protecting the Government's Interest when Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment (Sep 2006)
52.211-15	Defense Priority and Allocation Requirements (Apr 2008)
52.215-2	Audit – Negotiation and Records – Negotiation (Jun 1999)
52.215-8	Order of Precedence- Uniform Contract Format (Oct 1997)
52.215-9	Changes or Additions to Make-or-Buy Program (Oct 1997)
52.215-11	Price Reduction for Defective Cost and Pricing Data-Modifications (Oct 1997)
52.215-13	Subcontractor Cost and Pricing Data-Modifications (Oct 1997)
52.215-14	Integrity of Unit Prices (Oct 1997)
52.215-15	Pension Adjustments and Asset Reversions (Oct 2004)
52.215-18	Reversion or Adjustment of Plans for Postretirement Benefits (PRB) Other Than Pensions (Jul 2005)
52.215-19	Notification of Ownership Changes (Oct 1997)

52.215-21	Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data-Modifications (Oct 1997)
52.216-7	Allowable Cost and Payment (Dec 2002)
52.217-9	Option to Extend the Term of the Contract (Mar 2000) [Insert “the period of performance of this contract” and “30 “ in paragraph (a) and “60 months” in paragraph (c)]
52.219-6	Notice of Total Small Business Set-Aside (Jun 2003)
52.219-8	Utilization of Small Business Concerns (May 2004)
52.219-28	Post-Award Small Business Program Representation (Jun 2007)
52.222-1	Notice to the Government of Labor Disputes (Feb 1997)
52.222-2	Payment for Overtime Premiums (Jul 1990) [Insert “See Clause B.5” in paragraph (a)]
52.222-3	Convict Labor (Jun 2003)
52.222-4	Contract Work Hours and Safety Standards -- Overtime Compensation (Jul 2005)
52.222-21	Prohibition of Segregated Facilities (Feb 1999)
52.222-26	Equal Opportunity (Mar 2007)
52.222-35	Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (Sep 2006)
52.222-36	Affirmative Action for Workers with Disabilities (Jun 1998)
52.222-37	Employment Reports on Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (Sep 2006)
52.222-38	Compliance with Veterans’ Employment Reporting Requirements (Dec 2001)
52.222-39	Notification of Employee Rights Concerning Payment of Union Dues or Fees (Dec 2004)
52.222-41	Service Contract Act of 1965, As Amended (Nov 2007)
52.222-50	Combating Trafficking in Persons (Feb 2009)
52.222.54	Employment Eligibility Verification (Jan 2009)
52.223-2	Affirmative Procurement of Biobased Products Under Service and Construction Contracts (Dec 2007)
52.223-5	Pollution Prevention and Right-to-Know Information (Aug 2003)
52.223-6	Drug-Free Workplace (May 2001)
52.223-10	Waste Reduction Program (Aug 2000)
52.223-14	Toxic Chemical Release Reporting (Aug 2003)
52.223-16	IEEE 1680 Standard for the Environmental Assessment of Personal Computer Products (Dec 2007)
52.224-1	Privacy Act Notification (Apr 1984)
52.224-2	Privacy Act (Apr 1984)
52.225-1	Buy American Act- Supplies (Feb 2009)
52.225-13	Restrictions on Certain Foreign Purchases (Jun 2008)
52.227-1	Authorization and Consent (Dec 2007)
52.227-2	Notice and Assistance Regarding Patent and Copyright Infringement (Dec 2007)
52.227-10	Filing of Patent Applications- Classified Subject Matter (Dec 2007)
52.227-14	Rights in Data -- General (Dec 2007) -- As Modified by NASA FAR Supplement 1852.227-14

52.227-16	Additional Data Requirements (Jun 1987)
52.228-7	Insurance – Liability to Third Persons (Mar 1996)
52.230-2	Cost Accounting Standards (Oct 2008)
52.230-6	Administration of Cost Accounting Standards (Mar 2008)
52.232-9	Limitation on Withholding of Payments (Apr 1984)
52.232-17	Interest (Oct 2008)
52.232-18	Availability of Funds (Apr 1984)
52.232-22	Limitation of Funds (Apr 1984)
52.232-23	Assignment of Claims (Jan 1986)
52.232-25	Prompt Payment (Oct 2003)- Alt I (Feb 2002)
52.232-33	Payment by Electronic Funds Transfer-Central Contractor Registration (Oct 2003)
52.233-1	Disputes (Jul 2002) -- Alternate I (Dec 1991)
52.233-3	Protest After Award (Aug 1996) – Alternate I (Jun 1985)
52.233-4	Applicable Law for Breach of Contract Claim (Oct 2004)
52.237-2	Protection of Government Buildings, Equipment, and Vegetation (Apr 1984)
52.237-3	Continuity of Services (Jan 1991)
52.239-1	Privacy or Security Safeguards (Aug 1996)
52.242-1	Notice of Intent to Disallow Costs (Apr 1984)
52.242-3	Penalties for Unallowable Costs (May 2001)
52.242-4	Certification of Final Indirect Cost (Jan 1997)
52.242-13	Bankruptcy (Jul 1995)
52.243-2	Changes -- Cost-Reimbursement (Aug 1987) -- Alternate II (Apr 1984)
52.244-2	Subcontracts (Jun 2007)[Insert “See Clause H.17” in (d) and “N/A” in (j)]
52.244-5	Competition in Subcontracting (Dec 1996)
52.244-6	Subcontracts for Commercial Items (Feb 2009)
52.245-1	Government Property (Jun 2007)
52.245-9	Use and Charges (Jun 2007)
52.246-25	Limitation of Liability - Services (Feb 1997)
52.247-1	Commercial Bill of Lading Notations (Feb 2006)
52.247-67	Submission of Transportation Documents for Audit (Feb 2006)
52.249-6	Termination (Cost-Reimbursement) (May 2004)
52.249-14	Excusable Delays (Apr 1984)
52.251-1	Government Supply Sources (Apr 1984)
52.251-2	Interagency Fleet Management System Vehicles and Related Services (Jan 1991)
52.252-6	Authorized Deviations in Clauses (Apr 1984)
52.253-1	Computer Generated Forms (Jan 1991)

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

Clause No.	Title
1852.204-75	Security Classification Requirements (Sep 1989)[Insert “Secret” and “J-10”]
1852.204-76	Security Requirements for Unclassified Information Technology Resources (Deviation)(May 2008)

1852.215-84	Ombudsman (Oct 2003)[Insert "Robin N. Henderson, DE01, George C. Marshall Space Flight Center, MSFC, AL 35812, telephone (256) 544-1919, fax (256) 544-7920, email Robin.N.Henderson@nasa.gov"]
1852.216-89	Assignment and Release Forms (Jul 1997)
1852.219-74	Use of Rural Area Small Businesses (Sep 1990)
1852.219-75	Small Business Subcontracting Reporting (May 1999)
1852.219-76	NASA 8 Percent Goal (Jul 1997)
1852.219-77	NASA Mentor-Protégé' Program (May 1999)
1852.219-79	Mentor Requirements and Evaluation (Mar 1999)
1852.223-70	Safety and Health (Apr 2002)
1852.223-71	Frequency Authorization (Dec 1988)
1852.223-76	Federal Automotive Statistical Tool Reporting (Jul 2003)
1852.227-86	Commercial Computer Software – Licensing (Dec 1987)
1852.228-75	Minimum Insurance Coverage (Oct 1988)
1852.237-70	Emergency Evacuation Procedures (Dec 1988)
1852.237-72	Access to Sensitive Information (Jun 2005)
1852.237-73	Release of Sensitive Information (Jun 2005)
1852.243-71	Shared Savings (Mar 1997)
1852.246-70	Mission Critical Space System Personnel Reliability Program (Mar 1997)

I.2 52.204-9 PERSONAL IDENTITY VERIFICATION OF CONTRACTOR PERSONNEL. (SEP 2007)

(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, and Federal Information Processing Standards Publication (FIPS PUB) Number 201.

(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)

I.3 FIXED FEE. (52.216-8) (MAR 1997)

(a) The Government shall pay the Contractor for performing this contract the fixed fee specified in the Schedule.

(b) Payment of the fixed fee shall be made as specified in the Schedule; provided that after payment of 85 percent of the fixed fee, the Contracting Officer may withhold further payment of fee until a reserve is set aside in an amount that the Contracting Officer considers necessary to protect the Government's interest. This reserve shall not exceed 15 percent of the total fixed fee or $100,000, whichever is less. The Contracting Officer shall release 75 percent of all fee withholds under this contract after receipt of the certified final indirect cost rate proposal covering the year of physical completion of this contract, provided the Contractor has satisfied all other contract terms and conditions, including the submission of the final patent and royalty reports, and is not delinquent in submitting final vouchers on prior years' settlements.

The Contracting Officer may release up to 90 percent of the fee withholds under this contract based on the Contractor's past performance related to the submission and settlement of final indirect cost rate proposals.

(End of clause)

I.4 AUTHORIZED DEVIATIONS IN CLAUSES. (52.252-6) (APR 1984)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of (DEVIATION) after the date of the clause.

(b) The use in this solicitation or contract of any NASA FAR Supplement (48 CFR 18) clause with an authorized deviation is indicated by the addition of (DEVIATION) after the name of the regulation.

(End of clause)

[END OF SECTION]

SECTION J - DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS

ATTACHMENT J

LIST OF ATTACHMENTS

ATTACHMENT	DOCUMENT	PAGES
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ATTACHMENT J-2	Data Procurement Document	J-2-1 – J-2-50
ATTACHMENT J-3	Wage Determinations	J-3-1 – J-3-22
ATTACHMENT J-4	Performance Requirements Summary	J-4-1 – J-4-5
ATTACHMENT J-5	Surveillance and Cost Plus Fixed Performance Fee Plan	J-5-1 – J-5-17
ATTACHMENT J-6	Safety & Health Implementation Guide and Assessment Matrix	J-6-1 – J-6-3
ATTACHMENT J-7	RESERVED	J-7-1
ATTACHMENT J-8	Installation Provided Property and Services	J-8-1 – J-8-2
ATTACHMENT J-9	Applicable Regulations and Procedures	J-9-1 – J-9-9
ATTACHMENT J-10	Contract Security Classification and Specification (DD Form 254)	J-10-1 –J-10-2
ATTACHMENT J-11	Safety, Health and Environmental (SHE) Plan	J-11-1
ATTACHMENT J-12	Acronyms and Abbreviations	J-12-1 – J-12-9
ATTACHMENT J-13	PWS Work Breakdown Structure	J-13-1 – J-13-2
ATTACHMENT J-14	Personal Identity Verification (PIV) Procedures	J-14-1 – J-14-4
ATTACHMENT J-15	Organizational Conflict of Interest (OCI) Mitigation Plan	J-15-1

(End of clause)

Attachment J-1
Performance Work Statement

For

MSFC Information Technology Services (MITS)

1.0 General
1.1 Mission Statement
1.2 Responsibilities

2.0 Management Support
2.1 Project Management
2.2 Financial Management
2.3 Contract Administration
2.4 Procurement
2.5 Asset Management
2.6 Security
2.7 Safety
2.8 Facilities Management
2.9 Quality Management
2.10 Phase-Out

3.0 Information Technology (IT) Security Services
3.1 Security Planning and Management
3.2 Security Architecture
3.3 Security Compliance
3.4 Continuity of Operations (COOP) and Disaster Recovery (DR)
3.5 MAF Mobile Emergency Operations Vehicles (MEOV)
3.6 Security Operations
3.6.1 Intrusion Detection and Incident Response
3.6.2 Security Engineering and Technical Support

4.0 IT Planning, Policy, Architecture & Integration
4.1 Customer Experience Management
4.1.1 Customer Requirements Determination and Assessment
4.1.2 Customer Service Request
4.1.3 Customer Satisfaction Measurement / Customer Surveys
4.1.4 Integrated Communications Planning
4.1.5 Customer Support Center
4.2 IT Architecture and Integration
4.2.1 IT Innovation Management
4.2.2 IT Portfolio Management
4.2.3 Enterprise Architecture
4.3 Policy, Governance, and Performance Management
4.3.1 IT Governance
4.3.2 Continuous Risk Management
4.3.3 Project Management
4.3.4 Special Business Case Development
4.3.5 Organizational Performance Measurement
4.4 Service Integration and Delivery
4.4.1 Directives Management
4.4.2 Records Management
4.4.3 Forms Management
4.4.4 Scientific and Technical Information

5.0 Telecommunications Services
5.1 Telephone Services
5.2 Facsimile Services
5.3 Cable Plant
5.4 Radio Frequency (RF) Spectrum Management
5.5 Emergency Telecommunications
5.6 RESERVED
5.7 Other Services

6.0 Applications and Web Services
6.1 Center Business and Administrative Application and Web Services
6.2 Center Science and Engineering Application and Web Services
6.3 RESERVED
6.4 Documentation Repository

7.0 Computing Services
7.1 Engineering Support
7.1.1 Design, Development and Acquisition
7.1.2 Systems Build, Integration, and Testing
7.1.3 Implementation
7.1.4 Installation
7.1.5 Assessment and Acceptance Testing
7.2 Operations
7.3 Systems Administration
7.4 Database Administration
7.5 Backup and Storage
7.6 Hardware and Systems Software Maintenance
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8.0 Audio Visual Information Services
8.1 Animation and Interaction Multimedia Services
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8.2.4 Computer Analyst Support
8.3 Photographic Services
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8.3.3 RESERVED
8.3.3.1 RESERVED
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8.3.4 Marshall Image Exchange (MiX) and Photographic Archive
8.3.5 Conference Room Support
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8.4 Reproduction and Printing Services
8.4.1 In-house Duplicating Services
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1.0 General

The Marshall Space Flight Center (MSFC), located in Huntsville, Alabama, is a branch of the National Aeronautics and Space Administration (NASA). The Center resides within the boundaries of the United States Army's Redstone Arsenal and employs approximately 7,000 NASA civil servants and contractors who perform various duties across the MSFC campus.

The Center will be dependent upon the MSFC Information Technology Services (MITS) contract as the primary provider of information technology and communication services for the Center, the National Space Science and Technology Center (NSSTC) in Huntsville, Alabama, and the Michoud Assembly Facility (MAF) in New Orleans, Louisiana.

1.1 Mission Statement

NASA's mission is to pioneer the future in space exploration, scientific discovery and aeronautics research. NASA conducts its work in four principle organizations, called mission directorates:

> Aeronautics: pioneers and proves new flight technologies that improve our ability to explore and which have practical applications on Earth.
>
> Exploration Systems: creates new capabilities and spacecraft for affordable, sustainable human and robotic exploration.
>
> Science: explores the Earth, moon, Mars and beyond; charts the best route of discovery; and reaps the benefits of Earth and space exploration for society.
>
> Space Operations: provides critical enabling technologies for much of the rest of NASA through the space shuttle, the International Space Station and flight support.

NASA Headquarters, in Washington, provides overall guidance and direction to the agency, under the leadership of the NASA Administrator. Ten field centers and a variety of installations conduct the day-to-day work, in laboratories, on air fields, in wind tunnels and in control rooms. The Centers (e.g., MSFC) determine how the mission directorate programs will be implemented, and execute Agency-wide programs as they are assigned.

The nature of NASA's program implementation model requires cross-Center collaboration for the execution of the mission directorate programs. Mission programs and HQ initiatives are executed across multiple centers. NASA requires a seamless technical infrastructure to ensure interoperability within programs and across Centers. The Centers have the responsibility to implement and manage that technical structure.

Agency-wide NASA corporate initiatives and resulting MSFC-hosted programs are the primary drivers that define MSFC's IT requirements. The Agency's business model is transitioning from one based on autonomous Centers to a more tightly coupled organization with business processes executed across Center and organizational boundaries. NASA is aligning all support services to mission programs (shared infrastructure services model) and will need to drive cost savings through consolidated support services and other opportunities for increased efficiencies. MSFC-hosted programs range from self-contained, mature operations requiring basic commodity support to new,

increasingly complex startup programs requiring collaborative engineering environments across NASA centers and beyond.

Because IT comprises a substantial part of the Agency's overall budget, it must be managed strategically, fully aligned with customer needs, and evaluated to ensure successful performance. MSFC's IT service providers must function as IT partners with our customers, who are increasingly recognizing the criticality and value of IT to their programs. Within this framework, the contractor's mission is to manage, be responsible for, and provide IT services to meet the requirements defined by this Performance Work Statement (PWS). The contractor shall: (a) operate and maintain existing equipment, software and services; (b) gather, analyze, define, and document systems requirements; and (c) plan, design, develop or acquire, integrate, test, and implement new systems or enhancements to existing systems for the following services:

IT Security Services
IT Planning, Policy, Architecture & Integration
Telecommunications Services
Applications and Web Services
Computing Services
Audio Visual Information Services

These services include IT systems support for programs and projects for which the Office of the Chief Information Officer (from here on referred to as OCIO) is responsible. For the purposes of this PWS, the customer is defined as the end-user of the services described regardless of geographic location. A customer may include a NASA Program/Project office, Staff office, NASA contractor, or an individual within these organizations.

1.2 Responsibilities

a. Government - OCIO

The OCIO is the principle MSFC Organization responsible for all MSFC IT related functions, including the development of Center IT strategies, IT architecture, IT investment management and tracking, and IT customer relationship management. The OCIO utilizes a process-oriented methodology of governance to effectively manage the acquisition, provisioning, use, and oversight of information technology resources. Innovation and learning are at the heart of the OCIO management philosophy. In the execution of these roles, the OCIO has total system management responsibilities that include long-range planning, requirements definition, alternative analysis, design, acquisition or development, integration, testing, implementation, and ongoing operations, maintenance, and administration of both hardware and software.

The OCIO uses service level management, customer feedback, and continuous improvement processes to maintain high quality services that are cost effective and efficient and produce the highest levels of customer satisfaction. Strong customer relationships are put in place to achieve clear understanding of customer goals, with service level agreements describing the services to be provided. The OCIO will evaluate the contractor's performance by utilizing the Evaluation Surveillance Plan (Attachment J-5).

b. Contractor

The contractor is designated "Systems Manager" for OCIO managed systems. The contractor responsibilities shall include long-range planning, requirements definition, alternative analysis, design, acquisition or development, integration, testing, implementation, and ongoing operations, maintenance, and administration of both hardware and system software. The contractor shall assess the feasibility and cost effectiveness of new technology and provide recommendations for the retirement of existing technologies.

The contractor shall provide the customer services described in this PWS. In providing these services, the contractor shall perform the management functions described in paragraph 2.0 in an integrated and cost effective manner, and with minimum additional action by the customer. The contractor shall comply with the regulations, procedures, and agreements as defined in Attachment J-9. For example, a new project is assigned to MSFC requiring program planning and engineering analyses. The contractor shall interface with the NASA points of contact and the customer to design, develop, and implement IT services to meet the customer requirements, while ensuring alignment with the current Enterprise Architecture and that existing Center resources are utilized to the maximum extent.

When ensuring that existing Center resources are utilized to the maximum extent possible, the contractor shall interface with other suppliers such as the End-User Services contractor. These interfaces, as well as interfaces with customers, are defined in Operating Agreements, Memoranda of Understanding (MOU), Memorandums of Agreement (MOA), Interface Control Documents (ICD), NASA policies, Associate Contract Agreements (ACA), Service Level Agreements (SLA) and other written agreements.

The contractor shall measure and report the service-level objectives and performance for each of the services defined in this PWS and DRD 1292MA-011, Contractor Self-Assessment Report. The performance metrics for the services are specified in Attachment J-4.

In performing the requirements of this contract, the contractor shall clearly and consistently characterize the various services as separate and distinct. This characterization is essential in delineating the different funding and approval procedures associated with each service, and in ensuring accuracy of cost reporting in accordance with the Work Breakdown Structure (WBS), prepared in accordance with DRD 1292MA-005.

The contractor shall report and document this work and fulfill the requirements of associated Data Requirement Descriptions (DRD's) as outlined in Data Procurement Document (DPD) 1292 (Attachment J-2). The contractor shall determine the data restriction that applies to each data deliverable and mark or transmit the data restriction in accordance with section 2.3.3 of the Data Procurement Document.

The contractor shall prepare and submit an Option Decision Package in accordance with DRD 1292CD-001.

2.0 Management Support

The contractor shall provide all resources necessary to accomplish the mission defined in this PWS. The contractor shall provide project management, financial management, contract administration, procurement, asset management, security, safety, facilities management, and quality management to accomplish the mission. The contractor shall provide, implement, and maintain the requisite organization, employee value system, disciplines, and systems necessary to manage the resources required for performance of these functions. In performance of program management functions, the contractor shall:

a. Ensure the implementation of management practices to proactively pursue innovation and technology advancement to enhance customer satisfaction and service delivery.
b. Ensure the implementation of effective engineering, business management, and other quality practices to deliver the services in an efficient and integrated manner. These practices shall also ensure the delivery of services at a sustained high level of success.
c. Implement practices to ensure effective communication of management, technical, quality, costs, and customer satisfaction issues that arise in the performance of this contract.
d. Prepare, implement, and maintain the MITS Management Plan in accordance with DRD 1292MA-001. The plan will also provide a strategy blueprint for the next year as well as implementing guidance for realizing the stated goals and objectives of the OCIO. Operate and maintain management information systems to enable management of the Center's IT portfolio.
e. Implement and maintain a process to collect MSFC wide IT systems/services information to support the IT Integration function of the OCIO.
f. Provide training for the contractor's personnel to perform the services and functions described in this PWS.
g. Provide technical information concerning any invention, discovery, improvement, or innovation made by the Contractor in the performance of work under this PWS. Technology Reports shall be prepared in accordance with DRD 1292CD-002.
h. Provide systems, applications, and products associated with the six covered Electronic and Information Technology Accessibility product groups as follows. All systems, applications, and products associated with these groups shall comply with the applicable standards contained with the Federal Acquisition Circular 97-27, Electronic and Information Technology (EIT) Accessibility, Section 508 of the Rehabilitation Act of 1973 by implementing the applicable Technical Standards (Subpart B) including: Software Applications and Operating Systems (1194.21); Web-based Intranet and Internet Information and Applications (1194.22); Telecommunications Products (1194.23); Video or Multimedia Products (1194.24); Self-Contained Closed Products (1194.25); Desktop and Portable Computers (1194.26).

2.1 Project Management

The contractor shall provide cost, schedule, risk, and technical management of all MITS services, functions, and tasks in accordance with NPR 7120.7, *NASA Information Technology and Institutional Infrastructure Program and Project Management Requirements*. In performance of these functions, the contractor shall:

a. Prepare and submit monthly reports of project plans, status, and schedules in accordance with DRD 1292MA-008. Prepare and conduct monthly program management reviews including presentation and discussion of program priorities, project statuses, significant accomplishments, risk management, and problem areas.
b. Prepare and submit status, progress, and problem information in the Weekly Activity Report in accordance with DRD 1292MA-008.
c. Track official communications with the Contracting Officer's Technical Representative (COTR) such as technical direction, requests for information, and transmittals, and provide status concerning all such communications in accordance with DRD 1292MA-008.
d. Track monthly export control activities and report in accordance with DRD 1292MA-007.

2.2 Financial Management

The contractor shall plan, track, accumulate, and report contract costs and provide other financial support required to meet the budgeting, cost reporting, billing, and disclosure requirements of the contract. In performance of this function, the contractor shall:

a. Maintain the current cost management system, Management Information Control System (MICS).
b. Provide cost reports in accordance with DRD 1292MA-010.
c. Prepare and submit the Financial Management Report (533M) in accordance with DRD 1292MA-009.
d. Provide input data to the NASA Programming, Planning, Budgeting, Execution (PPBE) process. These data shall incorporate annual requirements projections in the form of Spend plans that match the PPBE horizon of the next Execution Year plus 5 years as Budget Year (BY), BY+1, BY+2, BY+3 and BY+4.
e. Uniquely identify each Capital Asset acquired by its unique WBS on the NF533 submittal in accordance with NASA Interim Directive (NID) 9250, Identifying Capital Assets and Capturing Their Costs, dated September 30, 2007 or any superseding NASA requirements.
f. Plan, track, execute, control, and report schedules and resources across functional activities in accordance with DRD 1292MA-008.

2.3 Contract Administration

In performance of contract administration functions, the contractor shall:

a. Provide a single point of contact with contractual obligation authority for all contract administration functions and activities required in performance of this contract. This point of contact shall have access to all contract administration data and information related to performance of this contract.

b. Provide on-line access to the contract administration information and data through MICS to the Contracting Officer (CO) and designated personnel. Provide labor data including contract totals by department, location, and WBS elements in accordance with DRD 1292MA-008.
c. Provide a list, as well as on-line access through MICS, of all contractor employees working under this contract and their designated locations in accordance with DRD 1292MA-012.
d. Generate, edit, merge, maintain, and distribute documentation related to the performance of this contract in accordance with DRD 1292MA-002 including electronic documentation.
e. Provide, implement, and maintain an on-line documentation management system in accordance with NPD 1440.6, *NASA Records Management*.
f. Provide documentation access to CO- and COTR-designated personnel.
g. Maintain an initial set of documentation and drawings that was generated under previous contracts related to the work described in this PWS and in accordance with DRD 1292MA- 002.
h. Prepare and maintain a Documentation Tree that categorizes, lists, and describes all such documentation in accordance with DRD 1292MA-002.
i. Prepare and submit documents for OCIO-sponsored user meetings and committees, and provide support for follow-up documentation for these meetings.
j. Prepare and submit a Contractor Employee Clearance Document in accordance DRD 1292MA-013.
k. Prepare and submit a Position Risk Designation for Non-NASA Employee in accordance with DRD 1292MA-014.
l. Prepare and submit an Organizational Conflict of Interest Plan in accordance with DRD 1292MA-015.

2.4 Procurement

In performance of this contract, the contractor shall:

a. Implement and maintain a procurement information system as part of MICS in accordance with DRD 1292MA-008. The system shall accurately track the status of individual procurements, whether initiated by the online service ordering system or other means, from purchase request through final purchase order, delivery, and acceptance. The system shall provide for on-line funding verification of purchase requests prior to initiation of purchase orders.
b. Provide, implement, and maintain procurement controls including: contractor policies and procedures governing standards of conduct, procurement processes and practices, and prevention of waste, fraud, and mismanagement.
c. Provide all supplies, materials, and services (not otherwise furnished by the Government) required to perform the services and functions specified in the PWS and to accomplish the MITS mission.
d. Provide replacement and spare parts or equipment, temporary labor services, vendor maintenance agreements, software subscription services, hardware engineering changes or updates, IT-related supplies and special general-purpose software packages necessary to perform the operations and maintenance functions of this contract.
e. Provide hardware upgrades; systems and applications software licenses, renewals, and enhancements; services and maintenance, including utilizing Agency-wide or government-wide contracts or site software license agreements, for the systems for which the contractor is designated Systems Manager.

f. The contractor shall provide IT equipment and IT software necessary to fulfill MSFC requirements, within the guidance of the Federal Acquisition Regulation (FAR), including utilizing government and NASA/MSFC contracts or site software license agreements.

2.5 Asset Management

The contractor shall provide, implement and maintain a Government Property Management Plan in accordance with DRD 1292LS-001 for all government property for which the contractor has been furnished or has acquired. The contractor shall have user responsibilities for the Installation Accountability Government Property (IAGP). The contractor shall be accountable for the record keeping, physical inventory, financial control and reporting of government property that does not meet IAGP control thresholds. The contractor's plan must incorporate the requirements of NPR 4100, NPR 4200, NPR 4300, MPR 4200.2 and MWI 4500.1. The contractor shall also be responsible for reimbursable shipment of property as required to support service delivery.

2.6 Security

a. The contractor shall ensure that their management of NASA Information Technology (IT) under this contract conforms to all applicable Federal laws, and NASA and Center IT requirements, regulations, policies, and guidelines as defined in relevant Federal and NASA documents. These requirements, regulations, policies, and guidelines are identified in Attachment J-9, *Applicable Regulations and Procedures.*
b. Definitions:
   (1) IT resources means any hardware or software or interconnected system or subsystem of equipment, that is used to process, manage, access, or store electronic information.
   (2) NASA data is any data and information, except for limited rights data or restricted software, which is produced or specifically used in the performance of a NASA contract.
c. The contractor shall protect the confidentiality, integrity, and availability of NASA data and IT resources.
d. In the MITS Management Plan (DRD 1292MA-001), the contractor shall include an IT Security section that includes how they will develop, implement, and maintain IT Security. This section shall describe the processes and procedures that will be followed to ensure appropriate security of IT resources that are developed, processed, or used under this contract.
e. The Contractor shall encrypt sensitive NASA data at rest (DAR) using the NASA enterprise DAR encryption solution. The Contractor shall encrypt sensitive NASA data in transit using the NASA Public Key Infrastructure (PKI).
f. When the Contractor is located at a NASA Center or installation or is using NASA IP address space, no non-NASA provided external Internet connections shall be allowed under this contract.
g. All information systems provided and/or operated under this contract and in support of this contract are federal information systems. (A federal information system is defined in NIST SP 800-37 (Rev 1), *Guide for the Security Certification and Accreditation of Federal Information Systems* and in 40 U.S.C., Sec. 11331, as an information system used or operated by a federal agency, or by a contractor of a federal agency or by another organization on behalf of a federal agency.) The contractor shall be responsible for meeting the requirements for security authorization, also known as certification and accreditation (C&A), of these information systems, consistent with FIPS 200, *Minimum Security Requirements for Federal Information and Information Systems* and NIST SP 800-37 (Rev 1). A NASA official, determined in

accordance with NPR 2810.1, *Security of Information Technology* shall perform the role of the authorizing official for all such information systems.

(1) The contractor shall use NASA processes, as specified in NASA policy and procedures, to meet the requirements for security authorization of all such information systems.

(2) For all information systems provided under this contract that store, process or transmit NASA data, NASA will determine the system's FIPS 199, *Standards for Security Categorization of Federal Information and Information Systems* security categorization. For any other information systems provided under this contract or used in performing this contract, NASA will approve the system's FIPS 199 security category.

(3) The contractor shall ensure that all systems institute information security controls in accordance with NIST SP 800-53, *Recommended Security Controls for Federal Information Systems*.

(4) The contractor shall support all applicable security assessments of each information system. At the discretion of the NASA authorizing official, the contractor shall either perform or provide for the performance of system security assessments, or support independent system security assessments (e.g., third party certification, IG Audits, GAO audits, and self certification), as part of the security authorization and continuous monitoring process.

(5) The contractor shall track identified risks and security vulnerabilities for each information system in the NASA C&A Documentation Repository and Plan of Actions & Milestones (POA&M) Management System and remediate vulnerabilities on a schedule as determined by the NASA authorizing official.

(6) All required system security documentation shall be entered into the NASA C&A Documentation Repository and (POA&M) Management System.

h. The contractor shall identify an IT Security POC for supporting IT security requirements under this contract.

i. The Contractor shall configure and maintain operating system and software on all information systems provided under this contract in accordance with Federal and NASA security configuration policies and guidance.

(1) The Contractor shall apply all relevant Federal system and software security configurations, for example, the Federal Desktop Core Configuration, according to NASA guidance.

(2) All information systems shall be patched with all critical patches (as determined by the product vendor or NASA) in accordance with the NASA Organization Defined Values for NIST SP 800-53 and subsequent revisions.

(3) In some rare circumstances, the NASA Deputy CIO for IT Security or designee may determine that a particular patch must be applied more urgently. In such cases, all information systems shall be patched in the timeframe specified by the NASA Deputy CIO for ITS or designee.

(4) System configurations and patching status for all information systems provided under and in support of this contract shall be reported using the NASA patch reporting environment. Each computer shall either run up-to-date reporting agent software for automated reporting or be reported manually by the contractor. For any computers that cannot run the reporting agent software, a NASA-approved waiver must be obtained in accordance with NASA policy and procedures.

j. All information systems shall be protected by the NASA enterprise anti-malware (including anti-virus and anti-spyware) solution, which provides automated updates of virus definitions at least once every 24 hours and automated logging and reporting. The NASA enterprise anti-

malware solution for desktops and laptops is provided by the ACES contract (see P1.6.3.7.3). The NASA enterprise anti-malware solution for servers is provided by the NEDC contract. For any computer that cannot use the anti-malware solution or for which no anti-malware software exists, a NASA-approved waiver must be obtained in accordance with NASA policy and procedures.

(1) The Contractor shall correct or mitigate detected vulnerabilities in accordance with NASA policy, unless directed otherwise by NASA for specific urgent issues.

k. All information systems provided under this contract or used in support of this contract shall be scanned for vulnerabilities in accordance with NASA policy.

(1) The contractor shall make available all information systems located within the NASA network perimeter for network-based vulnerability scanning by NASA. NASA will coordinate scanning activities with the contractor to the extent possible to ensure that vulnerability scanning creates minimal impact on operations.

(2) For all other information systems which process NASA data, the contractor shall report to NASA the results of vulnerability scans and remediation, in accordance with NASA guidance.

l. The Contractor shall follow NASA security incident management procedures in accordance with NASA policies and ensure coordination of its incident response team with the NASA Security Operations Center (SOC). The Contractor shall promptly report to the NASA SOC any suspected computer or network security incidents occurring on any systems. The Contractor shall provide all necessary assistance and access to the affected systems so that a detailed investigation can be conducted, problems remedied, and lessons learned documented. Security logs and audit information shall be handled according to evidence preservation procedures.

(1) The Contractor shall make available logs from any information system to the NASA common logging environment, as requested by the NASA SOC. Electronic raw log data shall be forwarded from the source device to the NASA common logging environment, in accordance with NASA policies, procedures and guidance.

(2) The contractor shall provide the NASA SOC real-time, electronic access to all asset information and configuration management information for all devices provided under this contract and in support of this contract.

(3) The contractor shall report the theft or loss of any device that may contain NASA information, in accordance with NASA incident reporting policy and procedures.

m. The contractor shall provide a logging environment that centrally captures and retains logs from all information systems provided under this contract.

n. 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. In addition, system administrators shall not be granted elevated privileges to information systems covered under this contract unless they are authorized and have met the training requirements in accordance with NASA policy.

o. Prior to deployment of any IT security services, the contractor shall obtain approval from the MSFC Information Technology Security Manager (ITSM).

p. The contractor shall support the integration of NASA SOC IT security services and technologies into systems provided under this contract and in support of this contract, in accordance with NASA guidance.

q. The contractor shall operate a security program in accordance with MSFC, Agency, Department of Defense (DoD), and Department of Homeland Security directives. At all times, the Contractor shall comply and ensure their employees comply with the requirements of the NASA

Security Program as documented in the most current version of NPR 1600.1, *NASA Security Program Procedural Requirements*.

r. When the contractor is required to design, develop, or operate a system of records on individuals to accomplish an agency function, the Contractor shall comply with FAR 52.224-1, *Privacy Act Notification* and FAR 52.224-2, *Privacy Act* clauses. At all times, the Contractor shall comply and ensure their employees comply with the requirements of the NASA Privacy Management Program.

2.7 Safety

The contractor shall establish and implement an industrial safety, occupational health, and environmental program that (1) prevent employee fatalities, (2) reduce the number of incidents, (3) reduce the severity of employee injuries and illnesses, and (4) protects the environment through the ongoing planning, implementation, integration and management control of these programs in accordance with DRD 1292SA-001. The Safety, Health, and Environmental (SHE) Plan shall address each of the following MSFC SHE core program requirements in detail that are applicable to the contracted effort and include a matrix that identifies where each requirement is addressed:

a. Management leadership and employee involvement.
b. System and worksite analysis.
c. Hazard prevention and control.
d. Safety, health and environmental training.
e. Environmental compliance.

The contractor shall report mishaps and safety statistics to the MSFC Industrial Safety Branch in accordance with DRD 1292SA-002. The contractor shall submit direct to the NASA Incident Reporting Information System (IRIS) or shall use the forms listed in section 15.4 of DRD 1292SA-002 or electronic equivalent to report mishaps and related information required to produce the safety metrics.

2.8 Facilities Management

The contractor shall implement and maintain a uniform approach of managing the use of assigned facilities in accordance with DRD 1292MA-002. In performance of this function, the contractor shall:

a. Maintain documentation as a basis for requesting and recommending additional space and reallocation of assigned space or interior partitions.
b. Maintain floor plans of all assigned facilities to reflect the location of furniture, equipment, telephones, environmental systems and electrical services in equipment areas.
c. Maintain continuous records of changes or movements of equipment, furniture, and telephones to ensure that accountability requirements for all equipment and systems are met.
d. Maintain in MICS, continuous records of changes or movements of personnel providing this information on-line for COTR designated personnel review.
e. Maintain location information in MICS, including number of personnel by location, square footage, and associated lease and maintenance costs.
f. Review and assess MSFC Facilities Office planning activities for impact on OCIO systems and provide comments to designs and shop drawings on MSFC Form 1540.

g. Plan for future facility requirements or expected changes in personnel and equipment locations.
h. Support facility modifications to accommodate personnel space change requirements and new equipment at specified locations scheduling this activity to minimize disruption of daily operations.
i. Obtain approval from the cognizant NASA Facilities Offices before performing any facilities activities at a NASA installation.
j. Track in MICS, the schedule and status information for facilities work requests and facilities projects that affect IT service delivery.
k. Define and document environmental requirements to accommodate equipment.
l. Develop and maintain memoranda of agreement between MSFC and host center/facilities to document requirements to house MITS systems and personnel.

2.9 Quality Management

The contractor's quality system shall be compliant to ANSI/ISO/ASQ 9001:2000, *America National Standard Quality Management Systems Requirements.* The contractor can satisfy this requirement by current registration by a recognized registrar and/or by MSFC audit of their system.

2.10 Phase-Out

The contractor shall support the succeeding contractor during the MITS contract phase-out period. This support includes the transition of all management and technical services to the successor contractor while minimizing operational impacts.

3.0 Information Technology (IT) Security Services

The contractor shall provide IT Security services for MSFC-managed unclassified resources, which include the National Space Science Technology Center (NSSTC), the Michoud Assembly Facility (MAF), and MSFC managed contracts. The contractor shall provide security planning and management, security architecture, security compliance, Continuity of Operations (COOP) and Disaster Recovery (DR), MAF Mobile Emergency Operations Vehicles (MEOV) and security operations in accordance with the latest NASA, National Institute of Standards and Technology (NIST) and Federal Information Security Management Act (FISMA) requirements. Some personnel supporting IT Security Services will be required to maintain a secret clearance (see Attachment J-10).

3.1 Security Planning and Management

In collaboration with the Government, the contractor shall plan and manage information system security across MSFC managed resources. The contractor shall coordinate the design and implementation of practices that assess and quantify risk. In providing these services, the contractor shall:

a. Provide system security life-cycle development planning and develop procedural/technical protective controls for MSFC managed resources.
b. Manage, protect, and track administrative Privacy Act Information (PAI) and proprietary data in accordance with applicable regulations and procedures.
c. Collaborate with government, corporate and academic IT security communities to affect a strong IT security posture.

3.2 Security Architecture

In collaboration with the Government, the contractor shall develop and implement a security architecture vision, strategy, principles, standards and reference architectures. In providing these services, the contractor shall:

a. Assure compliance with Agency architecture standards and guidelines. In collaboration with the Government, provide system security life-cycle development planning. Implement and administer specific IT management disciplines, standards, and conventions as promulgated in Federal and Agency statutes, regulations, policies, procedures, administrative instructions, information bulletins, and directives.
b. Develop, evaluate, and test prototypes of IT security tools, techniques, and training specific to the MSFC managed resources. Integrate IT Security solutions into MSFC managed resources. Assist with system security life-cycle development planning.
c. The contractor shall perform multi-year security planning and product management and planning.
d. The contractor shall provide support in reviewing the security architecture documents prepared by other supporting organizations under the OCIO.

3.3 Security Compliance

The contractor shall identify appropriate control mechanisms and corresponding compliance activities to address specific regulatory and NASA requirements. In providing these services, the contractor shall:

a. Conduct monthly full vulnerability scans of the systems managed by OCIO and coordinated with the systems administrators to resolve the vulnerabilities in accordance with NASA policies, procedures, and requirements.
b. Conduct analysis of the vulnerability scan data and patch management data produced from government provided tools.
c. Conduct reviews of certifications and accreditation packages of systems managed by MSFC. The results of the finding shall be presented to the MSFC ITSM for review.
d. Provide support in coordinating IT security audit from 3rd parties and track the findings. The results of the findings should also be used to improve the overall security of NASA systems and network.
e. Compile the metric as required by NASA policies, procedures, and requirements in addition to the metrics that are necessary to enhance the center's IT security program.

3.4 Continuity of Operations Plan (COOP) and Disaster Recovery (DR) Plan

The contractor shall develop, maintain, and test service continuity, contingency, and disaster recovery plans for all systems for which they are responsible. In providing these services, the contractor shall:

a. Develop and maintain a Disaster Recovery Plan in accordance with DRD 1292MA-002 to ensure the orderly recovery from a disaster that may render all or part of information facilities, systems, and equipment inoperable. This plan shall be in accordance with applicable NASA policy NPR 1040.1, *NASA Continuity of Operations (COOP) Planning Procedural Requirement*.
b. Coordinate with information systems and disaster recovery experts across MSFC and NASA to verify integration of procedures and planning techniques.
c. Execute effective measures to protect all systems equipment and data from potential environmental threats.
d. After the occurrence of a disaster, ensure that systems are operational and restore any lost capabilities and data.
e. Develop and maintain a Continuity of Operations Plan in accordance with DRD 1292MA-002.

3.5 MAF Mobile Emergency Operations Vehicles (MEOV)

The contractor shall provide sustaining engineering, operation and deployment of the MAF Mobile Emergency Operations Vehicles (MEOVs) including obtaining proper vehicle maintenance. These vehicles are specifically designed and engineered to provide emergency communications and data processing services in the event of a high risk or catastrophic event at MAF or any other site if required. The purpose of the Communications Restoration and Recovery (CRR) vehicle is to provide first responders' emergency communications at the site immediately following an event. As first response communications are established, the Data Communications and Data Recovery (DRR) vehicle will be deployed to provide critical systems data recovery and transmission via

satellite. The contractor shall provide support for each vehicle including operation and maintenance, development or acquisition of enhancements, and implementation of enhancements.

The contractor shall ensure that the CRR design supports federal, state, and local emergency response command, control, and communications requirements. The CRR vehicle with CRR trailer, shall provide satellite connectivity, Public Branch Exchange (PBX) switches, UHF/VHF radios, video teleconferencing equipment, wireless Local Area Network (LAN) systems for Internet connectivity and a bank of wireless phones with assigned numbers shall permit voice and data communications restoration even in remote locations. The MAF requirements shall be met via custom design changes to address data and communications challenges, ranging from special vehicle specifications to any of the electronic equipments integrated within the vehicle.

The contractor shall ensure that the DRR design provides the same command, control and communications equipment housed in the CRR. The contractor shall ensure that the DRR vehicle provides for a solution that integrates robust data restoration of critical systems, file servers, and user storage mechanisms on NASA Projects/Programs performed at MAF should catastrophic event damage or render them useless. The DRR shall provide a solution for centralized backup of user data and files during the event. In order to perform these services, the contractor shall:

a. Ensure that necessary technical staff and driver maintain Commercial Driver's Licenses (CDL) to transport and operate the MEOVs in the event of a high risk/catastrophic event to MAF or alternate/remote sites. The contractor shall be responsible for providing the technical expertise during the event to support all aspects of IT support for the equipment, even on extended deployments in requested.
b. Maintain the proper licenses and certifications required to properly operate the equipment contained in the MEOVs.
c. Provide necessary staff to participate in all training exercises requiring the use of the MEOVs.
d. Ensure that the necessary storage, maintenance, sustaining engineering is performed on the MEOVs while in storage at MSFC.
e. Provide, install and integrate any necessary network equipment and storage units on the MEOVs.
f. Ensure that the MEOVs are included in the MSFC COOP plans and procedures.

As part of the total solution, the contractor shall implement a mobile IT Security posture which shall be integrated into the overall design of the specific MEOVs and ensure that vital IT Security is maintained throughout an Emergency Data Recovery exercise. The contractor shall maintain documentation to support MEOVs' configuration and IT Security Plans.

3.6 Security Operations

The contractor shall operate and maintain the systems provided by the Government to detect and protect systems from unauthorized access, use, disclosure, destruction, modification, or disruption in services.

3.6.1 Intrusion Detection and Incident Response

The contractor shall provide intrusion detection and incident response for networks and systems managed by the OCIO for all the projects and programs located on the facilities at MSFC, NSSTC, and MAF. The contractor shall perform the following tasks:

a. Respond to systems suspected of viruses, Trojans, or other malware. Coordinate response with the system owners and service providers such as ODIN.
b. Provide analysis on network traffic and system logs of systems suspected of an IT security incident.
c. Implement the tools, policies, procedures and requirements provided by the government.
d. Monitor and administer a local instance of the MSFC provided flow monitoring tool, security event manager, sniffer, and intrusion detection system.
e. Document all cases utilizing a NASA provided tool that is managed by the NASA Security Operations Center (SOC) located at the Ames Research Center.
f. Monitor and administer the MSFC provided proxy that is used as a content filter blocking access to inappropriate sites called out in NASA Procedure Directive (NPD) 2540.1, *Personal Use of Government Office Equipment Including Information Technology* and protect the MSFC private network from zero-day exploit code as well as well know exploits utilizing the http protocols.

3.6.2 Security Engineering and Technical Support

The contractor shall provide technical, administrative, and engineering support for MSFC's instances of the two-factor authentication system and patch management tool. The contractor shall perform the following tasks:

a. Provide engineering and system administration for patch management tools provided by the agency, implementing a patch management program for MSFC managed resources that follow Federal and Agency policy and procedure.
b. Provide engineering and system administration for the MSFC two-factor authentication program. This program is integrated with the Agency's implementation of HSPD-12. The service shall be in accordance with Federal and Agency architecture, policy and procedure. Implement MSFC conversion to and operation of Agency standard IT resource account management system.
c. In concert with Agency requirements, manage and maintain secure authentication services for MSFC, NSSTC, and MAF customers, including token-based and smart card services.
d. Provide system administration for the groups across the servers supporting various organizations with IT systems on the MSFC, NSSTC, and MAF networks.
e. Communications with the various group administrators as to current system issues, metrics and special reporting requirements.

4.0 IT Planning, Policy, Architecture & Integration

The contractor shall provide customer experience management, customer requirements determination and assessment, customer service request, customer satisfaction measurement / customer surveys, integrated communications planning, IT architecture and integration, IT innovation management, IT portfolio management, enterprise architecture, policy, governance, and performance management, IT governance, continuous risk management, project management, special business case development, organization performance measurement, service integration and delivery, directives management, records management, forms management, and Scientific and Technical Information services to ensure IT resources (people, processes, technology, and infrastructure) and functions/services are effectively planned, managed, and integrated with mission, program, and business needs.

4.1 Customer Experience Management

The contractor shall provide and manage a customer relationship needs and requirements assessment and reporting capability, a customer service request system, provide and manage a customer satisfaction/customer experience survey capability, and provide integrated communications planning services.

4.1.1 Customer Requirements Determination and Assessment

The contractor shall determine, capture, document, review, and assess customer needs and requirements for IT products and services at MSFC. In support of these functions, the contractor shall:

a. Develop/implement a strategic relationship management process to align planning, development and implementation of IT product/service delivery with mission requirements and ensure compliance with NASA policy, architecture, and security requirements.
b. Provide requirements determination to document organizational needs and business processes.
c. Implement and maintain an integrated customer relationship data model enabling real-time analytics of customer requirements, product/service use and cost transparency.
d. The contractor shall provide, implement and maintain the Customer Requirements Management Plan, Analysis, and Reports in accordance with DRD 1292MA-002.

4.1.2 Customer Service Request

The contractor shall receive, process, and execute customer service requests. In performance of this function, the contractor shall:

a. Operate and maintain the on-line service request system for ordering, assigning, tracking, statusing, and archiving customer service requests as part of Service Request System (SRS) in accordance with DRD 1292MA-008.
b. Implement authorized service requests.
c. Provide the necessary coordination between the customer, OCIO resource team for funding verification and the technical support functions required to satisfy the request.

d. Provide monthly reports in accordance with DRD 1292MA-008 to COTR designated personnel that explain status of service requests.
e. Close each service request only after customer notification and acceptance.

4.1.3 Customer Satisfaction Measurement / Customer Surveys

The contractor shall develop, conduct, analyze, and report customer satisfaction surveys. Customer satisfaction attributes to be measured include, but are not limited to: timeliness and responsiveness, communications, professionalism, knowledge, ease of use of the service request system, and satisfaction with the trouble resolution process. In support of this requirement, the contractor shall:

a. Ensure that surveys are automatically distributed to the customer when each service request is completed and at least once a quarter to a random sample of 25% of closed trouble tickets.
b. Capture and compile the responses in an online database. The contractor shall summarize the number of surveys sent, responses received, action taken, and results in accordance with DRD 1292MA-008. The COTR and designated OCIO management team personnel shall be provided access to the online database.
c. Execute and report an annual customer satisfaction/customer experience survey for major IT projects and services.
d. Ensure that all solid utility measures, trusted supplier measures, and mission enabling measures of customer experience and customer satisfaction are solicited, assessed, integrated, and reported regularly as part of the OCIO performance scorecard.
e. Provide services to plan, develop, test, deploy, and analyze customer surveys as requested by any MSFC organization.
f. Develop and implement an integrated customer experience assessment methodology and conduct, analyze, and report the results of the annual customer experience assessment.

4.1.4 Integrated Communications Planning

The contractor shall provide communications planning services to ensure integrated, well-managed and effective OCIO communications with stakeholders and customers. In support of this requirement, the contractor shall:

a. Develop, implement, and maintain a strategic and operational communications plan for the OCIO.
b. Coordinate, execute, and monitor activities outlined in the communications plan.

4.1.5 Customer Support Center

The contractor shall receive, track, and resolve customer service problems for Tier 2 and 3 for MITS PWS areas in paragraphs 5.0-8.0. Tier 1 service for these areas will be delivered from an Agency-wide service provider with coordination to the MITS contractor for hand-off on Tier 2 and 3 support. The contractor shall provide the service of Tier 1 support and problem routing for Center unique services not in MITS, like Center Operations services. In performance of this requirement, the contractor shall:

a. Operate an integrated customer support center 24 hours a day, 7 days a week.
b. The customer support center will work cooperatively with other help desks to resolve all problems regardless of the initial determination of the origin of the problem.

c. Receive all trouble calls and promptly effect resolution.
d. Operate and maintain the on-line status system to query, update, and display information related to problems and resolutions (DRD 1292MA-008).
e. Provide feedback regarding problem resolution as requested by the customer.
f. Perform trouble reporting and tracking (DRD 1292MA-008).
g. Provide reports of status, summaries, and statistics (DRD 1292MA-008).
h. Verify resolution with the customer prior to closing the trouble call.
i. Provide customer information and assistance regarding the use of Center Operations services.
j. Provide user notification of outages and activities.
k. Upon resolution of a trouble ticket/outage of service, provide the customer written information regarding the reason for trouble/outage, corrective actions taken, and relevant information for any follow-on action.
l. The contractor shall provide the following services in conjunction with the Support Center:
    1. Notification alert services for all emergency events and situations on MSFC.
    2. Serve as the Emergency Operations Center for MSFC during non-prime hours.
    3. Provide severe weather monitoring and off-hour employee alert service.
    4. Provide off-hour telephone answering service on behalf of the MSFC Director and Senior Management staff.

4.2 IT Architecture and Integration

The contractor shall provide and manage an IT innovation management, an IT portfolio management, and an integrated enterprise architecture capability.

4.2.1 IT Innovation Management

The contactor shall implement and manage an effective IT innovation management program that provides a consistent methodology for identifying candidate information technologies that are architecturally compliant, insertion ready, and effectively managed for risk and cost. In support of this requirement, the contractor shall:

a. Implement an integrated approach to capture, evaluate, and track potential ideas and information technology solutions in support of mission needs.
b. Develop, document, maintain, communicate, and disseminate the alignment of the Center's IT innovation management strategy and initiatives through the use of road mapping tools.
c. Develop, implement, and maintain an integrated approach to identify, characterize, and validate candidate technologies for inclusion within the enterprise architecture.
d. Implement and maintain a centralized innovation management laboratory to provide hands on evaluation and testing for new technology innovations.
e. Evaluate and report on potential technologies and equipment to determine functionality, feasibility, and merit. Utilize modeling, hands-on testing, market surveys, prototyping, pathfinder techniques and customer participation in evaluation efforts.
f. Transition new technologies and services into the enterprise architecture.
g. Document and deliver technology obsolescence and retirement plans, and future technology insertion roadmaps.
h. Define requirements and maintain data in a collaborative and integrated web-based repository for capturing, communicating, and disseminating ideas, innovation management strategy, IT

evaluation results, technology insertion roadmaps, technology obsolescence and retirement plans, architecture standards and performance.

i. The contractor shall develop, provide, implement and maintain the OCIO Innovation Management Plan.

4.2.2 IT Portfolio Management

The contractor shall implement and manage an effective web-based IT portfolio management approach for organizing and managing application and infrastructure portfolio components for the Marshall Space Flight Center. In support of this requirement, the contractor shall:

a. Develop and implement an IT Portfolio Management (ITPM) capability, consistent with the Agency portfolio management strategy, allowing for capture, categorization, evaluation, and prioritization of IT investment portfolio components, and analysis and reporting of investment initiatives against defined criteria/thresholds.
b. Prepare and maintain a portfolio of major information systems that monitors investments, eliminating duplication and redundancy of existing and/or shared IT capabilities in accordance with DRD 1292MA-004.
c. Provide information demonstrating the impact of alternative IT investment strategies and funding levels, and identify opportunities for sharing IT resources and using Agency resources as directed by the COTR.
d. Document and deliver analysis, findings and recommendations for portfolio performance and realignment.

4.2.3 Enterprise Architecture

The contractor shall implement and maintain an integrated Enterprise Architecture capability and program for the Marshall Space Flight Center. In support of this requirement, the contractor shall:

a. Review and assess the future direction of and development of the Agency Enterprise Architecture, providing authoritative architecture recommendations to ensure alignment/compliance of the MSFC Enterprise Architecture with NASA's Enterprise Architecture and the Federal Enterprise Architecture.
b. Plan, design, develop, and implement the Center-wide enterprise architecture; develop and document information technology standards and solutions that support the integration of business, application, information, and technology architectures.
c. Develop composite enterprise architecture artifacts that accurately represent the as-is and future states of the enterprise, and maintain an integrated enterprise architecture repository.
d. Provide an integrated analysis and reporting process to support improved decision making and adaptability to changing demand and requirements.
e. Develop and document information resources strategic/implementation plans to establish the direction of change based on architecture evaluation, evolving technologies, and customer requirements in accordance with DRD 1292MA-002.
f. Participate in standards and forum boards to influence the direction of next generation standards and architectures.
g. Introduce new technologies into the infrastructure that enhance the efficiency and quality, and reduce costs associated with providing services to meet user requirements.

h. Lead and conduct EA Service Reviews to facilitate service integration into the as-is and future state Center/Agency architecture.
i. Conduct prototyping, analysis, and reporting of services in a near-operational environment. This activity shall be fully integrated with customer requirements planning, innovation management, and portfolio management capabilities.
j. Operating and reporting the performance of the associated network technology laboratories and providing investment business case preparation, initiative evaluation, asset management, system testing, protocols/standards evaluation, customer requirements integration document and analysis, and technology investigation.
k. Providing network prototyping activities, including support for management and operation of prototype networks and services.
l. The contractor and any subcontractors providing services under PWS paragraph 4.2.3 shall be FEAC-certified within the first six months of full assumption of contractor responsibilities.

4.3 Policy, Governance, and Performance Management

The contractor shall provide IT governance support services, continuous risk management, collaborative project management, special business case development, and organizational performance measurement.

4.3.1 IT Governance

The contractor shall support the execution of the Center's established IT governance model, processes, and policies to ensure well-informed strategy, policy, architecture, standards, and investment decisions. In support of this requirement, the contractor shall:

a. Provide secretariat support for the MSFC Enterprise Architecture Advisory Committee and MSFC IT Strategy and Investment Boards.
b. Define requirements and maintain data in an integrated web-based process to identify, document, and analyze functional IT requirements, support IT business case development, and investment prioritization and reporting.
c. Ensure that all IT investments are selected, controlled, and evaluated through the MSFC defined IT governance, investment management, and program/project management processes.
d. Analyze and report conformance & compliance with IT standards and guidelines.

4.3.2 Continuous Risk Management

The contractor shall provide an integrated, effective and continuous risk management process consistent with NPR 7120.5, *NASA Program and Project Management Processes and Requirements* and NPR 8000.4, *Agency Risk Management Procedural Requirements*. In support of this requirement, the contractor shall:

a. Implement, maintain, and report a continuous risk management program for systems developments, operations and business following standard NASA continuous risk management policies and practices.
b. Report risks and the associated status in accordance with MSFC approved risk management plans and work instructions.

c. Pursue continuous risk management activities to maintain safety, schedule, cost and technical performance.

4.3.3 Project Management

The contractor shall implement and maintain an integrated, collaborative project management service for the MSFC OCIO managed projects. In support of this service, the contractor shall:

a. Develop and maintain project management methodology for effective program and project execution.
b. Develop and implement common project management methods, policies, procedures, templates, and tools.
c. Manage and track the portfolio of active projects to ensure they are coordinated and properly run.
d. Provide experienced, certified project managers to organize and manage projects throughout the life cycle.
e. Oversee project performance, conduct milestone/deliverable/progress reviews to assess quality, schedule, cost, technical, and risk performance of projects.
f. Provide a portfolio-based approach to project performance analysis and reporting.
g. Provide IT project management consulting on best-practices, standards, and methodologies.
h. Provide IT project performance analysis, documentation, and reporting.

4.3.4 Special Business Case Development

The contractor shall conduct and report the results of COTR-directed special studies that include the development of special business cases, hypothetical investigations, benchmarks, standards, migration, pricing, and trade studies in accordance with DRD 1292MA-002. These services are considered within the scope of this PWS and shall not, in general, be construed as changes within the meaning of the "Changes -- Cost-Reimbursement -- Alternate II" clause of this contract as long as the total number of special studies is not greater than 5 per contract year (See Clause H.8).

4.3.5 Organizational Performance Measurement

The contractor shall develop, implement, and maintain an effective web-based OCIO organizational performance measurement scorecard process to measure organizational performance across key management emphasis areas. In support of this requirement, the contractor shall:

a. Identify, develop, and maintain a set of leading indicators to measure how well the OCIO organization is operating and progressing along the established OCIO relationship maturity model.
b. Develop and maintain a common set of performance assessment criteria to ensure all metrics/measures are identified, defined, calculated, and monitored in a consistent and integrated manner.
c. Maintain history for all performance metrics and provide analysis of trends and exceptions.
d. Provide a set of leading indicators to highlight problem areas and improve management visibility and reporting.

e. Provide monthly assessment and reporting of organizational performance against defined targets to identify performance and problem area cause and effects.

4.4 Service Integration and Delivery

The contractor shall provide support services for directives management, records management, forms management, and scientific and technical information.

4.4.1 Directives Management

The contractor shall provide and perform directives management services to ensure an integrated, well-managed and effective Center directives management program. In support of this requirement, the contractor shall:

a. Conduct reviews of draft Center and Agency directives evaluating and providing comments as appropriate to ensure compliance with Center and Agency format and content requirements.
b. Analyze, report, and maintain performance history of the directives review process to improve management visibility and decision making.
c. Maintain and enhance the Directives Master List and the Directives Review Process providing technical support for all Directives Control Board (DCB) meetings.

4.4.2 Records Management

The contractor shall perform and provide records management processes to ensure an integrated, well-managed, and effective Center records management program. In support of this requirement, the contractor shall:

a. Define requirements and maintain data in the Center wide web-based records plan management database to allow records owners to create, update, and maintain official records plans inventories.
b. Conduct records review process, participate in records management working groups and maintain records plans and documentation.

4.4.3 Forms Management

The contractor shall provide and perform forms management to ensure an integrated, well-managed and effective Center forms management program. In support of this requirement, the contractor shall:

a. Provide design, development, and integration support of MSFC forms in accordance with NASA and MSFC forms policy.
b. Create, deploy, and maintain MSFC electronic forms.
c. Support MSFC implementation of a new Agency electronic forms system to include the conversion of MSFC electronic forms to Web based forms that perform simple to complex processes such as, calculations, routing, tracking, database communication, digital signatures, dynamic form display, data validation, and business logic.
d. Provide artwork and coordinate forms duplication with MSFC printing and reproduction.

e. Review and resolve compatibility issues and provide forms technical support to Center users.
f. Provide requirements for an electronic forms review tool and provide support in conducting yearly evaluation of all MSFC forms.

4.4.4 Scientific and Technical Information

The contractor shall provide a Scientific and Technical Information (STI) process to ensure an integrated, well-managed and effective Center STI program. In support of this requirement, the contractor shall:

a. Provide NASA Form (NF) 1676 Document Availability Authorization (DAA) clearance of STI generated by civil service and contractor personnel in accordance with NASA/MSFC STI policy.
b. Review, evaluate, and coordinate approval/clearance of STI document.
c. Maintain STI clearance records and documents.
d. Prepare STI reprint orders for processing.
e. Coordinate transfer of DAA and STI documents to the Center for Aerospace Information (CASI).
f. Define requirements for an automated DAA system.

5.0 Telecommunications Services

The contractor shall provide telecommunications services to support the MSFC and MAF customers. These include telephone, facsimile, Cable Plant, Radio Frequency (RF) Spectrum management, emergency telecommunication and other services.

5.1 Telephone Services

The contractor shall operate and maintain telephone services at MSFC and MAF. These services also include development or acquisition of enhancements and implementation of enhancements. In providing this service, the contractor shall:

a. Operate and maintain the telephone and voice mail systems and associated equipment.
b. Provide telephones and associated features such as call forwarding, conferencing, call pickup, transfer, voice mail, and other features.
c. Install, relocate, configure, and maintain the telephone instruments and other end-service equipment.
d. Install, configure, and maintain small conferencing units for the office environment.
e. Provide overhead paging service capable of broadcasting voice messages in specified areas.
f. Provide pager services, cellular telephones and wireless communication services for authorized emergency personnel.
g. Operate and maintain the Voice over Internet Protocol (VoIP).
h. Provide specification of requirements, design, implementation, procurement, and operations of local telephone service, including dial-tone, inbound/outbound trunking, fiber to near-site locations, and access to 911.
i. Provide specification of requirements, design and interface to long distance switched voice and data services, provided by NETWORX.
j. Provide operator assistance for placing international calls, directory assistance, and other operator-required functions.
k. Compile and prepare the online MSFC Telephone Directory in accordance with DRD 1292MA-002.
l. Provide and maintain telephone service for fire rescue locations as designated by the MSFC Safety Office. Fire rescue locations are designated in multi-story buildings to assist the handicapped with evacuation in case of a fire.
m. Provide, test, and maintain power fail telephones. Power fail telephone circuits do not connect to or go through the MSFC telephone system. The power fail telephones shall operate in the event the MSFC telephone system loses power or becomes inoperable.

5.2 Facsimile Services

The contractor shall provide facsimile services at MSFC and MAF. These services shall include maintenance of existing equipment and processes, development or acquisition, and implementation of enhancements. In providing this service, the contractor shall:

a. Maintain the existing facsimile machines and services.
b. Procure, install and maintain facsimile hardware and services including those appropriate for the transmission of Government classified documents.

c. Procure, install and maintain facsimile hardware and software to integrate this service with MSFC electronic mail services.

5.3 Cable Plant

The contractor shall provide Cable Plant Services for all outside cable plant media (fiber and copper) and all fiber optic media (both inside and outside) support for MSFC and MAF. This shall include all installation and maintenance support along with field location support. The contractor shall maintain cable plant documentation in accordance with DRD 1292MA-002. The contractor shall maintain a Class 3 Asbestos Crew which shall install various types of wiring (e.g. data, telephone, AVS, EWS) in buildings with asbestos containing material. The Asbestos Crew is required to undergo annual training to certify ability to work in above ceiling asbestos areas and performed in accordance with the SHE Plan DRD 1292SA-001 and MPR 1840.4, *Marshall Asbestos Program.*.

5.4 Radio Frequency (RF) Spectrum Management

The contractor shall provide labor, material and other support required for the total operation and management of RF services at MSFC and MAF. These services include identification, planning, and coordination of RF spectrum requirements, allocation and assignment of frequencies, maintenance of frequency assignment records, and detection and reporting of RF Interference (RFI). The contractor shall provide maintenance of existing capabilities, development or acquisition, and implementation of enhancements for fixed, portable, and mobile radios as well as cellular signal enhancements and cellular carrier operated facilities.

5.5 Emergency Telecommunications

The contractor shall provide emergency telecommunications to MSFC and MAF. These services shall include maintenance of existing equipment, development or acquisition, and implementation of enhancements in support of emergency telecommunications, including Emergency Warning Systems support, and operations support services during disaster/ emergency situations such as, but not limited to, fire, explosion, accident, bomb threat, civil disturbance, terrorist-related incidents, flood, ice, snow, and tornadoes.

5.6 RESERVED

5.7 Other Services

The contractor shall provide other telecommunications services at MSFC and MAF required to meet customer requirements. These services shall include maintenance of existing processes, development or acquisition, and implementation of enhancements. In providing these services, the contractor shall:

a. Operate and maintain a central distribution process for voice, video, and data products (incoming and generated).

b. Provide and maintain dedicated transmission services between local customers and host computer systems.
c. Provide procurement support for vendor circuits from MSFC to offsite NASA affiliated buildings. These circuits include, but are not limited to T-1, metro-Ethernet, and dark fiber and are used to extend the MSFC telephone system, MSFC Local Area Network, MSFC Cable TV system to offsite buildings. These offsite buildings are located within Huntsville or Madison, Alabama.

6.0 MSFC Applications and Web Services

The contractor shall provide computer applications and web services for MSFC customers; including areas of Business and Administration; Science and Engineering; and Document Repository. These services shall include development, sustaining and production support in compliance with established software and web standards. In providing these services the contractor shall:

a. Maintain applications and web portfolio information in the Applications Inventory Module (AIM), a government provided and contractor maintained application, in accordance with DRD 1292MA-002. The contractor shall ensure that AIM is available for access and use by all MSFC organizations and contracts to support their data entry of custom developed or commercial-off-the-shelf (COTS) as required by the OCIO.
b. Provide development and sustaining application support for both custom developed and COTS software which includes: definition and specification, requirements analysis and feasibility studies, design and development, configuration management, user assistance and training, documentation, ongoing maintenance (repairs and upgrades), and other operational support.
c. Evaluate, procure, install, integrate, test, train, assist users, administer and provide other operational support. This service also includes application-related consulting, subject matter technical experts, and technical management.
d. Adhere to life cycle support consistent with the Software Engineering Institute (SEI) Level 2 Capability Maturity Model Integration (CMMI) assessment in all areas of software development with Government approval at logical breaks in the lifecycle.
e. Adhere to the guidelines for software release approval as outlined in MPR 2800.4, *Marshall Operational Readiness Review (MORR)* for *Center Applications and Web Sites*.
f. Adhere to Federal, Agency and Center policies in the Enterprise Architecture area during development and to include the provision of tools for capturing and reporting data to support the EA landscape at MSFC.
g. Provide data preparation, data entry, initiation and monitoring of production programs, user assistance, and generation, review and distribution of reports.
h. Provide application administration on infrastructure hardware resources to include adherence to the OCIO guidelines for data structures, development tools, and approved platforms.
i. Implement and audit MSFC web environments for web site compliance to Federal laws and Agency and Center policies.
j. Provide Data Administration (DA) in the planning, organization, design, control, and documentation of data resources for all OCIO-supported systems in accordance with DRD 1292MA-002 to include the following:
    1. Establish and implement consistent overall DA strategies, such as data definition, logical data modeling, data resource life cycle management, data security, data integrity, and quality assurance.
    2. Establish, implement, and maintain a DA program that incorporates the following sub elements: DA policies, procedures and standards, data architecture, data dictionary and models, orientation and training, and quality assurance.
    3. Use Service Oriented Architecture (SOA) principles and services to facilitate cost effective means for data exchange within the supported applications and serve as MSFC expert in SOA to assist other organizations with use of and understanding the SOA environment.

The contractor shall develop content for inclusion into Site for Administration, Training, and Educational Resources for NASA (SATERN) and the NASA Web Portal. All required policies and procedures currently approved at the Agency level for each of these environments shall be adhered to include, but are not limited to, SATERN Guidelines for Course Content Development and Web Portal guidelines.

In support of all MSFC organizations, the contractor shall define and implement the set of processes and activities necessary to integrate MSFC applications, including those included under this contract and other applications across the Center, requiring account management into the NASA Account Management System (NAMS).

The contractor shall integrate the delivery of applications and web services to the maximum extent feasible.

All services to be provided may be routinely added or deleted throughout the period of performance of this contract (See Clause H-8) as long as the total number of applications and websites to be provided falls within the parameters set forth in Table J-1-1 below:

Table J-1-1
Applications and Websites Parameters

Category	*Category Description*	*Number of Applications/Websites*
1	***MSFC-wide application service or web site, critical or highly visible or complex application/web service.***	***36 – 50***
2	***Medium scale application service or web site, less complex, with medium criticality***	***55-95***
3	***Administrative and support application service/web site, or small user community***	***155-245***

The contractor shall provide Applications and Web Services Reports in accordance with DRD 1292MA-008.

6.1 Center Business and Administrative Application and Web Services

The contractor shall provide application and web services for the Center's Business and Administrative organizations including the Office of the Center Director and staff offices of Procurement, Chief Financial Officer, Safety and Mission Assurance, Equal Opportunity, Chief Counsel, the Office of the Chief Information Officer, the Office of Human Capital Management (OHCM), Office of Strategic Analysis and Communications (OSAC), and Office of Center Operations.

Examples of applications services the contractor shall provide to the Center Director and staff offices are the Director's Office support, the Centerwide Action Item Tracking System (CAITS), CFO core applications support, the electronic MSFC Resources Planning Tool (eMRPT), and

Corrective Action System (CAS. Examples of web sites developed for these organizations include internal sites for center staff notes and center events, presentations and charts for Center executives, equal employment opportunity outreach, export control and safety information.

The contractor shall provide applications services to the Office of the Chief Information Officer such as: the Problem Management and Dispatch system (PMDS); Management Information Warehouse (MIW); Service Request System (SRS) and the Marshall Asset Management System (MAMS).

The contractor shall provide applications services to the Office of Human Capital Management (OHCM) such as the MSFC Personnel Information System (MPIS), and MSFC Staffing Plan System.

Examples of applications services that the Contractor shall provide to the Office of Center Operations include: the Computerized Maintenance Management System (CMMS)*);* and NASA Supply Management System (NSMS) MSFC site unique support.

The contractor shall provide applications services to the Office of Strategic Analysis Communications to include: Program/Project Online Library and Resource Information System (POLARIS) and electronic Project Online Risk Tool (ePORT).

Examples of web sites developed for these organizations include internal, external, and customer focused sites as well as, highly-specialized educational sites; Center historical sites; and sites specifically designed for news media relations.

6.2 Center Science and Engineering Application and Web Services

The contractor shall provide applications and web services to support MSFC's science and engineering organizations that include, but are not limited to, the Engineering Directorate, Space Shuttle Propulsion Office, Ares Projects Office, and Science and Mission Systems Office.

Examples of these applications and services provided to these organizations are NASA Structural Analysis (NASTRAN) support, Structural Load Test Measurement Acquisition System (SLTMAS), Engineering Technology Development Office Database support, Antenna Range Data Collection, Materials and Processes Technical Information System (MAPTIS), Electromagnetic Compatibility (EMC) support, Global Reference Atmospheric Model (GRAM) support, NASA Standards support, Configuration Management, Advanced Concepts support, Applications Administration, Dynamic Data Analyzer production support, National Space Science and Technology Center (NSSTC) support, Microgravity applications and the Integrated Engineering System (IES).

Examples of web sites developed for these organizations include internal, external and customer focused site for Engineering Directorate and Science and Mission Systems Office; the Discovery and New Frontier External Website; Environmental Control and Life Support System; Multi-Purpose Logistics Module Website; and the Radiation Hardened Electronics for Space Environments.

6.3 RESERVED

6.4 Documentation Repository

The contractor shall provide documentation repository services required to meet customer requirements. These services shall include operation/maintenance of existing processes, development or acquisition, and implementation of enhancements. In providing these services, the contractor shall:

a. Develop, provide, enhance, and maintain content management, web services, and associated workflow applications for MSFC Offices and Directorates. Examples of Repository-supported applications and web services include the Documentum-based Repository Electronic Documentation Management System (EDMS), and the following custom web applications within the EDMS environment: the MSFC Directives Master List, MSFC Directives Review Process (a workflow application), MSFC Forms Master List, MSFC Facilities Documents web page, NASA Competency Center Document Library, and the MSFC Electronic Records Staging Area (ERSA).

b. Provide systems integration, application development, and electronic records management support between the Repository Electronic Documentation Management System (EDMS) and designated NASA engineering data and knowledge management systems. Examples of NASA systems that are to be integrated with the Repository EDMS include: the MSFC Integrated Engineering Capability, Design and Data Management System (IEC DDMS), Marshall Engineering Knowledge Management System (ME KM), and the NASA Technical Standards System.

c. Provide application development, maintenance, and enhancement of custom databases to support MSFC technical documentation, knowledge management, and records management requirements. Examples of existing custom databases that are to be supported and maintained include: the MSFC Records Management Oracle database, and the Documentation Distribution Requirements List (DDRL) Oracle database.

d. Provide technical expertise and application administration for all software required including Documentum.
e. Receive, manage, store, and distribute officially released engineering drawings, associated technical documentation, and standardization documentation.
f. Transition from paper-based to integrated electronic documentation management, including receiving, indexing, storing, distributing, and appropriate archiving.
g. Maintain proprietary, restricted-access and export control document files in accordance with relevant MSFC and NASA Directives and related regulations and guidelines.
h. Maintain and transition legacy master microfilm aperture card file and microfiche files.
i. Prepare in acceptable media and formats any official record documents being transmitted, through coordination with the MSFC Records Manager, to the National Archives and Records Administration (NARA) for archival purposes.
j. Maintain the MSFC Records Staging Area (RSA).
k. Develop and maintain the Marshall Technical Report Server (MTRS).

7.0 Computing Services

The contractor shall provide computer systems, virtual machines and environments, distributed servers and peripheral services for existing/established and future systems to support the application services described in paragraph 6.0, as well as other MSFC specific administrative, business, engineering and scientific applications which may reside outside the scope of paragraph 6.0. These applications execute on servers as well as standard desktop/laptop computers. System locations shall include, but not limited to, MSFC Building 4663, the National Space Science and Technology Center (NSSTC) located on Bradford Drive in Huntsville, AL, and various laboratories and server rooms across the MSFC campus. The contractor shall apply paragraph 7.0 requirements for MSFC managed systems associated with the Michoud Assembly Facility (MAF). The contractor shall be required to perform short term, temporary work at the MAF facility.

A simplified approach to the MSFC Computing Services (MCS) scope of work is the DABO model, which is defined as Design, Acquire, Build, and Operate. In order to satisfy this model's requirements, the contractor shall provide engineering, design, development, acquisition, build, integration, implementation, system testing, operations support, event management, systems administration, database administration, backup and storage, IT Security support, configuration management and business continuity. This also includes, but is not limited to documentation, drawings, pricing methodology, budgeting, schedule, maintenance, consolidated system and system software license management and any required training and training material (per DRD 1292MA-002).

During the period of performance of this contract the number and types of managed systems and items of hardware to be maintained may be routinely added or deleted. These changes are within the scope of this PWS and shall not, in general, be construed as changes within the meaning of the "Changes -- Cost-Reimbursement -- Alternate II" clause of this contract as long as the total number of computing systems to be managed is not less than 500 and not greater than 2,000 and the total number of hardware items to be maintained is not less than 4,000 and not greater than 15,000 (See Clause H.8).

This work shall be integrated with the service offerings that emerge as part of the NASA Enterprise Data Center (NEDC) and NASA Integrated Communications Services (NICS) acquisition. The MITS Contractor will serve as a front-line integrator and manage the utilization and business administration functions of acquired NEDC and NICS service offerings as appropriate. These services shall include, but are not limited to, Data Center housing and WAN/LAN network connectivity.

The contractor shall maintain, support and utilize the existing Remedy system for managing the work flow for system issue resolution, system enhancements, and new project implementations. The contractor shall maintain, support and utilize the existing Remedy system for developing and delivering cost estimates.

The nominal support requirement for this service is normal duty hours, Monday through Friday, and performing remote monitoring with on-call support at all other times. Additional support shall be required during major events, which includes, but is not limited to system issues, and is based on scheduled customer requirements. This additional support will result in after hours, weekend, or holiday work.

7.1 Engineering Support

The contractor shall provide systems engineering and sustaining engineering support functions for existing/established and future systems. A system typically includes the combination of hardware equipment and systems software to support application requirements. Systems software includes operating systems, compilers, database management systems, transaction management systems, switching systems, performance and utilization tracking systems, libraries, utilities, and other software necessary for the operation and execution of IT systems. In performance of this function, the contractor shall:

a. Conform to the MSFC Enterprise Architecture Model.
b. Maintain and update customer requirements in accordance with DRD 1292MA-002.
c. Perform, in accordance with DRD 1292MA-002 for business cases and trade studies to maintain, balance, and optimize requirements allocations across subsystems.
d. Perform system performance studies, recommending appropriate changes to eliminate potential system bottlenecks, resources conflicts and system overloads in accordance with DRD 1292-MA-002.
e. Isolate problems in systems and execute proper resolution, including status reports, and documenting of changes in accordance with DRD 1292MA-002.
f. Provide capacity analysis and planning recommendations based on analysis and changes in requirements and technology in accordance with DRD 1292MA-002.
g. Provide hardware and systems software enhancements to meet customers' requirements in response to changing workloads and technologies.
h. Provide statuses of work performed as requested.

7.1.1 Design, Development and Acquisition

The contractor shall design, develop, prototype and acquire/procure IT systems to meet customer requirements. Based on customer requirements, existing customer systems, and customer funding, design, development and acquisition work may encompass, but is not limited to production, testing, development and staging systems. In performance of this function, the contractor shall:

a. Define requirements that shall include collecting and documenting customer (including written buyoff) or system requirements in accordance with DRD 1292MA-002.
b. Analyze the defined requirements ensuring that functionality, reliability, availability, maintainability, security, affordability, and policies and procedures are addressed. Perform systems engineering trade studies to optimize requirements allocations across subsystems in accordance with DRD 1292MA-002.
c. Develop and document designs consistent with generally accepted engineering guidelines and practices.
d. Electronically store, backup, update and maintain a library of all approved engineering drawings and designs.
e. Maximize commonality and the use of COTS components.
f. Coordinate external interface designs.
g. Conduct design reviews.
h. Develop engineering prototype hardware and software components, subsystems, and systems to verify design and certify requirements.

i. Deliver multiple design options based on cost, feasibility and maintainability in accordance with DRD 1292MA-002.
j. Develop and deliver cost estimates.
k. Acquire, procure, fabricate, assemble, and modify components, systems and subsystems.
l. Provide statuses of work performed as requested.
m. Support partnerships with industry, academia, and government agencies to accelerate and/or assist in the deliverance of customer requirements and deadlines.

7.1.2 Systems Build, Integration, and Testing

The contractor shall perform system builds and integration of hardware and software into operational configurations of computational systems. The contractor shall ensure that all elements of the system cohesively function as a fully integrated, operational system. The contractor shall perform testing of systems and system components as required for proper operation. In performance of these functions, the contractor shall:

a. Build systems and associated system components.
b. Ensure customer-established functional requirements are met.
c. Ensure conformance with the applicable federal standards.
d. Ensure interoperability with existing systems.
e. Ensure design concepts are not inadvertently changed during the integration process.
f. Perform verification and validation testing independent of the design organization.
g. Perform technical reviews of integration and testing activities.
h. Provide statuses of work performed as requested.

7.1.3 Implementation

The contractor shall manage and provide the installation, integration of hardware, systems software, services and applications software components into fully operational systems and verify satisfaction of the customer's performance requirements. In performance of this function, the contractor shall:

a. Assemble, install, connect, inspect and "stage" the systems.
b. Integrate, verify functionality, and document implementation of the services.
c. Perform verification testing of the systems under simulated load conditions, and assess failure modes of the systems.
d. Provide the customer written instructions that contain all relevant information for reporting a problem related to the service, equipment or software.
e. Fully manage the implementation to operational process.
f. Provide statuses of work performed as requested.

7.1.4 Installation

In performance of this function, the contractor shall:

a. Install the components into a fully operational configuration to meet the customer requirements.
b. Schedule implementations to minimize disruptions or impacts to services.
c. Verify that the connections, support equipment, and software for the system have been properly installed.

d. Ensure property control requirements (e.g., identification tags and stickers) are met (as defined in the approved Government Property Management Plan, which is prepared in accordance with DRD 1292LS-001.
e. Provide statuses of work performed as requested.

7.1.5 Assessment and Acceptance Testing

In performance of this function, the contractor shall:

a. Verify that the system is installed properly, and that the system satisfies customer's requirements using acceptable test and assessment methods, and written customer buyoff, as appropriate.
b. Conduct an acceptance review with CIO and customers presenting a summary of the verification results.
c. Provide statuses of work performed as requested.

7.2 Operations

For operational systems, the contractor shall perform the following functions:

a. Adhere to a standard and approved operations model.
b. Provide and maintain event management functions.
c. Monitor System and sub-system efficiency and perform troubleshooting and tuning of systems, subsystems, components, peripherals, and interfaces.
d. Provide Configuration Management in accordance with DRD 1292CM-001.
e. Perform regular and scheduled maintenance which includes but is not limited to patches, upgrades, and performance tuning.
f. Develop and maintain an approved strategy for systems software licenses purchases, installation and activation, as well as updated records of these activities in accordance with DRD 1292MA-002.
g. Provide statuses of work performed as requested.

7.3 System Administration

The contractor shall perform system administration functions for existing/established and future systems. Responsibilities shall include the following:

a. Provide and maintain operating systems, database management systems, compilers, libraries, and all other systems software necessary for the operation, execution and security of the computer systems.
b. Operate and maintain computer, peripheral and data acquisition systems, to include system initializations and recoveries, storage and backup management, and print production and dissemination.
c. Provide program and data security, scheduling, and quality control.
d. Provide security support as required by Paragraph 3.0, in particular, adhering to new security bulletins and installation of patches to fix known vulnerabilities as well as working within restrictions involving firewalls and other security-related constructs, maintaining compliance with NASA Incident Response Center (NASIRC) bulletins, utilizing Secure Shell for host authentication, user authentication, and encryption, and the use of Transmission Control

Protocol/Internet Protocol (TCP/IP) wrappers and System monitoring for anomalies and security break-in attempts.

e. Provide account management documentation of users to include: addition and deletion of user ID's, disk quotas, accounting and access control, utilization reports, consultation on advancing technologies, video and imaging support and data visualization in accordance with DRD 1292MA-002.
f. Provide risk analysis and management that shall include continual identification and assessment of technical, schedule, cost, and organizational risks involved with the operation of systems in accordance with DRD 1292MA-003.
g. Provide statuses of work performed as requested.

7.4 Database Administration

The contractor shall perform database administration functions for existing/established and future systems which includes but is not limited to analyzing, planning, installing, testing, implementing, maintaining, tuning, and managing databases. The contractor shall also provide statuses of worked performed as requested.

7.5 Backup and Storage

The contractor shall perform backup and storage functions which include but are not limited to the following:

a. Provide, maintain and manage customer storage, backups and restoration of the systems including all system files, file systems, directories, and/or user files.
b. Monitor storage and backup systems for efficiency and utilization.
c. Provide, as needed, engineering/architectural services for existing and newly acquired backup and storage systems.
d. Provide statuses of work performed as requested.

7.6 Hardware and Systems Software Maintenance

The contractor shall be responsible for hardware and systems software maintenance which utilizes a customer funded agreement between the customer and the contractor. At NASA's discretion and timeline, the contractor shall be required to develop, implement and maintain a more cost effective method for this work.

The contractor shall maintain, in a fully operational condition, all hardware and systems software for those systems which the contractor has responsibility. Items to be maintained, consistent with the categories of hardware and systems software described in this PWS, will be routinely added or deleted throughout the period of performance of this contract. In performance of this function, the contractor shall:

a. Prepare, implement, and maintain the Operability/Maintainability Plan in accordance with DRD 1292RM-001.
b. Utilize existing Computing and Communications Asset Information Management System (CCAIMS) for tracking and logging operational failures, incidents, discrepancies, problem

disposition and resolution, maintenance and repair activities, all in accordance with DRD 1292MA-008.

c. Prepare and deliver status reports providing information on outages, such as component involved, period of downtime, and corrective actions in accordance with DRD 1292MA-008.
d. Compile and maintain a list of key contacts responsible for coordinating and conducting the required hardware and systems software maintenance functions in accordance with DRD 1292MA-002.
e. Maintain warranty protection and conditions for equipment in warranty.
f. Maintain vendor subscriptions describing and providing updates and enhancements.
g. Maintain a complete, up-to-date, and accurate list of spare parts and related material necessary to maintain the equipment in accordance with DRD 1292MA-002.
h. Ensure availability of parts for both maintenance and production functions.
i. Maintain a real time, up-to-date service record for each system. The record shall include: the date and type of equipment, service performed, list of parts used and costs, staff-hours utilized, and downtime, or time not available for use of equipment in accordance with DRD 1292MA-002.
j. Maintain a working relationship with vendors or other NASA Centers necessary to obtain required items or maintenance in a timely manner.
k. Maintain up-to-date vendor documentation for all systems in accordance with DRD 1292MA-002.
l. Coordinate maintenance activities with customers, other service providers, and other contractors.
m. Maintain a complete, up-to-date, and accurate list of systems software licenses.

7.6.1 Preventive Maintenance (PM)

The contractor shall perform PM, defined as maintenance performed by the contractor that is designed to keep the hardware and systems software in proper operating condition. The PM is performed on a scheduled basis, normally during the Principle Periods of Maintenance (PPM) defined for each system in the Operability/Maintainability Plan in accordance with DRD 1292RM-001.

a. In performing PM on hardware equipment, the contractor shall:
    1. Develop PM schedules that minimize disruption to customer operations. Provide PM schedules in accordance with DRD 1292RM-001.
    2. Perform adjustments, cleaning, lubrication, and replacement of parts as specified according to published maintenance procedures.
    3. Install latest releases of Field Change Orders (FCO's) and other hardware updates.
b. In performing PM to software, the contractor shall:
    1. Acquire, test, and install systems software updates. Systems software tests and installations shall normally be performed during scheduled system test periods.
    2. Track and renew system software licenses in accordance with DRD 1292MA-002.
    3. Evaluate vendor-supplied updates or patches for applicability.
    4. Implement system software releases.

7.6.2 Remedial Maintenance (RM)

The contractor shall perform RM, defined as that maintenance performed which results from equipment and software failure. It is performed as required on an unscheduled basis. RM shall be performed on all hardware and software elements specified in this contract. In performance of this function, the contractor shall:

a. Perform RM promptly after notification that the component is inoperative.
b. Ensure that the RM is performed to meet the customer's requirements and minimizes operational impact to the customer.
c. Plan, implement, and enforce operational procedures to ensure that the system continues to operate while any failed component is being replaced. Document operational procedures in the Operability/Maintainability Plan in accordance with DRD 1292RM-001.
d. Ensure that the maintenance tools, spares, procedures, skills, and response times are adequate to meet the requirements of the approved Operability/Maintainability Plan in accordance with DRD 1292RM-001.

7.7 Security Support

In accordance with Paragraph 2.6 requirements, the contractor shall develop, document, maintain, and manage operational and technical IT security policies, plans, procedures, and controls for all systems. For each of these services, the contractor shall integrate the IT security policies, plans, procedures, and control measures into their full life cycle, and shall test and review these policies, plans, procedures, and controls for adequacy and compliance as approved by NASA.

7.8 Configuration Management and Control

The contractor shall prepare, implement, and maintain a Configuration Management Plan which describes the technical and administrative functions necessary to identify and document the technical requirements of a system or project, control changes, deviations, and waivers to these technical requirements, and record and report change processing and implementation status in accordance with DRD 1292CM-001. The contractor shall maintain as-implemented systems configuration information to include, but is not limited to, vendor, hardware model numbers, software revision levels, user interface details, location and customer.

8.0 Audio Visual Information Services

The Contractor shall provide management, operations, and production for Audio Visual Information Services (AVIS) to include, but not limited to, Animation & Interactive Multimedia, Graphics & Publication, Photographic Services, Reproduction, Television & Streaming, and Special Events Administration and Support Services. The contractor shall provide each service in accordance with applicable laws, regulations, NASA and MSFC regulatory guidelines.

The contractor shall research and document emerging technologies in the performance of all AVIS services to utilize these technologies as economically feasible. The contractor shall investigate and suggest new process improvements in the AVIS area.

8.1 Animation and Interactive Multimedia Services

The contractor shall create, develop and distribute animations, presentations, other multimedia products distributed on CD-ROM or DVD to MSFC customers, contractors and research partners in industry and academia, to government leaders or to the public. The production of animation and interactive multimedia requires planning (pre-production), content production, and final production which includes potential deliverables as follows:

a. Pre-production work deliverables can consist of: project outline, working script, storyboard, shooting plan and shooting schedule.
b. Production work deliverables can consist of : artistic backgrounds and texture maps, model design and construction, set design, camera set up and motion plan, lighting set–up, motion path and or key-framing the required action, creating the wire frame animation and/or the animatic.
c. Post Production work can consist of: reviewing the rendered animatic, assessing the success or failure of each take and each scene, editing the scenes together into a video addressing the incorporation of the special effects into the live shot scenes, adding special effects that help to dissolve each scene into other scenes as the production requires, and reviewing the dailies with the customer and making the necessary adjustments.

8.2 Graphics and Publication

The contractor shall provide labor, material, equipment, management, and other support for MSFC graphics and publications services and products in a primarily Macintosh® environment with some Windows® systems. The contractor shall provide services and products adhering to the “NASA Style Guide” located at http://communications.nasa.gov/portal/site/osc.

8.2.1 Graphics and Publication Services

The contractor shall create, design, layout, illustrate, edit, write, proof, and produce the following type products (but not limited to): publications and presentations for posting to the web or NASA portal; 2-D and 3-D animation for various applications such as web sites, input into video, and multimedia presentations; banners, posters, and displays; books, brochures, newsletters, fact sheets, and programs; certificates; charts, graphs, and tables; illustrations; interior signs; miscellaneous products; matting, mounting and laminating; and presentations in a variety of deliverable media.

8.2.2 Proposal Services

The contractor shall provide Proposal Publications formatted according to required specifications for each NASA Research Announcement (NRA), Announcement of Opportunity (AO), or other calls for proposals in a variety of deliverable media. The contractor shall provide compliance matrixes, templates and boilerplates, configuration management, editing, formatting, illustrations, charts, graphs, tables, layouts, production scheduling, proofreading, and writing for proposals to support MSFC submissions on announcements.

8.2.3 Scientific and Technical Information (STI)

The contractor shall provide Scientific and Technical Information (STI) Publications in a variety of media and formats such as but not limited to: Portable Document Format (PDF), CD-ROM, interactive CD-ROM/DVD, and printed manuscripts.

The contractor shall provide NASA series reports (Technical Publications, Technical Memorandums, Contractor Reports, and Conference Publications) and miscellaneous publications (journal articles). The subject matter of the NASA series reports and miscellaneous publications will include all areas of research and development.

The contractor shall be responsible for: receiving technical manuscripts from authors; determining the correct report series; determining if the author package is complete to include a completed Standard Form (SF) 298, NASA Form (NF) 1676, and other pertinent information; preparing work orders; formatting, editing, and preparing manuscripts; notifying the author for manuscript reviews; delivering final draft and NF 1676 to the Technical Publications Office for approval and NASA number assignment; and delivering final product to the author in a variety of media such as a limited amount of printed copies, PDF files, CD-ROMs, or interactive CD-ROM/DVD.

The contractor shall deliver one printed copy of each report and PDF to the Technical Publications Office for placement on the Marshall Technical Report Server (MTRS).

8.2.4 Computer Analyst Support

The contractor shall provide computer analyst support in a primarily Macintosh® environment with some Windows® systems, and associated peripherals, to perform the following functions (but not limited to):

a. Maintain all computer stations and peripherals in accordance to current NASA and MSFC Security regulations; including an inventory database of all computer and non-computer equipment and verify accurate information in NASA/MSFC-provided databases;
b. Maintain software inventory and database; monitor current trends in technology and MSFC capabilities;
c. Provide research for all non-NASA Desktop standard provided software and plug-ins with emphasis on specialized Graphics and Publication software;
d. Coordinate and assist with operating system upgrades/updates by developing unique graphics “system loads” to provide all graphics computers with uniform systems and performing the installations;
e. Research and recommend hardware and software for computer updates and replacements;

f. Provide research and education on font management ensuring compatible fonts across all computers;
g. Provide real-time troubleshooting for all computer systems and interface with NASA Standard Desktop Helpdesk and technicians;
h. Develop best practices with current operating systems and specialized software to maintain consistency and compatibility across all computers and associated peripherals, including large-format graphic printers.

8.3 Photographic Services

The contractor shall provide still photographic services for Still Documentation, Passport/Visa photos, Official Portraits, Special Events Photography, Photographic Laboratory Services, and Conference Room Support, that includes documentation of lab or field-testing to official NASA personnel photos and high-quality digital images for distribution to news media, and public outreach. The contractor shall be responsible for the operation of MSFC's photographic equipment, distribution systems, and studio. These services include maintenance of existing processes, and development or acquisition and implementation of enhancements for the imaging services.

8.3.1 Still Photography

The contractor shall provide still photographic documentation of Centerwide events that would be considered significant or historical. Contractor still photographers shall document technology research elements, significant testing milestones, and hardware studies conducted at the Center. The contractor shall provide photographic distribution in support of MSFC programs and projects. The contractor shall operate and maintain the existing photographic studio.

8.3.2 Photographic Laboratory

The contractor shall provide a full service photographic production laboratory. The contractor shall provide digital photographic production including image enhancement, printing, and electronic distribution.

8.3.3 RESERVED

8.3.3.1 RESERVED

8.3.3.2 RESERVED

8.3.4 Marshall Image Exchange (MiX) and Photographic Archive

The contractor shall maintain still photographic libraries and archives on Center. The contractor shall scan images for displaying on the current MiX website in accordance with NASA Image Exchange (NiX) guidelines. The contractor shall research and develop captions for images, including interfacing with NASA/MSFC program/project personnel. The contractor shall work with NASA personnel in the transition from MiX to the NASA Images Archive.

8.3.5 Conference Room Support

The contractor shall provide conference room support including installation and maintenance of existing conference room capabilities, such as ceiling-mounted projectors, polycoms, televisions and screens. The contractor shall provide design, development and implementation for NASA-approved requirements.

The Contractor shall schedule the conference facilities located in Morris Auditorium, P110, in building 4200 and Contracting Officer's Technical Representative (COTR) designated video teleconferencing rooms. The contractor shall operate these facilities, including all audio/visual equipment.

8.3.6 Audio Video Support Services

The contractor shall maintain the hardware required for the Marshall Cable Television System. The contractor shall receive downlinks during shuttle missions as a backup to the main receiving system as well as other downlinks to support MSFC and the Agency. The contractor shall provide and maintain all MSFC and MAF Audio Video installations such as televisions, screens, projectors, and polycoms.

8.4 Reproduction and Printing Services

The contractor shall provide materials, management, and other resources necessary to operate in-house duplicating services and provide commercial printing procurement services to MSFC programs, projects, and organizations. The contractor shall provide these services in accordance with Public Law 102-392 and Section 207, the Joint Committee on Printing (JCP) Printing and Binding Regulations, NPD 1490.1, *NASA Printing, Duplicating, and Copy Management* and MPR 1490.1, *Printing, Reproduction, and Self-Service Copying Services*.

8.4.1 In-house Duplicating Services

The contractor shall operate and manage an in-house duplicating facility, located in Building 4200, Room G34, and large-format engineering document reproduction, located in Bldg. 4491.

The services provided shall include (but not limited to): Black and White (B&W) duplication of (one or two-sided) standard-size documents (up to 11"x17"); large-format documents (simplex only) up to J-size; and color duplication of standard documents up to 12" x 18" (one or two-sided). The contractor shall provide binding services for B&W and color products to include (but not limited to): side stitch, stapled-upper-left, saddle-stitch, adhesive-tape perfect binding, three-hole drill, metal fasteners, GBC binding (comb binding), and plastic coil binding. The contractor shall provide special finishing operations to include (but not limited to): tri-fold, pamphlets, printed & inserted tabs, Z-fold for 11"x17", large document folding, adhesive padding, and variable data printing. The contractor shall on occasion be required to provide "expedited service" that requires overtime.

The contractor shall receive, process, and duplicate from paper originals or electronic files submitted by the customer from various sources and/or media. The contractor shall receive

customer service requests through an on-line ordering system. The contractor shall complete each service request per the customer specifications and delivery dates as requested.
The contractor shall evaluate and recommend new technology hardware and/or software for replacing existing equipment or software. The contractor shall acquire, manage installation, and implement new processes or software as needed.

The contractor shall collect production metrics within the service request system and shall maintain service request records per the MSFC Printing Office Records Retention Plan. The contractor shall provide various production reports monthly, quarterly, and annually in accordance with DRD 1292MA-006.

8.4.2 Commercial Printing Procurement

The contractor shall procure all commercial printing that is purchased through the Government Printing Office (GPO) in support of all MSFC organizations and entities acting on behalf of Marshall Space Flight Center. This procurement process is mandated and provided in accordance with Title 44 of the U.S. Code and Public Law 102-392, October 6, 1992 (amended by Public Law 103-283, July 22, 1994), Section 207 and the NPD 1490.1.

The contractor shall provide printing procurement services to the MSFC Printing Office, Building 4200, room G32A. The contractor shall procure posters, brochures, tri-fold pamphlets, periodicals, bookmarks, tags, forms, decals, lithographs, coasters, magnets, poly-bags, letterhead, CD/DVD mastering and replication, and business cards for MSFC customers. The contractor shall interface with MSFC customers to determine their requirements; write printing requisitions per GPO procedures review and approve pre-production proofs; and evaluate printed products for compliance to specifications. The contractor shall report quality defects and manage corrective action.

The contractor shall utilize all procurement vehicles available through the GPO to include one-time solicitations, MSFC and NASA Headquarters term contracts, and the GPO Simplified Purchase Acquisition (SPA) program. The contractor shall assist the MSFC Printing Office in managing these contracts through Atlanta Regional GPO and Washington GPO. The contractor shall have expert knowledge of terms and conditions of printing contracts. The contractor shall assist the MSFC Printing Office in collaborating with other NASA centers as a participant in the “NASA Print Rider” program. The contractor shall understand and procure products within MSFC funding guidelines. The contractor shall manage office records and databases per the MSFC Printing Office Records Retention Plan. The contractor shall collect production metrics within the service request system. The contractor shall provide various production reports monthly, quarterly, and annually per DRD 1292MA-006.

8.4.3 Mainframe Applications Printing

The contractor shall operate and manage output printing from mainframe applications to high-speed printers in support MSFC organizations, e.g., Office or Chief Financial Officer, Procurement Office, and Center Operations. These services shall include managing print files queued from the mainframe computers to Reproduction equipment.

The contractor shall create, facilitate updates, and manage printer-resident forms for current and new mainframe forms/data merge requirements for MSFC and across the Agency. This includes, as

required, design and revision of printer-resident forms. The contractor shall provide system administration of the data stream print queues, print engine software, and supply management of special paper and forms.

8.5 Television and Video Services

The contractor shall provide material, management, and other resources required for the total operation of MSFC's Television and Video Services. Activities shall include planning, producing, documenting, engineering, archiving, operations, and maintenance. Specifically, the contractor shall:

a. Operate and maintain the existing studio.
b. Produce, distribute, televise, transmit, and record live presentations, ceremonies, programs and other special events.
c. Prepare and distribute live and recorded broadcast quality productions.
d. Plan, develop, script-write, film and edit a variety of broadcast quality video projects.
e. Record and archive in support of MSFC research and development testing.
f. Provide content for closed circuit television (CCTV), DesktopTV, and Podcasts.
g. Receive and distribute NASA TV content.
h. Provide select MSFC videos for distribution on NASA TV.
i. Operate and maintain the equipment in the Building 4207 television department.
j. Operate a multi-format recording and duplication facility including but not limited to VHS, Beta SP, DVCAM, DVD, CD, DVC Pro, SVHS, DVC ProHD, and HDCAM.
k. Operate and maintain full broadcast audio production facility.
l. Complete the migration of production and distribution processes to HDTV.
m. Maintain music libraries, motion picture photographic library, tape library and archives. At all times, the contractor shall know the location of any item in the archive.
n. Implement and maintain a digital archive.
o. Integrate content between AVIS PWS paragraph 8.0 elements; distributes content to other AVIS PWS elements.
p. Assist the Agency’s DTV Working group as needed.

8.6 Streaming Services

The contractor shall develop, implement and maintain hardware and software required to provide live and on-demand streaming services to MSFC and MAF using the DesktopTV application (DesktopTV) as a front-end web interface to both live and on-demand content. The contractor shall provide content delivery, live event support and format conversion in support of this service. The contractor shall provide this streaming service using NASA approved software tools and formats.

8.7 Special Events Administration and Support Services

The contractor shall support MSFC and MAF Special Events, which are events not in the category of research, testing or development, as customer requested through an online service request system. This support includes administration of the services for a requested event in which one or more services from PWS paragraph 8.0 shall be performed.

8.7.1 Special Event Administration

The contractor shall coordinate between the customer and service providers to identify specific details needed to support the event, this includes: finalizing requirements and preparing an event requirements document; and preparing and delivering a cost estimate to Government for distribution to requesting customer for approval.

The contractor shall send a post-event continuous improvement electronic customer survey to the customer within 2 days after the event. This survey requests feedback on the quality of services provided by the contractor. This feedback is shared with the service providers and if negative feedback is received from a customer, procedures in MWI 1280.2, *MSFC Customer Feedback (CF) Processing Through The Corrective Action System (CAS)*, will be followed.

8.7.2 Special Event Support

The contractor shall provide Audio Video support for all MSFC events by providing the sound system, podium, microphone, flags, projectors, large screens, and other associated equipment. The contractor shall be prepared to fully support overlapping events, if requested.

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CONTRACT/RFP

EXHIBIT NUMBER

J-2

ATTACHMENT NUMBER

MSFC Information Technology Services (MITS)

PROJECT/SYSTEM

DATA PROCUREMENT DOCUMENT

TBD

CONTRACTOR

February 27, 2009

DATE

National Aeronautics and
Space Administration

MSFC - Form 3461 (Rev September 1989)

National Aeronautics and Space Administration **DOCUMENT CHANGE LOG**					DATA PROCUREMENT DOC. NO. ISSUE **1292** **Draft**	
INCORPORATED REVISIONS OUTSTANDING REVISIONS				AS OF: 01-09-09	SUPERSEDING:	PAGE:
AUTHORITY	PORTION AFFECTED - PAGE NO./NO.				REMARKS	
(DPD Revision)	INTRO	SGR	DRL	DRD		

MSFC - Form 3461-1 (Rev. September 2007)

1.0 INTRODUCTION

1.1 Scope: 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 NASA 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) clause, that clause shall take precedence over the DPD, consistent with clause FAR 52.215-8.

1.2 DPD Description: This DPD consists of a Document Change Log, an Introduction, a Statement of General Requirements, DPD maintenance procedures, a DRL, and the DRD's.

1.2.1 General Requirements: The general requirements, as specified in paragraph 2.0 of this DPD, prescribe those requirements applicable to the preparation, maintenance, and delivery of data that are better defined in aggregate than in the individual DRD's.

1.2.2 Data Requirements List (DRL): Throughout the performance of the contract, the DRL provides a listing by data category of the data requirements of the DPD.

1.2.3 Data Requirements Descriptions (DRD's)

1.2.3.1 Each data requirement listed on the DRL is given complete definition by a DRD. The DRD prescribes content, format, maintenance instructions, and submittal requirements.

1.2.3.2 For the purpose of classification and control, DRD's of this DPD are grouped into the following broad functional data categories:

CATEGORY SYMBOL	DESCRIPTION
CD	Contractual Data
CM	Configuration Management
LS	Logistics/Support
MA	Management
RM	Reliability and Maintainability
SA	Safety

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

1.2.3.4 To facilitate the usage and maintenance of the DPD, the DRD's have been sectionalized in accordance with the above data categories.

1.2.3.5 The DRD's are filed by data category and are in alpha-numeric sequence as listed on the DRL page (or pages) that precedes the DRD's.

1.2.4 Document Change Log (DCL): The Document Change Log chronologically records all revision actions that pertain to the DPD.

1.2.5 DPD Maintenance Procedures: Maintenance procedures define the detailed methods to be employed in maintaining the DPD. Detailed maintenance procedures are specified in paragraph 3.0 of this DPD.

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

TYPE	DESCRIPTION
1*	All issues and interim changes to those issues require written approval from the requiring organization before formal release for use or implementation.
2*	NASA reserves a time-limited right to disapprove in writing any issues and interim changes to those issues. The contractor shall submit the required data to NASA for review not less than 45 calendar days** prior to its release for use. The contractor shall clearly identify the release target date in the "submitted for review" transmittal***. If the data is unacceptable, NASA will notify the contractor within 45 calendar days** from the date of submission, regardless of the intended release date***. The contractor shall resubmit the information for reevaluation if disapproved. The submittal is considered approved if the contractor does not receive disapproval or an extension request from NASA within 45 calendar days**.
3	These data shall be delivered by the contractor as required by the contract and do not require NASA approval. However, to be a satisfactory delivery, the data shall satisfy all applicable contractual requirements and be submitted on time.
4	These data are produced or used during performance of the contract and are retained by the contractor. They shall be delivered only when NASA requests in writing and shall be delivered in accordance with the instructions in the request. The contractor shall maintain a list of these data and shall furnish copies of the list to NASA when requested to do so.
5	These data are incidental to contract performance and are retained by the contractor in those cases where contracting parties have agreed that formal delivery is not required. However, the Contracting Officer or the Contracting Officer's Representative shall have access to and can inspect this data at its location in the contractor's or subcontractor's facilities, or in an electronic database accessible to the Government.

* Note: Type 1 and Type 2 data may be placed under NASA configuration management control when designated by NASA. CM control requires the contractor to submit Type 1 and Type 2 data updates through Engineering Change Proposals (ECPs).

** Note: This time limit may be tailored for individual DRD's to meet the requirements of the procuring activity.

*** Note: If the contractor does not identify a release target date or if the intended release date is shorter than 45 calendar days from the date of submission, the 45 calendar days review cycle stands (or the tailored Type 2 time limitation for the specific procurement).

2.0 STATEMENT OF GENERAL REQUIREMENTS

2.1 Applicable/Reference 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. Applicable documents listed in Item 15.2 of a DRD are applicable only to the preparation of the deliverable documentation described by that DRD.

References to documents other than applicable documents in the data requirements of this DPD may sometimes be utilized, and shall be indicated in 13. Remarks of the DRD. 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 Subcontractor Data Requirements

2.2.1 The contractor shall specify to subcontractors and vendors, if any, the availability source of all data required for the satisfactory accomplishment of their contracts. The contractor shall validate these requirements for documents when appropriate; where the requirement concerns other contractor data, the contractor shall provide his subcontractor or vendor with the necessary documents. All such requests shall be accomplished under the auspices of the contractor.

2.2.2 Reference to subcontractor data in the contractor's responses is permissible, providing the references are adequate and include such identification elements as title, number, revision, etc., and a copy of the referenced data is supplied with the response document at time of delivery to NASA.

2.3 Data Distribution, Format, Data Restriction Marking, and Transmittal

2.3.1 Distribution: Distribution of required documentation shall be in quantities determined by the Contracting Officer. Recipient names and email (if applicable) addresses shall be noted on a separate distribution list to be furnished by the Contracting Officer. The Contracting Officer's letter may include other information pertinent to delivery of data, as required.

2.3.2 Format

2.3.2.1 Electronic Format: Electronic submission of data deliverables is preferred. Electronic deliverables shall be printable. Data deliverables shall be delivered to NASA in the format specified below unless a specific format is required by a DRD. Data submittals shall consist of a single Adobe Acrobat PDF file and the native format electronic file(s). The preferred native formats include Microsoft Word, Excel, PowerPoint or CAD drawing plot file, as appropriate. Where a single native format file is not possible, multiple files may be integrated into a single ZIP file for submission. The organization of the contents of the integrated ZIP file shall be made readily apparent to the reader, and each file within the integrated product shall be clearly identifiable and traceable within the organization of the integrated product. If files are fragmented, file names shall be labeled logically and contiguously, and the files shall be easily reassembled or merged (e.g. 1 filename, 2 filename, 2a filename, etc.). The software versions shall be confirmed prior to submittals.

2.3.2.2 Hardcopy Format: In addition to the electronic submittal, one hardcopy package of specific data deliverables shall be delivered to the NASA Contracting Officer for the Government contract file. This requirement is indicated in Item 15.4, Format of each DRD. The hardcopy package shall consist of the contractor's Transmittal Memo and one copy of the data deliverable.

2.3.3 Data Restriction Marking

2.3.3.1 Data Restriction Determination and Marking Requirements: The contractor shall determine the data restriction that applies to each data deliverable and mark the data restriction on the data coversheet, or indicate the data restriction in the data transmittal package if the data format precludes identification of data restriction directly in the data. The contractor shall make a determination for each individual data deliverable item, and shall not apply a default or blanket data restriction marking to all data deliverables (e.g., "data may be export restricted"). If NASA does not agree with the contractor applied data restriction, the NASA Contracting Officer shall return the data to the contractor, cancel the markings, or ignore the markings consistent with the procedures set forth in the "data rights" clause(s) contained in the contract.

2.3.3.2 Data Restriction Categories and Marking Statements: The contractor shall consider the following data restriction categories, as a minimum, and utilize specified marking statements.

If data delivered under this contract is subject to the International Traffic in Arms Regulations (ITAR), the data shall contain an "ITAR Notice" as follows:

International Traffic in Arms Regulations (ITAR) Notice

This document contains information which falls under the purview of the U.S. Munitions List (USML), as defined in the International Traffic in Arms Regulations (ITAR), 22 CFR 120-130, and is export controlled. It shall not be transferred to foreign nationals, in the U.S. or abroad, without specific approval of a knowledgeable NASA export control official, and/or unless an export license/license exemption is obtained/available from the United States Department of State. Violations of these regulations are punishable by fine, imprisonment, or both.

If data delivered under this contract is subject to the Export Administration Regulations (EAR), the data shall contain the "EAR Notice" as follows:

Export Administration Regulations (EAR) Notice

This document contains information within the purview of the Export Administration Regulations (EAR), 15 CFR 730-774, and is export controlled. It may not be transferred to foreign nationals in the U.S. or abroad without specific approval of a knowledgeable NASA export control official, and/or unless an export license/license exception is obtained/available from the Bureau of Industry and Security, United States Department of Commerce. Violations of these regulations are punishable by fine, imprisonment, or both.

If the contract contains FAR 52.227-14 *Alternate II*, the "Limited Rights Notice" may be applicable to data (other than computer software) delivered under this contract.

If the contract contains FAR 52.227-14 *Alternate III*, the "Restricted Rights Notice" may be applicable to computer software delivered under this contract.

If the contract contains FAR 52.227-20, the "SBIR Rights Notice" may be applicable to SBIR data delivered under this contract.

If the contract contains NFS 1852.237-73, a sensitive information legend may be applicable to information delivered under this contract

In accordance with the applicable data clause (e.g., FAR 52.227-14(c) or FAR 52.227-20(c)), the contractor may be able to assert a copyright claim in data delivered under this contract. When claim to copyright is made, the Contractor shall affix the applicable copyright notices of 17 U.S.C. 401 or 402 and acknowledgment of Government sponsorship (including contract number) to the data when such data are delivered to the Government.

2.3.4 Transmittal

2.3.4.1 Data shall be transmitted to NASA by email, CD or DVD, hardcopy, or other mechanism agreed to by the Contracting Officer, COTR, and Project representatives who are responsible to receive, index, and store the data deliverables.

2.3.4.2 If email is used to transmit data deliverables, the email size shall be 10 Megabytes or less to ensure receipt by the NASA email servers. Encrypted email format shall be used to transmit data which has been judged sensitive by the contractor (e.g., export controlled, limited rights data, SBIR, restricted computer software, copyrighted, etc.).

2.3.4.3 Data Transmittal Package: Each data transmittal package shall include:

a. Transmittal memorandum that specifies the meta-data below for each data transmittal:
    1. Contract number.
    2. Data Requirements Description (DRD) number.
    3. DRD data type (specified in Item 3 on the DRD).
    4. Submission date or milestone being satisfied.
    5. Document number and revision.
    6. Document title.

7. File names of all files being delivered; file naming convention shall clearly identify the document being delivered.
8. Distribution (as defined by the Contracting Officer's letter).
9. Requested response date.
10. Contractor assigned data restriction (export controlled, limited rights data, SBIR, restricted computer software, copyrighted, etc.) if not marked on data.
11. NASA Records Retention Schedule (NRRS) number, if applicable. (See NPR 1441.1, NASA Records Retention Schedules)

b. Printable electronic files or hardcopy data.

2.3.5 Electronic data deliverables should be transmitted directly to the MSFC Repository through the Digital Asset Manager web interface. Instructions for electronic data submittals can be found at http://cio.msfc.nasa.gov/repository/repository_submittal.html. Document submitters must register for a Documentum user account through the NASA Account Management System (NAMS). Computer-Aided Design (CAD) drawings shall be submitted in the original native vector, Hewlett-Packard Graphic Language (HPGL), and raster image formats.

2.4 Printing: All printing, duplicating, or binding shall be in accordance with NFS 1852.208-81, Restrictions on Printing and Duplicating. Printing of formal reports and Type 1 and 2 data in book format shall be in accordance with the following general specifications:

a. Method of reproduction – offset/xerography.
b. Finished size – 8 1/2" X 11".
c. Paper – 20-pound opaque bond.
d. Cover – Litho cover stock.
e. Pages shall be printed on both sides; blank pages shall be avoided when possible.
f. Oversize pages shall be avoided when possible, but if necessary shall be folded to 8 1/2" X 11".
g. Binding shall be the most economical method commensurate with the size of the report and its intended use.

2.5 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.

2.6 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 NASA by the contractor and, if applicable, as approved by NASA. For all data types, the document 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. Successive issues or revisions of documents shall be identified in the same manner as the basic issue and shall have appropriate change identification. Drawings and ECP's are excluded from the marking provisions of this paragraph. All Type 1 documentation, excluding configuration management requirements, shall be marked "PRELIMINARY PENDING NASA APPROVAL," and once approved shall be reissued with "APPROVED BY NASA" and the date and approval authority annotated on the cover.

2.7 Reference to Other Documents and Data Deliverables in Data Submittals: All referenced documents shall be made readily available to the cognizant NASA organization upon request. The contractor should make sure that the references are available to NASA in a manner which does not incur delays in the use of the response document. Reference may be made, within one data submittal, to other data submittals delivered in response to this DPD in those cases where the data required by one DRD may have been delivered by the contractor in response to another DRD. The reference to previously-submitted data shall include the applicable DRD number, data submittal version date, and location within the referenced document.

2.8 Maintenance of Type 1 Document Submittals

2.8.1 Revisions of Type 1 documentation may be accomplished either by individual page revision or by a complete reissue of the document identified in accordance with requirements of 2.7 above, with the exception of drawings (which shall be revised in accordance with contract configuration management requirements).

2.8.2 Individual page revisions shall be made as deemed necessary by the contractor or as directed by the Contracting Officer.

2.8.3 A Type 1 document shall be completely reissued when, in the opinion of the contractor and/or NASA, the document has been revised to the extent that it is unusable in its present state, or when 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. All revisions shall be recorded. A revision log shall identify complete reissues except for periodic reports and documents which are complete within themselves as final.

2.8.4 Changes of a minor nature to correct obvious typing errors, misspelled words, etc., shall only be made when a technical change is made, unless the accuracy of the document is affected.

2.8.5 All revised pages shall be identified by a revision symbol and a new date. Each document shall contain a log of revised pages that identify the revision status of each page with the revision symbol. This list shall follow the table of contents in each document. The line or lines revised on a given page shall be designated by the use of vertical line in the margin of the page, and the change authority shall be indicated adjacent to the change.

2.8.6 Contractor Type 1 documents shall not be submitted containing pen and ink markups which correct, add to, or change the text, unless schedule problems exist and approval is obtained in writing from the Contracting Officer. Such markups, however, shall not exceed 20 percent of the page content and shall be acceptable provided that the reproduced copies are legible. In addition, hand-drawn schematics, block diagrams, data curves, and similar charts may be used in original reports in lieu of formally prepared art work, as long as legibility of copies is not impaired. Acceptability shall be determined by the Contracting Officer.

3.0 DPD MAINTENANCE PROCEDURES

3.1 NASA-Initiated Change: New and/or revised data requirements shall be incorporated by contract modification to which the new or revised portion of the DPD shall be appended. The contractor shall notify the Contracting Officer in the event a deliverable data requirement is imposed and is not covered by a DRD, or when a DRD is changed by a contract modification and for which no revision to DPD is appended. In such cases, the contractor shall submit the requested changes to NASA for approval. See paragraph 3.3.1 for change procedures.

3.2 Contractor-Initiated Change: Contractor-proposed data requirements or proposed changes to existing requirements shall be submitted to NASA for approval.

3.3 DPD Change Procedures

3.3.1 Changes to a contractual issue of this DPD shall be identified by NASA on the Document Change Log.

3.3.2 The date of the DPD shall be entered under the “as of “block of the Document Change Log. The date that was in the “as of” block shall be entered in the “Superseding” block.

3.3.3 The Document Change Log entitled “Incorporated Revisions” shall be changed to indicate the modification number, portions affected, and remarks. All changes to the DPD/DRDs shall be identified in the “Remarks” column.

3.4 DPD Reissues

3.4.1 The DPD shall be reissued by NASA for each contract modification that affects the DPD and shall supersede the existing DPD in its entirety. Reissues shall be issued by contractual direction. The issue symbol, which shall commence with "A" and progress through "Z," shall be entered in the DPD identification block of each DRD page of the DPD.

MSFC Information Technology Services (MITS)

Data Requirements List

DRD	DATA TYPE	TITLE	OPR
CD – Contractual Data			
1292CD-001	2	Option Decision Package	IS01
1292CD-002	3	Technology Reports	ED03
CM - Configuration Management			
1292CM-001	2	Configuration Management Plan	ED03
LS – Logistics Support			
1292LS-001	2	Government Property Management Plan	AS41
MA – Management			
1292MA-001	1	Management Plan	IS01
1292MA-002	1/2/3/4/5	Documentation	IS01
1292MA-003	2	Continuous Risk Management	QD20
1292MA-004	2	Major Information Systems Portfolio	IS01
1292MA-005	2	Work Breakdown Structure (WBS) and WBS Dictionary	CS40
1292MA-006	2	Reproduction and Printing Managements Reports	IS30
1292MA-007	2/3	Export Control Plan and Reports	IS01
1292MA-008	2/3/4/5	Reports	IS01
1292MA-009	3	Financial Management Report (533M)	CS40
1292MA-010	3	Cost Reports	IS01
1292MA-011	3	Contractor Self-Assessment Report	IS01
1292MA-012	3	Badged Employee and Remote IT User Listing	AS50
1292MA-013	3	Contractor Employee Clearance Document	AS50
1292MA-014	3	Position Risk Designation for Non-NASA Employee	AS50
1292MA-015	3	Organizational Conflicts of Interest (OCI) Mitigation Plan	PS33
RM – Reliability and Maintainability			
1292RM-001	1	Operability/Maintainability Plan	QD21
SA – Safety			
1292SA-001	2	Safety, Health, and Environmental (SHE) Plan	AS10/QD12
1292SA-002	3	Mishap and Safety Statistics Reports	QD12

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292CD-001**
3. **DATA TYPE**: 2
4. **DATE REVISED**:
5. **PAGE**: 1/1

6. **TITLE**: Option Decision Package

7. **DESCRIPTION/USE**: To provide Option Decision Package to NASA for all MITS services.

8. **OPR**: IS01 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: Option Decision Package ten (10) months prior to the effective date of Option.

12. **SUBMISSION FREQUENCY**: Options 1 and 2 Decision Packages ten (10) months prior to the effective date of Options 1 and 2 if Option 1 is exercised.

13. **REMARKS**: Any request for additional information will be made in writing by the Contracting Officer at least 14 days before the Option Decision Package is due. An Option Decision Package for MITS services shall be provided by the appropriate Contractor after receipt of award.

14. **INTERRELATIONSHIP**: Reference is made to Clause F.4, Special Conditions Applicable to Exercise of Options 1 and 2. PWS paragraph 1.2

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Option Decision Package provides a cost reduction proposal, and any additional information that will be requested by the contracting officer. The Option Decision Package will address all MITS services that are awarded to the Contractor.

15.2 **APPLICABLE DOCUMENTS**: None

15.3 **CONTENTS**: The Option Decision Package shall include a technical refresh proposal and a cost reduction proposal, the Contractor's technical, cost, and schedule performance, as well as contract transition performance, status of completion of the integrated architecture and infusion of technology to accomplish transformation goals for all services provided to NASA. The package shall include any additional information the contractor considers relevant to NASA's decision to exercise future options.

15.4 **FORMAT**: Contractor format is acceptable.

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

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292CD-002**
3. **DATA TYPE**: 3
4. **DATE REVISED**:
5. **PAGE**: 1/3

6. **TITLE**: Technology Reports

7. **DESCRIPTION/USE**: Provides NASA with technical information concerning any invention, discovery, improvement, or innovation made by a contractor in the performance of work under this contract for the purpose of disseminating this information to obtain increased use. Also, to provide NASA with data to review for possible patentable items.

8. **OPR**: ED03 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**:
Technology Reporting Plan: Upon Contracting Officer's request.
Disclosure of Invention and New Technology (NASA Form 1679): Within 2 months of identification of reportable item.
Interim NASA New Technology Summary Report (NTSR) Form: 12 months from the date of the contract.

12. **SUBMISSION FREQUENCY**:
Technology Reporting Plan: Upon Contracting Officer's request.
Disclosure of Invention and New Technology (NASA Form 1679): For each reportable item.
Interim NASA New Technology Summary Report (NTSR) Form: Every 12 months.
Final NASA New Technology Summary Report (NTSR) Form: Immediately or within three months after completion of contracted work. Final Payment is contingent upon submission of the Final NTSR.

13. **REMARKS**: Copies of NASA Form 1679 and the NASA New Technology Summary Report (NTSR) Form (Interim and Final) may be obtained and/or filled out at: http://entre.nasa.gov/. These forms may also be obtained from the New Technology Representative (mailto: Carolyn.E.McMillan@nasa.gov).

14. **INTERRELATIONSHIP**: PWS paragraph 2.0.g

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Technology Reports include technical detail as is necessary to identify and fully describe a "Reportable Item". Per NFS 1852.227-70, "Reportable Item" means any invention, discovery, improvement, or innovation of the contractor, whether or not the same is or may be patentable or otherwise protectable under Title 35 of the United States Code, conceived or first actually reduced to practice in the performance of any work under this contract or in the performance of any work that is reimbursable under any clause in this contract providing for reimbursement of costs incurred prior to the effective date of this contract.

15.2 **APPLICABLE DOCUMENTS**:
NFS 1852.227-70 New Technology Clause

DRD Continuation Sheet

TITLE: Technology Reports **DRD NO.**: **1292CD-002**
DATA TYPE: 3 **PAGE**: 2/3

15. **DATA PREPARATION INFORMATION (CONTINUED)**:

15.3 **CONTENTS**: The Technology Reports consist of:

a. Disclosure of Invention and New Technology (Including Software): In accordance with NFS 1852.227-70 (e)(2), the disclosure to the agency shall be in the form of a written report and shall identify the contract under which the reportable item was made and the inventor(s) or innovator(s). It shall be sufficiently complete in technical detail to convey a clear understanding, to the extent known at the time of the disclosure, of the nature, purpose, operation, and physical, chemical, biological, or electrical characteristics of the reportable item. The disclosure shall also identify any publication, on sale, or public use of any subject invention and whether a manuscript describing such invention has been submitted for publication and, if so, whether it has been accepted for publication at the time of disclosure. In addition, after disclosure to the agency, the Contractor shall promptly notify the agency of the acceptance of any manuscript describing a subject invention for publication or of any on sale or public use planned by the Contractor for such invention. This reporting requirement may be met by completing NASA Form 1679 (latest revision) in hardcopy or online at: http:// entre.nasa.gov/. Use of this form or the online system is preferred; however, if the form is not used the following information should be provided in order to meet the reporting requirement:

1. Descriptive title.
2. Innovator(s) name(s), title(s), phone number(s), and home address(es).
3. Employer when innovation made (name and division).
4. Address (place of performance).
5. Employer status (e.g., Government, college or university, non-profit organization, small business firm, large entity).
6. Origin (e.g., NASA grant number, NASA prime contract number, subcontractor, joint effort, multiple contractor contribution, other).
7. NASA Contracting Officer's Technical Representative (COTR).
8. Contractor/grantee New Technology Representative.
9. Brief abstract providing a general description of the innovation:
   (a) Description of the problem or objective that motivated the innovation's development.
   (b) Technically complete and easily understandable description of innovation developed to solve or meet the objective.
   (c) Unique or novel features of the innovation and the results or benefits of its application.
   (d) Speculation regarding potential commercial applications and points of contact (including names of companies producing or using similar products).
10. Additional documentation.
11. Degree of technological significance (e.g., modification of existing technology, substantial advancement in the art, major breakthrough).
12. State of development (e.g., concept only, design, prototype, modification, production model, used in current work).
13. Patent status.
14. Dates or approximate time period during which this innovation was developed.
15. Previous or contemplated publication or public disclosure including dates.
16. Answers to the following questions (for software only):
    (a) Using outsiders to beta-test code? If yes, done under beta-test agreement?
    (b) Modifications to this software continue by civil servant and/or contractual agreement?
    (c) Previously copyrighted (if so, by whom?)?
    (d) Were prior versions distributed (if yes, supply NASA or Contractor contract)?
    (e) Contains or is based on code owned by a non-federal entity (if yes, has a license for use been obtained?)?
    (f) Has the latest version been distributed without restrictions as to use or disclosure for more than one year (if yes, supply date of disclosure)?
17. Name(s) and signature(s) of innovator(s).

DRD Continuation Sheet

TITLE: Technology Reports **DRD NO.**: **1292CD-002**
DATA TYPE: 3 **PAGE**: 3/3

15. **DATA PREPARATION INFORMATION (CONTINUED)**:

b. Interim NASA New Technology Summary Report (NTSR): This report shall consist of a listing of reportable items for the reporting period or certification that there are none. This report shall also contain a list of subcontracts containing a patent rights clause or certification that there were no such subcontracts. Completion of the Interim NTSR shall satisfy this reporting requirement. Use of the form utilizing the online system at http://entre.nasa.gov/ is preferred; however an alternate format is acceptable provided all required information is provided.

c. Final NASA New Technology Summary Report (NTSR): This report shall consist of a comprehensive list of all reportable items for the contract duration or certification that there are none. This report shall also contain a list of subcontracts containing a patent rights clause or certification that there were no such subcontracts. Completion of the Final NTSR shall satisfy this reporting requirement. Use of the form utilizing the online system at http://entre.nasa.gov/ is preferred; however an alternate format is acceptable provided all required information is provided.

d. Subcontracts: The contractor shall provide copies of subcontracts containing a patent rights clause upon Contracting Officer's request.

15.4 **FORMAT**: The Disclosure of Invention and New Technology (Including Software) report may use NASA Form 1679 (latest version) or the online system at: http://entre.nasa.gov/, or provide sufficient information to meet the reporting requirement.

The interim and final NASA New Technology Summary Reports may use the NTSR Form (Interim or Final whichever is applicable) utilizing the online system at: http://entre.nasa.gov/ or provide sufficient information to meet the reporting requirement.

15.5 **MAINTENANCE**: None required

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292CM-001**
3. **DATA TYPE**: 2
4. **DATE REVISED**:
5. **PAGE**: 1/1
6. **TITLE**: Configuration Management Plan

7. **DESCRIPTION/USE**: To describe the contractor's method for accomplishing the configuration management requirements of the contract.

8. **OPR**: ED03 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: 60 days after full assumption of contract responsibilities

12. **SUBMISSION FREQUENCY**: One time, revise as required

13. **REMARKS**: Reference is made to MIL-STD-973, *Configuration.* NOTE: Copies of MIL-STD-973 may be obtained through the NASA Technical Standards website (Click "Public Access").

14. **INTERRELATIONSHIP**: PWS paragraphs 7.2.d and 7.8

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Configuration Management Plan (CMP) provides the contractor's proposed management approach for implementation of configuration management.

15.2 **APPLICABLE DOCUMENTS**:
MSFC-STD-3394 *Standard for Contractor Configuration Management, MSFC Programs/Projects*

15.3 **CONTENTS**: The CMP shall provide the information defined in MSFC-STD-3394, Appendix A.

15.4 **FORMAT**: Contractor format is acceptable with MSFC approval.

15.5 **MAINTENANCE**: Changes shall be incorporated by complete reissue. Update as required to maintain current with program changes.

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292LS-001**
3. **DATA TYPE**: 2
4. **DATE REVISED**:
5. **PAGE**: 1/1
6. **TITLE**: Government Property Management Plan

7. **DESCRIPTION/USE**: To describe the method of controlling and managing Government property.

8. **OPR**: AS41 9. **DM**: IS01

10. **DISTRIBUTION**: Cognizant property administrator

11. **INITIAL SUBMISSION**: Preliminary delivered during phase-in, 30 days prior to full assumption of contract responsibilities. Final two months after full assumption of contract responsibilities.

12. **SUBMISSION FREQUENCY**: Revise as required

13. **REMARKS**: This document shall be the official contract requirements document for the control and identification of all Government property.

14. **INTERRELATIONSHIP**: PWS paragraphs 2.5 and 7.1.4.d

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Government Property Management Plan defines the contractor's methods of care, accounting, and control of Government property.

15.2 **APPLICABLE DOCUMENTS**:

FAR	*Federal Acquisition Regulation, Part 45*
FAR	*Federal Acquisition Regulation, Part 52.245*
NFS 1852-245	*NASA/FAR Supplement and latest revisions thereto*
NFS 1852.245-80	*NASA FAR Supplement, Government Property Management Information (PIC 07-09)*
NPR 5100.4B	*Federal Acquisition Regulation Supplement (NASA/FAR Supplement) [48 CFR 1800-1899] (REVALIDATED 9/16/2008)*

15.3 **CONTENTS**: The Government Property Management Plan shall satisfy the requirements of the documents listed in 15.2, and the contract. This plan shall consist of those procedures which constitute the contractor's property management system and shall include the following categories:

a. Property management.
b. Acquisition.
c. Receiving.
d. Identification.
e. Records.
f. Movement.
g. Storage.
h. Physical inventories.
i. Reports.
j. Consumption.
k. Utilization.
l. Maintenance.
m. Subcontractor control.
n. Disposition.
o. Contract close-out.

15.4 **FORMAT**: Contractor format is acceptable.

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

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-001**
3. **DATA TYPE**: 1
4. **DATE REVISED**:
5. **PAGE**: 1/1
6. **TITLE**: Management Plan

7. **DESCRIPTION/USE**: To provide a description of the contractor's overall management system and organization for accomplishing the requirements set forth in the contract.

8. **OPR**: IS01 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: During phase-in, 30 days prior to full assumption of contract responsibilities.

12. **SUBMISSION FREQUENCY**: Revise as required

13. **REMARKS**:

14. **INTERRELATIONSHIP**: PWS paragraphs 2.0.d, 2.0.f, 2.6.d, and Clause 1852.204-76

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Management Plan describes the contractor's concept plans, practice, and approach for accomplishing the requirements set forth in the contract, i.e., managing and controlling project tasks, experimental work, and management interfaces. The plan shall be in such detail as necessary to convey the contractor's internal procedures.

15.2 **APPLICABLE DOCUMENTS**: None

15.3 **CONTENTS**: The Management Plan shall include the following:

a. Description of the project tasks to be accomplished and an outline of methods by which the contractor proposes to accomplish each task down to the Level IV WBS task level.
b. Description of management concepts, plans, project management and task/control systems, organizational approach, and communication channels between the contractor and the Government. This shall include descriptions, flow charts, schedules, and other documentation necessary to give a comprehensive plan of organization and accomplishment.
c. Outlined by contractor organization with relationship clearly related to the WBS.
d. A process of setting goals and establishing policies, practices, procedures, and organizational structure to support the MSFC IT Governance processes.
e. Address quality assurance.
f. Address how the contractor’s management structure and lines of authority will support the program management reporting requirements listed in the PWS in a fashion that contributes to the timely notice and resolution of ambiguities, concerns, and conflicts that arise in the performance of this contract.
g. An IT Security section that includes how they will develop, implement, and maintain IT Security. This section shall describe the processes and procedures that will be followed to ensure the appropriate security of IT resources that are developed, processed, or used under this contract.

15.4 **FORMAT**: Contractor format is acceptable.

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

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-002**
3. **DATA TYPE**: 1/2/3/4/5
4. **DATE REVISED**:
5. **PAGE**: 1/4
6. **TITLE**: Documentation

7. **DESCRIPTION/USE**: To provide necessary information for effectively utilizing and operating hardware and software systems for which the contractor has responsibility.

8. **OPR**: IS01 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: Per Contracting Officer's letter

12. **SUBMISSION FREQUENCY**: See Attachment 1

13. **REMARKS**:

14. **INTERRELATIONSHIP**: See Attachment 1

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: Documentation will be provided on all hardware and software covered by the contract to the extent necessary to permit effective utilization.

15.2 **APPLICABLE DOCUMENTS**: None

15.3 **CONTENTS**: Documentation shall be in the form of manuals, plans, studies, technical bulletin, user guides, quick references, newsletters, and online files. Information is to be provided in sufficient detail and with such clarity to allow understanding necessary to plan and process work on the MITS systems. Administrative, operating, and technical information shall be included with examples as appropriate. A documentation tree shall be maintained for applicable documents. Specific documentation requirements are detailed in Attachment 1.

15.4 **FORMAT**: Contractor format is acceptable with COTR approval. See Attachment 1 for specific format requirements.

15.5 **MAINTENANCE**: Revisions made periodically to reflect current information.

Attachment 1

Documentation	PWS paragraph	Frequency	Data Type	Format	Content
Information Resources Strategic/ Implementation Plans to establish the direction of changed based on Enterprise Architecture evaluation	4.2.3.e	Annually	1	Online	Develop, document establish the direction of change based on architecture evaluation, evolving technologies
Special Studies	7.1.c	As Required	3	Online	Trade studies, feasibility studies, trend analyses, etc.
Initial set of documentation/drawings generated under previous contracts	2.3.g	Maintain	3	Hardcopy	Maintain a set of documentation and drawings that was generated under previous contracts related to the work
Generate , edit, merge, maintain, and distribute documentation related to performance of this contract	2.3.d	Maintain current	3	Online	Design drawings, specifications, technical configurations, diagrams, architectures, processes etc.
Documentation Tree	2.3.h	Maintain current	3	Online	Categorizes, lists and describes all documentation generated under this contract
Disaster Recovery Plan	3.4.a	Annually	1	Online	Develop, maintain and ensure a orderly recovery from a disaster that may render all or part of information facilities, systems, and equipment inoperable
Continuity of Operations Plan	3.4.e	Annually	1	Online	Identify the approach and process to ensure the continuous performance of NASA's mission-essential operations and functions during an emergency
Marshall Computing Systems engineering designs, reviews, system conflicts, planning cost estimates and statuses	7.1.e, 7.1.f, 7.1.g, 7.1.1.a, 7.1.1.b, 7.1.1.i, 7.3.f	As Needed	2	Online	Maintain and update customer requirements to include resource conflicts and system overloads, engineering designs, reviews, planning cost estimates and progress of status
Facilities Management documentation	2.8	Maintain current	3	Hardcopy	Documentation, floor plans, records of changes/moves, schedules, status, projects, requirements
Customer Requirements Management Plan, Analysis, and Reports	4.1.1d, 7.1.b	Semi-Annually	3	Hardcopy and online/database	Maintain and update customer requirements management plan, analysis and reports

Attachment 1

Documentation	PWS paragraph	Frequency	Data Type	Format	Content
Application Inventory Module	6.0	Maintain current	2	Online	Descriptions of MSFC applications and web services
Data Administration documentation	6.0j.2	Maintain current	1	Online	DA policies, procedures and standards, data architecture, data dictionary and models, orientation and training and quality assurance
Account management documentation	6.0, 7.3.e	Maintain current	5	Online	User account information (userids, access, quotas, requirements), smart cards, secure tokens, etc.
Software licenses	7.6.1.b.2, 7.2.f	Maintain current	5	Online	Maintain approved systems software licenses purchases, installation and activations
User training documentation	6.0.b, 7.0	Maintain current	2	Hardcopy and electronic	Class documentation, videotapes, hardcopy and computer-based tutorial information, reference information for user training and specialized training
Spare, tools, procedures, skills, & response time	7.6.2.g	Maintain current	3	Hardcopy	Documentation necessary to maintain equipment
Key contacts list for hardware/software maintenance functions	7.6.d	Maintain current	3	Online	Compile and maintain a list of key contacts (name, telephone number, email address, department, office and building number) responsible for coordinating and conducting the required hardware and systems software maintenance functions
Service Records	7.6.1.i	Maintain current	5	Online; CCAIMS	Service records for each system shall include date and type of equipment, service performed, list of parts used and costs, staff-hours utilized and downtime
Vendor documentation	7.1.d, 7.6.k	Maintain current	5	Hardcopy and online	Vendor documentation for all systems

Attachment 1

Documentation	PWS paragraph	Frequency	Data Type	Format	Content
MSFC Telephone Directory	5.1.k	Maintain current	1	Online	Compile, update, and prepare the online (name, telephone number, email address, department, office and building number) MSFC telephone directory
Cable plant documentation	5.3	Maintain current	3	Hardcopy	Inter-building cable systems and documentation; cable distribution systems and documentation
As-implemented systems configuration information	5.1.h	Maintain current	3	Online	Includes hardware numbers, software revision levels, user interface details, and circuit details, such as circuit numbers, circuit types, originating and terminating locations, installation date, and service request reference number
Special Business Case Development	4.3.4	As Required	2	Online	Directed special studies to include the development of special business cases, hypothetical investigations, benchmarks, standards, migration, pricing, and trade studies

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-003**
3. **DATA TYPE**: 2
4. **DATE REVISED**:
5. **PAGE**: 1/1

6. **TITLE**: Continuous Risk Management

7. **DESCRIPTION/USE**: To provide the contractor and the Government a baseline document for planning, management, control, and implementation of the contractor's risk management program.

8. **OPR**: QD20 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: Plan, Analysis and Tracking Report -30 days after effective date of the contract

12. **SUBMISSION FREQUENCY**: Update Analysis and Tracking Report as part of Preliminary Design Review (PDR), Critical Design Review (CDR) and Acceptance Review (AR) data packages. Update Plan as required.

13. **REMARKS**:

14. **INTERRELATIONSHIP**: PWS paragraphs 4.3.2.a and 7.3.f

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Continuous Risk Management addresses how NASA risk management requirements are to be implemented throughout the program's life cycle. Risk Analysis identifies, evaluates, prioritizes and classifies the identified risks. The Risk Tracking Report provides risk metrics, verifies risk mitigation actions and documents risk decisions.

15.2 **APPLICABLE DOCUMENTS**:
NPR 7120.5 *Program and Project Management Processes and Requirements*

15.3 **CONTENTS**: The Continuous Risk Management shall specify how the contractor will satisfy the risk management requirements of NPR 7120.5 in a manner that is compatible with the CIO's Risk Management Plan. The plan shall specify how the contractor will document risk management activities and how the contractor will communicate risk issues and concerns to the Government.

The Risk Analysis shall contain the following data: 1) References to source data for identified risk areas such as test data, lessons learned, and technical analysis; 2) Catalog of all program/project risks; 3) Risk evaluation data that identifies the impact, probability and time frame for each risk; 4) Risk classification and prioritization data.

The Risk Tracking Report shall contain the following data: 1) Status of all risks and risk metrics; 2) Risk mitigation plans and verification of completed mitigation plans; 3) Risk decision summaries that will document replan of unsuccessful mitigation plans and risk acceptance/closures.

15.4 **FORMAT**: Contractor format is acceptable.

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

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-004**
3. **DATA TYPE**: 2
4. **DATE REVISED**:
5. **PAGE**: 1/1
6. **TITLE**: Major Information Systems Portfolio
7. **DESCRIPTION/USE**: To provide information on the Agency's Information Technology (IT) resources.
8. **OPR**: IS01
9. **DM**: IS01
10. **DISTRIBUTION**: Per Contracting Officer's letter
11. **INITIAL SUBMISSION**: Three months after effective date of the contract
12. **SUBMISSION FREQUENCY**: Quarterly
13. **REMARKS**:
14. **INTERRELATIONSHIP**: PWS paragraph 4.2.2.b
15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Major Information Systems Portfolio monitors IT investments and prevents redundancy of existing or shared IT capabilities.

15.2 **APPLICABLE DOCUMENTS**: None

15.3 **CONTENTS**: The Major Information Systems Portfolio shall provide information demonstrating the impact of alternative IT investment strategies and funding levels, identify opportunities for sharing resources, and provide the Agency's inventory of information resources.

15.4 **FORMAT**: Contractor format is acceptable.

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

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft 2. **DRD NO.**: **1292MA-005**
3. **DATA TYPE**: 2 4. **DATE REVISED**:
5. **PAGE**: 1/2
6. **TITLE**: Work Breakdown Structure (WBS) and WBS Dictionary

7. **DESCRIPTION/USE**: To establish a framework for reporting program cost, schedule, and technical performance. To provide a basis for uniform planning, reporting status, program visibility, and assignment of responsibilities.

8. **OPR**: CS40 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: During phase-in, 30 days prior to full assumption of contract responsibilities.

12. **SUBMISSION FREQUENCY**: 30 days after effective date of the contract, update as required. Revised pages shall be submitted 10 calendar days after contract WBS changes (following Government approval).

13. **REMARKS**: Reference is made to NPD 7120.4 (Current Revision), *Program/Project Management*, and NPR 7120.5 (Current Revision), *NASA Program and Project Management Processes and Requirements*, and MIL-HDBK-881, *Department of Defense Handbook Work Breakdown Structure*, shall be used as guides in the preparation of the WBS and the WBS dictionary.

14. **INTERRELATIONSHIP**: PWS paragraph 1.2.b

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Work Breakdown Structure (WBS) establishes a product-oriented logical subdivision of hardware, software, services, facilities, etc., that make up the total project scope of work. The WBS Dictionary provides a narrative description of the tasks and effort to be performed in each WBS element.

15.2 **APPLICABLE DOCUMENTS**: None

15.3 **CONTENTS**: The WBS and WBS Dictionary are two distinct project documents used for defining the approved project scope of work. The contents of each document are detailed in the following paragraphs:

a. The WBS index shall include:
   1. Line item number.
   2. WBS elements/tasks listed by title and indentured to reflect the level (e.g., level 1 is total contract; levels 2 and following are successively lower levels).
   3. Indication of phase (i.e., research, development, test and evaluation; or production; or both) with which the WBS element is associated.
   4. Contract line item associated with the WBS element.
   5. Performance Work Statement (PWS) paragraph numbers associated with the WBS element.
   6. Specification number of the specification that covers the WBS element (if applicable). If the specification is associated with more than one WBS element, indicate the specification paragraph numbers associated with the WBS element.
   7. Contract end item number of WBS element (if applicable).

b. WBS Dictionary - The WBS dictionary shall describe the technical and cost content of every WBS element and efforts associated with each element (e.g., design, development, manufacturing). For WBS elements specified elsewhere for cost reporting, the WBS dictionary definitions shall also include the exact narrative of the directly associated PWS paragraphs. The WBS dictionary shall be arranged in the same order as the contract WBS index. Following the description of the WBS element shall be a listing of lower level WBS elements. The WBS dictionary shall include the following for each WBS element:
   1. WBS element title, number, and element task description.
   2. Performance measurement criteria (PMC).

DRD Continuation Sheet

TITLE: Work Breakdown Structure (WBS) and WBS Dictionary **DRD NO.**: **1292MA-005**
DATA TYPE: 2 **PAGE**: 2/2

15. **DATA PREPARATION INFORMATION (CONTINUED)**:

3. PWS paragraph number.
4. Specification (number and title) associated with the WBS element.
5. Contract line item associated with the WBS element.
6. Date, revision number, revision authorization and approved changes.
7. Contract end item/data item number and quantity.
8. Cost content and description.
9. WBS code and work order/work authorization.
10. Technical content.
11. System contractor.
12. Associate or subcontractor.
13. Applicable PWS narrative.

15.4 **FORMAT**: The WBS shall be in a chart format showing element relationships, arranged in the same order as the WBS provided in the Request for Proposal. The WBS Dictionary shall be ordered in consonance with the WBS index and shall reference each WBS element by its identifier and name.

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

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-006**
3. **DATA TYPE**: 2
4. **DATE REVISED**:
5. **PAGE**: 1/2

6. **TITLE**: Reproduction and Printing Management Reports

7. **DESCRIPTION/USE:** To provide statistical production data from MSFC and MAF in-house duplicating facility and, to provide mandatory data to the Joint Committee on Printing (JCP) and to the Office of Budget and Management (OMB).

8. **OPR**: IS30 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: 30 days after full assumption of contract responsibilities.

12. **SUBMISSION FREQUENCY**: Statistical Production Data - Monthly & Quarterly reports 10 days after close of previous month. Annual JCP Report – 30 days after the end of the fiscal year. Annual Printing Management Report - as requested by the NASA Printing Management Officer at the NASA Shared Services Center

13. **REMARKS**: The MSFC Printing Office has the authority from the JCP to establish and maintain any in-house duplicating facilities and shall provide oversight on production matters. Forms may change from year to year and will be supplied by NASA Printing Management Office at the NSSC or the Government Printing Office (GPO).

14. **INTERRELATIONSHIP**: PWS paragraphs 8.4.1 and 8.4.2

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Reproduction and Printing Management Reports establishes the requirements for the preparation of a statistical report for the Agency. This data reflects the type of printing equipment at MSFC and MAF and printing production units/costs for the fiscal year.

15.2 **APPLICABLE DOCUMENTS**:

NPD 1490.1	*NASA Printing, Duplicating, and Copy Management*
MPR 1490.1	*Printing, Reproduction, and Self-Service Copying Services*

15.3 **CONTENTS**: The Reproduction and Printing Management Reports shall include the following:

a. The Statistical Production Data for in-house reproduction, commercial printing procurements and self-copying from multifunctional devices (MFD). This data shall be provided in accordance with MPR 1490.1 to the MSFC Printing Officer to include the following information: a current inventory of all reproduction, duplicating and copying equipment, machine production, and all associated costs (i.e.: lease/rental, maintenance, labor, and supplies). Reports for commercial printing procurement shall provide: printing requisitions, costs, and billing payments. Contractor's format may be acceptable but subject to change if necessary.

b. The Annual JCP Report shall be provided to the MSFC Printing Officer. The following forms specified can be found at the following website: http://www.gpo.gov/forms/index.html:
   1. JCP Form 1, Printing Plant Report.
   2. JCP Form 2, Commercial Printing Report.
   3. JCP Form 5, Annual Plant Inventory.
   4. JCP Form 7, Excess Equipment Disposal Report.

c. The Annual Printing Management Report shall be provided to the MSFC Printing Officer in accordance with NPD 1490.1. The format, statistical data, and delivery date of this report shall be determined each year by the NASA Printing Management Officer at the NASA Shared Services Center.

DRD Continuation Sheet

TITLE: Reproduction and Printing Management Reports **DRD NO.**: **1292MA-006**
DATA TYPE: 2 **PAGE**: 2/2

15. **DATA PREPARATION INFORMATION (CONTINUED)**:

15.4 **FORMAT**: Contractor format for each report shall be in accordance with 15.3 of this DRD.

15.5 **MAINTENANCE**: None required

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-007**
3. **DATA TYPE**: 2/3*
4. **DATE REVISED**:
5. **PAGE**: 1/1
6. **TITLE**: Export Control Plan and Reports

7. **DESCRIPTION/USE**: To provide the contractor's plan for complying with export control requirements and reports of export control activities.

8. **OPR**: IS01 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: Within 10 days after full assumption of contract responsibilities.

12. **SUBMISSION FREQUENCY**: Export Control Plan: Update Plan as required. Reports: Submit report monthly.

13. **REMARKS**: *The plan is Data Type 2. The reports are Data Type 3.

14. **INTERRELATIONSHIP**: PWS paragraph 2.1.d

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Export Control Plan and Reports provides export control processes and procedures and the report details export control activities.

15.2 **APPLICABLE DOCUMENTS**:

NASA FAR 1852.225-70	*Export Licenses*
NPD 2190.1	*NASA Export Control Program*
MPD 2190.1	*MSFC Export Control Program*
MPR 2190.1	*MSFC Export Control Program*

15.3 **CONTENTS**: The Export Control Plan and Reports shall include the following:

a. The plan shall detail the contractor's plan for meeting the export control requirements of the Export Administration Regulations (EAR), the International Traffic and Arms (ITAR), NASA FAR Supplement 1852.225-70, NPD 2190.1, MPD 2190.1 and MPR 2190.1. The plan shall provide an approach that is functionally able to address the elements of export control, including software release; foreign visitors/ workers; scientific and technical information release; hardware; shipments; internet and web page information; and US Postal services, facsimile, and electronic mail information exchange. The plan shall also provide an approach which is functionally able to address any issues and incidents related to MSFC and Agency support systems and training of all personnel on export control processes and procedures.

b. The report shall detail all export control activities for the month reported. The data for the report shall be retrieved from the contractor's online database of export control activities.

15.4 **FORMAT**: Contractor format is acceptable.

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

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-008**
3. **DATA TYPE**: 2/3/4/5
4. **DATE REVISED**:
5. **PAGE**: 1/3
6. **TITLE**: Reports
7. **DESCRIPTION/USE**: These reports are used by NASA for visibility into contract activities.
8. **OPR**: IS01 9. **DM**: IS01
10. **DISTRIBUTION**: Per Contracting Officer's letter
11. **INITIAL SUBMISSION**: Per Contracting Officer's letter.
12. **SUBMISSION FREQUENCY**: See Attachment 1
13. **REMARKS**:
14. **INTERRELATIONSHIP**: See Attachment 1
15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Reports detail activity/performance and utilization reporting for the Contractor's progress and accomplishments.

15.2 **APPLICABLE DOCUMENTS**: None

15.3 **CONTENTS**: All reports shall be of sufficient depth and clarity to permit understanding and evaluation of progress made (See Attachment 1 for required reports). Supporting data in the form of charts, graphs, etc., may be included as appropriate.

15.4 **FORMAT**: Contractor format is acceptable with COTR approval. See Attachment 1 for specific format requirements.

15.5 **MAINTENANCE**: None required

Attachment 1

Report/Information	PWS paragraph	Frequency	Data Type	Format	Content
Project plans, status and schedule (work accomplished, schedules, resources across functional activities)	2.1.a	Monthly	3	Online	Show interdependencies between functions and tasks; clearly delineate changes from previous month's schedule
Weekly Activity Report (status, progress and problem information)	2.1.b	Weekly	3	Online	Significant accomplishments, problems encountered, quality assurance results, and corrective actions.
Tracking official communication with COTR and provide status concerning all such communication	2.1.c	Maintain current	3	Online	Track technical direction, requests for information, transmittals, and provide status of all communication
Cost Management System	2.2.a	Maintain current	5	Online (MICS)	Plan, track, accumulate, and report contract costs and provide other financial support required to meet the budgeting, cost reporting, billing, and disclosure requirements of the contract
Plan, track, execute, control, and report schedules and resources across functional activities	2.2.f	Maintain current	3	Online	Report schedules and resource of all functional activity
Contract administration information system	2.3.b	Maintain current	5	Online	Provide on-line access to the contract administration information system and track costs by specific contract change orders, labor data including contract totals by department, location, and WBS elements to the Contracting Officer (CO) and designated personnel
Procurement information system	2.4.a, 2.4.b	Maintain current	5	Online (MICS)	Status tracking of individual procurements; funding verification; contractor policies/procedures, etc.
Customer Satisfaction Surveys Summary Report	4.1.3.b	Monthly	2	Online database	Summarize customer satisfaction survey data (number of surveys sent, responses received, action taken, and results) within each customer service area.

Attachment 1

Report/Information	PWS paragraph	Frequency	Data Type	Format	Content
Customer Support Center Status System	4.1.5.d, 4.1.5.f, 4.1.5.g	Maintain current	4	Online	Information related to service requests, problems and resolutions
Service Request Status Reports	4.1.2.a, 4.1.2.d	Monthly	3	Online	Maintain on-line service request for ordering, assigning, tracking, statusing, and archiving customer service requests
Maintenance information	7.6.b	Monthly	3	Online	Information on operational failures, incidents, discrepancies, and problem disposition and resolution
Monthly Maintenance Reports	7.6.c	Monthly	3	Online	Information on outages (e.g., component involved, period of downtime, corrective actions).
Applications and Web Services Reports	6.0, Attachment J-4-3	Quarterly	3	Online	Trouble ticket score with supporting data

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-009**
3. **DATA TYPE**: 3
4. **DATE REVISED**:
5. **PAGE**: 1/2
6. **TITLE**: Financial Management Report (533M)

7. **DESCRIPTION/USE**: To provide quarterly and monthly financial reports for monitoring program costs. The 533M report is the official cost documents used at NASA for cost type, price redetermination, and fixed price incentive contracts.

8. **OPR**: CS40 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: Initial 533M reporting shall begin no later than 30 days after full assumption of contract responsibilities.

12. **SUBMISSION FREQUENCY**: 533M: Monthly; no later than 10 working days following the close of the contractor's accounting month.

13. **REMARKS**: The data contained in the reports shall be auditable using Generally Accepted Accounting Principles.

14. **INTERRELATIONSHIP**: NFS 1852.242-73, *NASA Contractor Financial Management Reporting*, (November 2004). PWS paragraph 2.2.c

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Financial Management Report provides data on accumulated costs and funding projections for management of the contract.

15.2 **APPLICABLE DOCUMENTS:**

NPR 9501.2D *NASA Contractor Financial Management Reporting*

15.3 **CONTENTS**: The elements of cost for financial reporting shall be mutually agreed by the contractor and NASA project office. The Financial Management Report (533M) shall be prepared in accordance with the detailed instructions provided on the reverse side of the NASA Form 533M and the supplementary instructions set forth in NPR 9501.2D, Chapter 3.

533M Monthly Report shall include actual cost and cost projections at the total contract level.

A summary level page reflecting cumulative total contract cost since inception shall be included. Reconciliation between the 533Mshall be submitted as an attachment to the 533MReport.

The following shall be addressed for each WBS element:

a. Categories of cost:
   1. Direct Labor Hours – Regular.
   2. Equivalent Man-months – Regular.
   3. Direct Labor Hours – Overtime.
   4. Equivalent Man-months – Overtime.
   5. Non-productive Hours – Paid absence (sick, vacation, and holiday).
   6. Equivalent Man-months – Paid Absence.

DRD Continuation Sheet

TITLE: Financial Management Report (533M) **DRD NO.**: **1292MA-009**
DATA TYPE: 3 **PAGE**: 2/2

15. **DATA PREPARATION INFORMATION (CONTINUED)**:

7. Total Direct Labor Dollars - Regular.
8. Total Direct Labor Dollars - Overtime.
9. Total Direct Labor Dollars – Premium.
10. Fringe Benefits.
11. Labor Overhead.
12. Labor Subtotal.
13. Sub-Major.
14. Sub-Major-Total.
15. Sub-Minor.
16. Sub-Minor-Total.
17. Direct Material.
18. IT Vendor Maintenance.
19. Software.
20. Equipment.
21. Transmission Services.
22. Materials & Equipment Total.
23. Travel.
24. Training.
25. Relocation.
26. Purchased Services.
27. Other Direct (specify).
28. Subtotal Other Direct Costs.
29. G&A.
30. Subtotal Cost.
31. Award-fee.
32. Total.

b. WBS Summary by IT categories.
c. Cover letter explanation of any major deviation from contractor plan (plus or minus 5 percent or $100,000 in any WBS).
d. Provisional award-fee billing will be prorated to each WBS.
e. Cost will be reported to the nearest dollar.

15.4 **FORMAT**: Contractor internal automated printout reports may be substituted for 533M form (with NASA Contracting Officer's approval) provided that the contractor report contains all of the data elements required by NASA Form 533M. Electronic submission of contractor data is strongly encouraged (reference NPR 9501.2, paragraph 3.7).

15.5 **MAINTENANCE**: None required

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-010**
3. **DATA TYPE**: 3
4. **DATE REVISED**:
5. **PAGE**: 1/1
6. **TITLE**: Cost Reports
7. **DESCRIPTION/USE**: To provide current budget guidelines and cost variances.
8. **OPR**: IS01
9. **DM**: IS01
10. **DISTRIBUTION**: Per Contracting Officer's letter
11. **INITIAL SUBMISSION**: 30 days after the incurrence of cost
12. **SUBMISSION FREQUENCY**: No later than 10 working days following the end of the contractor's accounting month
13. **REMARKS**:
14. **INTERRELATIONSHIP**: PWS paragraph 2.2.b
15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Cost Reports will comply with NASA budget guidelines and projected cost variances.

15.2 **APPLICABLE DOCUMENTS**: None

15.3 **CONTENTS**: The Cost Reports shall include projected and actual manpower and cost variances from the plan for the current fiscal year, magnitude of variances, reason for variances, and all projected activities that might affect the variances. The cost reports shall include:

a. Cost by NASA Organization (end-user).
b. Hardware/Software Procurement Status.
c. Accrued versus Vouchered Cost Status.

15.4 **FORMAT**: Contractor format is acceptable with Government approval.

15.5 **MAINTENANCE**: None required

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-011**
3. **DATA TYPE**: 3
4. **DATE REVISED**:
5. **PAGE**: 1/1
6. **TITLE**: Contractor Self-Assessment Report
7. **DESCRIPTION/USE**: To provide the contractor's self-assessment of performance of contract tasks.
8. **OPR**: IS01
9. **DM**: IS01
10. **DISTRIBUTION**: Per Contracting Officer's letter
11. **INITIAL SUBMISSION**: Monthly report: submit online through MITS Management Information and Control System (MICS) 10 days after first full month following effective date of the contract.
12. **SUBMISSION FREQUENCY**: Monthly report: submit online through MITS (MICS) by 10th day of the month following monthly reporting period.
13. **REMARKS**:
14. **INTERRELATIONSHIP**: PWS paragraph 1.2.b
15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Contractor Self-Assessment Report provides the contractor's self-assessment of performance of the contract tasks.

15.2 **APPLICABLE DOCUMENTS**: None

15.3 **CONTENTS**: The Contractor Self-Assessment Report shall:

a. Describe the contractor's self-assessment of performance of the PWS tasks.
b. Describe the contractor's self-assessment of performance against the contract performance standards.

15.4 **FORMAT**: Contractor format is acceptable.

15.5 **MAINTENANCE**: None required

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-012**
3. **DATA TYPE**: 3
4. **DATE REVISED**:
5. **PAGE**: 1/1
6. **TITLE**: Badged Employee and Remote IT User Listing

7. **DESCRIPTION/USE**: To assist NASA in conducting contractor floor checks and to determine if the employees meet the minimum background investigation requirements.

8. **OPR**: AS50 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter. One copy each shall go to MSFC's Protective Services Office and Facilities Planning and Business Management Office.

11. **INITIAL SUBMISSION**: No later than 10 working days after full assumption of contract responsibilities

12. **SUBMISSION FREQUENCY**: Formal update quarterly and all submissions will be encrypted via email or on CDs as personnel changes occur to distribution. If deemed necessary by the Contracting Officer, the contractor shall submit the list at times other than stated.

13. **REMARKS**: Reference is made to Federal Acquisition Regulation (FAR) Clause, FAR 52.215-2, *Audit and Records--Negotiations* (June 1999), NPR 1600.1, *NASA Security Program Procedural Requirements*.

14. **INTERRELATIONSHIP**: PWS paragraph 2.3.c

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Badged Employee and Remote IT User Listing provides NASA with a list of all MSFC badged contractor employees, as well as, any contractor remote IT users who will have access to the MSFC IT system.

15.2 **APPLICABLE DOCUMENTS**: None

15.3 **CONTENTS**: The Badged Employee and Remote IT User Listing shall contain the data identified in Attachment A.

15.4 **FORMAT**: Contractor format shall be submitted via Attachment A.

15.5 **MAINTENANCE**: None required

ATTACHMENT A

COMPANY NAME:

CONTRACT NUMBER:

CONTRACT EXPIRATION DATE:

COMPANY POINT OF CONTACT:

PHONE NUMBER:

EMAIL ADDRESS:

NASA PROJECT MANAGER (SPONSOR) OR COTR:

ORGANIZATION CODE:

PHONE:

EMAIL:

LAST NAME	FIRST NAME (Given Name at Birth)	MIDDLE NAME (Given Name at Birth)	SOCIAL SECURITY NUMBER (Last 4 Digits Only)	DATE OF BIRTH	PLACE OF BIRTH (City, State)	DUTY POSITION	DUTY LOCATION (Bldg/Room)	SHIFT ASSIGNMENT	SUPERVISOR'S NAME

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-013**
3. **DATA TYPE**: 3
4. **DATE REVISED**:
5. **PAGE**: 1/1
6. **TITLE**: Contractor Employee Clearance Document
7. **DESCRIPTION/USE**: To ensure that badged contractor employees who no longer require Center access properly clear all accounts when the access is no longer needed.
8. **OPR**: AS50 9. **DM**: IS01
10. **DISTRIBUTION**: Per Contracting Officer's letter
11. **INITIAL SUBMISSION**: Immediately when the access is no longer needed
12. **SUBMISSION FREQUENCY**: As required
13. **REMARKS**:
14. **INTERRELATIONSHIP**: PWS paragraph 2.3.j
15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Contractor Employee Clearance Document provides verification that all badged employees have properly cleared all accounts when the access is no longer needed.

15.2 **APPLICABLE DOCUMENTS**: None

15.3 **CONTENTS**: The Contractor Employee Clearance Document shall contain all the information required by MSFC Form 383-1.

15.4 **FORMAT**: MSFC Form 383-1, “Contractor Employee Clearance Document”.

15.5 **MAINTENANCE**: None required

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-014**
3. **DATA TYPE**: 3
4. **DATE REVISED**:
5. **PAGE**: 1/1

6. **TITLE**: Position Risk Designation for Non-NASA Employee

7. **DESCRIPTION/USE**: To ensure that contractor employees are screened to an appropriate risk determination in accordance with NPR 1600.1, *NASA Security Program Procedural Requirements*, Chapter 4.

8. **OPR**: AS50 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter. One copy shall go to MSFC Protective Services Office.

11. **INITIAL SUBMISSION**: No later than 10 working days after full assumption of contract responsibilities

12. **SUBMISSION FREQUENCY**: Update as personnel or position changes occur

13. **REMARKS**:

14. **INTERRELATIONSHIP**: PWS paragraph 2.3.k

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Position Risk Designation for Non-NASA Employee provides information necessary to determine the type of investigation required and how closely an individual is screened for a position.

15.2 **APPLICABLE DOCUMENTS**:
NPR 1600.1 *NASA Security Program Procedural Requirements*

15.3 **CONTENTS**: The Position Risk Designation for Non-NASA Employee shall contain all the information required by NASA Form 1760 in accordance with NPR 1600.1, NASA Security Program Procedural Requirements.

15.4 **FORMAT**: NASA Form 1760, “Position Risk Designation for Non-NASA Employee”.

15.5 **MAINTENANCE**: None required

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292MA-015**
3. **DATA TYPE**: 3
4. **DATE REVISED**:
5. **PAGE**: 1/2

6. **TITLE**: Organizational Conflicts of Interest (OCI) Mitigation Plan

7. **DESCRIPTION/USE**: To demonstrate to the Government that the Contractor will mitigate organizational conflicts of interest and ensure that the contractor provides unbiased, impartial advice and adequately protects sensitive data.

8. **OPR**: PS33 9. **DM**: PS33

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: During phase-in, not later than 30 calendar days prior to full assumption of contract responsibilities

12. **SUBMISSION FREQUENCY**: Update as required

13. **REMARKS**: Reference is made to 1852.237-72, *Access to Sensitive Information*; 1852.237-73, *Release of Sensitive Information*, Contract Clause H.2, *Mitigation of Organizational Conflict of Interest (OCI)*; H.3, *Limitation of Future Contracting* (NFS 1852.209-71) (Dec 1988); and H.4, *Organizational Conflict of Interest (OCI) Mitigation Plan.*

14. **INTERRELATIONSHIP**: PWS paragraph 2.3.l

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Organizational Conflicts of Interest (OCI) Mitigation Plan demonstrates that no organizational conflict of interest exists or that any such potential conflicts have been adequately avoided or mitigated, especially when using subject matter experts or technical experts connected to any prime contractor or subcontractor performing or planning to propose on design, development, and/or delivery of space flight hardware, software, mission integration services or other critical systems related to MSFC. The Contractor should not assume that government performance of a contracted task is a form of mitigation.

15.2 **APPLICABLE DOCUMENTS**: None

15.3. **CONTENTS**: The Organizational Conflicts of Interest (OCI) Mitigation Plan shall include the following:

a. Organizational conflicts of interest pertaining to impaired objectivity shall be addressed as follows:
   1. Describe the nature of the conflict including any business relationships that might create a conflict with the performance of the work statement.
   2. Describe the plan for avoiding, neutralizing, or mitigating the conflict, including the following with regard to subject matter experts/technical experts if applicable:
      (a) That the management reporting chains between this contract and the work performed by the subject matter experts/technical experts for the conflicting business relationship are separated from each other.
      (b) That the subject matter experts/technical experts when performing under this contract are physically separated from the portion of the company performing the work for the conflicting business relationships.
      (c) That each subject matter expert/technical expert performing under this contract signs an express, binding, written agreement setting forth all responsibilities and duties to avoid organizational conflicts of interest and to protect sensitive data provided under this order.
      (d) That techniques are in place to ensure that the contractor shall not favor the conflicting business relationships and will avoid the appearance of conflicts of interest.

DRD Continuation Sheet

TITLE: Organizational Conflict of Interest (OCI) Mitigation Plan **DRD NO.:** **1292MA-015**
DATA TYPE: 3 **PAGE**: 2/2

15. **DATA PREPARATION INFORMATION (CONTINUED)**:

b. With regard to access to nonpublic information, the mitigation plan shall contain a plan to safeguard all proprietary/sensitive data the contractor (including all employees and subject matter experts/technical experts) receives. This plan shall include:

1. A provision that the contractor shall not disclose or improperly use the proprietary/sensitive data received or accessed under this contract.
2. A provision that information, whether in hard copy or on electronic media, shall be marked, handled, stored, and destroyed in order to preclude an unauthorized disclosure of information.
3. A provision that information technology shall be protected to prevent unauthorized disclosure of information.
4. A provision that employees performing the effort must sign an express binding written agreement clearly agreeing to protect sensitive data.
5. A requirement that subcontractors have appropriate OCI mitigation procedures in place for the use of subject matter experts.
6. A requirement for periodic self-audits, the results of which shall be made available to the Government.
7. Initial and periodic refresher OCI training for the contractor employees/experts working on this contract.
8. A description of organizational and employee sanctions for violation of the OCI order clause or OCI Mitigation Plan provisions.
9. Provisions on record keeping requirements regarding OCI (e.g., training, written agreements). The contractor shall make these records available to and cooperate with any neutral third party the Government assigns to review adherence to their OCI mitigation plan.
10. A provision requiring the contractor to report any real, apparent, or potential conflict of interest that may arise to the Contracting Officer.
11. A provision requiring the contractor to update the OCI Mitigation Plan upon occurrence of any event that will cause a change to the plan.

15.4 **FORMAT**: Contractor format is acceptable.

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

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292RM-001**
3. **DATA TYPE**: 1
4. **DATE REVISED**:
5. **PAGE**: 1/2
6. **TITLE**: Operability/Maintainability Plan

7. **DESCRIPTION/USE**: To provide the Contractor and the Government a baseline document for Operability/ Maintainability.

8. **OPR**: QD21 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: Final version shall be submitted during phase-in, 30 days prior to full assumption of contract responsibilities.

12. **SUBMISSION FREQUENCY**: One time and revisions to reflect significant changes.

13. **REMARKS**:

14. **INTERRELATIONSHIP**: PWS paragraphs 7.6, 7.6.a, 7.6.1, 7.6.2.c and 7.6.2.d

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: This Operability/Maintainability Plan defines all system operability and maintainability activities appropriate for providing the services and performing the functions set forth in the PWS.

15.2 **APPLICABLE DOCUMENTS**: None

15.3 **CONTENTS**: The Operability/Maintainability Plan shall address for each system the applicable availability parameters, methodology for establishment of the parameters, identification and analysis of the risks associated with the parameters, and detailed approaches for performing within the defined parameters. The plan shall include:

a. Availability Parameters:
   1. Overall percentage of system availability.
   2. Preventive Maintenance:
      (a) Schedule for performing.
      (b) Downtime required.
      (c) Meantime between failures.
      (d) Define Principle Periods of Maintenance (PPM) for each system.
   3. Remedial Maintenance:
      (a) Response time.
      (b) Meantime to repair.
      (c) Operational procedures to ensure system continue to operate while any failed component is being replaced.
   4. Methodology used to establish parameters.

b. Identification and Analysis of Risks:
   1. Failure modes and effects.
   2. Impact of nonavailability.
   3. Trade-offs.

c. Detailed Performance Approach:
   1. Preventive maintenance.
   2. Remedial maintenance.
   3. System backups.
   4. Warranty identification and enforcement.

DRD Continuation Sheet

TITLE: Operability/Maintainability Plan **DRD NO.**: **1292RM-001**
DATA TYPE: 1 **PAGE**: 2/2

15. **DATA PREPARATION INFORMATION (CONTINUED)**:
    d. Baselined Operation Hours:
        1. Scheduled hours of service.
        2. Total hours in which business is scheduled.
        3. Specified time period, e.g., month or quarter.
    e. Format and Content of Monthly Maintenance Report.

15.4 **FORMAT**: Contractor format is acceptable with MSFC approval.

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

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292SA-001**
3. **DATA TYPE**: 2
4. **DATE REVISED**:
5. **PAGE**: 1/4
6. **TITLE**: Safety, Health, and Environmental (SHE) Plan

7. **DESCRIPTION/USE**: A contractor generated document that describes the contractor's approach to assuring compliance with the Marshall Space Flight Center (MSFC) SHE core program requirements. The contractor's SHE Plan shall describe how the contractor will (1) prevent employee fatalities, (2) reduce the number of incidents, (3) reduce the severity of employee injuries and illnesses, and (4) protect the environment through the ongoing planning, implementation, integration and management control of the contractor's industrial safety, occupational health, and environmental program in accordance with NFS 1852.223-73.

8. **OPR**: AS10/QD12 9. **DM**: IS01

10. **DISTRIBUTION**: Per Contracting Officer's letter

11. **INITIAL SUBMISSION**: Draft with proposal, final during phase-in, 30 days prior to full assumption of contract responsibilities.

12. **SUBMISSION FREQUENCY**: Update as required

13. **REMARKS**:

14. **INTERRELATIONSHIP**: NFS 1852.223-70, *Safety and Health;* NFS 1852.223-73, *Safety and Health Plan*; FAR 52.223-5, *Pollution Prevention and Right-to-Know Information*; FAR 52.223-10, *Waste Reduction Program*. DRD 1292SA-002, *Mishap and Safety Statistics Report*. PWS paragraphs 2.7 and 5.3

15. **DATA PREPARATION INFORMATION**:

15.1 **SCOPE**: The Safety, Health, and Environmental Plan describes the contractor's methods of planning, implementing and controlling industrial safety, occupational health, and environmental requirements to ensure compliance with the MSFC SHE program over the duration of this contract.

15.2 **APPLICABLE DOCUMENTS**: Code of Federal Regulations (CFR) and listed consensus standards are applicable to all contracts to the extent specified in the contract. NASA and MSFC documents are applicable to all contracts performed onsite to extent specified in the contract.

29 CFR Part 1903	*Inspections, Citations, and Proposed Penalties*
29 CFR Part 1910	*Department of Labor; Occupational Safety and Health Administration Standards for General Industry*
29 CFR Part 1926	*Department of Labor; Occupational Safety and Health Administration Standards for Construction Industry*
CFR Title 40 Parts 1-1068	*Protection of Environment*
ANSI Standards applicable to the scope of this contract	
NFPA Standards	*National Fire Codes*
NASA-STD-8719.11	*Safety Standard for Fire Protection*
NPR 3792.1	*Plan for a Drug-Free Workplace*
NPR 8715.3	*NASA General Safety Program Requirements*
MPR 1040.3	*MSFC Emergency Plan*
MPD 1800.1	*MSFC Smoking Policy*
MPR 1800.1	*Bloodborne Pathogens*
MPR 1800.2	*MSFC Ergonomics Program*
MPR 1810.1	*MSFC Occupational Medicine*
MPD 1840.1	*MSFC Environmental Health Program*

DRD Continuation Sheet

TITLE: Safety, Health, and Environmental (SHE) Plan **DRD NO.**: **1292SA-001**
DATA TYPE: 2 **PAGE**: 2/4

15. **DATA PREPARATION INFORMATION (CONTINUED)**:

MPR 1840.1	*MSFC Confined Space Entries FFFASUFF one of the FFFAFFFAF gram*
MPR 1840.2	*MSFC Hazard Communication Program*
MPD 1840.3	*MSFC Respiratory Protection Program*
MPR 1840.3	*MSFC Hazardous Chemicals in Laboratories Protection Program*
MPR 1840.4	*MSFC Asbestos Program*
MPD 1860.1	*Laser Safety*
MPD 1860.2	*MSFC Radiation Safety Program*
MPR 3410.1	*Training*
MWI 3410.1	*Personnel Certification Program*
MPD 8500.1	*MSFC Environmental Management Policy*
MPR 8500.2	*MSFC Environmental Management System Manual*
MWI 8621.1	*Close Call and Mishap Reporting and Investigation Program*
MPR 8715.1	*Marshall Safety, Health and Environmental (SHE) Program*
MWI 8715.1	*Electrical Safety*
MWI 8715.2	*Lockout/Tagout Program*
MWI 8715.3	*Hazard Identification & Warning System*
MWI 8715.4	*Personal Protective Equipment (PPE)*
MWI 8715.5	*Building Manager Program*
MWI 8715.9	*Occupational Safety Guidelines for Contractors*
MWI 8715.10	*Explosives, Propellants, & Pyrotechnics Program*
MWI 8715.11	*Fire Safety Program*
MWI 8715.12	*Safety, Health, and Environmental Finding Tracking System (SHEtrak)*
MWI 8715.13	*Safety Concerns Reporting System (SCRS)*
MWI 8715.15	*Ground Operations Safety Assessment & Risk Mitigation Program*
MPD 8900.1	*Medical Operations Responsibilities for Human Space Flight Programs* (NOTE: This document only applies to Space Station contracts)

15.3 **CONTENTS**: The contractor's Safety, Health, and Environmental (SHE) Plan shall provide a clear description of their approach and methods for ensuring their compliance with the following five (5) MSFC SHE Core Program Requirements (CPR) and the applicable documents listed in 15.2 to the extent specified as applicable to this contracted effort.

a. Management leadership and employee involvement:
   1. A description of the contractor's policy and management's commitment to (1) provide a safe and healthful workplace for personnel (i.e., employees, customers, and public), (2) protect the property and the environment, and (3) ensure compliance with EPA, OSHA, NASA, MSFC MPR 8715.1 and all other MSFC SHE document requirements listed in 15.2 that are applicable to this contracted effort.
   2. A description of how the contractor ensures managers and employees are (1) held accountable to perform their jobs/tasks in a safe and healthful manner while also protecting the environment, (2) fully understand their roles and responsibilities in the MSFC SHE Program, and (3) when applicable, how these accountabilities, roles and responsibilities are flowed-down to all subcontractors.
   3. A description of the actions taken by the contractor or the disciplinary program implemented when management or employees are discovered **not** performing their jobs/tasks in a safe and healthful manner, **not** protecting the environment, or **not** complying with MSFC SHE program requirements. When applicable, include how these actions or disciplinary program is also flowed-down to all subcontractors.
   4. A description of how the contractor conducts and documents monthly SHE meetings and SHE awareness training for employees. (**NOTE:** Onsite contractors and contractors located at MAF, when applicable, shall document their monthly SHE meetings and SHE awareness training in the MSFC Supervisors Safety Web page (SSWP).
   5. A description of how the contractor conducts and documents self evaluations of their safety, health and environmental program. Include the frequency of when the contractor conducts these self evaluations.

DRD Continuation Sheet

TITLE: Safety, Health, and Environmental (SHE) Plan **DRD NO.**: **1292SA-001**
DATA TYPE: 2 **PAGE**: 3/4

15. **DATA PREPARATION INFORMATION (CONTINUED)**:

6. Provide the identification, by title, of the individual assigned by the contractor to be responsible for implementing the contractor's SHE program elements and designated to serve as the day-to-day SHE Point of Contact (POC) for this contracted effort.
7. A description of how the contractor ensures the SHE plan is maintained current with contract, NASA and MSFC requirements, reviewed and updated as necessary.

b. System and worksite analysis:

1. A description of how the contractor ensures potentially hazardous conditions identified in their work area, assigned jobs/tasks, and operations are evaluated/assessed and the hazardous conditions are removed or controlled (e.g., hazard analysis, safety assessment, risk assessment, safety review, and employee identified concerns).
2. A description of how each contractor supervisor conducts and documents the monthly safety visits of their assigned work area in accordance with MPR 8715.1 and MWI 8715.12. (**NOTE**: Onsite safety visits shall be performed once per month per supervisor and documented in the MSFC SSWP.)

c. Hazard prevention and control:

1. A description of how the contractor intents to implement an emergency management program at their worksite in accordance with MPR 1040.3. Include a list of contractor emergency points-of-contact that will be located onsite. (**NOTE**: Onsite contractors and contractors located at MAF, when applicable, may use MPR 1040.3 as their emergency management program.)
2. A description of how the contractor ensures all mishaps and close calls are reported, documented, and investigated to the extent necessary to determine root cause in accordance with MWI 8621.1. (Reference DRD 1292SA-002, *Mishap and Safety Statistics Report*).
3. A description of the contractor's policy to conduct post-mishap drug and alcohol testing when the initial mishap investigation provides reason to believe an employee's actions or failure to perform a required action is reasonably suspected of having caused or contributed to the mishap in accordance with NPR 3792.1, "Plan for Drug-Free Workplace." (NOTE: In the event a mishap results in a fatality or serious injury requiring immediate hospitalization, or substantial damage to property estimated to exceed $10,000 post-mishap drug and alcohol testing can be required and the results of these tests shall be provided to the MSFC Contracting Officer.)
4. A description of how the contractor intends to provide safety, health, and environmental services that are applicable to this contracted effort such as hazardous waste disposal, industrial hygiene monitoring, emergency medical support, hearing conservation program, respiratory protection, and hazard communication, etc. Include a list of all safety, health and environmental services that will **not** be provided by MSFC or MAF, when applicable, for onsite work.
5. A description of how the contractor ensures contractor employees are trained to and given the authority to suspend or stop work when they notice safety, health or environmental conditions that warrant such action in accordance with 29 CFR 1903 and MPR 8715.1.

d. Safety, health and environmental training:

1. A description of how the contractor ensures each contractor employee receives initial and refresher MSFC SHE training when required.
2. A description of how the contractor evaluates/assesses each job/task/operation conducted by the contractor to ensure each contractor employee is (1) aware of the specific hazards associated with the job/task/operation they will be expected to perform, (2) trained to recognize hazards and avoid accidents, and (3) fully understands the contractor's disciplinary program in accordance with 29 CFR Part 1903, MPR 3410.1, and MPR 8715.1. (**NOTE**: Onsite employee and employees located at MAF, when applicable, training assessments shall be performed using the SHE Training Assessment located on the MSFC SSWP and documented in the MSFC SSWP.)
3. A description of how the contractor identifies (1) competent employee, (2) qualified employee, (3) authorized employee, or (4) certified employees and provides and documents OSHA required training for these employees that have been identified to perform specific operations that require job specific training in accordance with the applicable parts of 29 CFR 1910 or 29 CFR 1926 for the job/task/operation being performed. [**NOTE**: This applies to job categories that do **not** require a MSFC Safety Certification per MWI 3410.1.]

DRD Continuation Sheet

TITLE: Safety, Health, and Environmental (SHE) Plan **DRD NO.**: **1292SA-001**
DATA TYPE: 2 **PAGE**: 4/4

15. **DATA PREPARATION INFORMATION (CONTINUED)**:

4. A description of how the contractor will ensure employees receive safety certifications for all operations or job categories performed by the contractor that require a MSFC Safety Certification in accordance with MWI 3410.1, "Personnel Certification Program." (**NOTE**: Onsite contractor and contractors located at MAF, when applicable, safety certifications required by MWI 3410.1 shall be tracked in the MSFC Certification Database (CERTRAK).
5. Provide a copy of any contractor developed training that will be used by the contractor in lieu of MSFC developed training for a MSFC Safety Certification required by MWI 3410.1 to the MSFC Industrial Safety Branch for approval prior to use. Provide a copy to the MSFC S&MA representative located at MAF for approval prior to use for any contractor developed training for MAF, when applicable.

15.4 **FORMAT**: Contractor format is acceptable, but it is recommended to follow the MSFC SHE CPR order as listed in 15.3 or provide a Matrix that clearly links where each MSFC SHE CPR sub-element is addressed in the contractor's SHE Plan.

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

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.**: 1292 **ISSUE**: Draft
2. **DRD NO.**: **1292SA-002**
3. **DATA TYPE**: 3
4. **DATE REVISED**:
5. **PAGE**: 1/3
6. **TITLE**: Mishap and Safety Statistics Reports
7. **DESCRIPTION/USE**: To provide reporting of metrics, mishaps, close calls, and serious non-occupational injuries or illnesses.
8. **OPR**: QD12 9. **DM**: IS01
10. **DISTRIBUTION**: Per Contracting Officer's letter
11. **INITIAL SUBMISSION**:
    a. **Safety Statistics** for the previous month shall be submitted by the 10th of each month after contract award to the MSFC Industrial Safety Branch. Safety statistics for work performed at Michoud Assembly Facility (MAF) shall be submitted to the MSFC Safety and Mission Assurance (S&MA) representative located at MAF.
       1. Safety statistics shall be reported using MSFC Form 4371 or an equivalent electronic notification system.
       2. Safety statistics reports shall include: contract number, subcontractors, NAISC codes, number of employees, number of supervisors, hours worked, and number of injuries including days away from work and/or first-aide cases, number of incidents involving equipment or property damage, and number of supervisors and employees up-to-date with required MSFC Safety, Health, and Environmental (SHE) Training. (SHE training is only applicable to onsite contracts.)
    b. **Initial reporting for Type A, Type B, and Type C that involves a lost time injury or illness, and any High-Visibility Close Calls)** for **ALL** contractors working **onsite** shall be reported to MSFC Industrial Safety Branch as soon as possible after initiating emergency response, but **no later than 1 hour** of occurrence or awareness. For these types of mishaps the initial notification can be made by calling the Safety Hotline (256) 544-0046 then followed up within 24 hours with an entry into the NASA Incident Reporting Information System (IRIS) by the contractor designated IRIS representative. At MAF call (504) 257-2526.
    c. **Initial reporting for Type C that does not involve a lost time injury or illness, Type D, and Low-Visibility Close Calls** for **ALL** contractors working **onsite** shall be reported to the MSFC Industrial Safety Branch as soon as possible after initiating emergency response, but **no later than 4 hours** of occurrence or awareness by:
       1. Direct input through the "SHE Report" located on the Safety, Health & Environmental (SHE) webpage located on "Inside Marshall." On the SHE webpage select the "Mishaps, Questions and Concerns" pull-down menu, then select "Report Mishaps/Close Calls/ Concerns." (At MSFC this is the preferred method of reporting), or
       2. Calling the Safety Hotline (256) 544-0046, [at MAF call (504) 257-2526] or
       3. Direct input into the NASA Incident Reporting Information System (IRIS) by the contractor designated IRIS representative. Access to IRIS database can be obtained from the MSFC S&MA IRIS administrator located in the MSFC Industrial Safety Branch after contract award.
    d. **Initial reporting for Type A and B mishaps and High-Visibility Close Calls** for contractors working **offsite** shall be reported to MSFC Industrial Safety Branch as soon as possible after initiating emergency response, but **no later than 1 hour** of occurrence or awareness by calling the Safety Hotline (256) 544-0046 then followed up within 24 hours with an entry into the NASA Incident Reporting Information System (IRIS) by the contractor designated IRIS representative.
       1. If a contractor employee has any type mishap while visiting a MSFC controlled site, they shall report immediately to their site sponsor in addition to other reporting requirements.
    e. **Initial reporting for Type C and D and Low-Visibility Close Calls** for contractors working **offsite** shall be reported via the Safety Statistics Report submitted monthly.

DRD Continuation Sheet

TITLE: Mishap and Safety Statistics Reports **DRD NO.**: **1292SA-002**
DATA TYPE: 3 **PAGE**: 2/3

11. **INITIAL SUBMISSION (CONTINUED)**:

f. **Initial reports for all mishaps and Close Calls** shall provide as much information as possible, but at a minimum include the following: location and time of incident, number of fatalities, number hospitalized, type of damage, estimated cost, brief description, and contact person's name and phone number in accordance with MWI 8621.1 and NPR 8621.1.

g. **Reporting of a non-work-related fatality or serious injury or illnesses that occur to contractor employee while working onsite shall be within 24 hours** of occurrence or awareness of injury by:
   1. Notifying the Contracting Officer and MSFC Industrial Safety Branch. (For contractors working offsite reporting of a non-work-related injury or illness notification is at the discretion of the family.)

h. **Follow-up reporting for ALL contractors**:
   1. **Type A or B mishaps, Type C that involves a lost time injury or illness, or High-Visibility Close Calls**: Follow-up report **within 24 hours** after the initial notification through IRIS entry by the contractor designated IRIS representative, or electronic submittal to MSFC Industrial Safety Branch.
   2. **Type C that does not involve a lost time injury or illness, or D mishaps, or Low-Visibility Close Calls**: Follow-up report or update **within 6 days** after the initial notification through IRIS entry by the contractor designated IRIS representative, or electronic submittal to MSFC Industrial Safety Branch.
   3. **Type A, B, and Close Calls with High-Visibility Type A or B potential Investigation Mishap Board Report**: submitted after completion of investigation. Corrective Action Plan submitted upon Endorsing Official approval.
   4. **All Mishaps**: Follow-up Corrective Action Plan/Status 30 days after first mishap.

i. **Safety Concerns, Hazards, and non-reportable mishaps** for contractors working **onsite** shall be reported per MPR 8715.1 and MWI 8715.13.

j. Mishaps and Close Calls that occur at MAF shall be reported within the times specified in sections a thru g to the MSFC S&MA representative located at MAF by calling (504) 257-2526.

k. Follow-up reporting for mishaps and Close Calls reported at MAF shall be reported within the times specified in section h to the MSFC S&MA representative located at MAF.

12. **SUBMISSION FREQUENCY**: Safety Statistics (MSFC Form 4371, IRIS entry, or an equivalent electronic submittal) - By the 10th of each month to MSFC Industrial Safety Branch or for work performed at MAF to the MSFC S&MA representative located at MAF. All Mishaps: Monthly Follow-up Corrective Action Plan/Status until corrective actions implemented and closure received by updating record in IRIS data base (preferred) or electronic submittal to MSFC Industrial Safety Branch or for work performed at MAF to the MSFC S&MA representative located at MAF.

13. **REMARKS**:

14. **INTERRELATIONSHIP**: DRD 1292SA-001, *Safety, Health, and Environmental (SHE) Plan*. PWS paragraph 2.7

15. **DATA PREPARATION INFORMATION:**

15.1 **SCOPE**: The Mishap and Safety Statistics Reports document all mishaps and close calls as required in NPR 8621.1.

15.2 **APPLICABLE DOCUMENTS**:

NPR 8621.1	*NASA Procedural Requirements for Mishap and Close Call Reporting, Investigating, and Recordkeeping*
MPR 8715.1	*MSFC Safety, Health, and Environmental (SHE) Program*
MWI 8621.1	*Close Call and Mishap Reporting and Investigation Program*
MWI 8715.13	*Safety Concerns Reporting System (SCRS)*

15.3 **CONTENTS**: The Mishap and Safety Statistics Reports shall contain the information required by NPR 8621.1 and MWI 8621.1.

DRD Continuation Sheet

TITLE: Mishap and Safety Statistics Reports **DRD NO.**: **1292SA-002**
DATA TYPE: 3 **PAGE**: 3/3

15. **DATA PREPARATION INFORMATION (CONTINUED)**:

15.4 **FORMAT**: The following formats or electronic equivalent shall be submitted:

a. MSFC Form 4371, "MSFC Contractor Accident and Safety Statistics" or an equivalent electronic notification system that provides all necessary information listed in a.2.
b. Mishap Board Report using the format provided in NPR 8621.1.
c. Additional Information Submittal per MWI 8621.1.

15.5 **MAINTENANCE**: None required

15.6 **DEFINITIONS**:

NASA Mishap. An unplanned event that results in at least one of the following:

a. Injury to non-NASA personnel, caused by NASA operations.
b. Damage to public or private property (including foreign property), caused by NASA operations or NASA-funded development or research projects.
c. Occupational injury or occupational illness to NASA personnel.
d. NASA mission failure before the scheduled completion of the planned primary mission.
e. Destruction of, or damage to, NASA property except for a malfunction or failure of component parts that are normally subject to fair wear and tear and have a fixed useful life that is less than the fixed useful life of the complete system or unit of equipment, provided that the following are true: 1) there was adequate preventative maintenance; and 2) the malfunction or failure was the only damage and the sole action is to replace or repair that component.

Close Call. An event in which there is no injury or only minor injury requiring first aid and/or no equipment/property damage or minor equipment/property damage (less than $1000), but which possesses a potential to cause a mishap.

High Visibility (Mishaps or Close Calls). Those particular mishaps or close calls, regardless of the amount of property damage or personnel injury, that the Administrator, Chief/OSMA, CD, AA/OIA, or the Center SMA director judges to possess a high degree of programmatic impact or public, media, or political interest including, but not limited to, mishaps and close calls that impact flight hardware, flight software, or completion of critical mission milestones.

Type A Mishap. A mishap resulting in one or more of the following: (1) an occupational injury or illness resulting in a fatality, a permanent total disability, or the hospitalization for inpatient care of 3 or more people within 30 workdays of the mishap; (2) a total direct cost of mission failure and property damage of $1 million or more; (3) a crewed aircraft hull loss; (4) an occurrence of an unexpected aircraft departure from controlled flight (except high performance jet/test aircraft such as F-15, F-16, F/A-18, T-38, OV-10, and T-34, when engaged in flight test activities).

Type B Mishap. A mishap that caused an occupational injury or illness that resulted in a permanent partial disability, the hospitalization for inpatient care of 1-2 people within 30 workdays of the mishap, or a total direct cost of mission failure and property damage of at least $250,000 but less than $1,000,000.

Type C Mishap. A mishap resulting in a nonfatal occupational injury or illness that caused any days away from work, restricted duty, or transfer to another job beyond the day or shift on which it occurred, or a total direct cost of mission failure and property damage of at least $25,000 but less than $250,000.

Type D Mishap. A mishap that caused any nonfatal OSHA recordable occupational injury and/or illness that does not meet the definition of a Type C mishap, or a total direct cost of mission failure and property damage of at least $1,000 but less than $25,000.

Offsite. Location or facility **not** owned or controlled by MSFC.

ATTACHMENT J-3

Wage Determinations

Wage Determinations from the Department of Labor are attached.

NOTICE TO PROSPECTIVE OFFERORS:

The various Wage Determinations included in Attachment J-3 includes the individual labor classifications that may or may not apply to the effort specified in Attachment J-1, Performance Work Statement. Therefore, Offerors shall propose against the requirements of the PWS utilizing only those classifications that are relevant to the effort and the locations in which the effort is to occur.

SPECIAL NOTICE

Additional SERVICE CONTRACT ACT WAGE DETERMINATION REQUIREMENTS:

The following job classifications were **conformed** by a predecessor contractor and **approved** by the U. S. Department of Labor (DOL) on February 19, 2004. These additional approved classifications and wage rates, as well as those contained in the Service Contract Act (SCA) wage determination 2005-2008, shall be applicable to the follow-on requirement.

In Addition, the minimum hourly wage rates listed below shall be **"indexed"** each time a new SCA contract wage determination is incorporated into the resulting contract and options in accordance with Title 29 Code of Federal Regulations Part 4.6(b)(2)(iv)(B). **These indexed rates shall be submitted to the contracting officer and the Contractor Industrial Labor Relations Manager for review and approval. In this regards the successor must furnish full rational for the adjusted rates in accordance with DOL requirements.**

The mandatory minimum wage rates for these classifications are listed below. The mandatory fringe benefits requirements shall be identical to those contained in wage determination No. 2005-2008 (Revision 9), dated 05/29/2008.

CONFORMED CLASSIFICATIONS

DOL Approved Classifications	Minimum Hourly Rate
*Photographic Laboratory Technician I (Adjustment Due-Jan 09)	$16.89
*Photographic Laboratory Technician II (Adjustment Due-Jan 09)	$21.09
*Photographic Laboratory Technician Lead (Adjustment Due-Jan 09)	$23.32

*Job Descriptions Outlined Below:

Photographic Laboratory Technician I:

Operates the processing and printing equipment for both motion picture and still photography production. Could be called upon to add pre-mixed chemicals to tank. Loads and processes film and paper products. Prints color and black and white prints, viewgraphs and slides using sensitometric and densitometric techniques. May use a film color corrector for transferring motion picture film to videotape in a variety of formats, enhancing the picture quality through the use of gain and pedestal adjustments, primary and secondary color adjustments, and gain reduction. Has an understanding of copy room techniques and procedures creating images using different sesitometric materials to produce high quality negatives and transparencies from customer originals. May be called upon to assist higher-level personnel with the process. Interprets work requirements to meet customer needs. Assists in general operation and maintenance of all photographic equipment. Uses computer to request caption labels and log

work requests. With little or no assistance may operate computer and peripherals for digital imaging. Film scanning, film recording, and inkjet printing.

Photographic Laboratory Technician II:

Operates the processing and printing equipment for both motion picture and still photographic production. May produce black and white, color still, and motion picture, with no assistance use sesiometric and densitometric techniques to color and density correct negatives. Reads and plots film and paper sensitometric control strips for still and motion picture processing. Has the knowledge to interpret and maintain proper processing control. Assists lower level personnel with this process. Responsible for adding pre-mixed chemicals to tank and mixing chemicals by using a formula for motion picture development. Possesses the ability to work in a copy room selecting the appropriate sensitized material and determines the appropriate scale to use to meet customer needs. Oversees the general operation and maintenance of all photographic equipment. Interprets work request to meet customer needs. Cuts and captions prints using a computer to request caption labels and mounts viewgraphs and slices. With no assistance operates computer and peripherals for digital imaging, film scanning, film recording, and inkjet printer. Responsible for hazardous waste control and hazardous chemical inventory.

Photographic Laboratory Technician Lead:

In addition to the duties described in Photographic Technician II above, the Photographic Technician III:

Receives and interprets work orders and assigns to personnel for completion. Tracks work orders; keeps maintenance logs, and produces reports as required.

Checks quality of work produced, equipment conditions, and supply levels to maintain a smooth operation.

Maintains sensitometric and chemical control of all still and motion picture processing machines.

Prepares logs on work orders.

Assists lower level personnel in completion of assigned task.

ATTACHMENT J-3

WD 05-2008 (Rev.-9) was first posted on www.wdol.gov on 06/03/2008
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REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor	U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210
Shirley F. Ebbesen Division of Director Wage Determinations	Wage Determination No.: 2005-2008 Revision No.: 9 Date Of Revision: 05/29/2008

States: **Alabama**, Tennessee

Area: Alabama Counties of Colbert, Franklin, Jackson, Lauderdale, Lawrence, Limestone, **Madison**, Marion, Marshall, Morgan, Winston
Tennessee Counties of Giles, Lawrence, Lincoln, Moore, Wayne

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	13.47
01012 - Accounting Clerk II	14.65
01013 - Accounting Clerk III	16.77
01020 - Administrative Assistant	21.27
01040 - Court Reporter	17.16
01051 - Data Entry Operator I	11.95
01052 - Data Entry Operator II	13.89
01060 - Dispatcher, Motor Vehicle	16.31
01070 - Document Preparation Clerk	12.47
01090 - Duplicating Machine Operator	12.47
01111 - General Clerk I	10.80
01112 - General Clerk II	11.78
01113 - General Clerk III	13.86
01120 - Housing Referral Assistant	19.14
01141 - Messenger Courier	9.49
01191 - Order Clerk I	11.51
01192 - Order Clerk II	15.27
01261 - Personnel Assistant (Employment) I	13.69
01262 - Personnel Assistant (Employment) II	15.31
01263 - Personnel Assistant (Employment) III	17.06
01270 - Production Control Clerk	19.18
01280 - Receptionist	11.02
01290 - Rental Clerk	11.79
01300 - Scheduler, Maintenance	15.32
01311 - Secretary I	15.32
01312 - Secretary II	17.16
01313 - Secretary III	19.14
01320 - Service Order Dispatcher	13.83
01410 - Supply Technician	21.27
01420 - Survey Worker	16.81
01531 - Travel Clerk I	10.26
01532 - Travel Clerk II	10.86
01533 - Travel Clerk III	11.58
01611 - Word Processor I	13.12
01612 - Word Processor II	14.73
01613 - Word Processor III	16.48
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	17.50
05010 - Automotive Electrician	16.73

05040 - Automotive Glass Installer	15.94
05070 - Automotive Worker	15.94
05110 - Mobile Equipment Servicer	14.45
05130 - Motor Equipment Metal Mechanic	17.50
05160 - Motor Equipment Metal Worker	15.94
05190 - Motor Vehicle Mechanic	15.98
05220 - Motor Vehicle Mechanic Helper	12.52
05250 - Motor Vehicle Upholstery Worker	15.22
05280 - Motor Vehicle Wrecker	15.94
05310 - Painter, Automotive	15.28
05340 - Radiator Repair Specialist	15.94
05370 - Tire Repairer	12.75
05400 - Transmission Repair Specialist	17.50
07000 - Food Preparation And Service Occupations	
07010 - Baker	10.84
07041 - Cook I	9.14
07042 - Cook II	10.27
07070 - Dishwasher	7.57
07130 - Food Service Worker	8.09
07210 - Meat Cutter	14.21
07260 - Waiter/Waitress	6.82
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	17.56
09040 - Furniture Handler	13.94
09080 - Furniture Refinisher	17.56
09090 - Furniture Refinisher Helper	14.41
09110 - Furniture Repairer, Minor	15.98
09130 - Upholsterer	17.56
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	9.28
11060 - Elevator Operator	8.58
11090 - Gardener	12.11
11122 - Housekeeping Aide	8.62
11150 - Janitor	8.58
11210 - Laborer, Grounds Maintenance	10.00
11240 - Maid or Houseman	7.70
11260 - Pruner	9.28
11270 - Tractor Operator	12.08
11330 - Trail Maintenance Worker	10.00
11360 - Window Cleaner	9.06
12000 - Health Occupations	
12010 - Ambulance Driver	14.41
12011 - Breath Alcohol Technician	14.71
12012 - Certified Occupational Therapist Assistant	20.35
12015 - Certified Physical Therapist Assistant	20.35
12020 - Dental Assistant	13.91
12025 - Dental Hygienist	20.44
12030 - EKG Technician	23.24
12035 - Electroneurodiagnostic Technologist	23.24
12040 - Emergency Medical Technician	14.41
12071 - Licensed Practical Nurse I	14.07
12072 - Licensed Practical Nurse II	15.81
12073 - Licensed Practical Nurse III	17.71
12100 - Medical Assistant	10.79
12130 - Medical Laboratory Technician	14.02
12160 - Medical Record Clerk	11.28
12190 - Medical Record Technician	13.60
12195 - Medical Transcriptionist	12.65
12210 - Nuclear Medicine Technologist	30.65
12221 - Nursing Assistant I	9.43
12222 - Nursing Assistant II	10.61
12223 - Nursing Assistant III	11.57
12224 - Nursing Assistant IV	12.99

12235 - Optical Dispenser	13.68
12236 - Optical Technician	10.38
12250 - Pharmacy Technician	12.62
12280 - Phlebotomist	12.99
12305 - Radiologic Technologist	23.95
12311 - Registered Nurse I	22.94
12312 - Registered Nurse II	28.08
12313 - Registered Nurse II, Specialist	28.08
12314 - Registered Nurse III	33.97
12315 - Registered Nurse III, Anesthetist	33.97
12316 - Registered Nurse IV	40.70
12317 - Scheduler (Drug and Alcohol Testing)	19.01
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	19.07
13012 - Exhibits Specialist II	23.35
13013 - Exhibits Specialist III	28.38
13041 - Illustrator I	19.07
13042 - Illustrator II	23.35
13043 - Illustrator III	28.38
13047 - Librarian	24.50
13050 - Library Aide/Clerk	13.17
13054 - Library Information Technology Systems Administrator	22.12
13058 - Library Technician	14.67
13061 - Media Specialist I	15.97
13062 - Media Specialist II	17.87
13063 - Media Specialist III	19.92
13071 - Photographer I	14.72
13072 - Photographer II	17.00
13073 - Photographer III	20.36
13074 - Photographer IV	24.89
13075 - Photographer V	30.21
13110 - Video Teleconference Technician	15.97
14000 - Information Technology Occupations	
14041 - Computer Operator I	14.73
14042 - Computer Operator II	19.13
14043 - Computer Operator III	20.49
14044 - Computer Operator IV	26.16
14045 - Computer Operator V	27.62
14071 - Computer Programmer I (1)	25.00
14072 - Computer Programmer II (1)	
14073 - Computer Programmer III (1)	
14074 - Computer Programmer IV (1)	
14101 - Computer Systems Analyst I (1)	
14102 - Computer Systems Analyst II (1)	
14103 - Computer Systems Analyst III (1)	
14150 - Peripheral Equipment Operator	14.73
14160 - Personal Computer Support Technician	26.16
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	29.35
15020 - Aircrew Training Devices Instructor (Rated)	35.52
15030 - Air Crew Training Devices Instructor (Pilot)	36.76
15050 - Computer Based Training Specialist / Instructor	30.38
15060 - Educational Technologist	27.38
15070 - Flight Instructor (Pilot)	36.76
15080 - Graphic Artist	21.00
15090 - Technical Instructor	18.91
15095 - Technical Instructor/Course Developer	23.11
15110 - Test Proctor	17.16
15120 - Tutor	17.16
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	7.74
16030 - Counter Attendant	7.74
16040 - Dry Cleaner	9.73

16070 - Finisher, Flatwork, Machine	7.74
16090 - Presser, Hand	7.74
16110 - Presser, Machine, Drycleaning	7.74
16130 - Presser, Machine, Shirts	7.74
16160 - Presser, Machine, Wearing Apparel, Laundry	7.74
16190 - Sewing Machine Operator	10.27
16220 - Tailor	10.78
16250 - Washer, Machine	8.39
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	21.04
19040 - Tool And Die Maker	25.67
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	14.82
21030 - Material Coordinator	19.18
21040 - Material Expediter	19.18
21050 - Material Handling Laborer	10.29
21071 - Order Filler	10.87
21080 - Production Line Worker (Food Processing)	14.82
21110 - Shipping Packer	12.98
21130 - Shipping/Receiving Clerk	12.98
21140 - Store Worker I	11.02
21150 - Stock Clerk	14.95
21210 - Tools And Parts Attendant	14.82
21410 - Warehouse Specialist	14.82
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	18.74
23021 - Aircraft Mechanic I	22.24
23022 - Aircraft Mechanic II	23.35
23023 - Aircraft Mechanic III	24.52
23040 - Aircraft Mechanic Helper	17.44
23050 - Aircraft, Painter	19.32
23060 - Aircraft Servicer	19.34
23080 - Aircraft Worker	20.27
23110 - Appliance Mechanic	18.04
23120 - Bicycle Repairer	14.66
23125 - Cable Splicer	19.76
23130 - Carpenter, Maintenance	17.56
23140 - Carpet Layer	17.29
23160 - Electrician, Maintenance	23.21
23181 - Electronics Technician Maintenance I	17.93
23182 - Electronics Technician Maintenance II	25.55
23183 - Electronics Technician Maintenance III	26.62
23260 - Fabric Worker	16.54
23290 - Fire Alarm System Mechanic	18.79
23310 - Fire Extinguisher Repairer	15.72
23311 - Fuel Distribution System Mechanic	18.79
23312 - Fuel Distribution System Operator	16.80
23370 - General Maintenance Worker	16.43
23380 - Ground Support Equipment Mechanic	22.24
23381 - Ground Support Equipment Servicer	19.34
23382 - Ground Support Equipment Worker	20.27
23391 - Gunsmith I	14.48
23392 - Gunsmith II	15.97
23393 - Gunsmith III	17.51
23410 - Heating, Ventilation & Air-Conditioning Mechanic	18.38
23411 - Heating, Ventilation & Air Conditioning Mechanic (R&D Facility)	19.30
23430 - Heavy Equipment Mechanic	18.38
23440 - Heavy Equipment Operator	17.87
23460 - Instrument Mechanic	22.82
23465 - Laboratory/Shelter Mechanic	15.88
23470 - Laborer	11.36
23510 - Locksmith	18.04
23530 - Machinery Maintenance Mechanic	23.32

23550 - Machinist, Maintenance	18.05
23580 - Maintenance Trades Helper	14.41
23591 - Metrology Technician I	22.82
23592 - Metrology Technician II	23.80
23593 - Metrology Technician III	24.74
23640 - Millwright	18.79
23710 - Office Appliance Repairer	19.90
23760 - Painter, Maintenance	17.56
23790 - Pipefitter, Maintenance	18.90
23810 - Plumber, Maintenance	18.06
23820 - Pneudraulic Systems Mechanic	18.79
23850 - Rigger	18.79
23870 - Scale Mechanic	17.29
23890 - Sheet-Metal Worker, Maintenance	18.38
23910 - Small Engine Mechanic	16.75
23931 - Telecommunications Mechanic I	18.38
23932 - Telecommunications Mechanic II	20.21
23950 - Telephone Lineman	18.38
23960 - Welder, Combination, Maintenance	18.38
23965 - Well Driller	18.79
23970 - Woodcraft Worker	18.79
23980 - Woodworker	16.43
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	7.78
24580 - Child Care Center Clerk	9.71
24610 - Chore Aide	8.42
24620 - Family Readiness And Support Services Coordinator	12.43
24630 - Homemaker	12.32
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	18.86
25040 - Sewage Plant Operator	17.87
25070 - Stationary Engineer	18.86
25190 - Ventilation Equipment Tender	14.85
25210 - Water Treatment Plant Operator	17.56
27000 - Protective Service Occupations	
27004 - Alarm Monitor	11.98
27007 - Baggage Inspector	10.74
27008 - Corrections Officer	15.28
27010 - Court Security Officer	16.82
27030 - Detection Dog Handler	13.55
27040 - Detention Officer	15.28
27070 - Firefighter	16.82
27101 - Guard I	10.74
27102 - Guard II	13.55
27131 - Police Officer I	18.35
27132 - Police Officer II	20.41
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	9.22
28042 - Carnival Equipment Repairer	9.68
28043 - Carnival Equpment Worker	7.64
28210 - Gate Attendant/Gate Tender	12.85
28310 - Lifeguard	11.10
28350 - Park Attendant (Aide)	14.38
28510 - Recreation Aide/Health Facility Attendant	10.49
28515 - Recreation Specialist	14.83
28630 - Sports Official	11.45
28690 - Swimming Pool Operator	15.65
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	17.70
29020 - Hatch Tender	17.70
29030 - Line Handler	17.70
29041 - Stevedore I	16.90
29042 - Stevedore II	18.56

30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	34.27
30011 - Air Traffic Control Specialist, Station (HFO) (2)	23.64
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	26.03
30021 - Archeological Technician I	17.26
30022 - Archeological Technician II	19.32
30023 - Archeological Technician III	23.94
30030 - Cartographic Technician	24.23
30040 - Civil Engineering Technician	20.75
30061 - Drafter/CAD Operator I	17.26
30062 - Drafter/CAD Operator II	19.55
30063 - Drafter/CAD Operator III	20.50
30064 - Drafter/CAD Operator IV	25.23
30081 - Engineering Technician I	14.53
30082 - Engineering Technician II	17.48
30083 - Engineering Technician III	21.00
30084 - Engineering Technician IV	28.62
30085 - Engineering Technician V	33.81
30086 - Engineering Technician VI	40.89
30090 - Environmental Technician	22.19
30210 - Laboratory Technician	18.92
30240 - Mathematical Technician	24.23
30361 - Paralegal/Legal Assistant I	16.85
30362 - Paralegal/Legal Assistant II	20.89
30363 - Paralegal/Legal Assistant III	25.55
30364 - Paralegal/Legal Assistant IV	30.92
30390 - Photo-Optics Technician	24.23
30461 - Technical Writer I	20.96
30462 - Technical Writer II	25.62
30463 - Technical Writer III	30.71
30491 - Unexploded Ordnance (UXO) Technician I	21.78
30492 - Unexploded Ordnance (UXO) Technician II	26.35
30493 - Unexploded Ordnance (UXO) Technician III	31.59
30494 - Unexploded (UXO) Safety Escort	21.78
30495 - Unexploded (UXO) Sweep Personnel	21.78
30620 - Weather Observer, Combined Upper Air Or Surface Programs (3)	20.50
30621 - Weather Observer, Senior (3)	22.74
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	9.74
31030 - Bus Driver	12.67
31043 - Driver Courier	13.89
31260 - Parking and Lot Attendant	9.19
31290 - Shuttle Bus Driver	14.77
31310 - Taxi Driver	9.91
31361 - Truckdriver, Light	14.77
31362 - Truckdriver, Medium	16.55
31363 - Truckdriver, Heavy	16.83
31364 - Truckdriver, Tractor-Trailer	16.83
99000 - Miscellaneous Occupations	
99030 - Cashier	9.27
99050 - Desk Clerk	7.22
99095 - Embalmer	21.13
99251 - Laboratory Animal Caretaker I	8.61
99252 - Laboratory Animal Caretaker II	13.46
99310 - Mortician	21.13
99410 - Pest Controller	12.10
99510 - Photofinishing Worker	11.06
99710 - Recycling Laborer	14.15
99711 - Recycling Specialist	16.26
99730 - Refuse Collector	12.79
99810 - Sales Clerk	10.45
99820 - School Crossing Guard	12.33
99830 - Survey Party Chief	15.89

99831 - Surveying Aide	9.79
99832 - Surveying Technician	13.40
99840 - Vending Machine Attendant	12.64
99841 - Vending Machine Repairer	14.48
99842 - Vending Machine Repairer Helper	12.64

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: Life, accident, and health insurance plans, sick leave, pension plans, civic and personal leave, severance pay, and savings and thrift plans. Minimum employer contributions costing an average of $3.24 per hour computed on the basis of all hours worked by service employees employed on the contract.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years, and 4 after 20 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than $27.63 (or on a salary or fee basis at a rate not less than $455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds $27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;
(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;
(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or
(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

**** HAZARDOUS PAY DIFFERENTIAL ****

An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordinance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regarding and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition.

NOTE: These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of $3.35 per week (or $.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at http://www.dol.gov/esa/whd/ or through the Wage Determinations On-Line (WDOL) Web site at http://wdol.gov/.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)}. When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).

2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

REGISTER OF WAGE DETERMINATION UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor	**U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210**
ORIGINAL SIGNED BY: William W.Gross Director Division of Wage Determinations	**Wage Determination No.: CBA-2006-939 Revision No.: 1 Date Of Last Revision: 10/17/2007**

State: **Alabama**

Area: **Madison**

Employed on George C. Marshall Space Flight Center contract for Unified NASA Information Technology Services (UNITeS) (Management, Engineering, Software of Computational and Telecommunications Systems and Networks).

Collective Bargaining Agreement between contractor: TRAX International Corporation, and union: Communications Workers of America, AFL-CIO, Local 3905, effective 10/01/2007 through 09/30/2010 and amended on 08/24/2007.

In accordance with Section 2(a) and 4(c) of the Service Contract Act, as amended, employees employed by the contractor(s) in performing services covered by the Collective Bargaining Agreement(s) are to be paid wage rates and fringe benefits set forth in the current collective bargaining agreement and modified extension agreement(s).

ATTACHMENT J-3

WD 05-2234 (Rev.-9) was first posted on www.wdol.gov on 08/26/2008
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REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor	U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210
Shirley F. Ebbesen Division of Director Wage Determinations	Wage Determination No.: 2005-2234 Revision No.: 9 Date Of Revision: 08/15/2008

State: Louisiana

Area: Louisiana Parishes of Jefferson, Lafourche, Orleans, Plaquemines, Saint John The Baptist, St Bernard, St Charles, St Tammany, Terrebonne, Washington

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	12.10
01012 - Accounting Clerk II	14.23
01013 - Accounting Clerk III	15.92
01020 - Administrative Assistant	21.77
01040 - Court Reporter	19.08
01051 - Data Entry Operator I	10.88
01052 - Data Entry Operator II	12.64
01060 - Dispatcher, Motor Vehicle	17.93
01070 - Document Preparation Clerk	13.09
01090 - Duplicating Machine Operator	13.09
01111 - General Clerk I	10.32
01112 - General Clerk II	11.26
01113 - General Clerk III	13.26
01120 - Housing Referral Assistant	19.89
01141 - Messenger Courier	12.11
01191 - Order Clerk I	10.91
01192 - Order Clerk II	12.99
01261 - Personnel Assistant (Employment) I	13.09
01262 - Personnel Assistant (Employment) II	16.10
01263 - Personnel Assistant (Employment) III	17.95
01270 - Production Control Clerk	19.41
01280 - Receptionist	8.99
01290 - Rental Clerk	12.40
01300 - Scheduler, Maintenance	15.96
01311 - Secretary I	15.96
01312 - Secretary II	17.72
01313 - Secretary III	19.89
01320 - Service Order Dispatcher	15.85
01410 - Supply Technician	21.77
01420 - Survey Worker	13.07
01531 - Travel Clerk I	11.47
01532 - Travel Clerk II	12.17
01533 - Travel Clerk III	12.84
01611 - Word Processor I	12.70
01612 - Word Processor II	15.07
01613 - Word Processor III	17.13
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	19.97

05010 - Automotive Electrician	18.40
05040 - Automotive Glass Installer	17.20
05070 - Automotive Worker	17.20
05110 - Mobile Equipment Servicer	14.80
05130 - Motor Equipment Metal Mechanic	19.45
05160 - Motor Equipment Metal Worker	17.20
05190 - Motor Vehicle Mechanic	19.45
05220 - Motor Vehicle Mechanic Helper	13.61
05250 - Motor Vehicle Upholstery Worker	16.02
05280 - Motor Vehicle Wrecker	17.20
05310 - Painter, Automotive	18.40
05340 - Radiator Repair Specialist	17.20
05370 - Tire Repairer	11.51
05400 - Transmission Repair Specialist	19.45
07000 - Food Preparation And Service Occupations	
07010 - Baker	10.70
07041 - Cook I	9.87
07042 - Cook II	11.48
07070 - Dishwasher	7.55
07130 - Food Service Worker	7.46
07210 - Meat Cutter	11.54
07260 - Waiter/Waitress	7.86
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	14.81
09040 - Furniture Handler	10.80
09080 - Furniture Refinisher	14.81
09090 - Furniture Refinisher Helper	10.95
09110 - Furniture Repairer, Minor	12.89
09130 - Upholsterer	14.81
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	8.91
11060 - Elevator Operator	8.78
11090 - Gardener	11.15
11122 - Housekeeping Aide	9.63
11150 - Janitor	8.91
11210 - Laborer, Grounds Maintenance	9.63
11240 - Maid or Houseman	8.67
11260 - Pruner	8.78
11270 - Tractor Operator	10.74
11330 - Trail Maintenance Worker	9.63
11360 - Window Cleaner	9.99
12000 - Health Occupations	
12010 - Ambulance Driver	15.93
12011 - Breath Alcohol Technician	17.20
12012 - Certified Occupational Therapist Assistant	21.49
12015 - Certified Physical Therapist Assistant	19.82
12020 - Dental Assistant	12.20
12025 - Dental Hygienist	29.85
12030 - EKG Technician	20.58
12035 - Electroneurodiagnostic Technologist	20.58
12040 - Emergency Medical Technician	14.94
12071 - Licensed Practical Nurse I	14.77
12072 - Licensed Practical Nurse II	17.20
12073 - Licensed Practical Nurse III	18.75
12100 - Medical Assistant	10.53
12130 - Medical Laboratory Technician	17.46
12160 - Medical Record Clerk	13.28
12190 - Medical Record Technician	16.38
12195 - Medical Transcriptionist	14.04
12210 - Nuclear Medicine Technologist	29.20
12221 - Nursing Assistant I	9.39
12222 - Nursing Assistant II	10.56
12223 - Nursing Assistant III	11.51

12224 - Nursing Assistant IV	12.92
12235 - Optical Dispenser	14.76
12236 - Optical Technician	12.46
12250 - Pharmacy Technician	13.41
12280 - Phlebotomist	12.92
12305 - Radiologic Technologist	21.60
12311 - Registered Nurse I	21.63
12312 - Registered Nurse II	29.92
12313 - Registered Nurse II, Specialist	29.92
12314 - Registered Nurse III	36.08
12315 - Registered Nurse III, Anesthetist	36.08
12316 - Registered Nurse IV	43.23
12317 - Scheduler (Drug and Alcohol Testing)	18.05
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	18.40
13012 - Exhibits Specialist II	22.61
13013 - Exhibits Specialist III	27.58
13041 - Illustrator I	18.40
13042 - Illustrator II	22.61
13043 - Illustrator III	27.58
13047 - Librarian	22.41
13050 - Library Aide/Clerk	13.00
13054 - Library Information Technology Systems Administrator	20.21
13058 - Library Technician	14.21
13061 - Media Specialist I	14.59
13062 - Media Specialist II	16.31
13063 - Media Specialist III	18.19
13071 - Photographer I	13.59
13072 - Photographer II	16.73
13073 - Photographer III	20.55
13074 - Photographer IV	25.07
13075 - Photographer V	30.40
13110 - Video Teleconference Technician	16.13
14000 - Information Technology Occupations	
14041 - Computer Operator I	13.97
14042 - Computer Operator II	15.71
14043 - Computer Operator III	18.13
14044 - Computer Operator IV	20.12
14045 - Computer Operator V	22.32
14071 - Computer Programmer I (1)	21.09
14072 - Computer Programmer II (1)	23.21
14073 - Computer Programmer III (1)	
14074 - Computer Programmer IV (1)	
14101 - Computer Systems Analyst I (1)	
14102 - Computer Systems Analyst II (1)	
14103 - Computer Systems Analyst III (1)	
14150 - Peripheral Equipment Operator	13.97
14160 - Personal Computer Support Technician	20.12
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	25.32
15020 - Aircrew Training Devices Instructor (Rated)	33.42
15030 - Air Crew Training Devices Instructor (Pilot)	36.40
15050 - Computer Based Training Specialist / Instructor	25.56
15060 - Educational Technologist	20.52
15070 - Flight Instructor (Pilot)	36.40
15080 - Graphic Artist	19.58
15090 - Technical Instructor	18.81
15095 - Technical Instructor/Course Developer	23.02
15110 - Test Proctor	15.17
15120 - Tutor	15.17
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	7.91
16030 - Counter Attendant	7.91

16040 - Dry Cleaner	10.10
16070 - Finisher, Flatwork, Machine	7.91
16090 - Presser, Hand	7.91
16110 - Presser, Machine, Drycleaning	7.91
16130 - Presser, Machine, Shirts	7.91
16160 - Presser, Machine, Wearing Apparel, Laundry	7.91
16190 - Sewing Machine Operator	10.84
16220 - Tailor	11.57
16250 - Washer, Machine	8.64
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	17.52
19040 - Tool And Die Maker	21.37
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	13.56
21030 - Material Coordinator	19.41
21040 - Material Expediter	19.41
21050 - Material Handling Laborer	14.29
21071 - Order Filler	10.32
21080 - Production Line Worker (Food Processing)	13.56
21110 - Shipping Packer	12.16
21130 - Shipping/Receiving Clerk	12.16
21140 - Store Worker I	8.63
21150 - Stock Clerk	12.47
21210 - Tools And Parts Attendant	13.56
21410 - Warehouse Specialist	13.56
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	23.40
23021 - Aircraft Mechanic I	22.35
23022 - Aircraft Mechanic II	23.40
23023 - Aircraft Mechanic III	24.45
23040 - Aircraft Mechanic Helper	15.63
23050 - Aircraft, Painter	17.35
23060 - Aircraft Servicer	18.39
23080 - Aircraft Worker	19.78
23110 - Appliance Mechanic	15.53
23120 - Bicycle Repairer	11.51
23125 - Cable Splicer	19.92
23130 - Carpenter, Maintenance	17.28
23140 - Carpet Layer	14.97
23160 - Electrician, Maintenance	20.53
23181 - Electronics Technician Maintenance I	23.27
23182 - Electronics Technician Maintenance II	24.50
23183 - Electronics Technician Maintenance III	25.94
23260 - Fabric Worker	13.84
23290 - Fire Alarm System Mechanic	17.57
23310 - Fire Extinguisher Repairer	13.65
23311 - Fuel Distribution System Mechanic	20.39
23312 - Fuel Distribution System Operator	15.07
23370 - General Maintenance Worker	14.74
23380 - Ground Support Equipment Mechanic	22.35
23381 - Ground Support Equipment Servicer	18.39
23382 - Ground Support Equipment Worker	19.78
23391 - Gunsmith I	13.65
23392 - Gunsmith II	16.06
23393 - Gunsmith III	18.50
23410 - Heating, Ventilation And Air-Conditioning Mechanic	18.50
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	19.70
23430 - Heavy Equipment Mechanic	18.40
23440 - Heavy Equipment Operator	16.88
23460 - Instrument Mechanic	18.82
23465 - Laboratory/Shelter Mechanic	17.28
23470 - Laborer	10.44

23510 - Locksmith	17.28
23530 - Machinery Maintenance Mechanic	20.93
23550 - Machinist, Maintenance	20.50
23580 - Maintenance Trades Helper	10.95
23591 - Metrology Technician I	18.82
23592 - Metrology Technician II	19.76
23593 - Metrology Technician III	20.75
23640 - Millwright	22.01
23710 - Office Appliance Repairer	17.35
23760 - Painter, Maintenance	17.28
23790 - Pipefitter, Maintenance	18.50
23810 - Plumber, Maintenance	17.50
23820 - Pneudraulic Systems Mechanic	18.50
23850 - Rigger	16.88
23870 - Scale Mechanic	16.06
23890 - Sheet-Metal Worker, Maintenance	16.88
23910 - Small Engine Mechanic	15.93
23931 - Telecommunications Mechanic I	20.95
23932 - Telecommunications Mechanic II	22.04
23950 - Telephone Lineman	20.06
23960 - Welder, Combination, Maintenance	16.88
23965 - Well Driller	18.50
23970 - Woodcraft Worker	18.50
23980 - Woodworker	13.99
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	8.82
24580 - Child Care Center Clerk	11.57
24610 - Chore Aide	7.54
24620 - Family Readiness And Support Services Coordinator	10.77
24630 - Homemaker	14.78
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	17.40
25040 - Sewage Plant Operator	16.29
25070 - Stationary Engineer	18.50
25190 - Ventilation Equipment Tender	12.43
25210 - Water Treatment Plant Operator	16.29
27000 - Protective Service Occupations	
27004 - Alarm Monitor	12.46
27007 - Baggage Inspector	8.68
27008 - Corrections Officer	11.96
27010 - Court Security Officer	14.64
27030 - Detection Dog Handler	12.46
27040 - Detention Officer	11.96
27070 - Firefighter	13.65
27101 - Guard I	8.68
27102 - Guard II	12.46
27131 - Police Officer I	16.21
27132 - Police Officer II	18.02
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	9.86
28042 - Carnival Equipment Repairer	10.73
28043 - Carnival Equpment Worker	7.24
28210 - Gate Attendant/Gate Tender	12.73
28310 - Lifeguard	11.01
28350 - Park Attendant (Aide)	14.24
28510 - Recreation Aide/Health Facility Attendant	10.09
28515 - Recreation Specialist	12.20
28630 - Sports Official	11.34
28690 - Swimming Pool Operator	14.73
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	16.85
29020 - Hatch Tender	18.07
29030 - Line Handler	18.07

29041 - Stevedore I	15.05
29042 - Stevedore II	17.28
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	33.96
30011 - Air Traffic Control Specialist, Station (HFO) (2)	23.42
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	25.79
30021 - Archeological Technician I	14.84
30022 - Archeological Technician II	16.58
30023 - Archeological Technician III	22.39
30030 - Cartographic Technician	23.82
30040 - Civil Engineering Technician	21.48
30061 - Drafter/CAD Operator I	17.19
30062 - Drafter/CAD Operator II	19.46
30063 - Drafter/CAD Operator III	21.46
30064 - Drafter/CAD Operator IV	25.76
30081 - Engineering Technician I	15.87
30082 - Engineering Technician II	17.53
30083 - Engineering Technician III	19.69
30084 - Engineering Technician IV	23.86
30085 - Engineering Technician V	29.19
30086 - Engineering Technician VI	32.57
30090 - Environmental Technician	22.92
30210 - Laboratory Technician	21.81
30240 - Mathematical Technician	25.67
30361 - Paralegal/Legal Assistant I	17.05
30362 - Paralegal/Legal Assistant II	22.52
30363 - Paralegal/Legal Assistant III	27.56
30364 - Paralegal/Legal Assistant IV	33.36
30390 - Photo-Optics Technician	24.56
30461 - Technical Writer I	20.11
30462 - Technical Writer II	24.59
30463 - Technical Writer III	32.00
30491 - Unexploded Ordnance (UXO) Technician I	21.58
30492 - Unexploded Ordnance (UXO) Technician II	26.11
30493 - Unexploded Ordnance (UXO) Technician III	31.30
30494 - Unexploded (UXO) Safety Escort	21.58
30495 - Unexploded (UXO) Sweep Personnel	21.58
30620 - Weather Observer, Combined Upper Air Or Surface Programs (3)	19.59
30621 - Weather Observer, Senior (3)	21.78
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	9.00
31030 - Bus Driver	13.80
31043 - Driver Courier	12.64
31260 - Parking and Lot Attendant	7.31
31290 - Shuttle Bus Driver	13.79
31310 - Taxi Driver	8.95
31361 - Truckdriver, Light	13.79
31362 - Truckdriver, Medium	15.10
31363 - Truckdriver, Heavy	15.66
31364 - Truckdriver, Tractor-Trailer	15.66
99000 - Miscellaneous Occupations	
99030 - Cashier	8.53
99050 - Desk Clerk	8.82
99095 - Embalmer	19.16
99251 - Laboratory Animal Caretaker I	8.42
99252 - Laboratory Animal Caretaker II	9.25
99310 - Mortician	25.81
99410 - Pest Controller	12.19
99510 - Photofinishing Worker	11.34
99710 - Recycling Laborer	11.54
99711 - Recycling Specialist	14.76
99730 - Refuse Collector	10.52
99810 - Sales Clerk	11.06

99820 - School Crossing Guard	9.76
99830 - Survey Party Chief	19.34
99831 - Surveying Aide	14.29
99832 - Surveying Technician	17.57
99840 - Vending Machine Attendant	11.07
99841 - Vending Machine Repairer	13.99
99842 - Vending Machine Repairer Helper	11.07

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: Life, accident, and health insurance plans, sick leave, pension plans, civic and personal leave, severance pay, and savings and thrift plans. Minimum employer contributions costing an average of $3.24 per hour computed on the basis of all hours worked by service employees employed on the contract.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 8 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)

2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordinance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of $3.35 per week (or $.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at http://www.dol.gov/esa/whd/ or through the Wage Determinations On-Line (WDOL) Web site at http://wdol.gov/.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

ATTACHMENT J-3

The process for preparing a conformance request is as follows:

1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).

2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

ATTACHMENT J- 4
PERFORMANCE REQUIREMENTS SUMMARY (PRS)
Applicable to each 6-month performance evaluation period

Contract Requirement	Standards of Performance	Acceptable Quality Level (METRICS)	Surveillance Method & Frequency	Weight
OVERARCHING QUALITY MEASUREMENT (40% of Fixed Performance Fee)				
QUALITY (See Attachment J-5, section 2.1)	1. Competence and availability of contractor personnel; responsiveness, cost control, quality and timeliness of deliverables; integration, collaboration and proactive communications; recognition of and improvement in critical problem areas.	1. Average score of 3.0 to 5.0 on the OCIO Monitor Survey.	Quarterly Monitor Surveys Average Score — % of Fee paid ≥ 4.75 — 100% 4.51 – 4.74 — 90% 4.0 – 4.50 — 80% 3.75 – 3.99 — 65% 3.51 – 3.74 — 55% 3.0 – 3.50 — 45% 0 – 2.99 — 0%	100% Total=100%
PROGRAM MANAGEMENT (35% of Fixed Performance Fee)				
WBS 2.0 Program Management (See Attachment J-5, section 2.2)	1. Policy, Procedures, and Process Conformance 2. System Management 3. Timeliness / Schedule	1. NASA, Marshall, and OCIO policies, procedures, and processes shall be adhered to 100% of the time. 2. All databases and systems under contractor control are current, accurate, and available 98% of the time. 3. No milestones missed for submissions of reports, plans, or other deliverables.	Note: The following methods apply to all Standards of Performance in WBS 2.0. Management Plan (DRD 1292MA-001) and Quarterly and Monthly Self-Assessment Report (DRD 1292MA-011)	16% 17% 17%

ATTACHMENT J- 4
PERFORMANCE REQUIREMENTS SUMMARY (PRS)
Applicable to each 6-month performance evaluation period

Contract Requirement	Standards of Performance	Acceptable Quality Level (METRICS)	Surveillance Method & Frequency	Weight
	4. Property Management 5. Quality (ISO) 6. IT Security	4. Maintain 99.95% accuracy rate. 5. ≤1 non-conformances per audit cycle. 6. 100% of eligible employees complete annual IT Security training, and no IT related breaches.		17% 16% 17% Total=100%
MISSION PERFORMANCE METRICS (25% of Fixed Performance Fee)				
WBS 3.0 **IT Security** (See Attachment J-5, section 2.3.1)	1. Incident Management 2. Service Restoration 3. Compliance	1. No late deliverables. 2. Within 24 hours of security Incident. 3. Compliant with MSFC and Agency direction 100% of the time.	Note: The following methods apply to all Standards of Performance in WBS 3.0. Management Plan (DRD 1292MA-001) and Quarterly and Monthly Self-Assessment Report (DRD 1292MA-011)	5% 5% 6% Total = 16%
WBS 4.0 **IT Planning, Policy, Architecture & Integration** (See Attachment J-5, section 2.3.2)	1. Accuracy 2. Timeliness 3. Integrated/Informed Products 4. Customer Support Center call response timeliness	1. 95% error free. 2. No late deliverables. 3. All products integrated/informed. 4. Contractor shall provide customer support <=5 minutes of initial call	Note: The following methods apply to all Standards of Performance in WBS 4.0. Management Plan (DRD 1292MA-001) and Quarterly and Monthly Self-Assessment Report (DRD 1292MA-011) Customer Surveys	3% 2% 2% 5%

ATTACHMENT J- 4
PERFORMANCE REQUIREMENTS SUMMARY (PRS)
Applicable to each 6-month performance evaluation period

Contract Requirement	Standards of Performance	Acceptable Quality Level (METRICS)	Surveillance Method & Frequency	Weight
	5. Customer Support Center closeout accuracy	5. Contractor shall ensure that all calls responded to or referred to other entities are closed prior to issuing trouble ticket closeout notification.	Trouble Ticket Reports Internal/External Audits	4% Total = 16%
WBS 5.0 Tele-communications Services (See Attachment J-5, section 2.3.3)	1. System Availability 2. Move, Add, Changes (MAC) 3. Mean Time to Repair for Radios 4. Return to Service for Telephones	1. All WBS 5.0 systems shall maintain an uninterrupted uptime of no less than 99.95%. (This excludes maintenance windows, outages beyond the contractor's control, e.g. force majeure, acts of terrorism, etc.) 2. <= 2 hours from approved Government schedule 3. <= 2 business days from report of failure 4. <= 2 hours after trouble ticket initiation	a) Monthly Review of DRD's 1292MA-005 Financial Management Report and DRD 1291MA-006 Reports b) Meetings documenting contractor actions (As Needed) c) Program Management Reviews (As Needed) d) Periodic Walkthroughs to ensure proper practices are being adhered to (as needed). e) Review of Contractor Performance against Kt Requirements (monthly)	10% 2% 2% 3% Total =17%
WBS 6.0 Applications and Web Services (See Attachment J-5, section 2.3.4)	1. Trouble Ticket Response/Resolution 2. Schedule Adherence Timeliness	1. The contractor shall provide trouble ticket response/resolution by application category as specified in Section J-5 paragraph 2.3.4.1. 2. The contractor shall meet all WBS 6.0 required product and service deadlines (as established by the COTR or designee).	a) Periodic Review of On-line Systems (As Needed) b) Monthly Review of DRD's (see distribution list) per ISO process against SOW and DRD requirements 1292MA-005 Financial Management Report 1291MA-006 Reports c) Documented contractor actions (As Needed)	7% 7%

ATTACHMENT J- 4
PERFORMANCE REQUIREMENTS SUMMARY (PRS)
Applicable to each 6-month performance evaluation period

Contract Requirement	Standards of Performance	Acceptable Quality Level (METRICS)	Surveillance Method & Frequency	Weight
	3. Repository Services Availability	3. The contractor shall ensure that uninterrupted service availability (with the exception of planned maintenance windows and outages beyond contractor control, e.g. force majeure, acts of terrorism, etc.) for the period of 0700-01630 on normal duty days. Services to be monitored include: - EDMS - Directives Master List - Forms Master List - Technical Reports (MTRS)	d) Review of Contractor Performance against Kt Requirements (Monthly) e) Project Plans and schedules f) Availability Report (Monthly) g) Trouble Ticket Report (Monthly) Federal laws, Government and NASA policies regarding website development (As Needed). h) Customer Surveys	3% Total = 17%
WBS 7.0 Computing Services (See Attachment J-5, section 2.3.5)	1. System Availability 2. Return-to-Service	1. All WBS 7.0 systems shall maintain an uninterrupted uptime of no less than 99.8%. (This excludes maintenance windows, non business hours and outages beyond the contractor's control, e.g. force majeure, acts of terrorism, etc.) 2. The contractor shall provide return-to-service for all WBS 7.0 systems within four (4) business hours of trouble ticket initiation (with the exception of data corruption, hardware constraints and systems without hardware maintenance agreement)	a) Remedy (as needed) b) Reviews of DRD 1292RM-001, DRD 1292MA-001, and DRD 1292MA-008 (as needed)	6% 6%

ATTACHMENT J- 4
PERFORMANCE REQUIREMENTS SUMMARY (PRS)
Applicable to each 6-month performance evaluation period

Contract Requirement	Standards of Performance	Acceptable Quality Level (METRICS)	Surveillance Method & Frequency	Weight
	3. Maintenance Requests	3. The contractor shall complete maintenance service requests within four (4) business hours of trouble ticket initiation.		5% Total=17%
WBS 8.0 Audio Visual Information Services (See Attachment J-5, section 2.3.6)	1. Schedule Adherence / Timeliness 2. Streaming Services Availability	1. The contractor shall meet agreed upon delivery of products and services as specified in J-5, Section 2.3.6.1 2. The contractor shall ensure that streaming servers, live streams and Desktop TV application are available at least 99.9 % during business hours and 95 % overall	a. Periodic Review of On-line Systems (As Needed) b. Monthly Review of DRD's 1292MA-005 Financial Management Report and DRD 1291MA-006 Reports c. Meetings documenting contractor actions (As Needed) d. Review of Contractor Performance against Kt Requirements (Monthly) e. Project Plans and schedules (As needed) f. Customer Surveys (Quarterly)	14% 3% Total = 17%

SURVEILLANCE AND COST PLUS FIXED PERFORMANCE FEE PLAN

The Contractor's performance for the MSFC Information technology Services (MITS), as explained in Attachment J-1, Performance Work Statement (PWS), and Section B, shall be evaluated using this Surveillance and Fixed Performance Fee Plan. The evaluation criteria and fee structure are outlined below. In accordance with clause B.6, the Government will evaluate contractor performance every six months to determine the fixed performance fee earned for that period.

1.0 Evaluation Criteria. This contract is performance based and utilizes various methods to calculate fee based upon the defined acceptable quality levels for the performance of this contract. The Contractor's Financial Management Report (DRD 1292MA-009), Contractor Monthly Self-Assessment Report (DRD 1292MA-011), and the PRS (Attachment J-4) will be used to assess Contractor performance and to determine fee. Problems with services will be identified through Government analysis and assessment, periodic inspections, customer and contract monitor surveys, and Contractor self-assessment.

2.0 Fixed Performance Fee. Fixed Performance Fee shall be weighted and distributed as shown in Attachment J-4 (PRS). Due to dynamic Center commitments and changing priorities, the Government may issue a contract modification to revise the PRS prior to the start of any 6-month evaluation period. The performance fee has three major components:

- Quality = 40%
- Program Management = 35%
- Mission Performance Metrics = 25%

Fee for performance of a service specified in column two of the PRS, is accepted and paid at the fee percentage indicated in column five of the PRS when the Acceptable Quality Level (AQL) meets or exceeds that indicated in column three. The Contractor shall submit a Monthly Self-Assessment Report (DRD 1292MA-011), along with rationale explaining any PRS area where performance deficiencies were noted. If the performance is below an AQL during a 6-month evaluation period, the Contractor shall submit a written corrective action plan to ensure these deficiencies do not occur in the future. The Contracting Officer (CO), with the support of the Contracting Officer's Technical Representative (COTR), will review the Monthly Progress Reports (DRD 1292MA-008), along with other evaluation criteria stated herein, and determine if there were any actions by the Government, or any other mitigating circumstances, that should be considered in the fee evaluation.

2.1 Quality Measurement (40%). The need for a high level of quality is important in the performance of this contract. Products and services produced have high visibility and play a vital role in communicating Marshall's roles and capabilities to internal and external stakeholders. In addition, products and services support numerous change initiatives that require the contractor to be flexible and proactive. Therefore it is important that the Contractor demonstrate competence, responsiveness, collaboration, integration, and the ability to recognize

critical problem areas and develop mitigation plans. These critical areas of performance are difficult to measure in a purely objective manner, unlike the program management or unique performance metrics discussed further in this attachment. To address these important areas of quality performance the OCIO will administer a Quarterly OCIO Monitor Survey to evaluate the competence and availability of contractor personnel, their responsiveness, the level of integration and collaboration accomplished within the team, and the recognition of (and improvement in) critical problem areas. A copy of the OCIO Monitor Survey Questionnaire is included at the end of this attachment.

The COTR shall, on a quarterly basis, distribute the OCIO Monitor Survey questionnaire to each of the contract monitors within OCIO. Each survey respondent will provide performance evaluation input using available information (e.g. surveillance, customer surveys) and forward the results to the COTR. This information will be used to assess Contractor performance and determine fee for each 6-month evaluation period. The fee for this measurement shall be based upon the average OCIO Monitor Survey score for the Mission and IDIQ segments of the PWS.

The Contractor must average a score of 3.0 or better (on a 5.0 scale) on the OCIO Monitor Survey to be eligible to receive fee for this element. Ratings of poor, fair, good, very good, and excellent will be assigned to the different performance areas which are shown below:

- Competence and availability of contractor personnel
- Responsiveness (unique requests, special assignments, change management, emergencies, etc.)
- Quality of deliverables (appropriateness, completeness, on message, comprehensive, integrated, etc.)
- Collaboration, integration and proactive communication among team members, OCIO, other contractors, and customers
- Recognition of, and improvement in, critical problem areas
- Cost control including accuracy of cost estimates and use of resources.

Ratings for each of these performance areas will be scored on a scale of 1-5 as follows:

ADJECTIVE RATING	DESCRIPTION	NUMERICAL SCORE
Excellent	Performance is consistently of high quality with only negligible issues. Performance exceeds standard by a substantial margin, with few elements for improvement, all of which are minor.	5
Very Good	Performance is generally above average with only minor issues. Performance exceeds standard; and although there may be several elements for improvement, these are more than offset by better performance in other elements.	4

Good	Average performance level from a competent contractor with few issues noted. Performance is considered standard; and elements for improvement are approximately offset by better performance in other elements.	3
Fair	Generally average performance but several performance issues noted. Performance is less than standard; and although there are elements of standard or better performance, these are more than offset by lower performance in other elements.	2
Poor	Numerous performance issues noted. Performance is less than standard by a substantial margin; and there are many elements for improvement which are not offset by better performance in other areas.	1

The scored ratings will be averaged from all applicable inputs in any one rating period. Fee for this element will then be calculated based on the contractor's final average score applied to the following scale:

Average Score on Monitor Survey	% of Fee paid
≥ 4.75	100%
4.51 – 4.74	90%
4.0 – 4.50	80%
3.75 – 3.99	65%
3.51 – 3.74	55%
3.0 – 3.50	45%
0 – 2.99	0%

Contractor performance which scores an average monitor survey score below 3.0 eliminates the Contractor from eligibility for payment of this fee. Each technical monitor shall have an equal input into the overall Monitor Survey score. Specific comments or suggestions for performance improvement will be discussed with the Contractor by the COTR and Contracting Officer after each quarterly assessment.

2.2 Program Management Measurement (35%). The efficiency of the Contractor's Program Management is evaluated by the individual AQLs listed below:

2.2.1 Policy, Procedure, and Process Conformance (16%) The Contractor shall adhere to all NASA, Marshall, and OCIO policies, procedures and processes at all times in order to earn 100% of the available fee. To earn 80 percent of the fee, the Contractor shall have no more than 2 instances of non-compliance. If the Contractor has 3 or more instances of non-compliance, the Contractor shall receive 0 percent fee.

Instances of Non-compliance	% of available fee
0	100%
1 – 2	80%
3 or more	0%

2.2.2 System Management (17%) The Contractor shall maintain all databases and systems under their control and ensure that the systems are current, accurate, and available 98% of the time to be eligible for 100% of the fee. This equates to not more than 3 instances (in a six-month rating period) when informational databases are not available, not current, or not accurate. To earn 75% of the available fee, the Contractor shall not have more than 6 instances in a six-month rating period. When the Contractor exceeds 6 instances during a 6 month evaluation period, the Contractor shall receive 0 percent fee.

Number of System Management non-compliance instances	% of available fee
3 or less	100%
4 – 6	75%
Greater than 6	0%

2.2.3 Timeliness/Schedule (17%) The Contractor shall meet all schedule milestones for submission of all reports, plans, Data Requirement Documents (DRD), or other deliverables (excludes deliverables otherwise noted in section 2.3) to receive 100% of the available fee for this requirement. To earn 75% of the fee available, the Contractor shall not miss the scheduled milestones for all deliverables more than 2 times. Where the Contractor missed the schedule milestones for deliverables more than 2 times during any evaluation period, 0 percent fee shall be earned for this requirement.

Number of schedule deliverables late	% of available fee
0	100%
1-2	75%
More than 2	0%

2.2.4 Property Management (17%) The Contractor shall manage all property under this contract in accordance with the Government Property Management Plan (DRD 1292LS-001) with a 99.95% accuracy rate to receive 100 percent of fee for this requirement. To earn 75% of the fee available, the Contractor shall not have greater than a 0.5% discrepancy rate. If the Contractor falls below the 99.5% accuracy rate, or is found in non-compliance with the Government Property Management Plan (DRD 1292LS-001) during the six-month rating period, 0 percent fee shall be earned for this requirement.

Property Accuracy Rate	% of available fee
$\geq$ 99.95%	100%

99.5% - 99.9499%	75%
< 99.499%	0%

2.2.5 Quality (ISO) (16%) The Contractor shall adhere to the MSFC Quality (ISO) System. The Contractor shall adhere to the ISO 9001 and Marshall Management System with one or less non-conformances (NCR's) assessed by internal or external auditors for the Contractor to earn 100 percent of fee. The Contractor shall adhere to the ISO 9001 and Marshall Management System with responsibility for no more than 2 NCRs for the Contractor to earn 75 percent of the available fee. Where the Contractor has more than 2 NCRs for which the Contractor is responsible, the Contractor shall receive 0 percent of fee for this requirement.

Number of non-conformances	% of available fee
0 -1	100%
2	75%
More than 2	0%

2.2.6 IT Security Measures (17%) The Contractor shall ensure 100% of eligible employees complete required annual IT Security Training and have no contractor caused IT Security breaches to receive 100 percent of fee for this element. When the Contractor is determined to be the root cause of an IT Security breach or fails to complete 100% of required training (without Center ITSM approval), 0 percent fee shall be earned for this requirement.

Number of IT Security Breaches and/or instances of required training missed	% of available fee
0	100%
1	0%

2.3 Mission Performance Metrics Measurement (25%). The Contractor shall perform self-evaluation and report findings on the Quarterly and Monthly Technical Progress Reports (DRD 1140MA-003). The reported items shall include the standard of performance tasks outlined in Attachment J-4, PRS. Not all efforts under this contract are included in the PRS; however, lack of inclusion in the PRS in no way relieves the Contractor of the obligation to perform all delineated tasks as defined in the PWS. The progress report data will be reviewed and validated by COTR appointed technical monitors. The technical monitors will be responsible for reporting any discrepancies to the COTR. The Government will conduct random audits of the progress report to validate the accuracy of data submitted by the Contractor. Other surveillance techniques employed by the Government include use of the OCIO Quarterly Monitor Survey (described in paragraph 3.1 above), review of financial management data procurement documents (DRD 1140MA-002), and audits of the Contractor's Management Plan (DRD 1140MA-001).

As a measure of the quality of the services provided for the WBS Mission portions, unique

metrics are listed for each functional area. The combined total of these unique metrics for the Mission (and any IDIQ tasks awarded) represent 35 percent.

2.3.1 IT Security Measures (16%) WBS 3.0 describes contractor efforts required to provide security planning and management, security architecture, security compliance, Continuity of Operations (COOP) and Disaster Recovery (DR), MAF Mobile Emergency Operations Vehicles (MEOV) and security operations. The efficiency of the Contractor's IT Security effort is evaluated by the individual AQLs listed below:

2.3.1.1 Incident Management (5%). The contractor shall isolate and report all Security Incidents within 1 hour of discovery and shall resolve and close all open Security Incidents within 30 days unless an extension is approved by the MSFC IT Security Manager. To earn 75 percent of the fee, the Contractor shall not exceed 2 instances of late deliverables. When the number of late deliverables exceeds 2 instances, the contractor shall receive 0 percent fee.

Number of Late Deliverables	% of available fee
0	100%
1 – 2	75%
> 2	0%

2.3.1.2 Service Restoration (5%). The contractor shall restore affected service and update the IT Security Plan for systems impacted by Security Incidents within 24 hours to earn 100% of the fee for this element. To earn 75 percent of the fee, the Contractor shall not have more than 2 instances where the restoration was delayed beyond 24 hours within any 6-month evaluation period. When the contractor exceeds 2 instances, the contractor shall receive 0 percent fee.

Number of instances late/unavailable	% of available fee
0	100%
1 – 2	75%
> 2	0%

2.3.1.3 Compliance (6%). The contractor shall ensure that all IT Security services are compliant with Agency and MSFC direction and consistent with documented strategies, goals, and objectives 100% of the time to earn 100% of the fee available for this element. To earn 50 percent of the fee, the Contractor shall not exceed 1 instance where developed products are not consistent with Agency and/or Center strategies, goals, or objectives. If the number of instances exceeds one, the contractor shall receive 0 percent fee.

Number of Inconsistent Products	% of available fee
0	100%
1	50%
> 1	0%

2.3.2 IT Planning, Policy, Architecture and Integration Measures (16%) WBS 4.0 describes contractor activities required to integrate and plan functions for the OCIO. Functional tasks include portfolio management, enterprise architecture, performance management, continuous risk management, project management, directive management, records management, and forms management. The efficiency of the Contractor's Communication Strategy Planning and Message Management effort is evaluated by the individual AQLs listed below:

2.3.2.1 Accuracy (3%). The contractor shall provide all products and services required in WBS 4.0 with a 95% or better error free rate (data input, content, grammar, style, etc.). To earn 80 percent of the fee, the Contractor shall provide all products and services with a 90% or better error free rate. Where the Contractor is unable to meet a 90% error free rate within any 6-month evaluation period, the contractor shall receive 0 percent fee. Accuracy is calculated as number of files produced minus number files in error divided by number of files produced (# files produced - # files in error / # files produced).

Accuracy Rate	% of available fee
≥ 95%	100%
90 – 94%	80%
< 90%	0%

2.3.2.2 Timeliness (2%). The contractor shall meet all WBS 4.0 required product and service deadlines (as established by the COTR or designee) as established at issuance of task) to earn 100% of the fee available for this element. To earn 75 percent of the fee, the Contractor shall not exceed 5 instances of late deliverables. When the number of late deliverables exceeds 5 instances, the contractor shall receive 0 percent fee.

Number of Late Deliverables	% of available fee
0	100%
1-5	75%
> 5	0%

2.3.2.3 Integrated/Informed Products (2%). The contractor shall ensure that all communication strategies, plans, and reports are developed and updated based on the latest available strategic research and analysis results at all times to earn 100% of the fee available for this element. To earn 50 percent of the fee, the Contractor shall not have more than 1 instance where these communication strategies, plans, and messages are not developed and updated based on current strategic research and analysis results. If the number of instances exceeds one within any 6-month evaluation period, the contractor shall receive 0 percent fee.

Number of instances products not integrated/informed	% of available fee
0	100%
1	50%
> 1	0%

2.3.2.4 Customer Support Center Call Response Timeliness (5%) The contractor shall provide a customer support center. To earn 100 percent of the fee, the Contractor shall respond to calls <=5 minutes of initial call > 95% of the time. To earn 80% of the fee, call response time must be <= 5 minutes for 90-94% of the total calls. If the call response timeliness does not meet <= 5 minutes for 90% of the calls, the contractor shall receive 0 percent of the fee

Call Response Timeliness	% of available fee
≥ 95%	100%
90 – 94%	80%
< 90%	0%

2.3.2.5 Customer Support Center Ticket Closeout Accuracy (4%) The contractor shall provide a customer support center. To earn 100 percent of the fee, the Contractor shall ensure that all calls responded to or referred to other entities are closed prior to issuing trouble ticket closeout notification. To earn 50 percent of the fee, the contractor shall not have more than 1 instance where the closeout notification was sent before being closed with all entities. If the number of instances exceeds one within any 6-month evaluation period, the contractor shall receive 0 percent fee.

Ticket Closeout accuracy	% of available fee
0	100%
1	50%
> 1	0%

2.3.3 Telecommunications Services Measures (17%) WBS 5.0 describes contractor activities required to provide telecommunications services to support the MSFC customers. This service includes telephone, facsimile, Cable Plant, Radio Frequency (RF) Spectrum management, emergency telecommunication, MAF Facility Modeling and other services. The efficiency of the Contractor's Service and Product Delivery effort is evaluated by the individual AQLs listed below:

2.3.3.1 Systems Availability (10%). The contractor shall maintain systems availability (with the exception of planned maintenance windows and outages beyond contractor control, e.g., force majeure, acts of terrorism, etc). To earn 100 percent of the fee, the Contractor shall provide all products and services required in WBS 5.0 with a 99.95% or better error free rate. To earn 75 percent of the fee, the Contractor shall provide all products and services with a 99.5% or better error free rate. Where the Contractor is unable to meet a 99.5% error free rate within any 6-month evaluation period, the contractor shall receive 0 percent fee.

Systems Availability	% of available fee

≥ 99.95%	100%
99.5% - 99.9499%	75%
< 99.9499%	0%

2.3.3.2 Move Add Changes (MAC) (2%). The contractor shall provide MAC services <=2 hour from Government approved schedule to meet WBS 5.0 required product and service deadlines to earn 100% of the fee available for this element. To earn 75 percent of the fee, the Contractor shall not exceed 10 instances of late deliverables. When the number of late deliverables exceeds 10 instances, the contractor shall receive 0 percent fee.

Number of Late Deliverables	% of available fee
0	100%
1-10	75%
> 10	0%

2.3.3.3 Mean Time to Repair for Radios (2%). The contractor shall provide in support of WBS 5.0 mean-time-to-repair for radios. The mean-time-to-repair is <=2 days from report of failure and readily available at all times to earn 100% of the fee for this element. To earn 75 percent of the fee, the Contractor shall not have more than 3 instances where these products and services are not available and/or current within any 6-month evaluation period. When the contractor exceeds 3 instances, the contractor shall receive 0 percent fee.

Number of instances late/unavailable	% of available fee
0	100%
1 – 3	75%
> 3	0%

2.3.3.4 Return to Service for Telephones (3%) In support of WBS 5.0, the contractor shall provide return-to-service for telephones within <=2 hours of trouble ticket initiation. Ensure that all products and services in support of WBS 5.0, consistent with Agency direction and MSFC strategies, goals, and objectives at all times to earn 100% of the fee available for this element. To earn 50 percent of the fee, the Contractor shall not exceed 1 instance where developed products and services are not consistent with Agency and/or Center strategies, goals, or objectives. If the number of instances exceeds one, the contractor shall receive 0 percent fee.

Return to Service > 2 hours	% of available fee
0	100%
1	50%
> 1	0%

2.3.4 Applications and Web Services Measures (17%) WBS 6.0 describes contractor activities required to design, develop, maintain, and provide computer applications and web services for MSFC customers in compliance with established software and web standards. The

efficiency of the Contractor's Service and Product Delivery effort is evaluated by the individual AQLs listed below:

2.3.4.1 Trouble Ticket Response/Resolution (7%). The contractor shall provide trouble ticket response/resolution by application category as specified in the following tables. Using the scoring methods outlined, the Contractor shall receive 100% of available fee for calculated trouble ticket resolution rate greater or equal to 95%. Calculated Trouble Ticket resolution rate between 90-94% shall receive 80% of the available fee. Calculated Trouble Ticket resolution rate of less than 90% shall receive a zero percent of available fee.

Trouble Ticket Resolution Rate	% of available fee
≥ 95%	100%
90 – 94%	80%
< 90%	0%

The following paragraphs describe how the Applications and Web Services technical performance metric of trouble ticket response and resolution will be counted and scored.

Users, including MITS support personnel, shall document Applications and Web Services problems or concerns through the trouble ticket system. If customers identify problems directly to MITS support personnel, the Contractor shall in turn open a trouble ticket.

Applications and Web Services are categorized as 1, 2, or 3 (reference PWS paragraph 6.0) for the purpose of counting trouble ticket Response Times and Resolution Times. The contractor shall further delineate trouble tickets by types (Critical/Major, Minor, Cosmetic, or Other) according to the definitions below. Target Response Times and Resolution Times by Service Category and for Trouble Ticket type are shown in the following table.

SERVICE CATEGORY		TROUBLE TICKET TYPE			
		CRITICAL / MAJOR	MINOR	COSMETIC	OTHER
1	Target Response Time	30 min	30 min	30 min	30 min
	Target Resolution Time	2 hrs	2 business days	Next scheduled release	2 hrs
2	Target Response Time	1 hr	1 hr	1 hr	1 hr
	Target Resolution Time	1 business day	3 business days	Next scheduled release	1 business day
3	Target Response Time	2 hrs	2 hrs	2 hrs	2 hrs

	Target Resolution Time	2 business days	5 business days	Next scheduled release	2 business days

Definitions of Types:

Critical or Major – Either (1) service is not operational or unavailable to critical users/many users, or (2) service is operational, but major features are unavailable or not functioning correctly.
Minor – Service is operational, but has nuisance problems causing inconvenience or work arounds.
Cosmetic – Errors or inconsistencies in appearance or presentation, but with no impact to functionality.
Other – Miscellaneous support, such as user assistance, password reset, application access, etc.

Target response times and target resolution times for each service will be determined by NASA in consultation with the contractor. Target times may be dependent upon coverage requirements. For example, target times for a given service may be category 1 during critical periods of operation, but may be category 3 at all other hours of normal operation. This would be coded as 1/3 and 3/2, where 3 represents periods of critical operation, and 2 represents normal hours of operation.

SCORING TROUBLE TICKET RESPONSE AND RESOLUTION MATRIX FOR APPLICATIONS AND WEB SERVICES

Assumptions:

- Total possible score is 100.
- If the total number of trouble tickets for the performance period is low, then the contractor is performing well and this will be reflected in the score.
- Trouble ticket resolutions are given more weight than response times. The weights are 60% and 40% respectively.

The score will be determined by the following formula, where

B = base value,
X = total of response time targets met for trouble tickets closed during the performance period,
Y = total of resolution time targets met for trouble tickets closed during the performance period, and
Z = total number of trouble tickets closed during the performance period:

$$\text{Score} = B + (100-B)(.4X + .6Y)/Z, \text{ for } Z > 0$$

$$\text{Score} = 100 \text{ for } Z = 0.$$

Example: If B= 0
X= 95
Y= 90
Z= 100

Then score = 0 + (100-0) (.4 (95) + .6 (90)) / 100
= 100 (38 + 54)/ 100
= 92

The base values are determined according to the following table:

Number of Trouble Tickets Closed During Performance Period	Base Value
0	100
1	95
2	90
3	85
4	80
5	75
6	70
7	65
8	60
9	55
10	50
11	45
12	40
13	35
14	30
15	25
16	20
17	15
18	10
19	5
20 or more	0

Trouble ticket reporting requirements are defined in DRD 1292MA-006, Reports.

2.3.4.2 Schedule Adherence Timeliness (7%). The contractor shall meet all WBS 6.0 required product and service deadlines (as established by the COTR or designee) to earn 100% of the fee available for this element. To earn 90 percent of the fee, the Contractor shall not exceed average days late being one and no critical milestones missed. To earn 80 percent of the fee, the Contractor shall not exceed late delivery of services or products of more than two days with no critical milestones missed. The contractor shall receive 50% of available fee for schedule adherence when the following average days late and critical milestones are missed: Average days late “3” or “4” with “0” critical milestones missed, or average days late “0”, “1” or “2” with “1” critical milestone missed, or average days late “0” with “2” critical milestones missed. The

contractor shall receive 0 percent of the available fee when services and products delivered per committed schedules with average days late/critical milestones missed as follows:
average days late “5” with “0” critical milestones missed, or average days late “3”, “4” or “5” with “1” critical milestone missed, or average days late “1”, “2”, “3”, “4” or “5” with “2” critical milestones missed, or average days late >= ”0” with >= “3” critical milestones missed.

Schedule Adherence/Timeliness	% of available fee
Services and products delivered per committed schedules with average days late being zero (0) and no critical milestones missed	100%
Services and products delivered per committed schedules with average days late being one (1) and no critical milestones missed	90%
Services and products delivered per committed schedules with average days late being two (2) days with no critical milestones missed	80%
Services and products delivered per committed schedules with average days late/critical milestones missed as follows: Average days late “3” or “4” with “0” critical milestones missed, or Average days late “0”, “1” or “2” with “1” critical milestone missed, or Average days late “0” with “2” critical milestones missed	50%
Services and products delivered per committed schedules with average days late/critical milestones missed as follows: Average days late “5” with “0” critical milestones missed, or Average days late “3”, “4” or “5” with “1” critical milestone missed, or Average days late “1”, “2”, “3”, “4” or “5” with “2” critical milestones missed, or Average days late >= ”0” with >= “3” critical milestones missed	0%

2.3.4.3 <u>Repository Services Availability (3%).</u> The contractor shall ensure that uninterrupted service availability (with the exception of planned maintenance windows and outages beyond contractor control, e.g force majeure, acts of terrorism, etc.) for the period of 0700-01630 on normal duty days. Services to be monitored include:

- EDMS
- Directives Master List
- Forms Master List

- Technical Reports (MTRS)

Number of instances late/unavailable	% of available fee
0	100%
1 – 3	75%
> 3	0%

2.3.5 <u>Computing Services Measures (17%)</u> WBS 7.0 describes contractor activities required to implement, operate and maintain computing services. The efficiency of the Contractor's Service and Product Delivery effort is evaluated by the individual AQLs listed below:

2.3.5.1 <u>System Availability (6%).</u> The contractor shall ensure that all computing services are available. To earn 100% of the fee for this element, the contractor shall not fall below 99.8% uptime. To earn 75 percent of the fee, the Contractor shall not fall below 99.5% uptime. The contractor shall receive a 0 percent fee for total system uptime below 99.5%.

System Uptime Percentage	% of available fee
99.8 - 100	100%
99.5 - 99.7999	50%
<99.5	0%

2.3.5.2 <u>Return-to-Service (6%).</u> The contractor shall provide return-to-service for Computing Services systems. In order to earn 100% of the available fee for this element, the contractor must ensure that any problematic system is returned to service within 4 hours of trouble ticket initiation. To earn 75 percent of the fee, the Contractor shall not exceed 1 instance of late return-to-service. When the number of late return-to-service instances exceeds 1, the contractor shall receive 0 percent fee.

Number of Late Return-to-Service	% of available fee
0	100%
1	50%
> 1	0%

2.3.5.3 <u>Maintenance Requests (5%).</u> In order to receive 100% of the evaluation fee for the element, the contractor shall not be late more than 2 times during the evaluation period. The contractor shall receive 50% of the evaluation fee for the element if there are 3 to 4 late requests. For 4 or more late requests, the contractor shall receive 0% of the fee.

Number of Late Requests	% of available fee
2 or less	100%
3-4	50%
> 4	0%

2.3.6 <u>Audio Visual Information Services Measures (17%)</u> WBS 8.0 describes contractor activities required to provide management, operations, and production support for Audio Visual Information Services (AVIS). The efficiency of the Contractor's Service and Product Delivery effort is evaluated by the individual AQLs listed below:

2.3.6.1 <u>Schedule Adherence / Timeliness (14%).</u> The contractor shall meet WBS 8.0 required product and service deadlines (as established by the COTR or designee). This element will be measured using a percentage of missed schedules calculated as X/Y where X = # of Service Requests not delivered on time and Y = # of Service Requests closed during the reporting period. To earn 100% of the fee, the Contractor shall have missed delivery on <= .5% of total Service Requests closed during the reporting period. To earn 90% of the fee, the Contractor shall have missed scheduled delivery >.5% but <+1% of total Service Requests closed in the reporting period. To earn 80% of the fee, the Contractor shall have missed scheduled delivery >1% but <1.5% of total Service Requests closed in the reporting period. To earn 50% of the fee, the Contractor shall have missed scheduled delivery >1.5% but <2% of total Service Requests closed in the reporting period. When the percentage of missed schedule deliveries is greater than 2% of total Service Requests closed in a reporting period, the contractor shall receive 0 percent fee.

Services and products not delivered per committed schedule	% of available fee
Percentage <= .5% of total Service Requests closed during reporting period.	100%
Percentage >.5% but <=1% of total Service Requests closed in reporting period.	90%
Percentage >1% but <=1.5% of total Service Requests closed in reporting period.	80%
Percentage >1.5% but <=2% of total Service Requests closed in reporting period	50%
Percentage >2% of total Service Requests closed in reporting period.	0%

2.3.6.2 <u>Streaming Services Availability (3%)</u>. The contractor shall ensure that streaming servers, live streams and Desktop TV application are available at least 99.9% during regular business hours and 95% overall to achieve 100% of the fee for this element. To earn 75 percent of the fee, the Contractor shall not fall below 99% during normal duty hours and 95% overall. The contractor shall receive a 0 percent fee for total system uptime below 95%.

Streaming Services Availability	% of available fee

>=99.9% during normal duty hours and >=95% overall	100%
99% - 99.899% during normal duty hours and >=95% overall	75%
<99% during normal duty hours or <95% overall	0%

3.0 Audit Reporting Integrity

If random audits by the COTR or appointed designee(s) detect self-surveillance reporting errors during any six month evaluation period, the Contractor's total performance fee for that period will be reduced as shown below. This deduction does not apply to reporting errors that have no effect on the performance fee.

Number of self-surveillance report errors	% of available fee
0	100%
1-2	98%
3-4	95%
5-6	90%
>6	85%

OCIO Monitor Survey

Date:
Monitor Name:
Functional Area:

Performance Area:	Poor	Fair	Good	Very Good	Excellent
1. Competence and availability of contractor personnel.					
2. Responsiveness (unique requests, special assignments, change management, emergencies, etc.).					
3. Quality of deliverables (appropriateness, completeness, comprehensive, integrated, etc).					
4. Collaboration, integration and proactive communication among team OCIO, other contractors, and with customers.					
5. Recognition of, and improvement in, critical problem areas.					
6. Cost control including accuracy of cost estimates and use of resources.					

To be completed by COTR

Ratings:

Poor = Numerous performance issues noted.
Fair = Generally average performance but several performance issues (three or more).
Good = Average performance level from a competent contractor with few issues noted.
Very Good = Performance is generally above average with only minor issues.
Excellent = Performance is consistently of high quality with only negligible issues.

[END OF ATTACHMENT J-5]

Safety & Health Management Implementation Guide and Assessment Matrix

Score	Commitment and Involvement (Element 1)		Worksite System and Analysis (Element 2)	Hazard Prevention and Control (Element 3)	Safety and Health Training (Element 4)
	A. Management	B. Employee			
10	Benchmarking indicates "best in Class." In areas of visible management leadership, responsibility/accountability, meaningful metrics, and incentive/recognition systems.	Employees fully involved, safety committees functioning well, is a complete behavior process functioning at least one year, employees involved in process planning and risk assessment.	All sub-elements fully in place and functioning well for at least one year.	All programs and sub-elements fully functioning for one year, strong professional support.	All training processes functioning, all levels of personnel trained to identified needs, management training ongoing.
9	All sub-elements are in place and functioning well, but have as yet to reach full maturity.	All processes functioning but for limited time, employees involved to great extent.	All sub-elements in place, employees actively participating.	All programs and sub-elements in place and functioning.	All training processes established, management initial training complete.
8	One sub-element not fully in place but all are being implemented.	Most processes in place, employee involvement growing.	All sub-elements functioning, employee participation growing.	At least five sub-elements functioning and one in final stage of implementation.	Most personnel trained to identified needs, training recordkeeping and recall system functioning.
7	Two sub-elements not fully implemented. Implementation in process on all elements. Employee participation and commitment widespread.	Process activities expanding through organization. Committees and teams functioning.	At least five sub-elements functioning and remainder established.	At least four sub-elements functioning, remaining two developing.	Management and supervisor training in process specialized training in process.
6	All sub-elements in process or in place. Strong management leadership and commitment begun, metric systems in place, resourcing appropriate.	Employee representatives functioning, joint committees functioning, participating in risk assessment and accident investigation.	At least four sub-elements functioning and remaining three in process, employee participation beginning to spread through organization.	Medical and safety programs strengthening, emergency preparedness program established and exercised.	Management training in process developed, supervisor training developed, training recordkeeping and recall system developed.
5	Management commitment and leadership accepted by workers, worker participation and commitment begun, metric system.	Employee representatives appointed/elected, committees beginning to perform functions (investigation, analysis, process improvement).	All sub-elements established, employees beginning to participate.	Rules written, medical and safety programs developing Personal Protective Equipment adequate.	Training template completed for all personnel, training needs identified, process development begun, recordkeeping and recall system being developed.
4	Management commitment and leadership flowing down to workers, metric systems being developed, incentive/recognition system in process.	All processes being established, involvement and awareness enhancement growing.	At least five sub-elements initiated including self-assessment, hazard reporting, and mishap close call investigations.	Rules in process, emergency preparedness program being developed.	Training development in process, specialized training established, mandatory training in process
3	Generally good management commitment and leadership, implementation plans approved for all elements.	All process needs identified, awareness and involvement enhancement activities begun.	Job Hazard analysis established, investigations strengthened and include employees.	Medical program initiated safety and health program initiated.	Training needs evaluation complete, training templates in process, recordkeeping and recall system needs to be established
2	Management exhibits some aspects of leadership, accountability systems not well defined, employee participation framework defined, limited metrics.	Committees established, little activity, employee involvement beginning, awareness of process started.	Plans established to implement all sub-elements, at least two sub-elements beginning to function.	Personal protective equipment requirements established and being enforced, plans developed for other elements.	Training needs evaluation begun, training template forms developed.
1	Sub-elements have not been established to any significant extent, management leadership is lacking, little or no employee participation.	No committees, little or no employee involvement, no process, little process planning.	Two or fewer sub-elements established, no self-inspection, shallow accident investigation process.	Few or no programs or sub-elements established, few written rules, limited enforcement.	Training needs not established, no management training, limited or no supervisor training.

The MSFC Environmental Engineering and Occupational Health Office performs periodic environmental compliance inspections to assess contractor performance relative to the provisions of DRD 987SA-001. These findings are provided to MSFC senior management. In incidences of non-compliance, the contractor is liable for all clean-up expenses and all applicable fines.

SAFETY PERFORMANCE EVALUATION SUMMARY
EVALUATION CRITERIA AND PERFORMANCE RECOGNITION

Evaluation Criteria

- Management Commitment and Employee Involvement
- System and Worksite Hazard Analysis
- Hazard Prevention and Control
- Safety and Health Training

Score	**≥ 36 points (Annual Score)**	**≥ 28 points (Annual Score)**	**≤ 16 points (Quarterly Score)**
LTC (Lost Time Case Report)	**and** ≤ 50% of the LTC Rate for the applicable SIC rate **Exception:** Contractors with less than 100 employees located onsite MSFC shall have no lost time injuries during the past year	**and** less than the applicable SIC rate **Exception:** Contractors with less than 100 employees located onsite MSFC shall have no more than one lost time injury during the past year.	**or** more than the applicable SIC rate **Exception:** Contractors with less than 100 employees located onsite MSFC. A Level III rating will be given when greater than two lost time injuries are reported during the past year.
Grade Levels	**I**	**II**	**III**
Recognition	Formal award publicly recognized. Appropriate Past Performance referrals provided.	Formal letter of commendation – will impact contract evaluation and past performance. (Score must either be the same score or higher from the last evaluation.)	Formal letter expressing concern. Corrective Action Plan requested. Data placed in Past Performance Database. Failure to improve could result in Contract Options not being exercised.

NOTE: If the contractor's safety performance evaluation does not fall within one of the above categories, no recognition will be provided.

DEDUCTIONS

Failure to report information on all personnel and property mishaps that meet the criteria of NASA NPR 8621.1B, on a monthly basis will result in a deduction of $1,000 for each occurrence of failure to report. Information to be reported includes items listed in paragraph 6 of the clause.

[END OF ATTACHMENT J-6]

ATTACHMENT J-7

RESERVED

Installation Provided-Property and Services

In addition to the items specified in Clause G.7, the Government will provide property, equipment, and services as available and necessary for performance pursuant to the contract Sections. The following property, equipment, and services will be available for onsite effort on a no-charge for use basis. This list may not be all-inclusive and may change depending on the Government's assessment of need.

a. Instrumentation, Calibration and Repair, and Metrology
Calibration and Metrology services for portable, commercial test equipment.

b. Photography
Photographic support services.

c. Transportation
Day shift taxi for office personnel transportation around MSFC.

d. Reproduction - Printing
Reproduction services for black and white large engineering prints. Quick copying machines will also be provided.

e. Security
Base security services.

f. Medical
(1) Ambulance service.
(2) Physical examinations for certifications as required by NASA/MSFC regulations.

g. Refuse Collection
Refuse collection.

h. Food Service
In addition to normal-hour cafeteria privileges, snack bars and vending machines are available.

i. Mail Service
On-post mail service will be limited to a single onsite location.

j. Safety Equipment
Special safety equipment will be provided; however, personal safety items, i.e., gloves, goggles, hats, coveralls, shoes, etc., will not be Government-furnished.

k. Vehicle Maintenance
Maintenance and gasoline for Government-owned vehicles.

l. Janitorial Services
Janitorial services and supplies for the Government provided facilities.

m. Electrical Motors
Servicing and repairs, exclusive of controls.

n. Supplies, Materials, and Spare Parts
From Government Stores Stock (MSFC Supply - Federal Groups 13 through 99) standard supplies and materials may be purchased by Contractors.

o. Tools
Special tools and equipment as required. Hand tools will not be Government-furnished. (Personal tools will be provided by the Contractor.)

p. Desktop Services
Workstations, networks, servers and supporting infrastructure.

q. Installation Provided Property/Equipment
Attachment J-8, Installation Provided Property/Equipment can be obtained at the following MSFC website http://mits.msfc.nasa.gov and is hereby incorporated by reference.

r. Government-Owned Vehicles

1 Ford F-700 Cable Reel Truck, Fleet No. GT-254693,
VIN No. 1FDPK74CF4PVA27541

1 GMC T-8500 Television Studio Production Truck, Fleet No. GT-367399, VIN No. 1GDT7C4C8XJ507100

1 Communication Restoration and Recovery (CRR) Vehicle
VIN No. TBD

1 Disaster Restoration and Recovery (DRR) Vehicle DRR
VIN No. TBD

ATTACHMENT J-9
Applicable Regulations and Procedures

In addition to the regulations and procedures identified elsewhere in this Request for Proposal, the following regulations and procedures, and the latest revision thereto are applicable to the Contractor in performing this contract. This listing is not intended to relieve the Contractor of its responsibility for identification of applicable regulations and procedures and compliance therewith, when performing work for NASA under this contract.

CODE OF FEDERAL REGULATIONS

14 CFR 1221.1	NASA Seal, NASA Insignia, NASA Logotype, NASA Program Identifiers, NASA Flags, and the Agency's Unified Visual Communications System

OMB CIRCULARS

Circular A-130	Management of Federal Information Resources

NASA INTERIM DIRECTIVES

NID-9250 Identifying Capital Assets and Tracking Their Costs

NASA POLICY DIRECTIVES

NASA directives are available from the nasa online directives information system (nodis): http://nodis3.gsfc.nasa.gov/library/main_lib.html

NPD 1383.1	Release and Management of Audiovisual Products and Services
NPD 1383.2	NASA Assistance to Non-Government, Entertainment Oriented Motion Picture, Television, Video, and Multimedia Productions, Enterprises, and Advertising
NPD 1440.6	NASA Records Management
NPD 1490.1	NASA Printing, Duplicating, and Copy Management
NPD 1600.2	NASA Security Policy

ATTACHMENT J-9
Applicable Regulations and Procedures

NPD 2190.1	NASA Export Control Program
NPD 2200.1	Management of NASA Scientific and Technical Information
NPD 2521.1	Communications Material Review
NPD 2530.1	Monitoring or Recording of Telephone or Other Conversations
NPD 2540.1	Personal Use of Government Office Equipment including Information Technology
NPD 2570.5	NASA Electromagnetic (EM) Spectrum Management
NPD 2800.1	Managing Information Technology
NPD 2810.1	NASA Information Security Policy
NPD 2820.1	NASA Software Policies
NPD 4200.1	Equipment Management
NPD 4300.1	NASA Personal Property Disposal Policy
NPD 8610.6	Graphic Markings on Space Transportation Vehicles, U.S. Components of the International Space Station Component Systems, and Payloads
NPD 9501.1	NASA Contractor Financial Management Reporting System

NASA PROCEDURAL REQUIREMENTS

NPR 1040.1	NASA Continuity of Operations (COOP) Planning Procedural Requirements
NPR 1441.1	NASA Records Retention Schedules
NPR 1600.1	NASA Security Program Procedural Requirements
NPR 2190.1	NASA Export Control Program
NPR 2200.2	Requirements for Documentation, Approval, and Dissemination of NASA Scientific and Technical Information (STI)
NPR 2800.1	Managing Information Technology
NPR 2810.1	Security of Information Technology
NPR 4100.1	NASA Materials Inventory Management Manual

ATTACHMENT J-9
Applicable Regulations and Procedures

NPR 4200.1	NASA Equipment Management Procedural Requirements
NPR 4200.2	Equipment Management Manual for Property Custodians
NPR 4300.1	NASA Personal Property Disposal Procedural Requirements
NPR 7120.5	NASA Space Flight Program and Project Management Requirements
NPR 8715.3	NASA General Safety Program Requirements
NPR 9501.2	NASA Contractor Financial Management Reporting

FEDERAL ACQUISITION REGULATIONS (FAR)

FAR Part 39.2	Electronic and Information Technology (EIT) Accessibility, Section 508 of the Rehabilitation Act of 1973

NASA FAR SUPPLEMENT (NFS

NFS	NASA FAR Supplement

MARSHALL POLICY DIRECTIVES

MSFC Directories are available from the Directives Master List on the MSFC Integrated Document Library: http://inside.msfc.nasa.gov/MIDL/

MPD 1040.3	MSFC Emergency Program
MPD 1280.1	Marshall Quality Management System Manual
MPD 1380.1	Release of Information to News and Information Media
MPD 1800.1	MSFC Smoking Policy
MPD 1840.1	MSFC Environmental Health Program
MPD 1840.2	MSFC Hearing Conservation Program
MPD 2190.1	MSFC Export Control Program
MPD 2210.1	Documentation Input and Output of the MSFC Documentation Repository

ATTACHMENT J-9
Applicable Regulations and Procedures

MPD 2800.1	Management of Information Technology Systems and Services at MSFC
MPD 8500.1	MSFC Environmental Management Policy
MPD 8812.1	MSFC Facility Utilization Policy

MARSHALL PROCEDURAL REQUIREMENTS

MPR 1382.1	Protection of Privacy Act Information at MSFC
MPR 1410.2	Marshall Management Directives System
MPR 1420.1	MSFC Forms Management Program
MPR 1440.2	MSFC Records Management Program
MPR 1490.1	Printing, Reproduction, and Self-Service Copying Services
MPR 2220.1	Scientific and Technical Publications
MPR 2500.1	Marshall Telecommunications and Audio Visual Services
MPR 2800.2	Marshall information Technology Services
MPR 2800.4	Marshall Operational Readiness Review (MORR) for Center Applications and Web Sites

MARSHALL WORK INSTRUCTIONS

MWI 1380.1	Handling of Freedom of Information Act Requests
MWI 1500.1	Special Events Coordination
MWI 1520.1	Graphic and Publication Production Services
MWI 2210.1	MSFC Documentation Repository Input/Output and Data Management Project Requests
MWI 4200.1	Equipment Control
MWI 4300.1	Disposal Turn-Ins/Reutilization Screening

ATTACHMENT J-9
Applicable Regulations and Procedures

MWI 4520.1	Receiving
MWI 7120.2	Data Requirements Identification/Definition
MWI 7120.5	Data Management Plans, Programs/Projects
MWI 8540.2	Green Purchasing Program
MWI 8550.1	Waste Management
MWI 8621.1	Mishap and Close Call Reporting and Investigation Program
MWI 8715.1	Electrical Safety
MWI 8715.2	Lockout/Tagout Program
MWI 8715.3	Hazard Identification & Warning System
MWI 8715.4	Personal Protective Equipment (PPE) and Systems
MWI 8715.9	Occupational Safety Requirements for MSFC Contractors
MWI 8715.11	Fire Safety Program
MWI 8715.13	Safety Concerns Reporting System (SCRS)
MWI 8715.15	Operational Safety Assessment Program

ORGANIZATIONAL WORK INSTRUCTIONS

IS01-OWI-001	Document and Record Control
IS01-OWI-003	Contractor Evaluation Process and Contractor Interactions
IS01-OWI-007	Mission Readiness Review (MRR) Procedures
IS01-OWI-008	Information Technology Risk Management
IS01-OWI-009	Pricing and Delivery of CIO Services

ATTACHMENT J-9
Applicable Regulations and Procedures

STANDARD OPERATING PROCEDURES

Doc No.	New Doc. No.	Last Publication	Title
1b101		04/29/08	Processing Of Standard Operating Procedures
1b110		03/26/08	Facility Work
1b139		06/10/08	Scheduling And Operations Of Conference Facilities At Marshall Space Flight Center
1b203		04/29/08	Operation, Control, And Dispatch Of Vehicles
1b219		10/03/08	Reporting Movement of Contractor Controlled Property User Responsibilities
1b220		06/27/08	Sales Or Exchange Of Equipment
1b221		04/29/08	Equipment Condition Coding
1b223		08/26/08	Resetting Passwords And Lockouts For NDC And Office Of The CIO Managed Systems
302-001	3000-4622	07/31/07	Handling Security Violations
302-003	3000-4614	07/31/08	Roles And Responsibilities While On-Call
302-024	4000-FORM-047		Encase Data Gathering Form
302-025	4000-FORM-046		Evidence Control and Chain of Custody Form
302-031	3000-4633	08/01/07	Entering Information into the Remedy Database
302-032	3000-4634	08/01/07	Hard-Closing Trouble Tickets
302-033	3000-4627	07/31/07	Transferring Trouble Tickets
302-037	3000-4630	08/01/07	Intrusion Detection Systems
302-041	3000-4631	08/01/07	Handling Trouble Tickets that are Transferred to IT Security
302-053	3000-4632	08/01/07	Release of IT Security Information
302-061	3000-4617	03/12/07	Signature Guidelines for Intrusion Detection Systems
1B311	New	08/26/08	Service Restoration Team
1B312	New	05/15/08	Root Cause Analysis
1B313	New	06/27/08	MSFC Scientific and Technical Information (STI) Program
1B314	New	09/17/08	Unplanned Building Outage Notifications
2B9		06/10/08	Operations and Testing of the Emergency Warning System
2B18		03/26/08	Personnel Relocations
3B5		05/15/08	Operation and Maintenance of the Employee Television System
3B6	New	09/17/08	Applications and Web Services (A&WS) Test and Validation Process

ATTACHMENT J-9
Applicable Regulations and Procedures

4B3		07/10/08	Morris Auditorium Audio/Video Control
4B10		04/03/08	Duplicating Copyrighted Video Tapes, Optical Mediaand Films
4B17		07/10/08	Operations of Imaging Services
5B9		04/03/08	Marshall Space Flight Center Media Relations Mission Communications Support Requirements
5B21		07/31/08	Impoundment of Data
6B5		01/30/08	Fiber-Optics Outside Cable Plant Procedure
6B6	New	08/06/08	Installation and Acceptance Criteria for Intrabuilding/Cabling and Wiring
7B7		03/26/08	Mobile Radio Installations, Removals, Relocations and Frequency Changes at Marshall Space Flight Center and Michoud Assembly Facility
9B4		10/06/08	Telecommunications Manholes Entry
9B5		10/06/08	Safety Equipment and Usage
9B9		10/06/08	Hazardous Facilities, Operations, and Equipment
9B13		10/06/08	Fire Prevention Program
9B14		06/27/08	Severe Weather Emergencies
9B15		06/27/08	Material Handling and Equipment
9B16		04/29/08	Asbestos Hazardous Operations
9B17		10/06/08	Communications Towers Safety Criteria
9B26		10/06/08	Ergonomics Program
9B32		10/06/08	Safety Inspections and Remedial Action Plans
9B36		10/06/08	Confined Space Entry
9B37		10/06/08	Safety Criteria for Elevated Work Surfaces
9B39		02/13/08	Personnel Safety Training and Certification
9B40		02/13/08	Control of Hazardous Chemicals, Substances, and Materials
9B41	New	06/10/08	MSFC IT Security Incident Response
502.01	5000-4200	05/01/08	Service Order Control Desk
502.02	5000-4201	05/01/08	Still Photography
502.03	5000-4202	05/01/08	Still and Digital Laboratory
502.4	5000-4203	05/01/08	Instrumentation and Engineering
502.5	5000-1211	10/05/08	Test Area Video Documentation
502.8	5000-4204	05/01/08	Conference Facilities Support
502.10			SRS and ROM Procedures
502.11			Contingency Plan for Imaging Server
503.1	5000-4100	05/19/08	Live Shot
503.2	5000-4101	05/19/08	Video File
503.3	5000-4102	05/19/08	Tape Operations
503.4	5000-4103	05/19/08	POC Cut-in
503.6	5000-4104	05/19/08	Morris Auditorium
503.7	5000-4105	05/19/08	Mission Ops

ATTACHMENT J-9
Applicable Regulations and Procedures

10B201		03/06/08	Operations of the Marshall Space Flight Center Communications Message Center
10B211		02/13/08	Emergency Plan for Physical Security of the National Security Systems Enclave (NSSE)
10B213		06/10/08	Secure Facsimile Messages
10B214		10/03/08	Access and Control for the Marshall Space Flight Center National Security Systems Enclave (NSSE)
10B218		03/06/08	Handling of Classified Documents Within the National Security Systems Enclave (NSSE)
10B220		01/11/08	Maintenance and Configuration Control of Classified Equipment and Circuits
10B228		04/03/08	Destruction of Sensitive Applications Data
10B230		06/10/08	Flash Legacy (AUTODIN) Traffic Notification List
13B1	New	05/15/08	Operation and Maintenance of the All-Hands Teleconferencing System
13B503		07/10/08	Administrative Telephone Service at MSFC
13B504		11/17/08	Administrative Telephone Service at MAF
14B101		05/15/08	Processing Trouble Reports
14B102		01/24/08	Support of Facilities Outages Affecting Telecommunications at Marshall Space Flight Center
14B103	New	07/10/08	Major Outage Notifications and Escalations
14B120		01/24/08	Bomb Threats
16B101		05/15/08	Audio and Video Distribution, of Television Signals from the Central Distribution Center
16B103		07/10/08	Verification of Audio and Video Levels Within Marshall Space Flight Center Television System
16B104		07/10/08	Transmitting To or Receiving from the NASA Multichannel Systems
16B107		07/10/08	Acceptance of Video Signal to and from Common Carriers
16B114		07/10/08	Distribution of Television for Space Shuttle Missions
19B102		10/27/08	MSFC Telephone Switch Disaster Recovery Activities
19B105		08/26/08	NASA Information Support Center (NISC) Disaster Recovery
19B111		10/03/08	Midrange Data Center (Building 4663) Disaster Recovery Procedure

ATTACHMENT J-9
Applicable Regulations and Procedures

OTHER

General Records Schedules are available from the National Archives and Records Administration home page, "Records Management – Publications" at http://www.nara.gov/records/index/html

INFORMATION TECHNOLOGY SECURITY

Information Technology Security documentation is available at http://www.nasa.gov/offices/ocio/itsecurity/index.html

FIPS 199	Standards for Security Categorization of Federal Information and Information Systems
FIPS 200	Minimum Security Requirements for Federal Information and Information Systems
NIST SP 800-18	Guide for Developing Security Plans for Federal Information Systems
NIST SP 800-26	Security Self-Assessment Guide for Information Technology Systems
NIST SP 800-30	Risk Management Guide for Information Technology Systems
NIST SP 800-34	Contingency Planning Guide for Information Technology Systems
NIST SP 800-37	Guide for the Security Certification and Accreditation of Federal Information Systems
NIST SP 800-53	Recommended Security Controls for Federal Information Systems
NIST SP 800-61	Computer Security Incident Handling Guide

ATTACHMENT J-10
DOD FORM 254 CONTRACT SECURITY CLASSIFICATION AND SPECIFICATION

DEPARTMENT OF DEFENSE
CONTRACT SECURITY CLASSIFICATION SPECIFICATION
(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)

1. CLEARANCE AND SAFEGUARDING
a. FACILITY CLEARANCE REQUIRED: **SECRET**
b. LEVEL OF SAFEGUARDING REQUIRED: **NONE**

2. THIS SPECIFICATION IS FOR: *(X and complete as applicable)*

	a. PRIME CONTRACT NUMBER	
	b. SUBCONTRACT NUMBER	
X	c. SOLICITATION OR OTHER NUMBER	Due Date *(YYMMDD)* TBD

3. THIS SPECIFICATION IS: *(X and complete as applicable)*

	a. **ORIGINAL** *(Complete date in all cases)*		Date *(YYMMDD)*
	b. **REVISED** *(Supersedes all previous specs)*	Revision No.	Date *(YYMMDD)*
	c. **FINAL** *(Complete Item 5 in all cases)*		Date *(YYMMDD)*

4. IS THIS A FOLLOW-ON CONTRACT? [ ] **YES** [X] NO. If Yes, complete the following:
Classified material received or generated under _____ *(Preceding Contract Number)* is transferred to this follow-on contract.

5. IS THIS A FINAL DD FORM 254? [ ] YES [X] **NO.** If Yes, complete the following:
In response to the contractor's request dated _____, retention of the classified material is authorized for the period _____

6. CONTRACTOR *(Include Commercial and Government Entity (CAGE) Code)*

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*
TBD	TBD	Defense Security Service Little John Road Redstone Arsenal, AL 35898

7. SUBCONTRACTOR

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*

8. ACTUAL PERFORMANCE

a. LOCATION	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*
NASA/MSFC Marshall Space Flight Center, AL 35812, and other NASA Centers	N/A	NASAMSFC Protective Services/AS50 Marshall Space Flight Center, AL 35812

9. GENERAL IDENTIFICATION OF THIS PROCUREMENT

"MSFC Information Technology Services (MITS)"

10. CONTRACTOR WILL REQUIRE ACCESS TO:	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:	YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	X		a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	X	
b. RESTRICTED DATA		X	b. RECEIVE CLASSIFIED DOCUMENTS ONLY		X
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		X	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL		X
d. FORMERLY RESTRICTED DATA		X	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE		X
e. INTELLIGENCE INFORMATION			e. PERFORM SERVICES ONLY		X
(1) Sensitive Compartmented Information (SCI)		X	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		X
(2) Non-SCI			g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	X	
f. SPECIAL ACCESS INFORMATION		X	h. REQUIRE A COMSEC ACCOUNT	X	
g. NATO INFORMATION		X	i. HAVE TEMPEST REQUIREMENTS		X
h. FOREIGN GOVERNMENT INFORMATION		X	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		X
i. LIMITED DISSEMINATION INFORMATION		X	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE		X
j. FOR OFFICIAL USE ONLY INFORMATION	X		l. OTHER *(Specify)*		
k. OTHER *(Specify)* *Sensitive but Unclassified(SBU)*	X				

DD Form 254, DEC 90 (EG) *Previous editions are obsolete.* (MS Word 4/96)

12. PUBLIC RELEASE Any information *(classified or unclassified)* pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release

[ ] Direct [X] Through *(Specify)*

Public Affairs Office, CS20, George C. Marshall Space Flight Center, Marshall Space Flight Center, AL 35812
(must provide four (4) copies)

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.
*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. *(Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)*

a. The provisions of this contract are generally limited to the Marshall Space Flight Center (MSFC) area with the exception being those locations where equipment is installed, maintained and general support is required by the User Agency.

b. Personnel security clearances will be issued only to those who have justifiable need.

c. The contractor will be responsible for following all applicable NASA and NSA guidelines and directives, applicable directives of the Committee on National Security Systems (CNSS), and applicable Security Classification Guides, and for keeping abreast of changes to those directives. Other applicable guidelines are: DoD 5220.22-M, National Industrial Security Program Operating Manual (NISPOM) and Supplement 1, NPR 1600.1, NASA Security Procedures and Guidelines, and MPR 1600.1, MSFC Security Procedures and Guidelines.

d. Building 4207 (MSFC) is the designated Crypto facility.

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. *(If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)* [ ] Yes [X] No

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. *(If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)* [X] Yes [ ] No

Inspections will be conducted by MSFC and the Defense Security Service as required.

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL	b. TITLE	c. TELEPHONE *(Include Area Code)*
Michael D. Wilson	Manager, Protective Services Office Marshall Space Flight Center	(256) 544-5205

d. ADDRESS *(Include Zip Code)*	**17. REQUIRED DISTRIBUTION**	
NASA/Marshall Space Flight Center AS50 MSFC, AL 35812	X	a. CONTRACTOR
		b. SUBCONTRACTOR
	X	c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
e. SIGNATURE		d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
	X	e. ADMINISTRATIVE CONTRACTING OFFICER
	X	f. OTHERS AS NECESSARY

DD Form 254 Page Two, Dec 90 (EG) (MS Word 4/96)

ATTACHMENT J-11

Safety, Health, and Environmental (SHE) Plan

(To be submitted with proposal, incorporated by reference.)

ATTACHMENT J-12

ACRONYMS AND ABBREVIATIONS

A&WS	Applications and Web Services
ACA	Associate Contract Agreement
ACES	Agency Consolidated End-User Services
ACO	Administrative Contracting Officer
AIM	Applications Inventory Module
AO	Announcement of Opportunity
AQL	Acceptable Quality Level
AR	Acceptance Review
ASQ	American Society for Quality
AV	Audio/Visual
AVIS	Audio Visual Information Services
AVS	Audio Video Coding Standard
B&W	Black and White
BICE	Bureau of Immigration and Customs Enforcement
BLS	Bureau of Labor Statistics
BOE	Basis of Estimate
BY	Budget Year
C&A	Certification and Accreditation
CAITS	Center-wide Action Item Tracking System
CAO	Certification & Accreditation Official
CAOT	Cognizant Audit Office Template
CAS	Cost Accounting Standards
CAS	Corrective Action System
CASI	Center for Aerospace Information
CBA	Collective Bargaining Agreement
CCAIMS	Computing and Communications Asset Information Management System
CCS	Center Chief of Security
CCTV	Closed Circuit Television
CD	Compact Disk
CDC	Central Distribution Center
CDL	Commercial Driver’s Licenses
CDR	Critical Design Review
CD-ROM	Compact Disk – Read Only Memory
CECSR	Contractor’s Employee Compensation System Review
CERTRAK	MSFC Certification Database
CESR	Contractor’s Estimating System Review
CF	Customer Feedback
CFC	Combined Federal Campaign

Attachment J-12

ACRONYMS AND ABBREVIATIONS

CFR	Code of Federal Regulations
CIO	Chief Information Officer
CMMI	Capability Maturity Model Integration
CMMS	Computerized Maintenance Management System
CMP	Configuration Management Plan
CMR	Communication Material Review
CO	Contracting Officer
COM	Cost of Money
COOP	Continuity Of Operations Plan
COSS	Center Operations Support Services
COTR	Contracting Officer's Technical Representative
COTS	Commercial Off The Shelf
CPR	Core Process Requirement
CPSR	Contractor's Purchasing System Review
CRM	Customer Relationship Management
CRR	Communications Restoration and Recovery
CSO	Corporate Security Officer
CUB	Compliance and Usability Board
DA	Data Administration
DAA	Document Availability Authorization
DABO	Design, Acquire, Build and Operate
DAR	Data at Rest
DCAA	Defense Contract Audit Agency
DCB	Directives Control Board
DCL	Document Change Log
DDRL	Documentation Distribution Requirements List
DELMIA	Digital Enterprise Lean Manufacturing Interactive Application
DHCP	Dynamic Host Configuration Protocol
DNS	Domain Name Service
DoD	Department of Defense
DOL	Department of Labor
DOT	Department of Transportation
DPD	Data Procurement Document
DR	Disaster Recovery
DR	Decommissioning Review
DRD	Data Requirement Document
DRL	Data Requirements List
DRR	Data Communications and Recovery

ATTACHMENT J-12

ACRONYMS AND ABBREVIATIONS

DTIC	Defense Technical Information Center
DTV	Digital Television
DVC	Digital Video Camera
DVCAM	Digital Video Camera
DVD	Digital Video Disc
EA	Enterprise Architecture
EACC	Enterprise Application Competency Center
EAR	Export Administration Regulations
EAST	Enterprise Applications Service Technologies
ECP	Engineering Change Proposal
EDC	Engineering Design Challenge
EDMS	Repository Electronic Documentation Management System
EDP	Electronic Data Processing
EIT	Electronic and Information Technology
EM	Electromagnetic
EMC	Electromagnetic Compatibility
EMI	Electromagnetic Interference
eMRPT	electronic MSFC Resources Planning Tool
EMS	Electronic Meeting System
EPM	Excel Pricing Model
ePORT	electronic Project Online Risk Tool
ERC	Educator Resource Center
ERSA	Electronic Records Staging Area
ET	External Tank
ETPS	Electronic Test Preparation Sheet
EWS	Emergency Warning System
FAR	Federal Acquisition Regulation
FAS	Financial Accounting Standard
FASB	Financial Accounting Standard Board
FCO	Field Change Order
FEAC	Federated Enterprise Architecture Certification
FEMA	Federal Emergency Management Agency
FGE	Federal Grade Equivalency
FIPS	Federal Information Processing Standards Publication
FISMA	Federal Information Security Management Act
FMD	Financial Management Division
FPRA	Forward Pricing Rate Agreement
FSO	Facility Security Officer
FSS	Fire Surveillance System

Attachment J-12

ACRONYMS AND ABBREVIATIONS

FTS	Federal Telecommunications System
GAO	Government Accountability Office
GBC	General Binding Corporation
GPO	Government Printing Office
GRAM	Global Reference Atmospheric Model
HOSC	Huntsville Operations Support Center
HPGL	Hewlett-Packard Graphic Language
HSPD-12	Homeland Security Presidential Directive-12
HVAC	Heating, Ventilation, Air Conditioning
ICD	Interface Control Document
ID	Identification
IDMS	Identity Management System
IEC DDMS	Integrated Engineering Capability, Design and Data Management System
IEM	Integrated Enterprise Management
IEMP	Integrated Enterprise Management Project
IES	Integrated Engineering System
IFR	Infrastructure Review
IPAM	IP Address Management
IPO	Industrial Property Officer
IRIS	Incident Reporting Information System
IRT	Incident Response Team
ISCB	Center Information Systems Change Board
ISO	International Organization for Standard
IT	Information Technology
ITAR	International Traffic and Arms Regulations
ITEP/IM	IT Evaluation Planning and Innovation Management
ITPM	IT Portfolio Management
ITSC	IT Security Center
ITSM	Information Technology Security Manager
JCP	Joint Committee on Printing
JD/Q	Job Description/Qualification
LAN	Local Area Network
LTC	Lost Time Case
MAF	Michoud Assembly Facility
MAMS	Marshall Asset Management System
MAPTIS	Materials and Processes Technical Information System
MCDAS	Measurement and Controls Data Acquisition System
MCR	Management Community Resource

ATTACHMENT J-12

ACRONYMS AND ABBREVIATIONS

MCS	MSFC/Marshall Computing Services
MEKM	Marshall Engineering Knowledge Management System
MEOV	Mobile Emergency Operations Vehicle
MFD	Multifunctional Device
MICS	Management Information and Control System
MITS	Marshall Information Technology Services
MIW	Management Information Warehouse
MiX	Marshall Image Exchange
MNI	MSFC NAMS Integration
MOA	Memorandums of Agreement
MORR	Marshall Operational Readiness Review
MOU	Memoranda of Understanding
MPIS	Marshall Personnel Information System
MRR	Mission Readiness Review
MSFC	Marshall Space Flight Center
MSFOC	Manufacturing Support and Facility Operations Contract
MSR	Mission Support Room
MTRS	Marshall Technical Report Server
NAC	National Agency Check
NACI	National Agency Check with Inquiries
NAICS	North American Industry Classification System
NAIS	NASA Acquisition Internet Service
NAMS	NASA Account Management System
NAR	Needs Assessment Reports
NARA	National Archives and Records Administration
NASA	National Aeronautics and Space Administration
NASIRC	NASA Incident Response Center
NASTRAN	NASA Structural Analysis
NCIC	National Crime Information Center
NDC	NASA Data Center
NEDC	NASA Enterprise Data Center
NESS	NASA Electronic Submission System
NETWORX	GSA Networks Contract
NF	NASA Form
NFNMS	NASA Foreign National Management System
NFS	NASA FAR Supplement
NICS	NASA Integrated Communications Services
NID	NASA Interim Directive
NISC	NASA Information Support Center

Attachment J-12

ACRONYMS AND ABBREVIATIONS

NISN	NASA Integrated Services Network
NISPOM	National Industrial Security Program Operating Manual
NIST	National Institute of Standards and Technology
NiX	NASA Image Exchange
NLRB	Number of National Labor Relations Board
NOAA	National Oceanic & Atmospheric Administration
NODIS	NASA Online Directives Information System
NPD	NASA Procedure Directive
NRA	NASA Research Announcement
NRRS	NASA Records Retention Schedule
NSMS	NASA Supply Management System
NSSC	NASA Shared Services Center
NSSE	National Security Systems Enclave
NSSTC	National Space Science and Technology Center
NTSR	New Technology Summary Report
OATS	Outside Activity Tracking System
OCI	Organizational Conflict of Interest
OCIO	Office of Chief Information Officer
ODIN	Outsourcing Desktop INitiative
OHCM	Office of Human Capital Management
OMB	Office of Budget and Management
OPM	Offeror Pricing Model
OPM	Office of Personnel Management
OPX	Off-Premise Extensions
OS	Operating System
OSAC	Office of Strategic Analysis and Commutations
PABX	Private Automatic Branch Exchange
PACS	Physical Access Control System
PAI	Privacy Act Information
PBX	Public Branch Exchange
PCI	Personal Identity Verification Card Issuance
PCR	Project Completion Review
PDF	Portable Document Format
PDR	Preliminary Design Review
PDWS	Procurement Data Warehouse System
PKI	Public Key Infrastructure
PL	PatchLink
PM	Preventative Maintenance

ATTACHMENT J-12

ACRONYMS AND ABBREVIATIONS

PM	Program Manager
PMC	Performance Measurement Criteria
PMDS	Problem Management and Dispatch System
PO	Purchase Order
POA&M	Plan of Actions & Milestones
POC	Point of Contact
POLARIS	Program/Project Online Library and Resource Information System
PPBE	Programming, Planning, Budgeting, Execution
PPE	Personal Protective Equipment
PPM	Principle Periods of Maintenance
PRI	Primary Rate Interface
ProHD	JVC Professional High Definition
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QATAP	Quality Assurance Through Attributes Program
RAS	Remote Access Service
RF	Radio Frequency
RFI	RF Interference
RFP	Request for Proposal
RM	Remedial Maintenance
RMES	Retired Marshall Employee System
RMO	Resources Management Office
RMT	Risk Management Team
RSA	Records Staging Area
RT	Representative Task
S&MA	Safety and Mission Assurance
SAIC	Science Applications International Corporation
SAN	Storage Area Network
SAT	Simplified Acquisition Threshold
SATERN	System for Administration, Training and Educational Resources
SBA	Small Business Administration
SBIR	Small Business Innovation Research
SBU	Sensitive but Unclassified
SCA	Service Contract Act
SCDT	SATERN Content Development Team
SCI	Sensitive Compartmented Information
SCR	System Concept Review
SCRS	Safety Concerns Reporting System
SDLC	Software Development Lifecycle

Attachment J-12

ACRONYMS AND ABBREVIATIONS

SEA	Special Events Administrator
SEB	Source Evaluation Board
SEF	Software Engineering Framework
SEI	Software Engineering Institute
SEMO	Supply and Equipment Management Officer
SEO	Systems Engineering and Operations
SESASS	Sustaining Engineering Support for Agency-wide Admin. Systems
SF	Standard Form
SHE	Safety, Health and Environmental
SHETrak	Safety, Health, and Environmental Finding Tracking System
SIM&S	System Integration/Modeling & Simulations, Inc.
SLA	Service Level Agreement
SLC	Standard Labor Classification
SLTMAS	Structural Load Test Measurement Acquisition System
SO	Service Orders
SOA	Service Oriented Architecture
SOC	Security Operations Center
SPA	Simplified Purchase Acquisition
SRR	System Requirements Review
SRS	Service Request System
SSA	Source Selection Authority
SSF	Integrated Space Station Freedom
SSN	Social Security Number
SSWP	Supervisors Safety Web Page
STI	Scientific and Technical Information
TBD	To Be Determined
TBP	To Be Proposed
TCP	Total Compensation Plan
TCP/IP	Transmission Control Protocol/Internet Protocol
TM	Task Monitor
TRIR	Total Reportable Injury Rate
TRR	Test Readiness Review
UAH	University of Alabama in Huntsville
UCS	Utility Control System
UNITeS	Unified NASA Information Technology Services
USML	U.S. Munitions List
UXO	Unexploded Ordnance
VCRS	Video Conferencing Reservation System

ATTACHMENT J-12

ACRONYMS AND ABBREVIATIONS

VoIP	Voice over Internet Protocol
VoTS	Voice Teleconferencing System
WAN	Wide Area Network
WBS	Work Breakdown Structure
WDOL	Wage Determinations On-Line
WebTADS	Web Time and Attendance Distribution System
WYE	Work Year Equivalent

ATTACHMENT J-13

PWS Work Breakdown Structure (WBS)

The PWS Work Breakdown Structure (WBS) diagram on the following page is intended for use in developing the proposal in accordance with Section L.

ATTACHMENT J-13

PWS Work Breakdown Structure (WBS)

1.0 MITS

2.0 Management Support

2.1 Project Mgmt
2.2 Financial Mgmt.
2.3 Contract Administration
2.4 Procurement
2.5 Asset Mgmt.
2.6 Security
2.7 Safety
2.8 Facilities Mgmt
2.9 Quality Mgmt
2.10 Phase-Out

3.0 Information Technology (IT) Security Services

3.1 Security Planning & Mgmt
3.2 Security Architecture
3.3 Security Compliance
3.4 Continuity of Operations (COOP) & Disaster Recovery (DR)
3.5 MAF Mobile Emergency Operations Vehicles (MEOV)
3.6 Security Operations
- 3.6.1 Intrusion Detection and Incident Response
- 3.6.2 Security Engineering and Technical Support

4.0 IT Planning, Policy, Architecture & Integration

4.1 Customer Experience Mgmt
- 4.1.1 Customer Requirements Determination & Assessment
- 4.1.2 Customer Service Request
- 4.1.3 Customer Satisfaction Measurement/Customer Surveys
- 4.1.4 Integrated Communications Planning
- 4.1.5 Customer Support Center

4.2 IT Architecture & Integration
- 4.2.1 IT Innovation Management
- 4.2.2 IT Portfolio Management
- 4.2.3 Enterprise Architecture

4.3 Policy, Governance, & Performance Mgmt
- 4.3.1 IT Governance
- 4.3.2 Continuous Risk Management
- 4.3.3 Project Management
- 4.3.4 Special Business Case Dev.
- 4.3.5 Organizational Performance Measurement

4.4 Service Integration & Delivery
- 4.4.1 Directives Management
- 4.4.2 Records Management
- 4.4.3 Forms Management
- 4.4.4 Scientific and Technical Information

5.0 Telecommunications Services

5.1 Telephone Service
5.2 Facsimile Service
5.3 Cable Plant
5.4 Radio Frequency (RF) Spectrum Mgmt
5.5 Emergency Telecommunications
5.6 RESERVED
5.7 Other Services

6.0 Applications and Web Services

6.1 Center Business & Administrative Application and Web Services
6.2 Center Science & Engineering Application & Web Services
6.3 RESERVED
6.4 Documentation Repository

7.0 Computing Services

7.1 Engineering Support
- 7.1.1 Design, Development & Acquisition
- 7.1.2 Systems Build, Integration, & Testing
- 7.1.3 Implementation
- 7.1.4 Installation
- 7.1.5 Assessment & Acceptance Testing

7.2 Operations
7.3 Systems Administration
7.4 Database Administration
7.5 Backup & Storage
7.6 Hardware & Systems Software Maintenance
- 7.6.1 Preventive Maintenance
- 7.6.2 Remedial Maintenance

7.7 Security Support
7.8 Configuration Mgmt & Control

8.0 Audio Visual Information Services

8.1 Animation & Interaction Multimedia Services
8.2 Graphics & Publications
- 8.2.1 Graphics and Publication Services
- 8.2.2 Proposal Services
- 8.2.3 Scientific & Technical Information
- 8.2.4 Computer Analyst Support

8.3 Photographic Services
- 8.3.1 Still Photography
- 8.3.2 Photographic Laboratory
- 8.3.3 RESERVED
  - 8.3.3.1 RESERVED
  - 8.3.3.2 RESERVED
- 8.3.4 Marshall Image Exchange and Photographic Archive
- 8.3.5 Conference Room Support
- 8.3.6 Audio Video Support Services

8.4 Reproduction & Printing Services
- 8.4.1 In-house Duplicating Services
- 8.4.2 Commercial Printing Procurement
- 8.4.3 Mainframe Applications Printing

8.5 Television & Video Services
8.6 Streaming Services
8.7 Special Events Services
- 8.7.1 Special Event Administration
- 8.7.2 Special Event Support

NOTE: PWS WBS Level 1 is all major elements (i.e. 2.0, 3.0, 4.0, 5.0, 6.0, 7.0, and 8.0). PWS WBS Level 2 are all elements at the 1st level below the major elements (e.g. 3.1, 3.2, 3.3, etc).

ATTACHMENT J-14

PERSONAL IDENTITY VERIFICATION PROCEDURES

PIV Card Issuance Procedures (in accordance with FAR Clause 52.204-9, Personal Identity Verification of Contractor Personnel, and Clause G.8, Personal Identity Verification of Contractor Personnel):

FIPS 201 Appendix A graphically displays the following procedure for the issuance of a PIV credential.

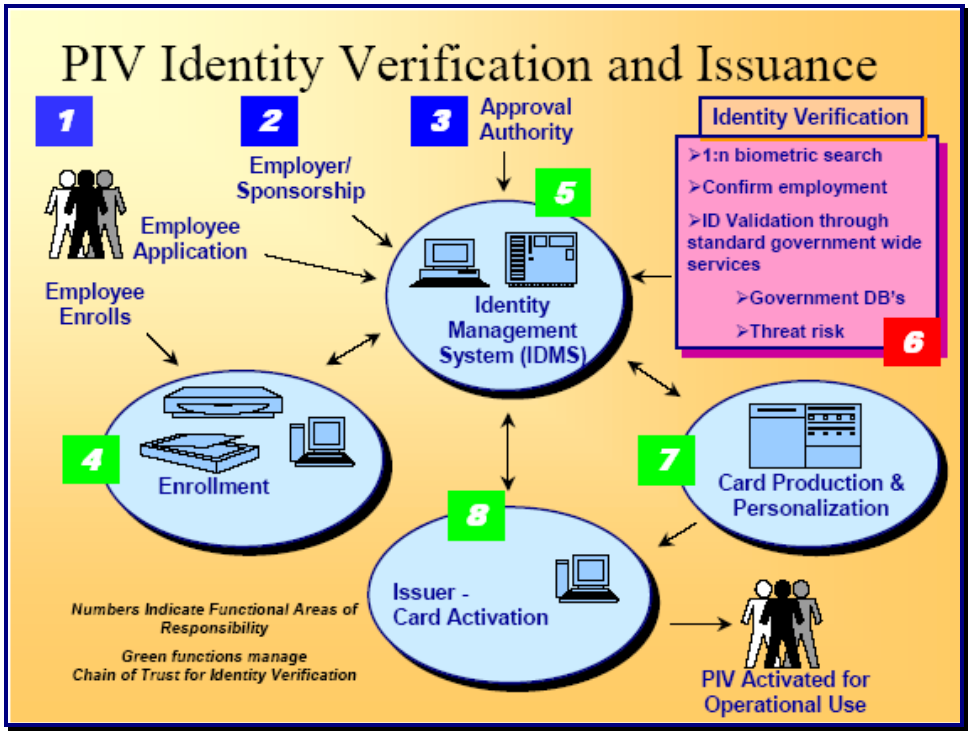

Figure A-1, FIPS 201, Appendix A

The following steps describe the procedures for the NASA Personal Identity Verification Card Issuance (PCI) of a PIV credential:

Step 1:
The Contractor's Corporate Security Officer (CSO), Program Manager (PM), or Facility Security Officer (FSO) submits a formal letter that provides a list of contract employees (applicant) names requesting access to the NASA Contracting Officer's Technical Representative (COTR). In the case of a foreign national applicant, approval through the NASA Foreign National Management System (NFNMS) must be obtained for the visit or assignment before any processing for a PIV credential can take place. Further, if the foreign national is not under a contract where a COTR has been officially designated, the foreign national will provide the information directly to their visit/assignment host, and the host sponsor will fulfill the duties of the COTR mentioned herein. In each case, the letter shall provide notification of the contract or foreign national employee's (hereafter the "applicant") full name (first, middle and last), social

security number (SSN) or NASA Foreign National Management System Visitor Number if the foreign national does not have a SSN, and date of birth. If the contract employee has a current satisfactorily completed National Agency Check with Inquiries (NACI) or an equivalent or higher degree of background investigation, the letter shall indicate the type of investigation, the agency completing the investigation, and date the investigation was completed. Also, the letter must specify the risk/sensitivity level associated with the position in which each applicant will be working (NPR 1600.1, §4.5 is germane) Further, the letter shall also acknowledge that contract employees may be denied access to NASA information or information systems based on an unsatisfactory background investigation/adjudication. .

After reviewing the letter for completeness and concurring with the risk/sensitivity levels, the COTR/host must forward the letter to the Center Chief of Security (CCS). The CCS shall review the OPM databases (e.g., DCII, PIP, et al.), and take appropriate steps to validate the applicant's investigation status. Requirements for a NACI or other investigation shall be initiated only if necessary.

Applicants who do not currently possess the required level of background investigation shall be directed to the e-QIP web site to complete the necessary background investigation forms online. The CCS shall provide to the COTR/host information and instructions on how to access the e-QIP for each contract or foreign national employee requiring access.

Step 2
Upon acceptance of the letter/background information, the applicant will be advised that in order to complete the investigative process, he or she must appear in-person before the authorized PIV registrar and submit two forms of identity source documents in original form. The identity source documents must come from the list of acceptable documents included in Form I-9, Employment Eligibility Verification, one which must be a Federal[1] or State issued picture identification. Fingerprints will be taken at this time. The applicant must appear **no later than** the entry on duty date.

When the applicant appears, the registrar will electronically scan the submitted documents; any document that appears invalid will be rejected by the registrar. The registrar will capture electronically both a facial image and fingerprints of the applicant. The information submitted by the applicant will be used to create or update the applicant identity record in the Identity Management System (IDMS).

Step 3:
Upon the applicant's completion of the investigative document, the CCS reviews the information, and resolves discrepancies with the applicant as necessary. When the applicant has appeared in person and completed fingerprints, the package is electronically

[1] A non-PIV government identification badge, including the NASA Photo Identification Badge, MAY NOT BE USED for the original issuance of a PIV vetted credential

submitted to initiate the NACI. The CCS includes a request for feedback on the NAC portion of the NACI at the time the request is submitted.

Step 4
Prior to authorizing physical access of a contractor employee to a federally-controlled facility or access to a Federal information system, the CCS will ensure a National Crime Information Center (NCIC) with an Interstate Identification Index check is/has been performed. In the case of a foreign national, a national check of the Bureau of Immigration and Customs Enforcement (BICE) database will be performed for each applicant. If this process yields negative information, the CCS will immediately notify the COTR/host of the determination regarding access made by the CCS.

Step 5
Upon receipt of the completed NAC, the CCS will update IDMS from the NAC portion of the NACI and indicate the result of the suitability determination. If an unsatisfactory suitability determination is rendered, the COTR will advise the contractor that the employee is being denied physical access to all federally-controlled facilities and Federal information systems.

Based on a favorable NAC and NCIC/III or BICE check, the CCS will authorize the issuance of a PIV federal credential in the Physical Access Control System (PACS) database. The CCS, based on information provided by the COTR/host, will determine what physical access the applicant should be granted once the PIV issues the credential.

Step 6:
Using the information provided by the applicant during his or her in-person appearance, the PIV card production facility creates and instantiates the approved PIV card for the applicant with an activation date commensurate with the applicant's start date.

Step 7:
The applicant proceeds to the credential issuance facility to begin processing for receipt of his/her federal credential.

The applicant provides to the credential issuing operator proof of identity with documentation that meets the requirements of FIPS 201 (DHS Employment Eligibility Verification (Form I-9) documents. These documents **must** be the same documents submitted for registration.

The credential issuing operator will verify that the facial image, and optionally reference finger print, matches the enrollment data used to produce the card. Upon verification of identity, the operator will locate the employee's record in the PACS database, and modify the record to indicate the PIV card has been issued. The applicant will select a PIN for use with his or her new PIV card. Although root data is inaccessible to the operator, certain fields (hair color, eye color, et al.) may be modified to more accurately record the employee's information.

The applicant proceeds to a kiosk or other workstation to complete activation of the PIV card using the initial PIN entered at card issuance.

ALTERNATIVE FOR APPLICANTS WHO DO NOT HAVE A COMPLETED AND ADJUDICATED NAC AT THE TIME OF ENTRANCE ON DUTY

Steps 1 through 4 shall be accomplished for all applicants in accordance with the process described above. If the applicant is unable to appear in person until the time of entry on duty, or does not, for any other reason, have a completed and adjudicated NAC portion of the NACI at the time of entrance on duty, the following interim procedures shall apply.

1. If the documents required to submit the NACI have not been completed prior to EOD, the applicant will be instructed to complete all remaining requirements for submission of the investigation request. This includes presentation of I-9 documents and completion of fingerprints, if not already accomplished. If the applicant fails to complete these activities as prescribed in NPR 1600.1 (Chapters 3 & 4), it may be considered as failure to meet the conditions required for physical access to a federally-controlled facility or access to a Federal information system, and result in denial of such access.

2. Based on favorable results of the NCIC, the applicant shall be issued a temporary NASA identification card for a period not-to-exceed six months. If at the end of the six month period the NAC results have not been returned, the agency will at that time make a determination if an additional extension will be granted for the temporary identification card.

3. Upon return of the completed NAC, the process will continue from Step 5.

[END OF ATTACHMENT J-14]

ATTACHMENT J-15

Organizational Conflict of Interest (OCI) Mitigation Plan

(To be submitted 30 days prior to full assumption of contract responsibilities)

K.1 CERTIFICATION AND DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS (52.203-11) (SEP 2007)

(a) *Definitions.* As used in this provision—"Lobbying contact" has the meaning provided at 2 U.S.C. 1602(8). The terms "agency," "influencing or attempting to influence," "officer or employee of an agency," "person," "reasonable compensation," and "regularly employed" are defined in the FAR clause of this solicitation entitled "Limitation on Payments to Influence Certain Federal Transactions" (52.203-12).

(b) *Prohibition*. The prohibition and exceptions contained in the FAR clause of this solicitation entitled "Limitation on Payments to Influence Certain Federal Transactions" (52.203-12) are hereby incorporated by reference in this provision.

(c) *Certification*. The offeror, by signing its offer, hereby certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on its behalf in connection with the awarding of this contract.

(d) *Disclosure*. If any registrants under the Lobbying Disclosure Act of 1995 have made a lobbying contact on behalf of the offeror with respect to this contract, the offeror shall complete and submit, with its offer, OMB Standard Form LLL, Disclosure of Lobbying Activities, to provide the name of the registrants. The offeror need not report regularly employed officers or employees of the offeror to whom payments of reasonable compensation were made.

(e) *Penalty*. Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by 31 U.S.C. 1352. Any person who makes an expenditure prohibited under this provision or who fails to file or amend the disclosure required to be filed or amended by this provision, shall be subject to a civil penalty of not less than $10,000, and not more than $100,000, for each such failure.

(End of provision)

K.2 ANNUAL REPRESENTATIONS AND CERTIFICATIONS (52.204-8) (JAN 2006)

(a) (1) The North American Industry Classification System (NAICS) code for this acquisition is **517110.**

(2) The small business size standard is **1500 employees**.

(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

(b) (1) If the clause at 52.204-7, Central Contractor Registration, is included in this solicitation, paragraph (c) of this provision applies.

(2) If the clause at 52.204-7 is not included in this solicitation, and the offeror is currently registered in CCR, and has completed the ORCA electronically, the offeror may choose to use paragraph (c) of this provision instead of completing the corresponding individual

representations and certification in the solicitation. The offeror shall indicate which option applies by checking one of the following boxes:

[ ] (i) Paragraph (c) applies.

[ ] (ii) Paragraph (c) does not apply and the offeror has completed the individual representations and certifications in the solicitation.

(c) The offeror has completed the annual representations and certifications electronically via the Online Representations and Certifications Application (ORCA) website at http://orca.bpn.gov . After reviewing the ORCA database information, the offeror verifies by submission of the offer that the representations and certifications currently posted electronically have been entered or updated within the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard applicable to the NAICS code referenced for this solicitation), as of the date of this offer and are incorporated in this offer by reference (see FAR 4.1201); except for the changes identified below *[offeror to insert changes, identifying change by clause number, title, date]*. These amended representation(s) and/or certification(s) are also incorporated in this offer and are current, accurate, and complete as of the date of this offer.

FAR Clause	Title	Date	Change

Any changes provided by the offeror are applicable to this solicitation only, and do not result in an update to the representations and certifications posted on ORCA.

(End of Provision)

K.3 REPRESENTATION OF LIMITED RIGHTS DATA AND RESTRICTED COMPUTER SOFTWARE (DEC 2007)

(a) This solicitation sets forth the Government's known delivery requirements for data (as defined in the clause at 52.227-14, Rights in Data—General). Any resulting contract may also provide the Government the option to order additional data under the Additional Data Requirements clause at 52.227-16, if included in the contract. Any data delivered under the resulting contract will be subject to the Rights in Data—General clause at 52.227-14 included in this contract. Under the latter clause, a Contractor may withhold from delivery data that qualify as limited rights data or restricted computer software, and deliver form, fit, and function data instead. The latter clause also may be used with its Alternates II and/or III to obtain delivery of limited rights data or restricted computer software, marked with limited rights or restricted rights notices, as appropriate. In addition, use of Alternate V with this latter clause provides the Government the right to inspect such data at the Contractor's facility.

(b) By completing the remainder of this paragraph, the offeror represents that it has reviewed the requirements for the delivery of technical data or computer software and states [*offeror check appropriate block*]—

[ ] (1) None of the data proposed for fulfilling the data delivery requirements qualifies as limited rights data or restricted computer software; or

[ ] (2) Data proposed for fulfilling the data delivery requirements qualify as limited rights data or restricted computer software and are identified as follows:

_____

_____

_____

(c) Any identification of limited rights data or restricted computer software in the offeror's response is not determinative of the status of the data should a contract be awarded to the offeror.

(End of provision)

K.4 BIOBASED PRODUCT CERTIFICATION (52.223-1) (DEC 2007)

As required by the Farm Security and Rural Investment Act of 2002 and the Energy Policy Act of 2005 (7 U.S.C. 8102(c)(3)), the offeror certifies, by signing this offer, that biobased products (within categories of products listed by the United States Department of Agriculture in 7 CFR part 2902, subpart B) to be used or delivered in the performance of the contract, other than biobased products that are not purchased by the offeror as a direct result of this contract, will comply with the applicable specifications or other contractual requirements.

(End of provision)

K.5 COST ACCOUNTING STANDARDS NOTICES AND CERTIFICATION (52.230-1) (JUN 2000)

Note: This notice does not apply to small businesses or foreign governments. This notice is in three parts, identified by Roman numerals I through III.

Offerors shall examine each part and provide the requested information in order to determine Cost Accounting Standards (CAS) requirements applicable to any resultant contract.

If the offeror is an educational institution, Part II does not apply unless the contemplated contract will be subject to full or modified CAS coverage pursuant to 48 CFR 9903.201-2(c)(5) or 9903.201-2(c)(6), respectively.

I. DISCLOSURE STATEMENT -- COST ACCOUNTING PRACTICES AND CERTIFICATION

(a) Any contract in excess of $500,000 resulting from this solicitation will be subject to the requirements of the Cost Accounting Standards Board (48 CFR Chapter 99), except for those contracts which are exempt as specified in 48 CFR 9903.201-1.

(b) Any offeror submitting a proposal which, if accepted, will result in a contract subject to the requirements of 48 CFR Chapter 99 must, as a condition of contracting, submit a Disclosure Statement as required by 48 CFR 9903.202. When required, the Disclosure Statement must be submitted as a part of the offeror's proposal under this solicitation unless the offeror has already submitted a Disclosure Statement disclosing the practices used in connection with the pricing of this proposal. If an applicable Disclosure Statement has already been submitted, the offeror may satisfy the requirement for submission by providing the information requested in paragraph (c) of Part I of this provision.

CAUTION: In the absence of specific regulations or agreement, a practice disclosed in a Disclosure Statement shall not, by virtue of such disclosure, be deemed to be a proper, approved, or agreed-to practice for pricing proposals or accumulating and reporting contract performance cost data.

(c) Check the appropriate box below:

☐ (1) Certificate of Concurrent Submission of Disclosure Statement.

The offeror hereby certifies that, as a part of the offer, copies of the Disclosure Statement have been submitted as follows: (i) Original and one copy to the cognizant Administrative Contracting Officer (ACO) or cognizant Federal agency official authorized to act in that capacity (Federal official), as applicable, and (ii) One copy to the cognizant Federal auditor.

(Disclosure must be on Form Number CASB DS-1 or CASB-2, as applicable. Forms may be obtained from the cognizant ACO or from the loose-leaf version of the Federal Acquisition Regulation.)

Date of Disclosure Statement: _____

Name and Address of Cognizant ACO or Federal Official where filed: _____
_____
_____
_____

The offeror further certifies that practices used in estimating costs in pricing this proposal are consistent with the cost accounting practices disclosed in the Disclosure Statement.

☐ (2) Certificate of Previously Submitted Disclosure Statement.

The offeror hereby certifies that the required Disclosure Statement was filed as follows:

Date of Disclosure Statement: _____

Name and Address of Cognizant ACO or Federal Official where filed: _____
_____
_____
_____

The offeror further certifies that the practices used in estimating costs in pricing this proposal are consistent with the cost accounting practices disclosed in the applicable Disclosure Statement.

☐ (3) Certificate of Monetary Exemption.

The offeror hereby certifies that the offeror, together with all divisions, subsidiaries, and affiliates under common control, did not receive net awards of negotiated prime contracts and subcontracts subject to CAS totaling more $50 million or more in the cost accounting period immediately preceding the period in which this proposal was submitted. The offeror further certifies that if such status changes before an award resulting from this proposal, the offeror will advise the Contracting Officer immediately.

☐ (4) Certificate of Interim Exemption.

The offeror hereby certifies that (i) the offeror first exceeded the monetary exemption for disclosure, as defined in (3) of this subsection, in the cost accounting period immediately preceding the period in which this offer was submitted and (ii) in accordance with 48 CFR 9903.202-1, the offeror is not yet required to submit a Disclosure Statement. The offeror further certifies that if an award resulting from this proposal has not been made within 90 days after the end of that period, the offeror will immediately submit a revised certificate to the Contracting Officer, in the form specified under subparagraphs (c)(1) or (c)(2) of Part I of this provision, as appropriate, to verify submission of a completed Disclosure Statement.

CAUTION: Offerors currently required to disclose because they were awarded a CAS-covered prime contract or subcontract of $50 million or more in the current cost accounting period may not claim this exemption (4). Further, the exemption applies only in connection with proposals submitted before expiration of the 90-day period following the cost accounting period in which the monetary exemption was exceeded.

II. COST ACCOUNTING STANDARDS -- ELIGIBILITY FOR MODIFIED CONTRACT COVERAGE

If the offeror is eligible to use the modified provisions of 48 CFR 9903.201-2(b) and elects to do so, the offeror shall indicate by checking the box below. Checking the box below shall mean that the resultant contract is subject to the Disclosure and Consistency of Cost Accounting Practices clause in lieu of the Cost Accounting Standards clause.

☐ The offeror hereby claims an exemption from the Cost Accounting Standards clause under the provisions of 48 CFR 9903.201-2(b) and certifies that the offeror is eligible for use of the Disclosure and Consistency of Cost Accounting Practices clause because during the cost accounting period immediately preceding the period in which this proposal was submitted, the offeror received less than $50 million in awards of CAS-covered prime contracts and subcontracts, or the offeror did not receive a single CAS-covered award exceeding $1 million. The offeror further certifies that if such status changes before an award resulting from this proposal, the offeror will advise the Contracting Officer immediately.

CAUTION: An offeror may not claim the above eligibility for modified contract coverage if this proposal is expected to result in the award of a CAS-covered contract of $50 million or more or if, during its current cost accounting period, the offeror has been awarded a single CAS-covered prime contract or subcontract of $50 million or more.

III. ADDITIONAL COST ACCOUNTING STANDARDS APPLICABLE TO EXISTING CONTRACTS

The offeror shall indicate below whether award of the contemplated contract would, in accordance with subparagraph (a)(3) of the Cost Accounting Standards clause, require a change in established cost accounting practices affecting existing contracts and subcontracts.

☐ YES ☐ NO

(End of provision)

K.6 PROPOSAL DISCLOSURE—COST ACCOUNTING PRACTICE CHANGES (FAR 52.230-7) (APR 2005)

The offeror shall check "yes" below if the contract award will result in a required or unilateral change in cost accounting practice, including unilateral changes requested to be desirable changes.

☐ yes ☐ no

If the offeror checked "Yes" above, the offeror shall:

(1) Prepare the price proposal in response to the solicitation using the changed practice for the period of performance for which the practice will be used; and

(2) Submit a description of the changed cost accounting practice to the Contracting Officer and the Cognizant Federal Agency Official as pricing support for the proposal.

(End of Provision)

K.7 USE OF GOVERNMENT-OWNED PROPERTY (1852.245-79) (JUL 1997)

(a) The offeror ☐ does, ☐ does not intend to use in performance of any contract awarded as a result of this solicitation existing Government-owned facilities (real property or plant equipment), special test equipment, or special tooling (including any property offered by this solicitation). The offeror shall identify any offered property not intended to be used. If the offeror does intend to use any of the above items, the offeror must furnish the following information required by Federal Acquisition Regulation (FAR) 45.205(b) and NASA FAR Supplement (NFS) 1845.102-71:

(1) Identification and quantity of each item. Include the item's acquisition cost if it is not property offered by this solicitation.

(2) For property not offered by this solicitation, identification of the Government contract under which the property is accountable and written permission for its use from the cognizant Contracting Officer.

(3) Amount of rent calculated in accordance with FAR 45.403 and the clause at FAR 52.245-9, Use and Charges, unless the property has been offered on a rent-free basis by this solicitation.

(4) The dates during which the property will be available for use, and if it is to be used in more than one contract, the amounts of respective uses in sufficient detail to support proration of the rent. This information is not required for property offered by this solicitation.

(b) The offeror ☐ does, ☐ does not request additional Government-provided property for use in performing any contract awarded as a result of this solicitation. If the offeror requests additional Government-provided property, the offeror must furnish --

(1) Identification of the property, quantity, and estimated acquisition cost of each item; and

(2) The offeror's written statement of its inability to obtain facilities as prescribed by FAR 45.302-1(a)(4).

(c) If the offeror intends to use any Government property (paragraph (a) or (b) of this provision), the offer must also furnish the following:

(1) The date of the last Government review of the offeror's property control and accounting system, actions taken to correct any deficiencies found, and the name and telephone number of the cognizant property administrator.

(2) A statement that the offeror has reviewed, understands, and can comply with all property management and accounting procedures in the solicitation, FAR Subpart 45.5, and NFS Subparts 1845.5 and 1845.71.

(3) A statement indicating whether or not the costs associated with paragraph (c)(2) of this provision, including plant clearance and/or plant reconversion costs, are included in its cost proposal.

(End of provision)

[END OF SECTION]

INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

L.1 SECTION L PROVISIONS INCORPORATED BY REFERENCE

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The Offeror is cautioned that the listed provisions may include blocks that must be completed by the Offeror and submitted with its quotation or offer. In lieu of submitting full text of those provisions, the Offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at these addresses:

http://www.arnet.gov/far/

http://www.hq.nasa.gov/office/procurement/regs/nfstoc.htm

(52.211-14)	Notice of Priority Rating for National Defense, Emergency Preparedness, and Energy Program Use [“DO” is applicable] (Apr 2008)
(52.215-1)	Instructions to Offerors--Competitive Acquisition (Jan 2004)
(52.215-16)	Facilities Capital Cost of Money (Jun 2003)
(52.222-24)	Preaward On-site Equal Opportunity Compliance Evaluation (Feb 1999)
(52.222-46)	Evaluation of Compensation for Professional Employees (Feb 1993)
(1852.215-78)	Make or Buy Program Requirements (Feb 1998)
(1852.227-71)	Requests for Waiver of Rights to Inventions (Apr 1984)
(1852.227-84)	Patent Rights Clauses (Dec 1989)
(1852.231-71)	Determination of Compensation Reasonableness (Mar 1994)

(End of By Reference Section)

L.2 TYPE OF CONTRACT. (52.216-1) (APR 1984)

The Government contemplates award of a Cost Plus Fixed Performance Fee contract resulting from this solicitation.

(End of provision)

L.3 SERVICE OF PROTEST. (52.233-2) (SEP 2006)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the Government Accountability Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from Marshall Space Flight Center
Mail Code PS31/Wayne Harmon
MSFC, AL 35812

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(End of provision)

L.4 SITE VISIT. (52.237-1) (APR 1984)

Offerors or quoters are urged and expected to inspect the site where services are to be performed and to satisfy themselves regarding all general and local conditions that may affect the cost of contract performance, to the extent that the information is reasonably obtainable. In no event shall failure to inspect the site constitute grounds for a claim after contract award.

(End of provision)

L.5 AUTHORIZED DEVIATIONS IN PROVISIONS. (52.252-5) (APR 1984)

(a) The use in this solicitation of any Federal Acquisition Regulation (48 CFR Chapter 1) provision with an authorized deviation is indicated by the addition of (DEVIATION) after the date of the provision.

(b) The use in this solicitation of any NASA FAR Supplement (48 CFR Chapter 18) provision with an authorized deviation is indicated by the addition of (DEVIATION) after the name of the regulation.

(End of provision)

L.6 SAFETY AND HEALTH PLAN. (1852.223-73) (NOV 2004)

(a) The Offeror shall submit a detailed safety and occupational health plan as part of its proposal (see NPR 8715.3, NASA Safety Manual, Appendices). The plan shall include a detailed discussion of the policies, procedures, and techniques that will be used to ensure the safety and occupational health of Contractor employees and to ensure the safety of all working conditions throughout the performance of the contract.

(b) When applicable, the plan shall address the policies, procedures, and techniques that will be used to ensure the safety and occupational health of the public, astronauts and pilots, the NASA workforce (including Contractor employees working on NASA contracts), and high-value equipment and property.

(c) The plan shall similarly address subcontractor employee safety and occupational health for those proposed subcontracts that contain one or more of the following conditions:

(1) The work will be conducted completely or partly on premises owned or controlled by the government.

(2) The work includes construction, alteration, or repair of facilities in excess of the simplified acquisition threshold.

(3) The work, regardless of place of performance, involves hazards that could endanger the public, astronauts and pilots, the NASA workforce (including Contractor employees working on NASA contracts), or high value equipment or property, and the hazards are not adequately addressed by Occupational Safety and Health Administration (OSHA) or Department of Transportation (DOT) regulations (if applicable).

(4) When the assessed risk and consequences of a failure to properly manage and control the hazards warrants use of the clause.

(d) This plan, as approved by the Contracting Officer, will be included in any resulting contract.

NOTE: The Safety and Health Plan is evaluated under Subfactor 3, Safety, Health and Environmental (SH1).

(End of provision)

L.7 DETERMINATION OF COMPENSATION REASONABLENESS. (1852.231-71) (MAR 1994)

(a) The proposal shall include a total compensation plan. This plan shall address all proposed labor categories, including those personnel subject to union agreements, the Service Contract Act (SCA), and those exempt from both of the above (position descriptions for SCA are included as Attachment L-C). The total compensation plan shall include the salaries/wages, fringe benefits and leave programs proposed for each of these categories of labor. The plan also shall include a discussion of the consistency of the plan among the categories of labor being proposed. Differences between benefits offered professional and non-professional employees shall be highlighted. The requirements of this plan may be combined with that required by the clause at FAR 52.222-46, "Evaluation of Compensation for Professional Employees."

(b) The Offeror shall provide written support to demonstrate that its proposed compensation is reasonable.

(c) The Offeror shall include the rationale for any conformance procedures used or those Service Contract Act employees proposed that do not fall within the scope of any classification listed in the applicable wage determination.

(d) The Offeror shall require all service subcontractors (1) with proposed cost reimbursement or non-competitive fixed-price type subcontracts having a total potential value in excess of $500,000 and (2) the cumulative value of all their service subcontracts under the proposed prime contract in excess of 10 percent of the prime contract's total potential value, provide as part of their proposals the information identified in (a) through (c) of this provision.

NOTE: The Total Compensation Plan is evaluated under Subfactor 2, Staffing / Total Compensation (ST3).

(End of provision)

L.8 PROTESTS TO NASA. (1852.233-70) (OCT 2002)

Potential bidders or Offerors may submit a protest under 48 CFR Part 33 (FAR Part 33) directly to the Contracting Officer. As an alternative to the Contracting Officer's consideration of a protest, a potential bidder or Offeror may submit the protest to the Assistant Administrator for Procurement, who will serve as or designate the official responsible for conducting an independent review. Protests requesting an independent review shall be addressed to Assistant Administrator for Procurement, NASA Code H, Washington, DC 20546-0001.

(End of provision)

L.9 RESERVED

L.10 <u>COMMUNICATIONS REGARDING THIS SOLICITATION</u>

Any communications in reference to this solicitation shall cite the solicitation number and be directed to the following Government representative.

NASA George C. Marshall Space Flight Center
Attn: PS31/Wayne T. Harmon
Building 4200 Room G6
MSFC, AL 35812
Phone: (256) 961-2071

The contents of the final RFP should be carefully reviewed to assure that all requirements for proposal data, detail, and supporting rationale are fully met. In order to expedite the acquisition process, written questions to the Government regarding this solicitation shall be received no later

than 1:00 p.m. (CST local time) 14 calendar days after the official release of the RFP. The Government is not obligated to answer questions received after this time. All answered questions will be addressed in solicitation amendments posted on NAIS and http://mits.msfc.nasa.gov.

All questions must be submitted in writing; oral questions will not be accepted. Facsimile questions are not authorized. Only questions submitted via e-mail or through the U.S. Postal Service will be accepted.

(End of Provision)

L.11 PHASE-IN

The Government requires phase-in costs to be priced separately. A separate Purchase Order [utilizing Simplified Acquisition Threshold (SAT) procedures] obligating up to 60 calendar days of start up and phase-in effort (See Clause F.7) will be issued. A limit of $100,000 will apply to phase-in costs.

The Contractor shall have up to 60 calendar days immediately prior to the effective date of the contract in which to conduct phase-in. Office space will not be provided by the Government during the phase-in period. During this time, the Contractor shall not be responsible for performance of the effort described in the PWS. It is understood that during phase-in the predecessor contractor(s) will be performing the work described in the PWS.

On February 1, 2010, the Contractor shall assume full responsibility for the effort covered by the PWS.

During phase-in the Contractor shall:

(i) Participate in meetings with the predecessor contractor(s) to identify and discuss problems or areas requiring attention during the phase-in period; and

(ii) Perform all activities described in the Contractor's phase-in plan submitted with its proposal, and all activities necessary to ensure effective transfer of all effort from the predecessor contractor(s) and readiness to assume full contract performance. As part of phase-in activities, the contractor shall provide the following: 1) Final Safety, Health and Environmental Plan (see DRD 1292SA-001); 2) Organization Conflict of Interest Mitigation Plan (see DRD 1292MA-015); 3) Badged Employee and Remote IT User Listing (see DRD 1292MA-012); 4) Position Risk Designation for Non-NASA Employees (see DRD 1292MA-014); 5) Management Plan (see DRD 1292MA-001; 6) Work Breakdown Structure (WBS) and WBS Dictionary (see DRD 1292MA-005); 7) Operability/Maintainability Plan (see DRD 1292RM-001); and 8) qualified staff available, badged (in accordance with the Personal Identity Verification (PIV) Procedures provided in Attachment J-14), and ready to assume performance.

The Contractor shall invoice the Government for phase-in activities only at the completion of the Purchase Order. The Government's obligations under this contract will not commence until after the successful completion of the separate phase-in Purchase Order.

(End of provision)

L.12 REQUIREMENTS FOR COST OR PRICING DATA OR INFORMATION OTHER THAN COST OR PRICING DATA (FAR 52.215-20) (OCT 1997) (ALTERNATE IV) (OCT 1997)

(a) Submission of certified cost or pricing data is not required.
(b) Provide information as described below in the Cost Volume Instructions per Provision L.32

(End of Provision)

L.13 RESERVED

L.14 SERVICE CONTRACT ACT

This solicitation and resulting contract are subject to the statutory provisions of the Service Contract Act of 1965, as amended, (Contract Clauses 52.222-41), and the implementing regulations of the Act outlined in Title 29 Code of Federal Regulations, Part 4.

As an Offeror you are liable for the proper interpretation, application, implementation, and administration of the mandatory provisions of this Act. Therefore, it is imperative that Offeror take appropriate action when preparing their proposal to assure compliance and ensure that Offeror's corporate policies are congruous with the spirit and intent of the law. Furthermore, Offeror shall demonstrate a clear understanding of the minimum mandatory Service Contract Act requirements.

(End of Provision)

L.15 SUMMARY OF DEVIATIONS/EXCEPTIONS (MSFC 52.215-90) (APR 1987)

The Offeror will explain any exceptions (including deviations and conditional assumptions) taken with respect to this RFP. Any exceptions must contain sufficient amplification and justification to permit evaluation. Such exceptions will not, of themselves, automatically cause a proposal to be termed unacceptable. A large number of exceptions or one or more significant exceptions not providing any obvious benefit to the Government may, however, result in rejection of such proposal(s) as unacceptable. Highlight exceptions in the margin of the proposal where they appear in the text.

(End of Provision)

L. 16 SITE VISIT SCHEDULE (MSFC 52.237-90) (FEB 2001)

____ Site visits may be arranged as follows:

__X__ Site visits are planned as follows: SEE PROVISION "L.17 INDUSTRY BRIEFING" FOR DETAILS CONCERNING THE INDUSTRY BRIEFING AND SITE VISIT.

(End of Provision)

L. 17 INDUSTRY BRIEFING

NASA conducted one Industry Briefing and site visit for the MITS acquisition as follows:

Date: January 21, 2009
Time: 12:00 p.m. – 5:00 p.m.
Location: MSFC Building 4200, 1st Floor, Morris Auditorium

Attendance at the Industry Briefing was neither required nor a prerequisite for proposal/bid submission and will not be considered in the evaluation.

The Industry Briefing was held to give a general overview of the acquisition. At the end of the overview, potential Offerors had the opportunity to participate in a site tour of MSFC. At the conclusion of this tour, written questions were submitted to the Government. For those not attending the site tour, there was a session to discuss completion of the cost forms. A summary of all questions and answers were posted on NAIS/FedBizOps and http://mits.msfc.nasa.gov.

Due to facility limitations, there was a limit of five (5) attendees per prime Offeror team (NO exceptions) for the site tours. However, teams were allowed to bring up to ten (10) additional team members for the overview and cost forms discussion. Foreign Nationals were not admitted.

The acquisition overview briefing began promptly at 12:00 p.m., Central Standard Time, on Wednesday, January 21, 2009. The briefing was in Morris Auditorium, first floor of Building 4200.

Industry Briefing charts and an Interested Parties List is posted on the MITS site at http://mits.msfc.nasa.gov.

Agenda: (Briefing began at 12:00 p.m. All other times are approximate)

12:00 p.m. – 1:00 p.m. Acquisition Overview
1:00 p.m. – 2:00 p.m. Cost Forms Discussion
1:00 p.m. – 5:00 p.m. MSFC Site Tour

The presentation materials are posted on the MITS site: http://mits.msfc.nasa.gov.

(End of Provision)

L.18 IDENTIFICATION OF UNCOMPENSATED OVERTIME (FAR 52.237-10) (OCT 1997)

(a) Definitions. As used in this provision:

1. "Uncompensated overtime" means the hours worked without additional compensation in excess of an average of 40 hours per week by direct charge employees who are exempt from the Fair Labor Standards Act.

2. Compensated personal absences such as holidays, vacations, and sick leave shall be included in the normal work week for purposes of computing uncompensated overtime hours.

(b) For any proposed hours against which an uncompensated overtime rate is applied, the service provider shall identify in its proposal the hours in excess of an average of 40 hours per week, by labor category at the same level of detail as compensated hours, and the uncompensated overtime rate per hour, whether at the prime or subcontract level. This includes uncompensated overtime hours that are in indirect cost pools for personnel whose regular hours are normally charged direct.

(c) The service provider's accounting practices used to estimate uncompensated overtime must be consistent with its cost accounting practices used to accumulate and report uncompensated overtime hours.

(d) Proposals that include unrealistically low labor rates, or that do not otherwise demonstrate cost realism, will be considered in a risk assessment and will be evaluated for award in accordance with that assessment.

(e) The service provider shall include a copy of its policy addressing uncompensated overtime with its proposal.

(End of Provision)

L.19 AVAILABILITY OF DOCUMENTS INCORPORATED BY REFERENCE

The documents that have been incorporated by reference in this solicitation may be obtained as indicated below:

(a) MITS Acquisition Website Portal: http://mits.msfc.nasa.gov

(b) Contact the Contracting Officer as directed above at Provision L.10, Communications Regarding this Solicitation.

(End of Provision)

L.20 RESERVED

(End of Provision)

L.21 GOVERNMENT PROPERTY MANAGEMENT INFORMATION (DEVIATION) (1852.245-80)(SEP 2007)

(a) The Offeror shall identify the industry leading or voluntary consensus standards, and/or the industry leading practices, that it intends to employ for the management of Government property under any contract awarded from this solicitation.

(b) The Offeror shall provide the date of its last Government property control system analysis along with its overall status, a summary of findings and recommendations, the status of any recommended corrective actions, the name of the Government activity that performed the analysis, and the latest available contact information for that activity.

(c) The Offeror shall identify any property it intends to use in performance of this contract from the list of available Government property in the provision at 1852.245-81, List of Available Government Property.

(d) The Offeror shall identify all Government property in its possession, provided under other Government contracts that it intends to use in the performance of this contract. The Offeror shall also identify: the contract that provided the property, the responsible contracting officer, the dates during which the property will be available for use (including the first, last, and all intervening months), and, for any property that will be used concurrently in performing two or more contracts, the amounts of the respective uses in sufficient detail to support prorating the rent, the amount of rent that would otherwise be charged in accordance with FAR 52.245-9, Use and Charges, and the contact information for the responsible Government contracting officer. The Offeror shall provide proof that such use was authorized by the responsible contracting officer.

(e) The Offeror shall disclose cost accounting practices that allow for direct charging of commercially available equipment, when commercially available equipment is to be used in performance of the contract and the equipment is not a deliverable.

(f) The Offeror shall identify, in list form, any equipment that it intends to acquire and directly charge to the Government under this contract. The list shall include a description, manufacturer, model number (when available), quantity required, and estimated unit cost.

(g) The Offeror shall disclose its intention to acquire any parts, supplies, materials or equipment, to fabricate an item of equipment for use under any contract resulting from this solicitation when that item of equipment: will be titled to the government under the provisions of the contract; is not included as a contract deliverable; and the Contractor intends to charge the costs of materials directly to the contract. The disclosure shall be in list form, parts shall be grouped by and identify the end item or system and shall include all descriptive information, manufacturer, model, part, catalog or other identification numbers (when available), quantities required, and estimated unit costs.

(h) Existing available Government property listed in the provision at 1852.245-81 is provided "as is". NASA makes no warranty regarding its performance or condition. The Offeror uses this property at its own risk and should make its own assessment of the property's suitability for use. The equitable adjustment provisions of the clause at 52.245-1, Government Property, are not applicable to this property. The Offeror must obtain the Contracting Officer's written approval before acquiring replacement property when it intends to charge the cost directly to the contract

NOTE: Property Management is evaluated under Subfactor 1, Management / Technical Approach (MT5).

(End of provision)

L.22 LIST OF AVAILABLE GOVERNMENT PROPERTY (DEVIATION) (1852.245-81)(SEP 2007)

The Government will make the following Government property available (See Attachment **J-8)** for use in performance of the contract resulting from this solicitation, on a no-charge-for-use basis in accordance with FAR 52.245-1, Government Property. The Offeror shall notify the Government, as part of its proposal, of its intention to use or not use the property.

(End of Provision)

L.23 RESERVED

L.24 RESERVED

L.25 RESERVED

L.26 DUE DATE FOR RECEIPT OF PROPOSALS

(a) The due date and time for receipt of proposals is as follows:

Volume	Title	Date	Local Time
I	Mission Suitability Factor	4/28/09	2:00 p.m.
II	Cost Factor	4/28/09**	2:00 p.m.
III	Past Performance Factor	4/28/09**	2:00 p.m.
IV	Completed Model Contract, Signed SF33's, and Section K Certifications	4/28/09	2:00 p.m.

(b) Proposals shall be mailed to the address specified in Block 8 of the SF33. Proposals that are hand carried to the Government shall be delivered to MSFC Building 4203 Lobby prior to the

times specified in paragraph (a). Offerors shall contact Wayne T. Harmon at (256) 961-2071 to coordinate the delivery of any proposal that will be hand carried to MSFC.

(c) Proposals received after 2:00 p.m. local time on April 28, 2009 will be processed "as late" in accordance with FAR Clause 52.215-1 "Instructions to Offerors – Competitive Acquisitions".

**Past Performance volumes and Cognizant Audit Office Template (CAOT) are requested to be delivered in advance by April 21, 2009. Past Performance questionnaires and CAOT may be emailed to Wayne T. Harmon at wayne.t.harmon@nasa.gov.

(End of Provision)

L.27 SUBMISSION OF PROPOSALS BY COMMERCIAL CARRIER

Offerors are reminded that proposals may be sent by U.S. Postal Service. Clear and precise rules regarding the consideration of late submissions are set forth in solicitation provision 52.215-1, paragraph (c) (3) "Submission, Modification, Revision, and Withdrawal of Proposals." Offerors are further reminded that it is their responsibility to get proposals to the designated place on time. Proposals which are sent by commercial carrier are considered to be hand carried, and, if they are received late at the place designated in the solicitation, they will only be considered if it is shown that the sole or paramount cause for the late receipt was some Government impropriety.

(End of Provision)

L.28 PROPOSAL MARKING AND DELIVERY

1. Receiving Office

The designated receiving office for proposals is the lobby of Building 4203, NASA, George C. Marshall Space Flight Center, MSFC, AL 35812. Offerors must either deliver their proposal, modifications or withdrawals by U. S. Postal Service Mail or *hand deliver (includes the use of a commercial delivery service). Regardless of the delivery method chosen, the proposal must be closed and sealed as if for mailing.

Proposals hand carried to MSFC shall be delivered to Building 4203, the southwest door, by 2:00PM Central Time on April 28, 2009. Past performance volume and CAOT are requested in advance by April 21, 2009. Offerors should allow ample time for processing through the gate at Redstone Arsenal and MSFC Security. For both advance material and the proposals, Offerors shall provide at least one working-day notice of intended delivery personnel, to allow coordination with the Redstone Arsenal gates. If delivery personnel are not currently badged to enter Redstone Arsenal, a valid driver's license, current insurance card, and registration for their vehicle should be available for presentation at the gate. Upon arrival, Offerors shall contact the person below to accept delivery:

Wayne T. Harmon (256) 961-2071 or (256) 961-2068

*Note: Non-U.S. citizens that do not have a "green card" will not be given access to the Redstone Arsenal for the purpose of proposal delivery.

2. External Marking

NOTE TO POTENTIAL OFFERORS: ADDITIONAL MARKING REQUIREMENTS IF A COMMERCIAL DELIVERY SERVICE IS USED

The required mailing address/external marking for proposals is as follows:
NASA George C. Marshall Space Flight Center
Attn: PS31/Wayne T. Harmon
Building 4200 Room G6
MSFC, AL 35812
Phone: (256) 961-2071
RFP- NNM09270570R
PROPOSAL--DELIVER UNOPENED

(End of provision)

L.29 REQUIRED FORMS (52.253-90) (DEC 1997)

(a) The form checked below is attached to the end of this solicitation and shall be submitted prior to award of any contract resulting from this solicitation, upon request from the responsible contracting office.

___ FAR 15.406-2 - Certificate of Current Cost or Pricing Data

(b) The forms checked below are required to be submitted in the performance of any contract awarded as a result of this solicitation. Forms are available in Part 53 of the FAR or NASA FAR Supplement. An information copy of a form may be obtained from the responsible contracting office. See FAR 52.253-1 and 53.105(b) for information on the use of computer generated forms. See FAR 53.107(b) for information on obtaining multiple copies of forms.

___ SF 272 - Federal Cash Transaction Report

___ SF 294 - Subcontracting Report for Individual Contracts

___ SF 295 - Summary Subcontract Report

_X_ SF 298 - Report Documentation Page

_X_ SF 1034A- Public Voucher for Purchases and Services Other Than Personal

___ SF 1413 - Statement and Acknowledgment

___ SF 1414 - Consent of Surety

_X_ SF 3881 - Payment Information Form ACH Vendor Payment System

_X_ NASA Form 533M - Monthly Contractor Financial Management Report

___ NASA Form 533Q - Quarterly Contractor Financial Management Report

_X_ NASA Form 778 - Contractor's Release

_X_ NASA Form 780 - Contractor's Assignment of Refunds, Rebates, Credits and Other Amounts

_X_ NASA Form 1018 - NASA Property in the Custody of Contractors

_X_ DD Form 250 - Material Inspection and Receiving Report

_X_ DD Form 1149 – Requisition and Invoice/ Shipping Document

_X_ DD Form 1419 - DOD Industrial Plant Equipment Requisition, if applicable.

(End of Provision)

L.30 GENERAL INSTRUCTIONS

The Government intends to make only one award as a result of this solicitation. The successful Contractor shall be expected to successfully perform all elements of the Performance Work Statement (PWS) of the resultant contract with the costs estimated and negotiated.

Each Offeror is cautioned to submit its best and most realistic as well as most competitive proposal initially. An Offeror not submitting its best, most realistic and most competitive proposal initially could face non-selection in the event the Government makes an award from the initial proposals. An Offeror could also be removed from the competitive range, cost and other factors considered, if other than its best, most realistic, and most competitive proposal is submitted.

In accordance with FAR 2.201(a) and FAR 52.202-1, "day" means, unless otherwise specified, a calendar day.

The requirements of Homeland Security Presidential Directive (HSPD) No. 12 shall apply to the potential Contractor, any teammates/subcontractors (at any tier), affiliates and consultants.

This RFP is issued to obtain proposals for MITS in accordance with the Performance Work Statement (Attachment J-1) set forth herein. The Performance Work Statement set forth is unclassified, and proposals should be submitted accordingly. However, some Contractor personnel will require access to classified documents; therefore, the selected Contractor must possess or be able to acquire a Facility Security Clearance. Security clearance, for those persons required to have such, will be obtained in accordance with the Industrial Security Manual for Safeguarding Classified Information, DOD Manual 5220.22. Contractor personnel working at MSFC, or other Centers, must comply with pertinent MSFC, or other Center, security regulations.

Offeror's proposal should be based on a base term of two years with one 2-year priced option and one 1-year priced option to extend the contract for a maximum period of five (5) years.

Part I. Volume Organization

(a) The proposal shall be submitted in loose-leaf binders with each section appropriately tabbed and identified, and organized into four volumes. Each volume shall stand-alone, provide complete coverage of the topic, and include responses to each item described in the proposal instructions. Each volume shall include a table of contents (excluded from page limitations) applicable to the volume for ready reference to key sections, figures, and illustrations. Volume I shall include a master table of contents (excluded from page limitations) for the entire proposal.

(b) Copies of each volume shall be assigned a sequential number (e.g. Volume III, Copy 1 of 7). Offeror's proposal shall be arranged in the following manner:

Title	**Number of Copies**
Volume I – Mission Suitability Factor	1 original plus 14 copies
Volume II – Cost Factor Cognizant Audit Office Template (CAOT) Excel Pricing Model (EPM)	1 original plus 9 copies CAOT and EPM electronic only as stated below in paragraph c
Volume III – Past Performance Factor	1 original plus 7 copies
Volume IV – Completed Model Contract, Signed SF33's, and Section K Certifications	3 originals

1. Transmittal Letter. A transmittal letter is to be prepared on the responding company's letterhead. It should be brief, be signed by an official authorized to commit the company to the extent proposed, and should identify all enclosures being transmitted.

2. Cover Pages. The first page of each proposal must show the information specified in paragraph (c)(2) of FAR provision 52.215-1, "Instructions to Offerors – Competitive Acquisition (Alternate II)". Paragraph (e) of this provision also provides instructions on restriction on disclosure and use of data.

3. Table of Contents. Each volume shall include a Table of Contents for ready reference to the page numbers of each section, figure, table, fold-out, or illustration.

4. RFP Reference Matrix: Offerors shall reference, by page and paragraph number, each requirement of the RFP to the maximum extent practical. The Offeror shall create a summary matrix cross-referencing RFP requirements (by paragraph) and proposal responses (by volume, part (if required), page, and paragraph).

5. Sectional Dividers. Each volume shall be divided into sections using tabbed dividers between the sections, with each section starting on a new page.

(c) In addition to hard copies, two copies of each volume shall be prepared and submitted in Microsoft Word (Microsoft Windows version). Supporting cost information included in the proposal shall also be provided electronically in Microsoft Excel (Microsoft Windows version)

spreadsheets. Information shall be provided on quality, virus-scanned, virus-free CD-ROM (CD-R only) or DVD. One of the two copies shall be identified as backup. These disks will be used primarily to assist evaluators with focused (e.g. keyword) searches for information within Offeror's Technical Proposal. These disks will not be used to evaluate the proposal. Only the paper copy will be used for this purpose. PDF format is acceptable for graphics and photos only. Each electronic media provided shall have an external label affixed indicating: the name of the Offeror; the RFP number; and a list of the files contained on the electronic media. All electronic media shall be write-protected and submitted with write protection properly enabled. For electronic submissions, each volume of the proposal should be submitted as a separate electronic file. To the extent of any inconsistency between data provided on the electronic media and proposal hard copies, the hard copy data will be considered to be the intended data. Text, tables, and graphics shall allow for copy and paste into other applications. Supporting cost information included in the proposal shall also be provided electronically in Microsoft Excel spreadsheets. The cover sheet on each volume/copy shall indicate either "Original" or "Volume ___, Copy ___ of ___".

(d) All applicable certifications contained in Section K must be completed and returned with Volume IV. Include the completed Model Contract and signed SF33 in Volume IV. All required plans are to be included in Volume I.

(e) Information in Offeror's proposal must be furnished entirely in compliance with these instructions and be complete within itself. The information requested and the manner of submission is essential to permit a prompt and thorough evaluation.

Part II. Page Limitations

(a) The following page limitations are established for each portion of the proposal submitted in response to this solicitation. There are no page limitations for the contract (Volume IV) or the cost (Volume II). The cost proposal is strictly limited to cost and price information. Information that can be construed as belonging in one of the other sections of the proposal will be so construed and counted against that section's page limitation.

Volume	**Volume Proposal Page Limit**	**Page Guidelines**
Volume I – Mission Suitability Factor/ Key Personnel Resumes	255 pages for the volume (Firm)	Specific Page Guidelines Within the 255 Page Limit: 1. Key Personnel position descriptions, Resumes (see Attachment L-D, Form D1, should not exceed 3 pages per Resume), and Job Descriptions/Qualification Forms (See Attachment L-D**,** Form D2, **should** not exceed 60 pages total) and accompanying matrix listing the one-to-one correspondence mapping between the government provided Labor Categories and Offeror's Labor Categories (Matrix should not exceed 2 pages total). 2. Draft On-Site Safety and Health Plan per DRD 1292SA-001 (not to exceed 15 pages total) 3. Phase-In Plan (should not exceed 10 pages total)
Volume II- Cost Factor	Unlimited	
Volume III- Past Performance Factor	30 pages for the volume (Firm)	Attachment L-D, Forms D3 and D4, plus separately submitted Customer-provided questionnaires do not count in the page limit
Volume IV – Completed Model Contract, Signed SF33's, and Section K Certifications	Unlimited	

(b) A page is defined as one side of a sheet, 8 ½" x 11", with at least one inch margins on all sides using not less than 12 point type Times New Roman font for standard text with normal kerning (spacing between individual characters). The proposal text shall be printed on non-glossy white paper. Non-standard text, including graphics, charts, tables, and callouts, shall use no smaller than 8-point type Times New Roman font. Foldouts count as an equivalent number of 8 1/2" x 11" pages and shall be printed on one side only. The metric standard format most closely approximating the described standard 8 1/2" x 11" size may also be used. Use of non-standard text should be used only where appropriate. Non-standard text shall not be used to avoid the RFP page limitations (e.g., providing all information in table format using 8-point font). Illustrations, charts, etc., are all included in the limitation total.

(c) Each volume shall contain a page numbering convention. For the proposal sections subject to the page limitations, the Offeror shall consecutively number the pages subject to the limit, starting with "1". Page number shall be located in the lower right corner of each page. A partially filled page shall count as one page.

(d) If final proposal revisions are requested, separate page limitations will be specified in the subsequent Government request.

(e) NOTE TO PROSPECTIVE OFFEROR**:** Pages submitted in excess of the limitations specified in this provision will not be evaluated by the Government and will be returned to the Offeror.

(f) Exclusions from Page Limitations:

1. Transmittal Letter, Title pages, tables of contents, overall proposal cover page, and divider pages (pages for division of proposal parts with no narrative text) are excluded from the page count specified in paragraph (a) above.
2. While Volume II has no page limit, this volume is to be strictly limited to cost and price information. Information that can be construed as belonging in one of the other sections of the proposal will be so construed and counted against that volume's page limitation.
3. The summary RFP cross-reference matrix, cross-referencing RFP requirements, is excluded.

(g) Material deemed to belong in other volumes will be treated as such and placed at the end of the appropriate volume for purposes of paragraph (e).

(End of Provision)

L.31 VOLUME I MISSION SUITABILITY PROPOSAL INSTRUCTIONS

The Mission Suitability Proposal must include a discussion of Offeror's approach in a manner which shall demonstrate comprehension of the scope and requirements of the contemplated contract. The proposal shall be specific, detailed, and complete so as to clearly and fully demonstrate that Offeror understands the requirements and the inherent problems associated with the objectives of this procurement. Stating that Offeror understands and shall comply with the

requirements, or paraphrasing the requirements is inadequate as are phrases such as: “Standard procedures shall be employed” and “Well—known techniques shall be used.” The proposal must comprehensively explain how Offeror proposes to comply with the applicable requirements, including a full explanation of the techniques and procedures Offeror proposes to follow. Information previously submitted, if any, shall be considered only to the extent it is resubmitted. It may not be incorporated by reference.

All information submitted shall be current, specific, complete, and meet the requirements of the solicitation.

The Offeror shall describe any new or innovative methods, techniques or technologies, and/or process improvements that are proposed and how those methods, techniques or technologies, and/or process improvements will impact the completion of the functional activities presented in the PWS and increase effectiveness and efficiencies.

The Mission Suitability Proposal must include a discussion of the Offeror’s approach to meeting the requirements of the contemplated contract. The Mission Suitability Proposal should fully demonstrate that the Offeror (1) understands the requirements and the inherent problems associated with the objectives of this procurement and (2) has the capability to perform the technical requirements. The Mission Suitability Proposal must be sufficient as to how Offeror proposes to comply with the applicable requirements, including a full explanation of the techniques and procedures Offeror proposes to follow. Offerors are also required to refer to relevant experience, as it relates to techniques and procedures previously used, to the greatest extent possible to support/justify the inclusion of the proposed techniques/procedures.

The Offeror should prepare Volume I in accordance with the outline provided below: (Note: The outline is provided for use in organizing Offeror’s proposal only and should not be construed as an indication of the order of importance or relative weighting within the individual mission suitability subfactors as there are no discrete point values attached to any of the sub-sections.)

<u>Subfactor 1- Management / Technical Approach</u>

MT1 General
MT2 Phase-In
MT3 Management / Technical Innovation
MT4 Local Autonomy and Authority
MT5 Property Management
MT6 IT Security Approach
MT7 Cost Management
MT8 Systems Management
MT9 Management / Technical Approach Risk Assessment

Subfactor 2 - Staffing / Total Compensation

ST1 Key Personnel/ Key Positions
ST2 Staffing Approach
ST3 Compensation Approach
ST4 Recruiting and Retention
ST5 Staffing/Total Compensation Risk Assessment

Subfactor 3 - Safety, Health and Environmental

SH1 Workplace Safety
SH2 Safety, Health and Environmental Risk Assessment

The Offeror's Mission Suitability proposal response indicates the Offeror's understanding of the requirements of the Performance Work Statement (PWS); provides the Offeror's plan for satisfying those requirements; and the likelihood that the plan will result in effective and efficient performance. The response also indicates the Offeror's understanding of the current NASA/IT environment and provides the Offeror's approach for moving NASA/MSFC into a customer focused, value added IT product line.

Subfactor 1 – Management / Technical Approach

In preparing this section of the proposal, the Offeror shall develop and describe the management and technical approach proposed to fulfill the technical requirements of the contract. The Offeror shall explain how the proposed management structure, system, or method maximizes efficiency in completing PWS tasks and flexibility in responding to variations in workloads among PWS tasks. The Offeror shall show evidence of proven management techniques, cost control policies, and organizational skills that shall be applied to this contract. The Offeror shall also demonstrate a clear understanding of the challenges facing NASA and MSFC in the current environment and provide an approach for innovatively and strategically answering these challenges to ensure NASA/MSFC keeps abreast of the changing environment, provides the appropriate infrastructure, and provides cost effective, value added product offerings, all while continuing to meet or surpass the needs of this contract.

MT1 General

a. The Offeror shall fully describe the overall management concept, organizational structure, and proposed interfaces with the Government that will be employed to perform the MITS mission.
b. The Offeror shall provide organization charts that show the proposed management structure, teaming relationships, and organizational elements. These charts shall identify clear internal and external lines of authority. Complete rationale for the organization structure shall be provided to demonstrate a logical, organized approach to the integrated planning, controlling, and reporting of contract activities that support the MITS Services

c. The Offeror shall fully describe teaming and subcontractor arrangements and its approach to efficiently and proactively managing the effort and methods of providing Government visibility into the work. The description shall include rationale for each of the arrangements, identification of points of contact, how management and control policies will be implemented, and how work will be controlled, reported, and reviewed. The Offeror shall also include a description of the accessibility and flow of relevant support from internal and external sources, such as parent organizations, teaming arrangements, and subcontractors. Any integration of team members or subcontractors into the management and supervisory hierarchy shall be fully described. The evaluation of subcontractor performance and fee arrangements between prime Contractors and subcontractors shall be discussed.
d. The Offeror shall describe its approach for maintaining project schedule, operating within approved budgets, meeting project milestones, providing early notification of potential problems, utilizing management metrics to track progress and trends, providing deliverables on-time, and maintaining ongoing operations in an effective manner. The Offeror's approach to project re-planning changes, (e.g., in response to Government flight manifest), budgetary changes or other requests shall be provided.
e. The Offeror shall describe the proposed strategies, processes, and procedures to establish and maintain an integrated, effective, and efficient work flow across team members and subcontractors in order to maintain the parallel flow of mission services and development activities.
f. The Offeror shall provide complete information concerning the various methods and/or techniques to be used in planning, scheduling, processing, controlling and completing the Performance Work Statement tasks, both routine and special.
g. The Offeror shall provide the approval status of its accounting, estimating, property management, employee compensation and purchasing systems (include identification of any reviews, copies of approvals or identification of any conditions, deficiencies, issues or problems). Provide the date of approval for each system and the approving agency. Explain any existing conditional approvals and the compliance status of any systems(s) for which approval is currently withheld. In accordance with FAR 16.301-3, the contractor's accounting system shall be determined adequate prior to award of a cost reimbursement contract. If the offeror does not have an accounting system that has been determined to be adequate, the offeror shall describe their approach to obtain this determination prior to contract award including key milestones.
h. The Offeror shall explain its customer service approach including mechanisms or systems for ensuring customer satisfaction describing the features of its work control system, its responsiveness to meeting user's needs and concerns and its approach to identifying, prioritizing, and satisfying users short and long range requirements.
i. If the Offeror proposes using teammates /subcontractors, the Offeror shall describe their compliance with the Small Business Administration (SBA) Ostensible Subcontractor Rule Evaluation. Include specific detail so that the Government can determine that the prime contractor making the offer will be performing the primary and vital requirements for the contract. In the event an Offeror's proposal is determined to be unacceptable based on the SBA Ostensible Subcontractor Evaluation, the matter will be referred to the Small Business Administration (SBA) for a Certificate of Competency in accordance with the procedures outlined in FAR 19.6. The description and explanation shall include the following:
    1. Rationale for each of the arrangements

2. Identification of point of contact
3. Who will manage the contract
4. Any integration of teammate or subcontractors into the management and supervisory hierarchy
5. Which party possesses the background and expertise necessary for contract performance
6. The degree of collaboration in preparation and submission of a competitive proposal
7. Whether there are discrete tasks to be performed by each teammate/subcontractor, or whether there is instead a commingling of personnel and resources
8. The relative amount of work to be performed by each teammate/subcontractor
9. Description of the work to be performed by each teammate/subcontractor, including the PWS paragraphs
10. Which party will perform the more complex and costly contract functions
11. The business size of the other parties
12. Which of the parties possess the qualifications relevant to the contract requirements
13. Accessibility and flow of relevant support from internal and external sources, such parent organizations, teaming arrangements, and subcontractors

j. The Offeror shall describe their approach to executing the tasks in the Performance Work Statement, while complying with Clause H.2, "Mitigation of Organizational Conflicts of Interest", Clause H.3, "Limitation of Future Contracting" and Clause H.4, "Organizational Conflicts of Interest Mitigation Plan." The Offeror shall provide a preliminary analysis of possible organizational conflicts of interest that might flow from the award of this contract, including identification of any potential organizational conflicts of interest and how such potential conflicts will be either avoided or mitigated

MT2 <u>Phase-In</u>

a. The Offeror shall describe their approach to the assumption of on-going work under the new contract ensuring completeness and continuity of operations and development.
b. The Offeror's phase-in plan shall be fully described to include the phase-in time required (not to exceed 60 days), the method by which on-going work will be transitioned to the new contract with minimal impact, the extent to which incumbent personnel will be hired during phase-in period, their plan to recruit the remainder of the required workforce during the phase-in period, and any other issues deemed critical to a successful transition from the current contract to this follow-on effort. (See Provision L.11, Phase-In)
c. The Offeror shall provide a comprehensive schedule of all phase-in activities leading to assumption of full responsibility.

MT3 <u>Management / Technical Innovation</u>

a. The Offeror shall describe any proposed management innovations that enable the integration of business processes and information which would result in project benefits, such as enhanced customer service, process improvements, accelerated schedules, cost

reductions, and/or increased reliability. A summary of these features shall be provided with their potential measurable and subjective benefits.

b. The Offeror shall describe their technical approach to implementing information technology to achieve efficiencies, productivity improvements, automation, increased systems reliability, integrity, and availability, as well as technical innovations into the operations and maintenance, and engineering of systems, hardware, and software.
c. The Offeror shall describe proposed cost-effective outsourcing approach for when the workload exceeds the in-house resources (skills, scheduling, etc.). Additionally, a summary of proposed technical innovations shall be provided in a table with their potential measurable and subjective benefits.
d. The Offeror shall describe their approach and methods for infusing new technology and how that approach addresses innovation, cost effectiveness and low cost planning. The Offeror shall provide information that demonstrates the Offeror's ability to assess both existing and evolving technologies as they relate to mission services and make recommendations regarding possible implementation, impacts to infrastructure, and associated cost benefits.

MT4 <u>Local Autonomy and Authority</u>

The Offeror shall describe the degree and extent of local autonomy including the authority granted the project manager with details of the kinds of decisions that would be made locally versus outside the local organization. Descriptions shall include, but not be limited to, identification of the organizational and geographical placement of authority to:

a. Assume existing tasks.
b. Negotiate and execute contract modifications.
c. Accept in-scope assignments.
d. Release completed work and vouchers to the Government.
e. Reassign work in response to varying workloads.
f. Recruit and hire required personnel in a manner consistent with task skills and schedule requirements.
g. Acquire by direct hire, subcontract, or teaming agreement specific and unique engineering or technical expertise in a manner consistent with task skills and schedule requirements.
h. Approve travel.
i. Hire, dismiss, promote, and demote personnel.
j. Select, administer, and terminate subcontracts.
k. Acquire materials as necessary.

MT5 <u>Property Management</u>

The Offeror shall provide their proposed approach for property management including the information in Provision L.21. The Offeror shall describe their property management processes related to reporting, acquisition, receiving, identification, records, movement storage, physical inventory, consumption, utilization, maintenance, subcontractor control, disposition and contract close-out.

MT6 IT Security Approach

The Offeror shall provide their proposed approach to Information Technology Security and status reporting. The Offeror shall describe their policies and procedures for maintaining the control including integrity, availability, and confidentiality of data and hardware. The Offeror shall describe their policies and procedures to prevent sensitive Government technologies and data from being accessed or acquired by unauthorized parties. The Offeror's shall provide policies and procedures for effective control of data and hardware exports, which complies with both the Export Administration Regulations (EAR) and the International Traffic and Arms Regulations (ITAR) export requirements.

MT7 Cost Management

The Offeror shall describe their proposed approach for managing, controlling, tracking, and reporting costs and approach to recognizing, reporting, and solving cost issues shall be provided.

MT8 Systems Management

a. The Offeror shall describe their approach to sustaining ongoing mission activities and understanding of the various operations, maintenance, and support activities imposed and required by the MITS PWS shall be defined. The description shall include proposed processes and strategies for requirements integration, problem reporting, change management, real time problem correction, and system upgrade and refresh due to technology obsolescence for voice, video, and data systems shall be provided.
b. The Offeror's approach to timely completion of systems currently under development and the integration of these systems into the MITS operational environment shall be provided. This shall include a description of the system design, development, test and evaluation approach; the Offeror's strategies, processes, and procedures for assessing the impact of requirements and design changes on the integrated MITS systems architecture and to maintaining requirements traceability and functional allocation; and approach to systems integration, performance prediction, and performance analysis shall be defined.

MT9 Management / Technical Approach Risk Assessment

The Offeror shall submit a risk assessment for the complete Management / Technical Approach subfactor. The analysis shall identify and discuss risk factors and include a recommendation to mitigate the impact of the identified risks.

Subfactor 2 – Staffing / Total Compensation

This subfactor will be used to evaluate the Offeror's approach for providing the staffing and total compensation to perform the requirements of this PWS. The following will be evaluated:

ST1 Key Personnel / Key Positions

a. The Offeror shall propose up to seven (7) key personnel positions and explain why these proposed key positions are critical to the success of the contract. Clearly describe the function, responsibility, authority for each key position, and relationship to organizational structure.
b. The Offeror shall describe why the personnel being proposed for these positions are qualified. Identify and provide resumes for key management and technical personnel using Attachment L-D, Form D1, Key Personnel Position Description and Resume. (The Offeror shall insure that all Key Personnel references contain current phone numbers.) Provide the rationale for the selection of individuals designated as key personnel, including the appropriateness and reasonableness of these selections.
c. The Offeror shall provide evidence of each individual's availability and commitment to work and indicate the percentage of time each key person will devote to this position for the Offeror's organization, at the start of and for the duration of the contract. Provide signed letters of intent from all key personnel. Each letter of intent shall state whether the key person is being proposed as key personnel on any other concurrent proposal.
d. The Offeror shall describe the approach for providing a backup for all key personnel. Describe techniques and approaches to be used for replacement of key personnel in the event of absences or vacancies to include a proposed strategy for limiting the impact to the Government.

ST2 Staffing Approach

a. The Offeror shall describe its staffing plan for obtaining and maintaining a qualified workforce for the contract. Detail the number of personnel per skill category and by organizational element for the total work force. Address the selection of skill levels and job qualifications and their relationship to Level 3 of the PWS WBS (See Attachment J-13) for the total workforce. Relate staffing qualification rationale to the overall management approach. Identify the critical skills essential to successful contract performance. Offeror shall include in their staffing plan all major subcontractors.
b. The Offeror shall describe its approach to the application, implementation, and administration of the mandatory provisions of the Service Contract Act (SCA) and the Collective Bargaining Agreement(s). Denote the SCA Classification Determination Equivalents for each proposed skill, as applicable.
c. The Offeror shall identify critical management, administrative and technical functions. Distinguish between the identification of these critical functions and the selection of key personnel positions. Address the method and ability to recruit and retain personnel for these critical functions.
d. The Offeror shall provide a table of delineating sources of staffing. This table shall denote the percentage of the total workforce (including subcontractor personnel) that the Offeror

intends to recruit from the following sources: (a) Offeror's own resources; (b) other divisions of the company; (c) incumbent contractor work force; and (d) outside recruitment, including subcontractors, consultants, and other.

e. The Offeror shall provide a completed Job Description/Qualification (JD/Q) form (MITS Attachment L-D, form D2) for each proposed job title (other than key personnel) to be used in the performance of the MITS contract.

ST3 <u>Compensation Approach</u>

a. The Offeror shall provide a Total Compensation Plan (TCP) in accordance with FAR 52.222-46, *Evaluation of Compensation for Professional Employees*, and NFS 1852.231-71, *Determination of Compensation Reasonableness*, that identifies and discusses wages, salaries, fringe benefits, and uncompensated overtime, when proposed, for professional employees and service employees for both the prime and subcontractors. The Completed Model Contract (Data Volume IV) must not include salary and fringe benefit cost information, but should reference where the information appears in the Cost Factor (Volume II). The TCP shall include recognition of differences in skills and complexities of disciplines. The Offeror's shall discuss how the proposed compensation plan recognizes the differences in skill and complexities of varied disciplines as well as job difficulty. The Offeror shall explain the effect of its compensation plan on the incumbent capture rate. In addition, the Offeror shall describe policies for addressing benefits and seniority of incumbent staff (if any) hired from the current Contractor.
b. The Offeror shall describe the company's fringe benefit policies and practices for both full-time and part-time employees using Attachment L-A3, Fringe Policy Questionnaire. The L-A3, Fringe Policy Questionnaire should be included in the cost volume.
c. The Offeror shall discuss its policy for dealing with seniority and recognition of seniority if incumbents are hired, including a statement regarding the Offeror's intent with respect to salaries/wages/fringe benefits to be paid to incumbent employees including accrued leave.
d. The Offeror shall describe its approach to handling the potential impact of different compensation structures where services provided by major subcontractors are similar to those provided by the Offeror.
e. The Offeror shall discuss the company's approach to establishing a salary for each labor classification identified in Attachment L-C. The approach to the establishment of salary/wages should also reflect the impact of employment tenure. Include supporting data, such as recognized national and regional compensation surveys and studies of professional, public and private organizations, used in establishing the total compensation structure. Describe planned cost-of-living adjustments for exempt and non-exempt employees. Explain the formula used for computing the cost-of-living adjustments, if any, and the frequency of the adjustment.

ST4 <u>Recruiting and Retention</u>

a. The Offeror's plan for recruitment and retention of appropriately skilled personnel and flexible staffing strategies to accommodate increasing and decreasing workload demands over the entire period of performance of the contract shall be provided.

b. The Offeror shall describe the process for orientation and training for new employees. The Offeror shall address personnel training in sufficient detail to ensure success, demonstrating the ability to provide necessary orientation and training for employees to assume and perform contract functions. The Offeror shall describe their approach to tracking completion of required training. The Offeror shall describe their processes for providing and tracking the completion of necessary orientation and training for employees to assume and perform functions required by this PWS.
c. Describe the Offeror's approach to recognizing organized labor associations including the following:
    1. Describe how the Offeror will comply with the economic terms of the existing CBAs that are referenced in the Wage Determination. Provide detailed discussion on Offeror's plan to negotiate new CBAs and how such approach minimizes cost to the Government while maintaining reasonable terms and conditions for the workforce.
    2. Describe how the Offeror plans to interface with unions on a day-to-day basis. Describe the required experience of the position(s) responsible for working labor relations issues within the company. Identify where that position will be located and the level of autonomy. Identify the approach to employee accessibility to human resource personnel to resolve day-to-day issues.
    3. Describe the proposed methods to promote and maintain amicable labor relations in accordance with prudent business practices during the transition phase and during contract performance.
    4. Describe the Offeror's general approach for continued operations in the event of a strike.
    5. Describe how the Offeror will use cross utilization of personnel between functional areas.

ST5 <u>Staffing/Total Compensation Risk Assessment</u>

The Offeror shall submit a risk assessment for the complete Staffing / Total Compensation subfactor. The analysis shall identify and discuss risk factors and include a recommendation to mitigate the impact of the identified risks.

Subfactor 3 – <u>Safety, Health and Environmental</u>

This subfactor will be used to evaluate the Offeror's Safety, Health and Environmental program. The following will be evaluated:

SH1 <u>Workplace Safety</u>

The Offeror shall submit for evaluation a draft version of their detailed Safety, Health, and Environmental Plan in accordance with DRD1292SA-001 , as set forth in Attachment J-2 of the RFP (see also Provision L.6). The Safety, Health, and Environmental Plan will be evaluated for the contractor's ability to implement and maintain a program consistent with the MSFC Safety, Health, and Environmental program core requirements. The on-site Safety, Health, and Environmental Plan delivered with the proposal shall address all DRD requirements.

SH2 Safety, Health and Environmental Risk Assessment

The Offeror shall submit a risk assessment for the implementation of their Safety, Health and Environmental (SHE) Program at MSFC. The assessment shall identify the risk factors with implementing their SHE program and discuss the recommendations to mitigate or lower the impact of these identified risks.

L.32 VOLUME II - COST FACTOR VOLUME INSTRUCTIONS

A. Introduction

Certified cost or pricing data is not required (See FAR 15.401 and FAR 15.403-1); however, information other than cost and pricing data is required for cost realism analysis. Offerors will be advised if additional data is needed (See FAR 15.403-3). Offerors are cautioned not to include Mission Suitability related data in the Cost Volume.

1. The Offeror's total cost shall include all mission services, and phase out for the contract period of performance including all options. The total cost shall exclude phase-in cost which are to be priced separately and performed under a separate purchase order.

2. The Offeror shall provide a total cost summary and cost by each PWS WBS element (to level 2) as depicted in Attachment J-13. The Offeror shall assure that its proposal includes complete and factual cost data. Submittal of only summary level direct labor costs is not acceptable. The Offeror shall link all forms, where applicable. Electronic links shall not be broken in Offeror's electronic submission.

3. The Prime Offeror is responsible for submitting a comprehensive proposal including all required subcontractor proposals. The prospective subcontractors have the option of submitting proprietary cost data in a sealed envelope through the Prime Offeror or in the form of a complete cost volume directly to the Government no later than the date and time specified in this RFP.

4. The Offeror's accounting system shall be capable of identifying and segregating costs as a prerequisite for award of this contract. The Offeror and its subcontractors will estimate and price their proposals in a manner that is consistent with the Offeror's normal, disclosed, and/or approved estimating, compensation, accounting practices as dictated by the policies and procedures of those systems (and other systems that may apply).

5. The Offeror shall submit cost data with sufficient detail to allow direct and indirect rate verification and auditing of selected costs by their cognizant Defense Contract Audit Agency offices, even though the proposal is not required to be cost certifiable. Comprehensive audits of the Offeror and any of the subcontractor's proposals may occur should there be adequate reasons for undertaking the effort to ensure a fair and reasonable price to the Government. The decision to perform comprehensive audits will be made on a case-by-case basis upon receipt of the proposal.

6. The Offeror's cost volume preparation instructions are applicable to the Offeror as a prime contractor and team members/major subcontractors (if any). For cost volume purposes only, "subcontractors" shall include the definition of an Offeror's interdivisional and/or intra-company effort and they are considered to be a "subcontractor" related effort. A major subcontract is defined as a subcontract estimated to exceed $5,000,000 in total value for the base period and all options. Minor subcontractors are defined as those subcontractors having a total contract value less than $5,000,000 for the inclusive effort. Any subcontractor expected to exceed $1,000,000 should also complete Cost Form L- A3.

7. A supplier or vendor that provides material only (i.e. no services), is not considered a subcontractor for the purpose of this proposal and should not provide a separate pricing model.

8. The normal MSFC duty hours are provided for the Offerors' information. Normal duty hours are defined as a 5-day week, Monday through Friday, (excluding legal holidays), 8 hours per day between the hours of 6:00 a.m. and 6:00 p.m. Section G-18, *Statement of Equivalent Rates for Federal Hires*, lists the holidays observed by NASA.

B. Cost Proposal Format

1. The Offeror and its major subcontractors shall forward two copies, one hard and one electronic copy, of the Cost Volume materials to the cognizant DCAA office marked "NASA evaluation material MITS RFP NNM09270570R". The Offeror shall make its submission to DCAA concurrent with the submission of the proposal to NASA.

2. The Offeror cost volume shall include all government provided pricing templates which are hereby defined as the Excel Pricing Model (EPM) consisting of Workbooks and Templates which are found in Attachments L-A1. The EPM will be utilized as a Government evaluation tool. The cost volume shall also include the Offeror's Pricing Model (OPM). If an Offeror or subcontractor does not have a Government-approved or Government-adequate (see FAR 16.301-3) accounting system, that entity may use the EPM as its OPM. In this case, the submission of the EPM only will satisfy the requirement for submission of both EPM and OPM.

3. The Offeror shall submit its OPM based on their approved accounting practices and the Cost Volume shall include cost element reconciliation to the Excel Pricing Model. Any reference made to OPM is intended to include both the Offeror and its major subcontractors. Further, should there be discrepancies between the OPM and the EPM data, the EPM takes precedence. Any discrepancies between the OPM and EPM shall be clearly explained in Part 1, Section 2 of the Cost Volume.

4. Electronic copies of the EPM, OPM and Basis of Estimate (BOE) shall be prepared and submitted in Microsoft Word or Excel (Microsoft Windows version). Adobe Acrobat software and files in PDF format are not acceptable. All electronic files must be searchable and will not contain scanned documents. All electronic files associated with the EPM and the BOE shall not contain hidden formulas, tables, and shall not be locked or protected.

The Offeror shall not alter proposal electronic spreadsheet file formats except for lengthening forms as appropriate, adjusting column widths, or correcting obvious errors that would preclude the submission of an accurate proposal.

5. All dollar amounts provided shall be rounded to the nearest dollar and presented in real dollars. All labor rates shall be rounded to the nearest penny, $xx.xx. All indirect rates shall be expressed as percentages to the second decimal place, xx.xx%

C. Preparation of Cost Volume

1. The Offeror shall clearly explain in detail all pricing or estimating techniques (projections, rates, ratios, percentages, etc.) and shall support the proposed cost in such a manner that audit, computation, and verification can be easily accomplished. If using historical cost as a basis of estimate, provide the period of time and costs in detail.

2. The Offeror shall submit estimates of the costs at the rates expected to be negotiated for a contract and performance thereunder. There will be no advantage in proposing costs or rates which are understated on the assumption that they will increase the probability of receiving a contract award. Since total cost estimates will not be given a numerical score in the evaluation process, unrealistic costs or rates, either low or high, will tend to indicate a lack of understanding of the Performance Work Statement and requirements for contract performance.

3. The Offeror shall disclose the methods used in determining particular classifications of cost (direct versus indirect). The Offeror shall furnish a synopsis of accounting policies and procedures. The proposed overhead and G&A rates shall be supported by forecasts, dollar values, factors and substantiating rationale which provide the following specific information for each rate, including any forward pricing rate agreements (this applies to the prime, teaming partner, and each proposed major subcontract). This synopsis and bases for rates proposed shall clearly identify the impact of the proposed contract on both direct rates and indirect rate allocation bases and expense pools.

    i. Specify accounts and associated content within each indirect pool.

    ii. Allocation bases (comprising elements and basis for projections).

    iii. Expense pools (comprising elements and basis for expense pool projections).

    iv. Equivalent indirect personnel in each pool by contract year. Specify types of personnel and functions performed.

    v. Equivalent direct personnel in the allocation base by contract year.

    vi. Specify the impact of this proposed MITS activity on the total allocation base (expressed as a percentage) of each indirect rate proposed.

    vii. Specify the impact of this proposed MITS contract on the expense pools for each indirect rate proposed.

4. The Offeror including subcontractors shall provide a copy of their most recent disclosure statement, if applicable. In accordance with FAR Part 30, for any proposed large business teammate(s) or major subcontractor identify the Government Administrative Contracting Officer (ACO) responsible for determination, and date of adequacy determination, of each Disclosure Statement for the prime, teammate(s), and major subcontractors.

5. The Offeror, teammate(s) and all major subcontractors shall identify the cognizant Defense Contract Audit Agency (DCAA) (name, address, and telephone number) on Form L-A2 (CAOT) and the cognizant Government Agency (name, address, and telephone number) who currently approves forward pricing rates. Provide a copy of the latest approved forward pricing rate package applicable to this cost proposal.

6. The Cost volume shall consist of the following parts:

COST VOLUME TABLE OF CONTENTS

Cost Volume II– Part 1: General Cost Information
Section 1 – Cover Page and Table of Contents
Section 2 – Cost or Pricing Information and Supporting Data Workbooks/Templates: Found in Part 2
Section 3 – Financial Accounting Standards (FAS) 13 Analysis
Section 4 – Basis of Estimate Summary
Section 5 – Copies of Subcontractor Analysis
Section 6 – Systems Reviews and Status Information
Section 7 – Financial Capability
Section 8 – Proposed Prime Offeror/Subcontractor Information Summary
Cost Volume II– Part 2: Excel Pricing Model (EPM)
Section 9 – Workbooks/Templates: MITS Attachment L-A1.xls
Cost Volume II– Part 3: Offeror Pricing Model (OPM)
Section 10 – Offeror Pricing Model
Cost Volume II– Part 4: Contractor Basis of Estimate (BOE)
Section 11 – Contractor Basis of Estimate by WBS and supporting data Section 12 – Contractor Workforce Summary

TABLE L-1

D. Specific Instructions

Section 1 – Cover Page and Table of Contents

Cover Page – Prime and subcontractors shall provide the following information on the cover page of the cost proposal:

1. Solicitation number
2. Name, address, and telephone number of Offeror
3. Name, title, telephone number, and fax number of Offeror's point of contact
4. Type of contract, place(s) and period(s) of performance
5. The total proposed amount in real dollars
6. Name, address, telephone and fax number of the Government cognizant contract audit office
7. Name, address, telephone and fax number of the Government cognizant contract administration office
8. Name and title of authorized representative of the company, and date of submission.

Section 2 - Cost or pricing information and supporting data

1. In order to facilitate verification of the proposed rates and factors, if the contract year overlaps two contractor accounting years, the Offeror shall provide a separate explanation of direct and indirect rates for each contractor accounting year that is mapped to arrive at the proposed rate by contract year.

2. In accordance with sound business practices and applicable labor laws, the Offeror and subcontractors shall propose reasonable labor rate increases and shall utilize, for labor rates not defined by the Union Agreements, or Forward Pricing Rate Agreement (FPRA), the following uniform rates of change for Fiscal Years 2010 through 2015 escalation rates as provided below. These rates are for pricing purposes only:

ESCALATION RATES

Fiscal Year	Escalation Rates
2010	3.00%
2011	3.10%
2012	3.20%
2013	3.20%
2014	3.20%
2015	3.10%

Projected Wage Escalation for Fiscal Year 2010 - 2015

TABLE L-2

3. Should an Offeror determine the need for a different annual escalation rate, a written explanation and justification shall be included in the supporting information of Volume II. This explanation will include the rationale and methodology used for the annual escalation rate development, including escalation assumptions, sources of projections and a clear description of the projected rate. These uniform rates of change for pricing purposes are for estimating purposes only; the government realizes the prevailing escalation rates during contract performance shall be utilized and implemented on a case by case basis for the appropriate labor market segment and labor skill levels.

4. If a Forward Pricing Rate Agreement (FPRA) has been approved, all rates contained therein and agreed to shall be used in the development of the proposed costs. The financial impact on indirect rates imposed by the award of the MITS contract may require an Offeror to deviate from their FPRA. Should an Offeror deviate from the published FPRA agreement, a written explanation and justification shall be included in the supporting information, along with the rationale and methodology used for the varying rate development and a clear description of the projected rate.

5. Any business relationships between the Offeror and its subcontractors, both major and minor, beyond the apparent Prime/Subcontractor relationship shall be disclosed and fully recognized. Any discounts and/or favored treatment because of a business relationship, by virtue of an agreement or otherwise, shall be disclosed and explained.

6. A copy of DD Form 1861 – Contract Facilities Capital Cost of Money (COM) shall be included in Part 2 of the Cost Volume if the Offeror proposes to claim COM. If this approach is elected by the successful Offeror, the clause in FAR 52.215-17 will be included in the resultant contract.

7. Table L-6 provides plug figures to use for planning purposes for the items listed.

Year	2010	2011	2012	2013	2014
Direct Materials	$2,659,000	$2,731,000	$2,805,000	$2,880,000	$2,958,000
Vendor Maintenance	$2,353,000	$2,416,000	$2,482,000	$2,549,000	$2,617,000
Software	$3,688,000	$3,788,000	$3,890,000	$3,995,000	$4,103,000
Equipment	$6,418,000	$6,592,000	$6,770,000	$6,953,000	$7,140,000
Travel	$512,000	$526,000	$540,000	$555,000	$570,000

Section 3 – FASB 13 Analysis - Accounting For Lease Cost

If the Offeror or any major subcontractor proposes operating or capital leases, Financial Accounting Standard Board (FASB) 13 Analysis shall be performed as required by FAR

31.205-36 and FAR 31.205-11, in determining the classification of a lease as operating or capital. This applies to facilities and equipment.

Section 4 – Basis of Estimate (BOE)

The Offeror and proposed major subcontractors shall submit a separate BOE (shall be written to Level 3) part in the cost volume. The purpose of this part is to give the Government insight into the thought processes and methodologies used by the Offeror in estimating the labor skill mix by labor hours, other direct costs, etc., required for successful performance on this contract for the cost estimates. Emphasis should be placed on a description of the processes and methodologies themselves, and how these relate to the technical approach described in the proposal. The information provided under this part will be used to assess the reasonableness and realism of the Offeror's estimate and will be utilized in developing the Government's most probable cost rationale. It is the Government's intent to utilize the BOE as a basis for adjustments that may be made to PWS WBS, Level 2 (See Attachment J-13) of the Offeror's proposal.

A BOE shall address elements as follows:

A. Narrative explaining how Offeror arrived at the estimate of labor hours, including: if Offeror estimate was based on similar program(s), in which case, identify and provide a reason why the programs are similar; a standard, in which case, identify the standard and explain if it is from the industry, Offeror company, or a product; or engineering judgment, in which case, explain the philosophies used.

B. Use of any other cost-estimating relationships to include learning curve analysis; explain the rationale for their use. Explain in detail all pricing and estimating techniques, discloses the basis of all projections including a detailed explanation of learning curve application, rates, ratios, percentages, and cost estimating relationships, and explains all judgmental elements of cost projections.

C. Data to support cost volume labor rates, labor hours by skill, and other direct costs. The BOE should explain the genesis of the labor categories including the rationale for the entire skill mix and evolved skill mix.

D. How subcontracts were estimated. Please note if Offeror has experience with the proposed subcontractor(s).

E. Data to support subcontractor costs and the methodology utilized to estimate the types and quantities for these items as they relate to the Cost Volume. Explain the use of decrements to vendor quotes based on historical experiences or other rationale.

Provide a list of subcontractors and an award schedule showing when the subcontract will be awarded and the start or arrival date of the subcontract effort.

Section 5 – Copies of all Subcontractor Analysis

The Offeror and all Major Subcontractors shall perform and submit a copy of a cost and / or price analysis of their subcontractors as required by FAR 15.404-3(b). The proposal shall provide details and a discussion on all adjustments made to the subcontractor's cost proposal, including any adjustments based on technical findings, rate adjustments, and fee adjustments. The proposal shall provide a discussion on the use, or non-use of any adjustments based on the Offeror's history with the subcontractor.

Section 6 – Systems reviews and status information

a. If applicable, the Offeror and all Major Subcontractors shall provide information related to their Cost Accounting Standards (CAS) Disclosure Statement, Contractor's Estimating System Review (CESR), Contractor's Purchasing System Review (CPSR), Contractor's Employee Compensation System Review (CECSR), and Contractor's Accounting Systems if applicable.
b. The Offeror shall identify the type of review, including the results of the review, the cognizant Government agency performing the review, audit report number, date of the review, agency phone number, systems approvals status, and the last date of a systems approval

Section 7 – Financial Capability

Financial capability is an important element of success for the Offeror, submit one copy of the audited financial statements and accompanying notes for the last three (3) most recently completed fiscal years. In addition, provide data which shows the amount of established and/or available credit, the financial institution extending the line and the dollar amount (if any) presently in use. If a line of credit is available, provide a copy of the letter with the name of the institution and the amount of credit extended to Offeror's company for this proposed effort. This information is required only for the prime contractor. If a joint venture or partnership is proposed, then this information shall be provided for each participant in the joint venture or partnership. If the Offeror is, or will be, a newly formed business entity, a financial statement relating thereto should accompany the offer showing the contribution that each participant is required to make with regard to the entity's capital and equity, amount pledged or paid in to date by each of the principals, and the working capital availability. In addition, discuss the funding requirements, and limitation of liabilities, if any, of all participants. Provide a summary of financial ratios including quick ratio, current ratio, summary of working capital and debt to equity ratio.

Section 8 – Proposal Prime/Subcontractor Information Summary

All Offerors shall submit a completed Proposal Prime/Subcontractor Information Summary – Table L-3 for the prime, each team member(s) and all major subcontractors and 2nd tier subcontractors having a contract value of $5,000,000 or greater (over all years) to provide information for use by NASA in the public contract award notification.

PROPOSAL PRIME/SUBCONTRACTOR INFORMATION SUMMARY

Offerors are to fill-in the italic areas in column 2 with the required information	
Prime or Subcontractor Name	*Identify name of the prime Offeror or subcontractor (This is the prime proposer).*
Title:	*The title of the effort you have subcontracted or the program name subcontracted.*
Description:	*A brief non technical description of the work, including identification of the program, project and period of performance.*
Program:	*Marshall Information Technology Services (MITS).*
Project:	*The IT services that support MSFC.*
Period of Performance:	*The length from start date, mm/dd/yyyy to completion date of the contracted effort.*
Type of Action:	*Identify New Contract, Contract Modification, Exercise of Option, Exercise new task or delivery order, or other. If other state the nature of the type of action.*
Contract Type:	*Identify the contract type, CPFF, CPAF, FFP, T&M, CPIF, FPIF, etc.(The prime Offeror shall be a CPFF, subs may differ).*
Company:	*The name of the Prime, Team Member or Subcontractor (This is a subordinate company to the prime or major sub.)*
Address:	*Full USPS street address to include suite or apartment numbers.*
Performance Location:	*City and State of the principal work performance location(s).*
USPS 9 digit Zip Code	*Enter the 9 digit USPS Zip Code XXXXX-XXXX. The 9 digit Zip code is a Mandatory Requirement.*
Estimated Price with Award Terms	*$ amount rounded to the nearest $1,000.*
Subcontractors: (>500K)	*List all subcontractors and their business size status for each first tier subcontract worth $500,000 or more for the total contract performance.*

TABLE L-3

Section 9 – Workbook/Templates

Excel Pricing Model (EPM) File

The goal of the EPM is to construct a comprehensive summary model of an Offeror's proposed cost/price volume in an automated format. It is not intended to replace an Offeror's own cost model, structure and format required to be submitted as supporting information. Detailed instructions relative to individual templates are provided below.

Formulas: All formulas used in the templates shall be clearly visible in the individual cells and verifiable. Whereas linking among the spreadsheets is necessary, use of external links (source data not provided to NASA) of any kind is prohibited.

Locks: The EPM and all its associated workbooks/files shall not be locked/protected or secured by passwords.

All electronic file/workbook names included in a proposal shall begin with the appropriate contract acronym i.e. MITS hyphen, followed by the first three letters of Offeror's company name. For example: Assume Offeror's company name is ABC Company and Offeror has completed the cost templates required by this RFP; the file/workbook name would be MITS-ABC Attachment L-A1.xls. Offerors shall use the template acronyms below in naming individual worksheets/tabs within an Excel file/workbook. These templates are required for each prime Offeror, teaming partner, joint venture partner, or proposed major subcontractor that meets the major subcontractor threshold.

COST TEMPLATE FORM NUMBERS

Excel File – MITS Attachment L-A1 – Mission Services Cost Form Templates.xls	
Cost Form No.	**Title**
CA	**Total Program Cost Summary**
CB	**Cost by PWS**
CC(B1) & CC(O2)	**Labor by WYE**
CD	**Average Labor Rate by Category**
CE	**Payroll Additives Rate Development**
CF	**Fringe Benefits**
CG	**Overhead, G&A, and Other Indirect Rates**
CH	**Productive Hours Template**
CI	**Relocation Template**
CJ	**Subcontractor Cost Template**
FCOM	**Contract Facilities Capital Cost of Money**

TABLE L-4

Standard Labor Classification (SLC)

1. All Offerors and major subcontractors shall map proposed labor classifications to the standard labor classifications used in the Department of Labor (DOL) Service Contract Act (SCA) Directory of Occupations for non-professional positions and the Office of Personnel Management (OPM) Government Employee Classification guides for professional level employees. Attachment L-C contains description of Standard Labor Category for non-exempt labor categories.

2. DOL's SCA Directory of Occupations labor classifications (SLC) are available on the Department of Labor (DOL) website located at the following URL: http://www.wdol.gov/library.html. The OPM government employee classifications are available at the following websites: http://www.opm.gov/qualifications/SEC-III/A/0800-NDX.HTM and http://www.opm.gov/fedclass/html/gsseries.asp#800. There is one Collective Bargaining Agreement (CBA) (labor union agreement) associated with the workforce at MSFC which will be covered by this PWS. The agreement is with the Communications Workers of America, Local No. 3905, for the period 1 Oct 2007 through September 2010, and was signed by the principal parties on 24 Aug 2007.

3. SLCs shall be used by the Offeror for proposal development. The Offeror shall develop its own cost estimates using their established estimating system, compensation system, accounting system, and other systems that may apply. The Offeror shall include labor classifications with their corresponding labor rates sufficient to identify the entire spectrum of personnel associated with management, supervision, and/or other unique labor categories of the Offeror. The Offeror shall map the SLC to their proposed labor categories. The Offeror may include "additional/non-standard labor categories" that cannot be logically mapped to SLCs. The Offeror shall conform non-CBA, non-professional and additional/non-standard labor categories to DOL/SCA labor classifications. Conformance procedure shall be described. However, the Offerors must provide a job description of any "additional/non-standard labor categories" they include to allow for NASA and/or Defense Contract Audit Agency audit/evaluation. In addition, any proposed "additional/non-standard labor categories" must be based on the Offeror's established accounting, compensation, estimating systems, and other systems that may apply.

Instructions for completing the provided forms are as follows:
Please place dividers between each printed section of the of the EPM

1. **Form CA: Total Mission Services Summary**

   a) The Offeror (prime, teammates, and major subcontractors) shall complete the attached Form CA. This form shall include the total Mission Services costs by year showing: labor hours by category, labor dollars by category; labor overhead amounts; non-labor amounts including subcontract cost, other direct cost and material handling; G&A amount; fee; and Cost of Money (COM) amount. This worksheet is linked to other Tabs within this workbook with the exception of cost of money and fee. There are no other fill-ins required. These links should not be broken.

   b) In addition, detailed cost schedules shall be provided by the prime, teammates, and each major subcontractor that supports the development of Form CA total amounts proposed. The prime, teammates, and each major subcontractor shall submit this data for the base period, each option period, and total contract. Cost data shall be presented by Contract year. The teammates and major subcontractors may submit the detailed cost breakdown directly to the Government if the data is considered by the company to be proprietary in nature. Submit separately in the OPM a format consistent with each Offeror's normal, disclosed, and/or approved estimating and accounting practices, to include the Offeror's established labor classifications (mapped to the RFP specified categories of labor on Form CD), labor hours and rates as applied and summed (hours and dollars). All cost categories, including overhead pools, base amounts, and applications shall be clearly shown (on forms provided) and shall be summed to the Form CA labor, overhead, and nonlabor cost categories, and Forms CD labor categories.

2. **Form CB – Mission Services Cost by PWS Element**

a) This form shall include the cost breakdown by PWS WBS element (to level 2, see Attachment J-13) to include labor hours by category, labor dollars by category; labor overhead amounts; non-labor amounts including subcontract cost, certain other direct cost and G&A amount. This form sums all of the PWS WBS element (to level 2, see Attachment J-13) in the first section of this worksheet. The remaining format below the summary is linked by PWS WBS element (to level 2, see Attachment J-13).

b) Provide WYEs on Form CC which link to this Form CB. Several areas of this worksheet are linked to Tabs within this workbook (Attachment L-A1). These cells are labeled with warnings to prevent overwriting of those links. A separate Form CB shall be provided by the prime, teammates, and each major subcontractor which supports the total.

3. **Form CC (CCB1 THRU CC02)– Mission Services Work Year Equivalent(WYE) Labor Rate Detail**

a) Prepare and submit Forms CC(B1) thru CC(O2) by each year of performance and the identified job classification. The CC(B1)-CC(O2) tabs requires identification of WYE by PWS WBS element (see Attachment J-13) level 2 for each labor category. Column A is for the average labor rate from Form CD. Columns C thru BE are for WYE. Every category provided DOES NOT have to be utilized. The second section columns BG thru DG computes the total hours based on the Offerors input of productive hours per year multiplied by the WYE. If the Offeror chooses to add or delete categories in Forms CC(B1) thru CC(O2), it is the Offerors responsibility to ensure that all data is properly accounted for in the formulas in order to ensure an accurate proposal.

b) Special attention is invited to the U.S. Department of Labor Wage Determinations included as Attachment J-3. Any additional labor categories the Offeror deems necessary within their approach should be added and such proposed classifications and corresponding labor rates shall be described to include complete supporting rationale and shall be located within the Offeror's cost volume written narrative.

c) Offerors shall provide, as supplemental data, the typical productive and nonproductive hours per work year based on their personnel and accounting policies and practices. (Form CH)

d) In order to facilitate timely evaluation of cost proposals, the Offeror will use the following percentages of direct labor by category for the base year and each option year to account for overtime for non-exempt categories:

OVERTIME ESTIMATES``

Labor Category	Base Yr	Base Yr 2	Option 1 Yr 1	Option 1 Yr 2	Option 2
Non Exempt	2.0%	2.0%	2.0%	2.0%	2.0%

TABLE L-5

There will be no advantage in proposing the use of unpaid nonexempt overtime. If unpaid nonexempt overtime is proposed, adjustments will be made to the Offeror's proposal.

e) The wage determination rates, Attachment J-3, set forth herein represent the minimum rate of pay for entry-level employees performing under this contract. Offerors should consider the current employees experience level and length of service when proposing rates which are based on retaining current personnel.

f) All Offerors shall utilize escalation factors found in TABLE L-2 above, for all labor categories beyond those discretely defined within the Forward Pricing Rate Agreement (FPRA) or Collective Bargaining Agreement (CBA). Should an Offeror determine the need for a different annual escalation rate, a written explanation and justification shall be included in the supporting information as described in Section 2, 2 of these instructions.

4. **Form CD – Mission Services Average Labor Rate by Standard Labor Category**
The contractor shall provide the average labor rate by standard labor category for each year of the contract (Part A). In Form CC, Column A input the average labor rate. The Offeror shall include any additional labor categories identified in Form CC as well. This average rate will be used in calculating labor dollars in Tab CB. Also indicate if the employee is exempt or non exempt and if the incumbent will be hired.

5. **Form CE – Mission Services Payroll Additives Rate Development**
The contractor shall demonstrate the application of payroll additives that are required by law and sum by individual rate additive such as FICA calculations, workman's compensation application, unemployment tax and any other additive the contractor considers applicable.

6. **Form CF – Mission Services Fringe Benefits**
It is imperative that the Offeror demonstrate their understanding and compliance with the requirements of the Service Contract Act, the Wage Determination, and any applicable union agreements in regard to minimum fringe benefit requirements for non-exempt employees.

Provide estimates on Form CF for each fringe benefit cost element (Group Health, Dental, Retirement, Sick Leave, etc.) for all employees identified on Form CD under the labor categories. Offeror shall demonstrate that the estimates for fringe benefits shown on Form CF are incorporated into their proposed contract cost in accordance with their normal accounting and estimating practices for each contract year.

7. **Form CG – Mission Services Overhead, G&A, and Other Indirect Rates**
Provide data indicated on Form CG for each overhead pool (labor overhead, material handling, and procurement burden), G&A and any other applicable indirect rates. This template shall provide insight into the composition of the burden pool(s) for the proposed overhead rates. As supporting data, there are templates below the summary data that specify a breakout of specific cost accounts that are included in the individual cost pools. In addition, provide overhead cost history for the prior three years and for the term of the

contract. The basis for projections of overhead shall also be provided and an explanation in support of any significant changes in either expenses or base of application that exist from one year to the next (specifically address any changes in projections as a result of the MITS contract). The template provides a formula to convert the Offerors accounting fiscal year to contract year.

8. **Form CH – Mission Services Productive Hours Template**
The Offeror shall provide a conversion factor for productive hours by labor category as necessary. This estimate should be provided based on the typical productive and nonproductive hours per work year based on the Offeror's personnel and accounting policies and practices. Nonproductive time is all paid absences, e.g., vacations, holidays, sick leave and other authorized paid absences. The Offeror shall indicate the productive hours for all major and minor subcontractors included in this proposal.

WYE yearly Hours

Fiscal Year	**Hours**
2010	2088
2011	2080
2012	2088
2013	2088
2014	2088
2015	2088

9. **Form CI - Mission Services Relocation Cost Template**
The Offeror shall provide a basis for all relocation proposed by utilization of this template that indicates a clear break out by individual elements of each estimated trip and relocation expense. The individual trips shall be classified directly to the WBS requiring relocation. The total of relocation estimated should reconcile to the relocation cost identified in form CA.

10. **Form CJ - Mission Services Subcontractor Cost Template**
The Offeror shall provide a dollar summary by subcontractor for each WBS. This total should reconcile to the final cost summary in form CA and to the individual proposal submitted by each subcontractor.

11. **DD Form 1861 Contract Facilities Capital Cost of Money**
If Facilities Capital Cost of Money is proposed, in accordance with FAR 15.408(h), the Offeror shall submit DD Form 1861, showing the calculation of Facilities Capital Cost of Money.

12. **Cognizant Audit Office Template (CAOT) Attachment L-A2:**

This template (L-A2.doc) is to be delivered at the same time as the Past Performance Volume (it will not count against any page limitation of that volume) and is designed to capture relevant information concerning (1) the specific location (address or addresses for prime and proposed major subcontractors) where auditable cost information physically resides that supports amounts proposed; (2) the person or persons (name, address, phone number, fax number and e-mail address) who can be contacted by DCAA to provide audit information for the prime Offeror, (3) the person or persons (name, address, phone number, fax number, and e-mail address) who can be contacted by DCAA to provide audit information for companies, partners (in a teaming, joint venture or partnership situation) or proposed major subcontractor(s); and (4) the name and address of the cognizant DCAA field audit office to which electronic and hardcopy proposals were sent.

13. **Form L-A4 - Phase In**

Provide a complete summary on Form L-A4 of all phase-in costs, by element of cost in accordance with the Offeror's normal estimating procedures. Proposed phase-in will be for a period not to exceed sixty (60) calendar days. Provide additional detail supporting the development of the proposed phase-in cost as deemed necessary. NOTE: Phase-In costs are limited to $100,000.

14. **Form L-A5 – Contractor Workforce Summary**

The Government expects that the WYE information to be included in this rollup form will include all staffing for the Prime and all subcontractors. The Primer Offeror (including WYE information for the prime, teammates, and major subcontractors) shall submit completed Form LA-5. The prime submission shall include a rollup of each major subcontractor's WYEs. The rollup of the labor shall be by PWS element thru level 3 by Job title and contract year.

Section 10 – Offeror's Pricing Model (OPM)

The Offeror's Pricing Model (OPM) shall be time-phased by Offeror fiscal year, and separated by CLIN. Additionally, it should follow the format specified in Table 15-2 of FAR 15.408. Offerors may incorporate as many of the EPM templates as necessary and/or desired. Unlike the EPM, the OPM is not required to be self-calculating. The Offeror and all major subcontractors shall submit the OPM.

(End of provision)

L.33 VOLUME III - PAST PERFORMANCE PROPOSAL INSTRUCTIONS

This must be a separate proposal volume. The full contents of this volume shall follow the organization of the sections, which follow, and the content shall be described in those sections.

An Offeror's past performance record indicates the relevant quantitative and qualitative aspects of performing services or delivering products similar in size, content, and complexity to the requirements of this acquisition. The information requested below is anticipated to be sufficient for purposes of the evaluation of past performance. However, Offerors may submit additional information at their discretion if they consider such information necessary to establish a record of relevant past performance (within the established page limitations). Refer to FAR 15.305(a)(iii).

The Offeror shall provide, at a minimum, the following information in support of its proposal to facilitate the evaluation of company and past performance as a whole and as related to the requirements of the proposed contract.

1. Information from The Offeror
    a. The following past performance work package criteria matrix shall be used to determine the minimum contract value of past contracts and subcontracts in which the Offeror is required to provide information.

Past Performance Criteria Matrix

	Past Contract Reporting Value	Major Subcontractor Value
	(in Million of Dollars)	(in Millions of Dollars)
MSFC MITS	$25	$5

Based on the limits in the table above, the Offeror shall furnish the following information (paragraphs i through xiii below) for all information technology management services related contracts and subcontracts in which performance has taken place within the last five years. The combined total of the Offeror's and proposed major subcontractors' past prime/subcontract experience will be limited to 7 responses. If the Offeror does not have 7 contracts that exceed the values in the matrix above, then the Offeror may provide information on other relevant contracts. However, in no case will the total exceed 7 responses. The Offeror shall consider the following similarities to the MSFC Information Technology Services in making their determination of relevance: technical requirements, contract type, and contract value

i. Customer's name, address, and telephone number of both the lead contractual and technical personnel. Please verify the telephone numbers provided are current and correct.
ii. Contract number, type, and total original and present or final contract value.
iii. Date of contract, place(s) of performance, and delivery dates or period of performance.

iv. Brief description of contract work and comparability to the proposed effort. It is not sufficient to state that it is comparable in magnitude and scope. Rationale must be provided to demonstrate that the work is or is not comparable with this procurement. In addition to this information, Offeror shall register this past performance in the matrix included in Paragraph 2 below.
v. Method of acquisition: competitive or noncompetitive.
vi. Nature of award: initial or follow-on.
vii. Discuss any major technical performance problems and how they were overcome. List any major deviations or waivers to technical requirements that were granted by the customer. Describe risk factors and methods used to mitigate risks. Identify contractual performance incentives and discuss Offeror's performance related to the incentives.
viii. Discuss schedule performance and explain any failure(s) to meet contract schedules requirements. Identify contractual schedule incentives and discuss Offeror's performance related to the incentives. Discuss timeliness of technical, cost, and business reports.
ix. Cost management history; identify and explain any cost overruns and underruns, and cost incentive history, if applicable. Identify contractual cost incentives and discuss Offeror's performance related to the incentives. Discuss the accuracy of cost reports and performance in providing current, accurate, and complete billings.
x. Average number of personnel on the contract per year and percent turnover of personnel per year.
xi. Whether required to support multiple customers, fluctuating workloads, and evolving technology and techniques for doing so.
xii. Discuss any management structure and issues including the effectiveness and efficiency of business management performance
xiii. Discuss quality control requirements including compliance with quality requirements.

b) Safety and Health; discuss past management attention and commitment to safety and health including corrective action. Lost Time Case (LTC) rate is one of the methods MSFC uses to evaluate their safety performance in previous contracts. It doesn't matter if the North American Industrial Classification System (NAICS) is different than this contact, because the evaluation is against the national average for the given NAICS. Identify Lost Time Rate for the last 3 years, including the North American Industry Classification System (NAICS) Code.

- Provide in Chart form, Attachment L-D4, the Lost Time Case (LTC) rates for the last three calendar years for each contract or project comparable to this requirement. Include 1) the LTC, 2) number of cases that contained lost work days, 3) the total number contractor employees working on the contract/project, 4) and the total hours worked on each referenced contract/project. The NAICS is also required for each referenced contract/project. If teaming with another contractor they are also to provide this information. This information is also applicable to any subcontractors proposed on this contract.

- Total Reportable Injury Rate (TRIR) is another method MSFC uses to evaluate their safety performance company wide. This evaluation is against the NAISC provided on the proper's OSHA Form 300A. Provide the OSHA 300A, "Summary of Work-Related Injuries and Illnesses" for the past three years. This information is also applicable to any subcontractors proposed on this contract

c) Identify any Labor Unions having Collective Bargaining Agreements (CBAs) with Offeror's company. Provide information on problems encountered/lessons learned and corrective actions taken to resolve those problems. Provide information on grievances filed against the Offeror that have been carried to arbitration and Unfair Labor Practices filed with the Department of Labor or other appropriate authorities. Discuss Offeror's labor management history over the past three years with specifics such as date(s) of organization attempts and results, and lost workdays as absolutes and percentages.

d) Discuss any applicable specific features of Offeror's present technical proposal that have been utilized under past contracts.

e) Discuss any lessons learned from past performance that are applied to the current proposal. If there is a specific technical or management feature that Offeror wishes to have customers address in their responses to the questionnaire required in Paragraph 3 below, include a description of the proposed feature in the prescribed space in the questionnaire.

f) The Offeror shall provide a list of any contracts terminated (partial or complete) within the past 5 years and basis for termination (convenience or default). Include the contract number, name, address, and telephone number of the terminating officer. Include contracts that were "descoped" by the customer because of performance or cost problems. This information is excluded from the 7 contract maximum discussed above.

2. In order to match past performance information with the relevant sections of the current SOW and Representative Tasks, Offerors shall present a summary of applicable past performance information in matrix form as described by the table below. The table below is an example only. The required matrix format is incorporated into this RFP as described below in the sample past performance matrix. In the first column of this matrix, insert the Contract Identifier - either a contract number, customer name, or other unique identifier that clearly identifies the contract and matches it with the past performance information submitted pursuant to the above instructions. In the other columns of the matrix, indicate the work the member of Offeror's team has performed that is similar or related to each element of the current requirement as laid out in the matrix. If member of Offeror's team performed as a prime contractor, insert a "P" in the appropriate block. If member of Offeror's team performed as a subcontractor, insert an "S" accompanied by a subscript number to indicate the subcontract tier. See the sample matrix below:

SAMPLE PAST PERFORMANCE MATRIX

References	**Performance Work Statement (PWS) / Representative Task (RT) Elements (if applicable)**										
	BASIC PWS	PWS X.X	PWS X.X	PWS X.X	PWS X.X	PWS X.X	RT 1	RT 2	RT 3	RT 4	RT 5
USAF/ F41608-98-D-0012		P			P	P			P		
NASA/NAS 5-00325			P		P	P			P	P	P
EPA/S-08536			S_1	S_1	S_1						S_1
DOJ/M-12345		S_2		S_2		S_2		S_2		S_2	
XYZ Corp.		S_1		S_1	S_1		S_1	S_1			

3. A Past Performance Questionnaire is provided as Attachment L-D to this solicitation. Offerors (including major subcontractors when applicable) shall complete the Offeror fill-in sections of the questionnaire and forward this questionnaire to their contracting and technical representatives for final completion. The Offeror shall include a summary of all representative customers whom it has provided Past Performance Interview/Questionnaire Forms and advise those customers of the past performance proposal due date and delivery location. This summary should match the responses (limited to no more than 7) identified in 1.a of this provision. Ensuring that questionnaires are completed and provided to the proposal delivery address is the sole responsibility of the Offeror. The Offeror may permit its customers to transmit the Questionnaire responses via e-mail, directly to the work package Contracting Officer(s). However, the Government cannot guarantee security of e-mail submissions. Additional instructions for completing the Past Performance Questionnaires are contained on the form.

(End of Provision)

L.34 VOLUME IV - STANDARD FORM 33 AND SUBMITTAL OF OFFER (CONTRACT VOLUME)

1. SF 33, Offeror Fill Ins and Section K. A Standard Form 33 has been provided in this solicitation. Blocks 12 through 18 of the SF 33, the indicated Offeror required fill-ins in Sections B-K, and all required plans (as specified in section L) must be completed. The signed SF33, all pages with the required fill-ins, and all of Section K (completed and signed) must be submitted with Offeror's proposal. The balance of the solicitation need not be returned unless the Offeror has made changes to other pages that will constitute part of the contract.

The Offeror shall also complete the following sections of the RFP and include a complete copy of the RFP (Sections B-M plus Forms and Exhibits) in this volume following the SF33s.

Section	Fill-in Required
B- Clause B.1, para. (a) and (b)	Estimated Cost and Fixed Performance Fee
B- Clause B.4, para. (a)	Rates
B- Clause B.5	Premiums for Scheduled Overtime
H- Clause H.6, para. (c)	Key Personnel and Facilities
Section K (All)	Certifications and Representatives as applicable

In the event the Government elects to award a contract from initial proposals without discussions, the signed SF33 and completed RFP will form the executed contract.

2. Offer Acceptance Period

It is requested that Offerors indicate, in Block 12 of the SF 33, a proposal validity period of not less than 270 days. However, in accordance with paragraph (d) of FAR provision 52.215-1, "Instructions to Offerors--Competitive Acquisitions", a different (longer) validity period may be proposed by the Offeror.

3 Summary of Deviations/Exceptions

List all exceptions to the terms and requirements of Sections A through J of this solicitation, to the Representations and Certifications (Section K) or to the information requested in Section L. This list must include all exceptions, both "business" and "technical". Any exceptions must contain sufficient amplification and justification to permit evaluation. Such exceptions will not, of themselves, automatically cause a proposal to be termed unacceptable. A large number of exceptions or one or more significant exceptions not providing any obvious benefit to the Government may, however, result in rejection of such proposal(s) as unacceptable. Highlight exceptions in the margin of the proposal where they appear in the text. Include the reason for the exception, or refer to where the reason is addressed in the proposal. Offerors are cautioned that exceptions may result in a determination of proposal unacceptability (NFS 1815.305-70), may preclude award to an Offeror if award is made without discussions, or may otherwise affect an Offeror's competitive standing.

4. Additional Information to be furnished

a. Team Member/ Subcontractor List

At the beginning of the contract volume, the Offeror shall provide a summary listing (by name and address) of all team members, joint venture partners, subcontractors, and vendors that have been identified by name throughout the Offeror's proposal, the contract value associated with each entity, and the percentage of total work assigned to each entity.

b. Government Property

Section K of this solicitation contains NASA FAR Supplement provision 1852.245-79 entitled Use of Government Owned-Property. The provision requires the submittal of certain information if the Offeror intends to use any Government property that may be offered by this solicitation or if the Offeror requests the use of Government property not identified by this solicitation.

c. Responsibility Information

Provide information addressing all of the elements under FAR 9.104 to demonstrate responsibility.

(End of provision)

L.35 LIST OF ATTACHMENTS TO SECTION L

ATTACHMENT	DOCUMENT	PAGES
ATTACHMENT L-A	A1 Excel Pricing Model (cost forms)	L-A1-1
	A2 Cognizant Audit Office Template (CAOT)	L-A2-1
	A3 Fringe Policy Questionnaire	L-A3-1 – L-A3-8
	A4 Phase-In Cost Template	L-A4-1
	A5 Contractor Workforce Summary	L-A5-1
ATTACHMENT L-B	Background and Historical	L-B-1 – L-B-194
ATTACHMENT L-C	Position Descriptions	L-C-1 – L-C-26
ATTACHMENT L-D	Form D1 - Key Personnel Position Description	L-D-1 – L-D-3
	Form D2 – Job Description/Qualification Form	L-D-4 – L-D-6
	Form D3 – Past Performance Questionnaire	L-D-7 – L-D-15
	Form D4 – Lost Time Case Rates Matrix	L-D-16

(End of Clause)

[END OF SECTION]

ATTACHMENT L-A1

A1 Excel Pricing Model (Cost Forms)

(See spreadsheet L-A1.xls.)

	A	B	C	D	E	F	G	H	I
1	**Company Name:**	**123 v**							
2		***Fill In Offeror Name Above***							
3									
4		**Mission Services - ATTACHMENT L-A1**	If needed for clarification, instructions are provided about each sheet, top and bottom, to indicate where required information goes						
5		**EXCEL PRICING MODEL (EPM) COST FORMS**							
8	**Form/Exhibit No.**	**Title**	**Specific Instruction**						
9–10	CA	Total Mission Services Cost Summary and Total WYE Summary for Contract	*This Form linked to Form CB - However the final numbers need to be verified as correct in accordance with the Offerors intended proposal*						
11–12	CB	Mission Services Cost by PWS WBS	*This Form breaks out cost by Major WBS and summarizes it in total at the top by cost element. The offeror needs to verify that the correct hours are converted by labor category and input all areas indicated in purple*						
13–14	CC(B1)	Mission Services Labor Rate Detail for Base Year 1	*Please enter the labor category from the Offerors system that is included in the WYE category stated in the RFP. Indicate whether the labor category is Exempt or Non-Exempt, CBA/Union, SCA, Incumbent or new hire, and the rate of that category as paid under the offeror's labor category*						
15–16	CC(B2)	Mission Services Labor Rate Detail for Base Year 2	*Please enter the labor category from the Offerors system that is included in the WYE category stated in the RFP. Indicate whether the labor category is Exempt or Non-Exempt, CBA/Union, SCA, Incumbent or new hire, and the rate of that category as paid under the offeror's labor category*						
17–18	CC(01Y1)	Mission Services Labor Rate Detail for Option 1 Year 1	*Please enter the labor category from the Offerors system that is included in the WYE category stated in the RFP. Indicate whether the labor category is Exempt or Non-Exempt, CBA/Union, SCA, Incumbent or new hire, and the rate of that category as paid under the offeror's labor category*						
19–20	CC(O1Y2)	Mission Services Labor Rate Detail for Option 1 Year 2	*Please enter the labor category from the Offerors system that is included in the WYE category stated in the RFP. Indicate whether the labor category is Exempt or Non-Exempt, CBA/Union, SCA, Incumbent or new hire, and the rate of that category as paid under the offeror's labor category*						
21–22	CC(O2)	Mission Services Labor Rate Detail for Option 2	*Please enter the labor category from the Offerors system that is included in the WYE category stated in the RFP. Indicate whether the labor category is Exempt or Non-Exempt, CBA/Union, SCA, Incumbent or new hire, and the rate of that category as paid under the offeror's labor category*						
23–24	CD	Mission Services Average Labor Rates by SLC	*Please indicate the average rate for each RFP category proposed using Form CC as a basis to develop that average. Indicate rates by year to include labor escalation. Please enter the labor category from the Offerors system that is included in the WYE category stated in the RFP. Indicate whether the labor category is Exempt or Non-Exempt, CBA/Union, SCA, Incumbent or new hire, and the rate of that category as paid under the offeror's labor category*						
25–26	CE	Mission Services Payroll Additives Rate Development	*This form breaks out statutory payroll additives*						
27–28	CF	Mission Services Fringe Benefits Summary	*This form provides the cost element detail for fringe benefits. A rate should be calculated in Part A that includes the payroll additive from Form CE. Part B provides a mechanism to ensure that benefits are provided in accordance with the proposed benefit package and SCA requirements as applicable. Offerors are cautioned to adhere to the requirement for proposing a non defined benefit retirement plan*						
29–30	CG	Mission Services Overhead & G&A, and Other Indirect Rates	*Please provide detail to support all indirect cost rates proposed under this RFP(including J-2 cost burden rate). Detailed level for each cost pool is requested. A conversion formula is provided to convert Offeror fiscal year to Contract year. If the Offeror is utilizing an approved forward pricing rate and does not wish to list all pool elements then they may include the detail from the forward pricing rate proposal provided to the approval authority.*						
31–32	CH	Mission Services Productive Hours Template	*Inidcate productive man hours by year for each offeror or subcontractor to include hours by major labor grouping (Prof, Admin, Tech, Craft)*						
33–34	CI	Mission Services Relocation Cost Template	*Propose travel by WBS, Year and element. This needs to be manually input into Form CB. Propose Relocation expenses by WBS year and element with specifics defined in the form. This also needs to be manually input into Form CB*						
35	CJ	Mission Services Subcontractor Cost Template	*Propose subcontract dollars by WBS, Year and individual subcontractor. This needs to be manually input into Form CB*						
37–38	FCOM	DD Form 1861 -Contract Facilities Capital Cost of Money	*Complete in accordance with the DD Form Instructions*						

ATTACHMENT L-A2

Cognizant Audit Office Template (CAOT)

Check Appropriate Box

[ ] Prime Contractor
[ ] Teaming Member (This template must be completed for each Teaming Agreement Participant)
[ ] Joint Venture Member (This template must be completed for each Joint Venture Participant)
[ ] Partnership (This template must be completed for each partner)
[ ] Major Subcontractor (This template must be completed for each major subcontractor)

Submitting Entity:		Cognizant DCAA Field Audit Office	
Company Name:		DCAA FAO:	
POC:		POC:	
Phone Number:		Phone Number:	
FAX Number:		FAX Number:	
E-Mail Address:		E-Mail Address:	
Street:		Street:	
P.O.Box:		P.O.Box:	
City:		City:	
State:		State:	
Zip:		Zip:	

Disclosures:

Note: The submitting entity audit point of contact (POC) and address provided above must be at a location where auditable records supporting the proposed amounts physically reside. In the Disclosure area include any disclosures that may assist in the performance of a DCAA audit such as:

- a recent proposal audit was performed on xx/xx/xx,
- a revision to the disclosure statement is underway,
- the financial records reside at ABC however, the proposal team is located at XYZ and that is where the technical data resides.

ATTACHMENT L-A3

Fringe Policy Questionnaire

	Details / Description	Exempt	Non-Exempt	Proposal Reference
Health Insurance				
Provider	*(e.g. HMO, FFS, High Deductible Health Plan, Consumer Directed Health Plan, Self Insured)*			
Portability of Benefits?				
Eligibility Start Date				
Employee Share $				
Employee Share + One $				
Employee Share Family $				
Employer Share for Employee $				
Employer Share for Employee + one $				
Employer Share for Employee plus family $				
Opt Out Payment				
Calendar Year Deductible Per Person				
Calendar Year Deductible Per Family				
Employer Share $ & % (Single & Family) per month				
Employer Share $ & % (Single & Family) per month				
Primary Doctor Office Visits Co-Pay In-Network Provider				
Primary Doctor Office Visits Co-Pay Out-Network Provider				

ATTACHMENT L-A3

	Details / Description	Exempt	Non-Exempt	Proposal Reference
Specialist Office Visits				
Hospital Inpatient Per Admission Deductible/Copay				
Hospital Inpatient Room & Board Charges				
Hospital Co-Pay In-Network Provider				
Hospital Co-Pay Out-Network Provider				
Catastrophic Limit Per Person				
Catastrophic Limit Per Family				
Rx Co-Pays (Brand Name)				
Rx Co-Pays (Generic)				
Rx Co-Pays (Brand Name) Mail Order				
Rx Co-Pays (Generic) Mail Order				
Rx Mail Order Dosage /Qty per Month per Co-Pay				
Emergency Room Coverage				
Max Out of Pocket Employee (Annual)				
Max Out of Pocket Family (Annual)				
Are Pre-Existing Conditions Covered under this policy?				

ATTACHMENT L-A3

	Details / Description	Exempt	Non-Exempt	Proposal Reference
Long-Term Care Insurance				
Plan Type				
Provider				
Plan Type (Facility or Comprehensive)				
Eligibility Start Date				
Employee Share $				
Employer Share $				
Other Family Eligibility				
Dental Insurance				
Provider				
Eligibility Start Date				
Employee Share $				
Employee Share + One $				
Employee Share Family $				
Employer Share for Employee $				
Employer Share for Employee + One $				
Employer Share for Employee plus family $				
Employer Share $				

ATTACHMENT L-A3

	Details / Description	Exempt	Non-Exempt	Proposal Reference
Deductible Employee Only				
Deductible Employee + One				
Deductible Family				
Annual Maximum				
Preventative				
Orthodontic				
Other				
Vision Insurance				
Provider				
Eligibility Start Date				
Employee Share $				
Employee Share + One $				
Employee Share Family $				
Employer Share for Employee $				
Employer Share for Employee + One $				
Employer Share for Employee plus family $				
Deductible Employee Only				
Deductible Employee + One				
Deductible Family				
Vision Exam				

ATTACHMENT L-A3

	Details / Description	Exempt	Non-Exempt	Proposal Reference
Vision Glasses and Lenses				
Vision Contacts				
Annual Maximum				
Life Insurance				
Provider				
Company Provided $ x Salary				
Maximum				
Employee Share $ & % (Single & Family) per month				
Employer Share $ & % (Single & Family) per month				
Add'l Available?				
Cost/Unit				
Maximum				
Accident Insurance				
Provider				
Employee Share $ & % (Single & Family) per month				
Employer Share $ & % (Single & Family) per month				
Maximum				
Disability Insurance				
Short Term				
Provider				
% Salary				
Waiting Period				

ATTACHMENT L-A3

	Details / Description	Exempt	Non-Exempt	Proposal Reference
Employee Share $ & % (Single & Family) per month				
Employer Share $ & % (Single & Family) per month				
Long Term				
Provider				
% Salary				
Waiting Period				
Employee Share $ & % (Single & Family) per month				
Employer Share $ & % (Single & Family) per month				
Retirement				
Provider				
Retirement				
Retirement Plan Type				
Matching $ & %				
Maximum Matching				
Employee Maximum				
100% Vesting # Years				
Stock Options				
ESOP				
Paid Time Off				
Holidays				
Vacation				

ATTACHMENT L-A3

	Details / Description	Exempt	Non-Exempt	Proposal Reference
Other (I.e. sick, bereavement, civic, military, etc.)				
Overtime				
Overtime				
Comp Time				
Uncompensated Time				
Training/Education				
Educational Reimbursement				
% Paid / Course				
Avg/Person/Year				
Max $ / Year				
Grade Requirements				
Training / Prof. Develop.				
In-house				
CLE/CEUs				
Member Fees				
Severance				
Full Time Employee				
Eligibility:				
__Yrs to __ Yrs & Amount				
Part Time Employee				
Eligibility:				
__Yrs to __ Yrs & Amount				

ATTACHMENT L-A3

	Details / Description	Exempt	Non-Exempt	Proposal Reference
Performance Awards/Bonus				
Bonus				
Maximum $ & %				
Eligibility:				
__Yrs to __ Yrs & Amount				
Spot Bonus				
Maximum $ & %				
Other				
Health Care Flexible Spending Account				
Dependent Flexible Spending Account				
Child Care Allowance				
Relocation Policy				
Sign-on/Retention Bonus				

[END OF ATTACHMENT L-A3]

Form: L-A4 Tab A

XYZ Corporation

Pre-Priced Phase-In Cost Template

Examples denoted in Red

Phase-In Team

Indicate Prime or Sub	60 Day Phase-In									
	Labor Category	Hrly Rate	Hours	Subtotal Labor					Total	
	Program Manager	*$1.00*	*160*	*$160*					*$160*	
	Total Labor								*$160*	
	Labor Burden	**1%**							*$2*	
	List by trip WYE Per Trip	Days Per Trip	Total Nights	Per Diem Rate *	Per Diem Total	Airfare Rate x WYE	Car Rental Rate	Car Rental Days x # cars	Car Rental Total	Total Travel
	6	*12*	*11*	*$1,989*	*$11,931*	*$2,550*	*$65 per day*	*24*	*$1,560*	*$16,041*
	Total Travel									*$0*
	ODC									
	list									**$0**
	list									**$0**
	list									**$0**
	Total ODC, Materials, Supplies									**$0**
	list									
	list									
	list									
	Prime Burden - On Subcontractor (if applicable)								**1%**	
	Prime G&A								**1%**	
	Less Corporate Investment									
	Total Phase-In									**$100,000**

** Please consider First & Last Day rate as well as Max Daily rate in computing total per diem (Ex. $44.25 F&L, $190 Daily)*

As specified in this RFP, Phase-in cost is limited to $100,000. Please fill out the template in L-A4 with the estimated cost elements related to the Phase-in of the MITS contract. This includes direct labor, burdens, travel and material/ODC.

Areas that are without color require input. Colored areas will calculate.

Contractor Workforc

To be submitted by prime offeror only

PWS WBS	Total	2.0 Management Support	2.1 Project Management	2.2 Finacial Management	2.3 Contract Administration	2.4 Procurement	2.5 Asset Management	2.6 Security	2.7 Safety	2.8 Facilities Management
Base Year 1										No
MANAGEMENT	**WYE**									
Program Manager	-	-								
IT Manager	-	-								
IT Project Supervisor	-	-								
Accountant (Supervisory)	-	-								
Human Resources Specialist (Supervisory)	-	-								
Supervisor (IT Lead)	-	-								
	-	-								
	-	-								
INFO TECHNOLOGY SPECIALIST										
Enterprise Resource Planner	-	-								
IT Policy and Planning Analyst	-	-								
IT Program Management Specialist	-	-								
IT Auditor	-	-								
Chief/Senior Enterprise Architect	-	-								
Enterprise Architect	-	-								
IT Architect	-	-								
IT Security Engineer I	-	-								
IT Security Engineer II	-	-								
IT Security Engineer III	-	-								
System Analyst	-	-								
System Analyst II	-	-								
System Analyst III	-	-								
Business Analyst	-	-								
Solutions Architect	-	-								
Computer Analyst II	-	-								
Computer Analyst III	-	-								
Computer Analyst IV	-	-								
Computer Programmer I	-	-								
Computer Programmer II	-	-								
Computer Programmer III	-	-								

Computer Programmer IV	-	-								
Programmer Analyst I	-	-								
Programmer Analyst II	-	-								
Programmer Analyst III	-	-								
Programmer Analyst IV	-	-								
Applications Developer I	-	-								
Applications Developer II	-	-								
Applications Developer III	-	-								
Applications Developer IV	-	-								
Software Quality Assurance Specialist	-	-								
Systems Administrator I	-	-								
Systems Administrator II	-	-								
Systems Administrator III	-	-								
Systems Administrator IV	-	-								
Systems Administrator V	-	-								
Database Administrator	-	-								
Webmaster	-	-								
Technical Support Specialist	-	-								
Customer Support Specialist	-	-								
Computer Scientist I	-	-								
Computer Scientist II	-	-								
Computer Scientist III	-	-								
Computer Scientist IV	-	-								
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Engineer										
Computer Engineer I	-	-								
Computer Engineer II	-	-								
Computer Engineer III	-	-								
Computer Engineer IV	-	-								
Computer Engineer V	-	-								
Computer Engineer VI	-	-								
Electrical Engineer I	-	-								
Electrical Engineer II	-	-								
Electrical Engineer III	-	-								
Electrical Engineer IV	-	-								
Software Engineer I	-	-								
Software Engineer II	-	-								
Software Engineer III	-	-								
Software Engineer IV	-	-								
Systems Engineer	-	-								
System Software Engineer	-	-								
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	-	-								
TECHNICIAN										
Technical Support Representative	-	-								
Graphics Artist	-	-								
Illustrator II	-	-								
Illustrator III	-	-								
Illustrator II Lead	-	-								
Illustrator III and STI Lead	-	-								
Technical Writer	-	-								
Technical Writer Lead	-	-								

Technical Writer I	-	-								
Technical Writer II	-	-								
Technical Writer III	-	-								
Media Specialist I	-	-								
Media Specialist II	-	-								
Media Specialist III	-	-								
Photographer I	-	-								
Photographer II	-	-								
Photographer III	-	-								
Photographer IV	-	-								
Photographer V	-	-								
Engineering Technician I	-	-								
Engineering Technician II	-	-								
Engineering Technician III	-	-								
Engineering Technician IV	-	-								
Electronics Technician Maintenance I	-	-								
Electronics Technician Maintenance II	-	-								
Electronics Technician Maintenance III	-	-								
Telecommunications Mechanic I	-	-								
Telecommunications Mechanic II	-	-								
Telephone Lineman	-	-								
Drafter/CAD Operator	-	-								
Telecommunications Specialist	-	-								
	-	-								
OPERATOR										
Computer Operator I	-	-								
Computer Operator II	-	-								
Computer Operator III	-	-								
Computer Operator IV	-	-								
Computer Operator V	-	-								
Data Entry Operator I	-	-								
Data Entry Operator II	-	-								
Reproduction Technician	-	-								
Reproduction Technician Lead	-	-								
	-	-								
	-	-								
BUSINESS and ADMINISTRATIVE										
Administrative Assistant	-	-								
AccountingClerk II	-	-								
AccountingClerk III	-	-								
GeneralClerk I	-	-								
GeneralClerk II	-	-								
GeneralClerk III	-	-								
Secretary I	-	-								
Secretary II	-	-								
Secretary III	-	-								
SupplyClerk I	-	-								
SupplyClerk II	-	-								
SupplyClerk III	-	-								
TechnicalClerk I	-	-								
TechnicalClerk II	-	-								
TechnicalClerk III	-	-								

TechnicalClerk Lead	-	-								
Buyer/Procurement Specialist	-	-								
Contract Specialist	-	-								
Business Specialist	-	-								
Human Resources Specialist	-	-								
	-	-								
	-	-								
DOCUMENTATION										
Document Control Specialist I	-	-								
Document Control Specialist II	-	-								
Document Control Specialist III	-	-								
Document PreparationClerk	-	-								
Document Repository Supervisor	-	-								
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e Summary

2.9 Quality Management	2.10 Phase Out	**3.0 IT Securiy Services**	3.1Security Planning and Mgt	3.2 Security Architecture	3.3 Security Compliance	3.4 COOP & DR	3.5 MEOV	3.6 Security Operations	3.6.1 Intrusion Detection and Incident Response	3.6.2 Security Engineering and Technical Support	**4.0** IT PPA&I	4.1 Customer Experience Mgt	4.1.1 Customer Requirements Determination and Assessment	4.1.2 Customer Service Request
te- Account for those positions that work more than one shift with the appropriate WYE														
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4.1.3 Customer Satisfaction Measurement/ Customer surveys	4.1.4 Integrated Communications Planning	4.1.5 Customer Support Center	4.2 IT Architecture and Integration	4.2.1 IT Innovation Management	4.2.2 IT Portfolio Management	4.2.3 Enterprise archetecture	4.3 Policy, Governance, & Performance Management	4.3.1 IT Governance	4.3.2 Continuos Risk Management	4.3.3 Project Management	4.3.4 Special Business Case Develpoment	4.3.5 Organizational Performance Measurement	4.4 Service Integration and Delivery	4.4.1Directives Management
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																															4.4.2 Records Management
																															4.4.3 Forms Management
																															4.4.4 Scientific and Technical Information
																															5.0 Telecommmunications Services
																															5.1 Telephone Services
																															5.2 Facsimile Services
																															5.3 Cable Plant
																															5.4 RF Spectrum Management
																															5.5 Emergency Telecommunications
																															5.6 Reserved
																															5.7 Other Services
																															6.0 Applications and Web Services
																															6.1 Center Business and Adminstrative Application and Web Services
																															6.2 Center Scientific and Engineering Application and Web Services
																															6.3 Reserved

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6.4 Documentation Repository	**7.0** Computing Services	7.1 Engineering Support	7.1.1 Design, Development, and Acquisition	7.1.2 SystemsBuild, Integration, and Testing	7.1.3 Implementation	7.1.4 Installation	7.1.5 Assessment and Acceptance Testing	7.2 Operations	7.3 Systems Administration	7.4 Database Administration	7.5 Backup and Storage	7.6 Hardware and Systems Software Maintenance	7.6.1 Preventivr Maintenance
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																															7.6.2 Remedial Maintenance
																															7.7 Security Support
																															7.8 Configuration Management and Control
'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	**8.0 Audio Visual Information Services**
																															8.1 Animation and Interaction Multimedia Services
'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	8.2 Graphics and Publication Services
																															8.2.1 Graphics and Publications Services
																															8.2.2 Proposal Services
																															8.2.3 Scientific and Technical Information (STI)
																															8.2.4 Computer Analyst Support
'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	'	8.3 Photographic Services
																															8.3.1 Still Photography
																															8.3.2 Photographic Laboratory

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8.3.3 Reserved	8.3.4 Marshall Image Exchange (MIX)and Photographic Archive	8.3.5Conference Room Support	8.3.6 Audio Video Support Services	8.4 Reproduction and Printing Services	8.4.1 Inhouse Duplicating Dervices	8.4.2 Commercial Printing Services	8.4.3 Mainframe Applications Printing	8.5 Television and Video Services	8.6 Streaming Services	8.7 Special Event Services	8.7.1 Special Event Administration	8.7.2 Special Event Support
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Attachment B
Background and Historical

For

MSFC Information Technology Services (MITS)

1.0 General **L-B-4**
Disclaimer L-B-4
Background L-B-4
Overview L-B-5—L-B-6
Unified NASA Information Technology Services (UNITeS) L-B-6
UNITeS Subcontracts L-B-7
PWS Cross Reference L-B-7—L-B-13
UNITeS Approximate Hours L-B-13—L-B-14
MSFC Organization **L-B-15**
Office of the Chief information Officer (OCIO) L-B-15
IT Security L-B-16
IT Planning, Policy, Architecture and Integration Group L-B-16
Application, Web and Multimedia Services Group L-B-16—L-B-17
Network, Telecom and Desktop Services Group L-B-17
IEMP Business Process and Application Support Group L-B-17
Systems Engineering and Operations Group L-B-17—L-B-18
IEMP Application Development and Software Assurance Group L-B-18
MSFC Tour of Duty L-B-19

NOTE: The following Background and Historical Information is organized by MITS PWS Level 1 element.

2.0 Program Management **L-B-20**
Project Management L-B-20
Financial Management L-B-20
Contract Administration L-B-21
Procurement L-B-21
Asset Management L-B-22
Security L-B-22
Safety L-B-22—L-B-23
Facilities Management L-B-23—L-B-24
Quality Management L-B-24
Export Control L-B-24
Documentation L-B-24
User Training L-B-25

3.0 Information Technology (IT) Security Services **L-B-26**
Risk Management L-B-26
Intrusion Detection and Incident Response L-B-26—L-B-27
Engineering and Technical Support L-B-27—L-B-28
Continuity of Operations Plans (COOP) L-B-28—L-B-29
MAF Mobile Emergency Operations Vehicle (MEOV) L-B-29—L-B-31
IT Security Priorities L-B-31

4.0 IT Planning, Policy, Architecture & Integration **L-B-32**
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1.0 General

Disclaimer

The background and historical data contained herein is not intended to restrict prospective Offerors in their approach to proposal preparation. This information is provided for the sole purpose of giving all Offerors a better understanding of the requirements contained in this solicitation. The information provided constitutes a snapshot within a certain period of time. The requirements described are subject to modifications due to hardware/software technology changes, changing information resource management philosophies, current trends and new developments, and other factors. This historical data does not necessarily reflect the optimum approach for performing the work requirements and, further, should not be construed as being precise parameters governing the size of the effort. The volume of detail provided for any given section does not necessarily reflect a level of effort, priority, or importance. This information is not intended to be all-inclusive. Innovations shall be considered in the Government's evaluation of Offerors' proposals. Further, the quantity of work to be performed may vary as the Center workload expands, or changes, due to changing roles of MSFC and NASA. Such changes are considered to be within the general scope of the MITS contract.

Background

The MSFC, a field installation of NASA, was established in 1960 and named in honor of General George C. Marshall, the Army Chief of Staff during World War II, Secretary of State, and Nobel Prize winner for his renowned "Marshall Plan". As MSFC’s scope and mission have evolved over the years, so has the Centers’ reliance on information technology as a resource. Information Technology has proven to be a powerful resource for the management of MSFC Projects.

MSFC occupies about 1,800 acres located within the U.S. Army's Redstone Arsenal in Huntsville, AL. MSFC-managed satellite locations include: a) Michoud Assembly Facility (MAF) in New Orleans, LA, which manufactures and assembles the Shuttle's External Tanks (ET's); b) National Space Science and Technology Center Executive Office located near the University of Alabama in Huntsville, AL; c) Integrated Enterprise Management Program (IEMP) Competency Center located at Intergraph Building 600, 700 and 800, Madison, AL; and d) resident offices at other NASA sites and contractor locations.

Today, the Office of the Chief Information Officer (OCIO) provides leadership and management of all Information Technologies at MSFC. The OCIO serves as the principle advisor to the Center Director on all IT matters and is responsible for the establishment of IT policies, standards and architectures for MSFC. The OCIO is responsible for implementing and operating the Information Technologies at MSFC as well as Information Technologies that support the entire Agency.

Overview

Recent changes in both the Agency's and MSFC's business drivers and information technology (IT) requirements have outpaced MSFC's ability to meet demands and be a proactive IT partner.

In the future, the Agency must:

- Move from a Center-centric to Agency-wide Implementation model.
- Support the ability to make cross-Agency decisions.
- Allow Enterprises/initiatives/programs/projects to seamlessly utilize Agency resources such as collaborative engineering, regardless of physical location.
- Support improved implementation of the Agency's Enterprise structure and strategies.

In the future, MSFC must:

- Move IT provision from a technology-function approach to a customer-service-based approach.
- Drive IT cost savings through technology optimization, technology rationalization and consolidation of IT support services, without compromising the Agency's or MSFC's missions.
- Provide an IT services organization that works as a proactive IT partner with MSFC customers, as opposed to a reactive problem solver.
- Support the ability to monitor and measure IT programs/projects and infrastructure performance and readiness levels.
- Support the ability to make informed, Centerwide IT investment decisions that involve all stakeholders.

To aid in accomplishing the above goals, MSFC has implemented an IT Governance strategy. In this formal process, Center leadership ensures that the resources applied to IT are invested wisely, that IT projects are fully aligned with the Agency's and MSFC's missions and goals, and that technology is managed in accordance with architectural standards and guidelines.

MSFC faces a major challenge in overlaying IT Governance onto its current business model, due to its complexity and the lack of processes to assure full consideration of all aspects of IT planning at MSFC. Some IT activities will continue to occur at the MSFC Program level, while the IT infrastructure will continue to be centrally managed by the OCIO, while other IT projects or programs will be managed centrally at MSFC for the Agency. Centralized management of resources and achieving efficiencies through economies of scale must be balanced with providing requirements-based service that meets our customers' needs, provides innovation, and achieves standard and interoperable systems.

The supporting environment into which IT Governance will be implemented must allow programs, projects, and initiatives to seamlessly and securely utilize IT resources, regardless of geographic location. It must provide communication processes that channel

customer requirements, solicit customer input, inform customers of change, and promote MSFC IT providers as customer-focused and value-added. The environment must reflect clearly defined service offerings and remain both cost-competitive and technology driven to meet our customer needs. It is critical that the environment be able to flexibly and cost-effectively bring needed skills to achieve timely and value-added solutions for MSFC customers as their requirements change. Finally, it is also critical that the IT environment provide security and service continuity levels commensurate with the levels and value of MSFC's data.

The MSFC OCIO is responsible for providing the following services within the UNITeS contract:

- MSFC Services: These services include IT systems support for programs and projects for which MSFC is responsible. These services include applications software, web, computing services, telecommunications, IT security, audiovisual information, documentation repository, hardware maintenance, IT procurement, and customer support.

- Agency-wide Information Services: These services include IT security, National Security Systems, wide area network, control center, data center, applications, Digital Television (DTV), Russia IT support, and customer services. These services will not be part of the MITS acquisition.

- Integrated Enterprise Management Program (IEMP): This program, managed by the IEMP Competency Center, provides services, including infrastructure support, module project support, and operations and sustaining support for Agency business applications. The program also provides engineering and technical support for MSFC customers and Agency Business servers. These services will not be part of the MITS acquisition.

Unified NASA Information Technology Services Contract

The Unified NASA Information Technology Services (UNITeS) Contract - NNM04AA02C, supports MSFC and Agency requirements. Science Applications International Corporation (SAIC) is the prime contractor for UNITeS requirements. The contract has been extended through November 30, 2009. The Government plans to extend this contract at least through January 31, 2010. However, the Government plans that full performance under the MITS contract will commence on February 1, 2010.

The UNITeS contractor is responsible for providing overall management support, systems engineering, system operations, maintenance, procurement, and problem reporting and resolution. The contractor provides various IT services for MSFC, the Agency and IEMP, which include services and support such as Wide Area Networks (WAN), voice, video and data services, . The functions include customer requirements documentation/planning, design, development, implementation, operation, and maintenance of all systems and services that are provided. The contract has provisions

for procurement of necessary computer equipment, telecommunications equipment, and software required to support MSFC and the Agency. Accepting, tracking, and resolving problems and requests for assistance are an integral part of the contractor's responsibilities.

UNITeS Subcontractors:

The UNITeS contract has first-tier subcontracts to satisfy requirements for which SAIC is wholly responsible. Some of the major subcontracts include:

• AZ Technology, Inc. • B.G. Smith and Associates, Inc. • Booz Allen Hamilton, Inc. • Honeywell Technology Solutions, Inc. • InfoPro Corporation	• Media Fusion • Metters Industries, Inc. • Morgan Research Corporation • New Millennium Technologies • Oakwood College

PWS Cross-reference from UNITeS to MITS, NICS and EAST

The following table depicts a cross-reference from the work currently in UNITeS to either MITS, NASA Integrated Communications Services (NICS), Enterprise Applications Service Technologies (EAST), or OTHER. OTHER includes other acquisitions such as Agency Consolidated End-user Services (ACES), NASA Enterprise Data Center (NEDC) or other capabilities being created in the Agency such as the Security Operations Center (SOC).

NOTE: For the MITS column the corresponding MITS PWS Element is identified. Where there are no one-to-one correspondences of the work or the work is spread over multiple corresponding PWS Elements an "X" identified is used after the highest level corresponding PWS element (e.g.,"7.6.x").

PWS	Title	MITS	NICS	EAST	Other
2.0	Program Management	2.0	X	X	
2.1	Project Management	2.1	X	X	
2.2	Strategic Planning and Technology Evaluation	4.2.1	X	X	
2.3	Financial Management	2.2	X	X	
2.4	Contract Administration	2.3	X	X	
2.5	Procurement	2.4	X	X	
2.6	Asset Management	2.5	X	X	
2.7	Security	X	X	X	
2.7.1	Telecommunications Security	X	X	X	
2.7.2	IT Security Program	X	X	X	
2.7.3	Continuity of Services and Operations	3.4	X	X	
2.7.4	Emergency Response		X	X	
2.7.5	Audit/Investigative Support	X	X	X	
2.7.6	Export Control	2.1	X	X	

PWS	Title	MITS	NICS	EAST	Other
2.7.7	System Administrator Certification	2.6	X	X	
2.8	Safety	2.7	X	X	
2.9	Facilities Management	2.8	X	X	
2.10	Quality Assurance	2.9	X	X	
2.11	Customer Relationship	4.1	X	X	
2.11.3	Customer Satisfaction Survey	4.1.3	X	X	
3.0	Agencywide Information Services				
3.1	Agencywide Application Projects				
3.1.1	Sustaining Engineering Support for Agencywide Admin. Systems (SESAAS)			X	
3.1.2	Reserved				
3.1.3	System for Admin., Training and Educational Resources (SATERN)	6.x			
3.1.4	Web Time and Attendance Distribution System (WebTADS)			X	
3.1.5	NASA Acq. Internet Service (NAIS)			X	
3.1.6	DFRC Applications Support	6.x			
3.1.7	ESMD Support			X	
3.2	Digital Television	8.5			
3.3	IT Security	3.x			
3.3.1	Intrusion Detection/Incident Response	3.6.1	X		X
3.3.2	NASA National Security Systems		X		
3.3.3	NASA Secure Sensitive but Unclassified Networks		X		
3.3.4	IT Security Perimeter		X		
3.3.5	Secure Authentication Service			X	
3.4	Data Center Services				X
3.4.1	Consolidation and Centralization Service				X
3.4.2	Computer Systems Services				X
3.4.3	Network Services				X
3.4.4	Agencywide Midrange Services				X
3.5	Russia IT Services		X		
3.5.1	Russian WAN		X		
3.5.2	Russian LAN		X		
3.5.3	Russian IT Security		X		
3.5.4	Russian End User Support		X		
3.6	Wide Area Network Services		X		
3.6.1	GSA Contract Integration		X		
3.6.2	Switched Voice Services		X		
3.6.3	Video Services		X		
3.6.3.1	ViTS		X		
3.6.3.2	ViTS Facilities		X		
3.6.3.3	Portable Video Teleconferencing Fac.		X		

PWS	Title	MITS	NICS	EAST	Other
3.6.3.4	Video Conferencing Reservation System (VCRS)		X		
3.6.3.5	Room Operations	8.x	X		
3.6.3.6	Video Distribution (Mission Video)		X		
3.6.4	Voice Services		X		
3.6.4.1	Voice Teleconferencing Sys. (VoTS)		X		
3.6.4.2	VoTS Facilities		X		
3.6.4.3	Dedicated (Mission) Voice Service		X		
3.6.5	Data Services		X		
3.6.5.1	Routed Data Services		X		
3.6.5.2	Dedicated Data Services		X		
3.6.5.3	High Rate Data/Video		X		
3.6.5.4	Network Timing		X		
3.6.5.5	Virtual Private Networks		X		
3.6.6	International Services		X		
3.6.7	Technical Services		X		
3.6.8	Directory Services				X
3.6.9	Internet Protocol Resource Management		X		
3.6.9.1	IP Address Management (IPAM)		X		
3.6.9.2	Dyn. Host Config. Protocol (DHCP)		X		
3.6.10	Facsimile Broadcast Service				
3.6.11	Office Space		X		
3.7	Systems Management and Operations				
3.7.1	Network Scheduling		X		
3.7.2	Network Monitoring		X		
3.7.3	Network Control and System Mgt.		X		
3.7.3.1	Account Management		X		
3.7.3.2	System Administration		X		
3.7.3.3	Technical Control		X		
3.7.3.4	Domain Name Service (DNS)		X		
3.7.4	Problem Management		X		
3.7.5	WAN Operations Support		X		
3.7.6	Control Centers		X		
3.7.7	Documentation and Configuration Mgt		X		
3.7.8	Office Space		X		
3.8	Customer Support		X	X	
3.8.1	Customer Support Center		X	X	
3.8.2	Service Requests		X	X	
3.8.3	User Training		X	X	
3.9	Integrated Service Delivery Support		X		
3.9.1	Engineering		X		
3.9.1.1	Systems Engineering		X		
3.9.1.2	Sustaining Engineering		X		

PWS	Title	MITS	NICS	EAST	Other
3.9.2	New Service Implementation		X		
3.9.2.1	Design and Development		X		
3.9.2.2	Systems Integration and Testing		X		
3.9.2.3	Implementation		X		
3.9.2.3.1	Installation		X		
3.9.2.3.2	Assessment and Acceptance Testing		X		
3.9.3	Configuration Management and Control		X		
3.9.4	Maintenance		X		
3.9.4.1	Preventative Maintenance (PM)		X		
3.9.4.2	Remedial Maintenance (RM)		X		
3.9.5	Collaboration		X		
3.9.6	Disaster Recovery		X	X	
3.10	Mission Eng. and Network Management				X
3.10.1	Network and Sustaining Engineering		X		X
3.10.2	Software Sustaining Engineering		X		
3.10.3	Network Management and Operations		X		
3.10.3.1	IPNOC		X		
3.10.3.2	Conversion Device Service		X		
3.10.4	System Administration		X		
3.11	Local Area Network Engineering		X		
3.12	Network Security		X		
3.13	Business Studies				X
3.14	SEWP Program Support				X
3.15	NASA CIO Support				X
3.16	Info. Tech. Comm. Dir. (ITCD) Support		X		
3.17	Agency-wide		X		
4.0	IEMP Integration Services			X	
4.1	Infrastructure Support			X	
4.1.1	Business Architecture			X	
4.1.2	Application Architecture			X	
4.1.3	Technical Architecture			X	
4.1.3.1	Integration Architecture			X	
4.1.3.2	Information Delivery Architecture			X	
4.1.3.3	Security Architecture			X	
4.1.3.4	Systems Architecture			X	
4.1.3.5	Operations Architecture			X	
4.2	Module Project Support			X	
4.2.1	Agency Design			X	
4.2.1.1	Technical Architecture			X	

PWS	Title	MITS	NICS	EAST	Other
4.2.1.2	Configuration and Data Conversion			X	
4.2.1.3	Business and Application Architectures			X	
4.2.1.4	Agency Interfaces			X	
4.2.1.5	Extensions and Bolt-ons			X	
4.2.1.6	Testing			X	
4.2.1.7	Operations Planning			X	
4.2.1.8	Systems Support			X	
4.2.1.9	Agency Reporting			X	
4.2.2	Agency Rollout			X	
4.2.2.1	Detailed Technical Architecture			X	
4.2.2.2	Configuration Support			X	
4.2.2.3	Business and Application Architecture			X	
4.2.2.4	Center Interfaces			X	
4.2.2.5	Testing			X	
4.2.2.6	Center Reporting			X	
4.2.2.7	Center Testing			X	
4.2.2.8	Center Data Conversion			X	
4.3	Operations and Sustaining Support			X	
4.3.1	Business Process Support			X	
4.3.2	User Interface Support			X	
4.3.3	Application Functional Support			X	
4.3.4	Application Development Support			X	
4.3.5	Application Operations Support			X	
4.3.6	Infrastructure Support			X	
5.0	MSFC Information Services	X			
5.1	MSFC Applications and Web Services	6.0			
5.1.1	Product Line Organizations	6.x			
5.1.2	Support Organizations	6.x			
5.1.3	Office of the Director and Staff Offices	6.x			
5.1.4	Business Information Systems Solutions	6.x			
5.1.4.1	Application Solutions Development	6.x			
5.1.4.2	Systems Support & Sust. Engineering	6.x			
5.1.4.3	Configuration Control Support	6.x			
5.1.4.4	Maintenance Support	6.x		X	
5.2	Computer Systems Services	7.x			
5.2.1	Business, Eng., and Scientific Midrange	7.x			
5.2.2	User-Owned Midrange	7.x			
5.2.3	Test Area				X
5.2.4	NSSTC and Other MSFC Remote Sites	7.x			
5.2.4.1	Infrastructure Systems		X		
5.2.4.2	Infrastructure Services	7.x	X		X
5.2.4.3	Desktop User Services				X

PWS	Title	MITS	NICS	EAST	Other
5.3	Customer Requested Hardware Maint.	7.6.x			
5.4	Telecommunications Services	5.0			
5.4.1	Telephone Service	5.1			
5.4.2	Facsimile Service	5.2			
5.4.3	Other Services	5.7/8.3			
5.5	IT Security Services	3.x			
5.6	Documentation Repository Services	6.4			
5.7	Audio Visual Information Services	8.x			
5.7.1	Content Creation	8.x			
5.7.2	Content Assembly	8.x			
5.7.3	Content Distribution	8.x			
5.8	IT Procurement Services	2.x	X		
5.9	Customer Support	4.x			
5.9.1	Customer Support Center	4.x			
5.9.2	Service Requests	4.x			
5.9.3	User Training	4.x			
5.10	Integrated Service Delivery Support	7.x			
5.10.1	Engineering	7.1			
5.10.1.1	Systems Engineering	7.1			
5.10.1.2	Sustaining Engineering	7.1			
5.10.2	New Service Implementation	7.x			
5.10.2.1	Design and Development	7.1.1			
5.10.2.2	Systems Integration and Testing	7.1.2			
5.10.2.3	Implementation	7.1.3			
5.10.2.3.1	Installation	7.1.4			
5.10.2.3.2	Assessment and Acceptance Testing	7.1.5			
5.10.3	Configuration Management and Control	7.8			
5.10.4	Maintenance	7.6			
5.10.4.1	Preventative Maintenance (PM)	7.6.1			
5.10.4.2	Remedial Maintenance (RM)	7.6.2			
5.10.5	Collaboration				
5.10.6	Disaster Recovery	3.4			
5.11	MAF IT Services	5.x			
5.11.1	Telecommunication Service	5.x			
	Telephone Services	5.1			

PWS	Title	MITS	NICS	EAST	Other
5.11.1.1					
5.11.1.2	Facsimile Service	5.2			
5.11.1.3	Other Telecommunications Services	5.x			
5.11.2	LAN Service		X		
5.11.2.1	LAN Systems		X		
5.11.2.2	LAN Services		X		
5.11.3	MAF Facility Modeling				X
5.11.4	MAF Mobile Emergency Operations Vehicle (MEOV)	3.5			

UNITeS Approximate Productive Hours

The following table depicts an approximation of the productive labor hours expended in CY07 and CY08 for the services provided in UNITeS that will be covered in MITS with the exception of the PWS 2.1 through 2.10 hours. PWS 2.1 through 2.11 are inclusive of the entire UNITeS contract and not specifically the work to be performed in MITS in the area of Program Management. The labor hours include regular time, temporary labor, and subcontractor labor.

MITS PWS	UNITeS PWS Title	Calendar 07				Calendar 08		
		OT	Reg	Total Hrs		OT	Reg	Total Hrs
2.1	Project Management	56	19,433	19,489		8	16,870	16,877
2.2	Strategic Pln & Eval	0	27,940	27,940		0	25,803	25,803
2.3	Financial Mgmt	489	32,968	33,457		7	29,812	29,819
2.4	Contract Administration	0	9,516	9,516		2	10,945	10,947
2.5	Procurement	11	30,672	30,683		0	27,770	27,770
2.6	Asset Mgmt	0	29,205	29,205		4	25,192	25,196
2.7	IT Security Program	2	14,544	14,546		0	15,265	15,265
2.8	Safety		2,624	2,624			2,598	2,598
2.9	Facilities Management		6,048	6,048			5,293	5,293
2.10	Quality Assurance		6,254	6,254			6,737	6,737

ATTACHMENT L-B

MITS PWS	UNITeS PWS Title	Calendar 07				Calendar 08		
		OT	Reg	Total Hrs		OT	Reg	Total Hrs
3.0	IT Security Program	334	36,315	36,650		0	26,688	26,688
4.0	Customer Support	100	43,497	43,597		59	39,116	39,175
5.0	Michoud Assembly Facility (MAF) IT Services	1,303	14,842	16,145		5,645	36,629	42,274
5.0	Telecommunications Services	5,368	132,174	137,543		7,122	97,895	105,018
6.0	Documentation repository Services	73	72,221	72,294		183	69,163	69,346
6.0	MSFC Applications and Web Services	316	358,213	350,404		488	322,422	322,910
7.0	Computer Systems Services	810	80,524	81,335		639	73,159	73,798
7.0	Customer Requested Hardware Maintenance		8,677	8,677			7,282	7,282
8.0	Audio Visual Information Services	2,672	169,160	171,832		1,950	163,478	165,428

MSFC Organization

Eight offices for corporate/core activities and five directorates that embody the developmental projects and institutional capabilities of the Center carry out MSFC's missions. Offices include: Chief Counsel, Chief Financial Officer, Chief Information Officer, Center Operations, Diversity and Equal Opportunity, Human Capital, Procurement, Strategic Analysis and Communications. The directorates are Safety and Mission Assurance, Science and Mission Systems, ARES Projects, Shuttle Propulsion and Engineering.

Office of the Chief information Officer (OCIO)

The OCIO reports to the Center Director and is composed of executive staff and seven offices. The seven offices are: IT Security; IT Planning, Policy, Architecture and Integration; Application, Web and Multimedia Services; Networks, Telecommunications and Desktop Services; IEMP Business Process and Application Support; Systems Engineering and Operations; IEMP Application Development and Software Assurance. See Figure 1.1

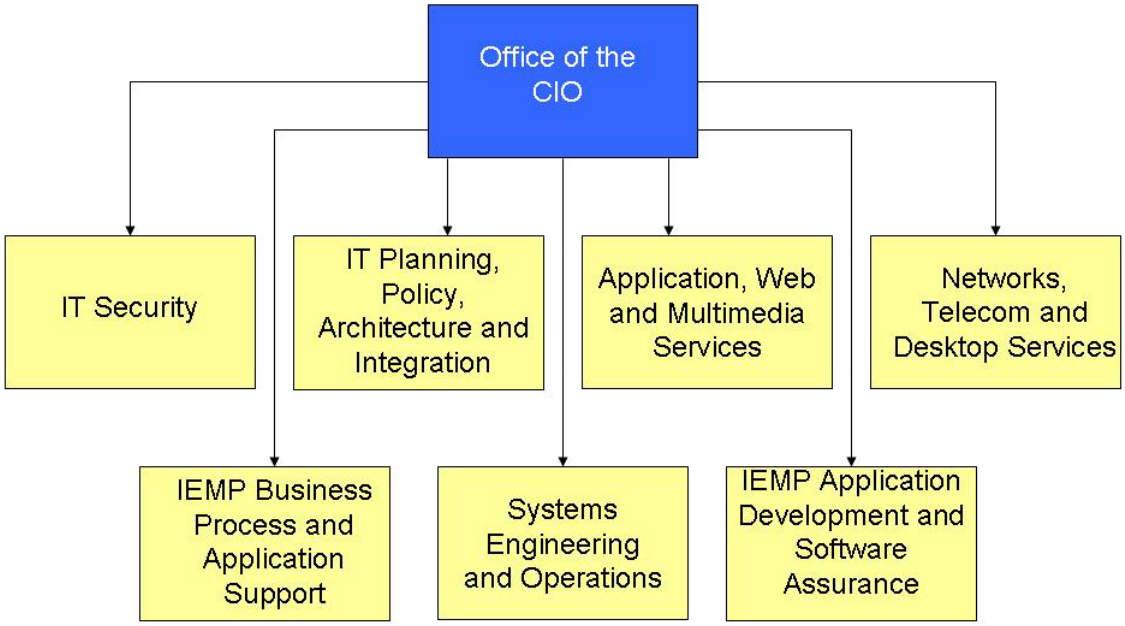


Figure 1.1 Office of Chief Information Officer Organization

The Executive Staff provides overall management of the OCIO organization. This executive office oversees all organizational requirements and responsibilities, contract management and planning, and coordination and processing of all personnel, policy,

travel, and other administrative functions. The office coordinates with MSFC and NASA executive management regarding OCIO responsibility and direction.

IT Security Office

The IT Security Office is responsible for the following:

• Center IT Security Program • Center Information Systems Change Board (ISCB) • IT Security Policy, Procedures And Guidance • IT Security Training And Awareness • IT Security Risk Management • IT System Certification And Accreditation • IT Security Contract Requirements And Assessments IT Security Audit Coordination	• IT System Vulnerability Scanning And Mitigation • Monitoring And Intrusion Detection • Security Incident Response • Computer Forensics And Investigation Support • IT Security Operations Support • IT Security Center Application

IT Planning, Policy, Architecture and Integration Office

The IT Planning, Policy, Architecture and Integration Office is responsible for the following:

• Strategic Planning • Risk Management • Project Management Office • Enterprise Architecture • Customer Relationship Management • IT Evaluation Planning • Organizational Performance • IT Policy Coordination • Directives Management	• Records Management • Forms Management • Scientific And Technical Publications • IT Acquisition Visibility • IT Portfolio Management • Safety • Travel • Action Tracking

Application, Web and Multimedia Services Office

The Application, Web and Multimedia Services Office provides development and support for MSFC applications and web services. The Office also provides management, operations and production capability for Audio Visual Information Services (AVIS). In general the Office provides the following services for MSFC:

• SW Applications Life Cycle • Application and Web development/support For MSFC	• Streaming Media/Podcasts • Printing & Reproduction • Special Events photography and

Business, Administrative, Engineering & Science Customers • Graphics And Management Publications • Photography - High-speed Digital • Television Services	video • Video Documentation

Network, Telecom and Desktop Services Office

The Network, Telecom and Desktop Services Office provides support for LAN/WAN, Telecommunications, Help Desk and User Desktops. The User Desktop Services resides in the Outsourcing Desktop INitiative (ODIN), contract – NAS598144 . In general, the Office provides the following services. Those marked (*) are in MITS.

• NASA Integrated Services Network (NISN) • MSFC LAN/WAN • Desktop Services Support • Russian Services Support • Help Desk Operations* • Telecom Operations* • Cell Phones/Pagers/Radio Services* • Michoud Assembly Facility IT*	• RF Spectrum Management* • Emergency Warning System* • Classified Communication Systems • IT Disaster Recovery & COOP* • IP Address Management • Agency Network • Intrusion Detection & Security Operations Center*

IEMP Business Process and Application Support Office (not included in MITS)

NASA's Enterprise Application Competency Center (EACC, a.k.a. Competency Center) is responsible for implementing, operating, and maintaining a broad spectrum of NASA's Enterprise Applications, as well as for supporting the extended Enterprise Applications User Community. The IEMP Business Process and Application Support Office is responsible for application functional support and integration management.

Systems Engineering and Operations Office (only MCS in MITS)

The Systems Engineering and Operations Office is responsible for providing engineering, system administration and operations support for the IEMP Competency Center and the MSFC campus server environments. The MSFC Computing Services (MCS) team is responsible for the MSFC campus. To perform their responsibilities, the Office utilizes the Design, Acquire, Build and Operate (DABO) model as follows:

Design	Acquire	Build	Operate
• System requirements management • New technology	• Development of Rough order of magnitude cost	• Execute hands-on system builds • Execute integrated	• Event Management • Problem Management

integration (insertion of new technology) • Awareness of NASA and MSFC Enterprise Architecture • Formal work product creation, review and maintenance	estimates • Development of acquisition strategy options and recommendations • Development of purchase requests and associated documentation • Support the procuring organization	testing of system components within the Competency Center and MCS testing strategy and tool-sets • Manage and ensure transition to operations for all technology elements	• System Monitoring • Configuration Management • System Maintenance (patches, upgrades, enhancements) • Performance Management

IEMP Application Development and Software Assurance Office (not included in MITS)

The IEMP Application Development and Software Assurance Office is responsible for the following:

- Provide application-specific development support for all IEMP Competency Center Lines of Business
- Provide Application Architecture expertise to ensure sound design decisions
- Provide Solution Architecture expertise to assist in driving out requirements for new custom development and to facilitate effective system design
- Execute Incident and Problem Management processes to evaluate and resolve service requests requiring development support activities
- Follow best practices and standard operating procedures as prescribed, to include coding standards, naming conventions, unit testing and review procedures, etc.
- Participate in solution design and requirements discussions
- Support government-led forums and reviews as necessary

MSFC Tour of Duty

Normal MSFC duty hours are provided for the offerors' information. Normal MSFC duty hours are defined as a five (5) day week, Monday through Friday (excluding holidays), 8 hours per day between 6 a.m. and 6:00 p.m. Proposers will be expected to establish working hours compatible with the organizations to be supported.

Historical Information

Sections 2.0 – 8.0 of Attachment L-B constitute a historical snapshot of the work within a certain period of time. The work was organized to correspond to the MITS level 1 PWS WBS elements provided in Attachment J-13.

NOTE: The following Background and Historical Data is organized by MITS PWS Level 1.

2.0 Program Management

The contractor provides an integrated Program Management function with oversight and responsibility of both Agency and MSFC services. The contractor performs management activities necessary to plan, execute, control, and report project performance, schedules, and resources. The contractor also provides an integrated cost management system (MICS), as well as planning and control systems, to provide for planning, tracking, accumulating, and reporting of contract data. The Program Management consists of Project Management; Financial Management; Contract Administration; Procurement Management; Asset Management; Security; Safety; Facilities Management; Quality Assurance; and Contract Documentation.

The IT environment is a constantly changing environment with innovations introduced every day. We must constantly investigate and evaluate new information technologies and initiatives that offer the possibility of improving service delivery, reducing costs, and changing how we do business today and in the future. As an organization, we encourage initiatives and the development of pilot projects that assess the applicability and business value of next-generation emerging technologies. Innovative technologies that offer promise for improving the manner in which information services are delivered today must then be integrated into the existing NASA architecture with minimal disruption to our customer base. We must constantly be at the forefront of technology, exploring those technological opportunities that offer the most promise.

Project Management

Project Management encompasses all management activities necessary to plan, execute, control, and report project performance, schedules, and resources (including human resources). The control function integrates costs, schedules, and performance, and relates the progress of the project, along with any variance from the proposed plan. This element also includes higher-level program management functions not classified elsewhere in the succeeding elements, and higher-level support for the Management Information and Control System (MICS).

Financial Management

Financial Management includes integrated management information system, as well as planning and control systems to provide for the planning, tracking, accumulating, and reporting of contract (negotiated) cost versus actual costs to maximize resources utilization. This element also involves other financial support required to meet the budgeting, cost reporting, billing, and disclosure requirements of the contract.

Contract Administration

Contract Administration includes all contract administration functions and activities required in performance of the contract.

Procurement

The contractor provides, implements, and maintains a procurement information system as part of the UNITeS MICS. The system tracks the status of individual procurements from purchase request through final purchase order, delivery, and acceptance and provides appropriate information to the IFM system.

This function includes the procurement and tracking of all required supplies/materials, equipment, software, and services, necessary to accomplish the contract mission not otherwise furnished by the Government. Examples include: replacement parts/equipment, spare parts for hardware maintenance, vendor maintenance agreements, emergency parts, temporary labor services, IT related supplies, software subscription services, hardware engineering change/updates, and special general purpose software packages.

As part of the services referenced above, the contractor provides for acquisitions both as part of its responsibilities in meeting the requirements of the statement of work and also in support of customers providing funding for additional IT purchases which are outside of its normal responsibilities. Both types are considered to be within the scope of the contract effort.

The following is the anticipated process for contractor acquired property under the MITS contract. The contractor will instruct the vendor to ship the property to the MSFC central receiving area, and provide Logistics Services Receiving with a copy of the Purchase Order (PO). The contractor has five days after receipt of the property to transfer the property to the government using Form DD1149. The contractor is required to establish a property record (such as Description, Model No, Manufacturer, Serial Number, Acquisition Cost) in accordance with FAR 52.245-1. The DD1149 will also contain the name and organization information of the property user for assignment of user responsibilities in the property system. Additional property management responsibilities of the contractor are described in the NFS 1852.245-71 and NPR 4200.1F.

The following breakout of Purchase Orders generated during the last two complete fiscal years of UNITeS performance is provided below:

FY07 (10/01/2006 – 9/30/2007)	FY08 (10/01/2007 – 9/30/2008)
<$100K 1,862 PO's valued at $9,636,572	<$100K 1,768 PO's valued at 26,661,595
>$100K 25 PO's valued at $17,218,025	>$100K 37 PO's valued at $15,128,123

Asset Management

The contractor performs property management and administration of all property acquired by, or in possession of, the contractor and subcontractors (including Government Furnished Property) in performance of the UNITeS mission.

Security

Security includes the preparation and implementation of a comprehensive security plan consistent with applicable Department of Defense (DoD), NASA, and MSFC policies and procedures. Also included in this element are IT resources protection, personnel security, facility access procedures, policies and protection, and the safeguarding of Privacy Act Information and property data and classified information.

Safety

Safety involves the preparation and implementation of health and safety policies and procedures in compliance with Occupational Safety and Health Administration (OSHA), NASA, and MSFC standards and requirements. This element includes safety inspections and surveys, safety and health meetings, and maintenance records and reports of occupational injuries and illnesses.

The contractor maintained a Safety, Health, and Environmental Awareness program throughout the contract, implementing safety awareness and training for employees, tracking close calls, lost time accidents, and OSHA recordables. The contractor conducted regular assessments of assigned buildings and vehicles, capturing findings and tracking corrective actions to completion.
The contractor's industrial safety, health, and environmental program incorporated the following Safety and Health Program Core Process Requirement (CPR) elements documented in MPG 8715.1:

a. Management commitment and employee involvement in the safety and health program.
b. System and worksite hazard analysis.
c. Hazard prevention and control.
d. Safety and health training.
e. Environmental compliance.

Historical safety statistics for the contractor are as follows:
Number of Lost Time Incidents (April 2004 thru March 2008): 3 (06/16/04, 3/1/07, & 3/22/07)
Number of OSHA Recordable Incidents (April 2004 thru March 2008): 5 (09/20/07)

Total Hours Worked*:*

2004 = 1,610,640
2005 = 2,261,931
2006 = 2,271,534
2007 = 2,347,956
2008 = 531,722 (Qtrly est)

Total Hours Worked:
(04/01/04-03/31/08): 1,610,640 + 2,261,931 + 2,271,534 + 2,347,956 + 531,722 = 9,023,783

Annual Industry Average LTIR (Days Away, Transfer, and Restriction) for NAICS Code 541513 (2006): 0.30

Annual Industry Average OSHA Recordable Case Rate for NAICS Code 541513 (2006): 1.00

UNITeS LTIR: 0.0

UNITeS OSHA Recordable Case Rate: 1 x 150,000 / 1,680,623 = 0.089

Facilities Management

Facilities Management involves the establishment and maintenance of a uniform system of managing the use of assigned facilities. The contractor currently occupies the following buildings on the MSFC campus.

Building	Area (sq. ft.)
4200	10,966
4201	1,736
4202	586
4203	1,779
4207	15,514
4249	282
4250	385
4306	1,276
4353	2,890
4464	96
4476	1,357
4485	11,328
4487	2,807
4491	13,364
4493	100
4570	1,572

4583	6,014
4600	1,019
4610	3,523
4612	2,438
4619	1,911
4628	199
4629	3,565
4631	9,709
4653	3,084
4654	1,937
4663	19,388
4666	535
4674	309
4705	575
4708	2,632
4727	6,613
4728	4,903

Quality Management

Quality Management includes a Quality Program that will ensure that products and services conform to specific requirements. A focus on Continuous Improvement will be evident throughout the program.

Export Control

The contractor is required to attend the Monthly Export Control Representative meeting and yearly certification training sessions provided by the MSFC Export Control Program. Additional training of personnel is encouraged. The contractor is responsible for ensuring that its employees are aware of the procedures for all areas of export control, including, but not limited to: placing information on the world wide web; placing information in the Public Domain (i.e. International conference, trade magazines, etc); verbal discussions or presentations with foreign nationals; hand carrying or shipments of items outside the U.S. or to foreign nationals within the U.S.; mailing, faxing, emailing items outside the U.S. or to foreign nationals within the U.S.; and an understanding of the definition of a foreign person and the proper procedure to obtain clearance for visits to NASA facilities.

Documentation

Documentation pertains to activities required to ensure proper documentation control and availability along with preparing and delivering contractually required data to the Government. Included are activities to identify, control, and monitor the preparation, distribution, and maintenance of Data Requirements Documents under the contract.

User Training

The contractor provides user training for the following:

- Conference Room Electronic Services
- Telephone instrument features
- Various Remedy Training Sessions

3.0 Information Technology (IT) Security Services

There are currently UNITeS personnel with clearances that support IT Security requirements which will remain in MITS. MITS work will not require any personnel with clearance above Secret (i.e. no TS/SCI are required). The MITS portion of the UNITeS work currently includes 6 persons with Secret Clearances. MITS PWS 3.6 is the only section of the PWS that requires personnel with clearances.

Risk Management

The Information Technology (IT) Security Risk Management Team (RMT) supports the OCIO by providing resources to assist MSFC with IT risk assessments and IT security planning. In FY 2007 the RMT supports the IT Security Office in managing approximately 120 certification and accreditation packages that cover systems categorized as Low, Moderate, and High information sensitivity. The Risk Management Team is required to provide the following services:

- Provide center-wide assistance to IT resource owners for risk assessments and security planning based on NPG 2810 “Security of Information Technology”. The Risk Management Team is responsible for facilitating risk assessments and assisting resource owners compose security plans that are compliant with NPG 2810.
- Conduct center-wide, regularly scheduled and emergency vulnerability scans. MSFC uses FoundScan by McAfee, Inc., to conduct monthly full policy scans to gather metrics quarterly for HQ. The vulnerability is configured with a centralized database and approximately 10 distributed scanning engines that scan in excess of 22,000 activity devices scattered across MSFC, NSSTC, MAF, and Russia. One full scan per month is performed with weekly discovery scans and adhoc rescans to verify fixes and scans upon request by system administrators.
- For computers with significant vulnerabilities, the Risk Management Team is responsible for identifying the system administrator for the computer and providing information and assistance in eliminating the vulnerability.
- Interface with other IT Security components including Intrusion Detection, Firewalls, Computer Security Officials and, the IT Security Manger. The Risk Management Team interfaces regularly with other key IT Security personnel to ensure a tightly integrated overall preventative posture and to ensure MSFC is utilizing current, state-of-the-art safeguards.
- The RMT is the primary resource that supports the centers Certification & Accreditation Official (CAO).

Intrusion Detection and Incident Response

Proactive and reactive protection of MSFC’s IT resources is accomplished by the contractor. These are accomplished via integrated Risk Assessments, Firewalls, Intrusion Detection, Incident Response, and Security Engineering teaming arrangements.

The Incident Response Team (IRT) provides intrusion detection and incident response for networks and systems managed by the OCIO. The IRT works directly with the NASA Incident Response Lead providing services for all the projects and programs locates on the facilities at MSFC, NSSTC, and MAF-CIO. The IRT performs the following tasks:

- Incident response for systems suspected of virus, Trojans, malware, etc. The team coordinates their response with the system owners and service providers such as ODIN.
- Response to systems suspected of user and or system level compromise. The response team is primarily response for coordinating with the system owner, evaluate the risk, analyze the system and network traffic. Analysis is performed using techniques that are consistent with the industry standards utilizing tools provide by the government and some open source tools. The tool utilized to perform computer forensics is EnCase by Guidance Software.
- Monitor and administer a local instance of the center's provided flow monitoring tool and security event manager produced by Q1 Labs, Inc. In addition to this commercial tool the team also administers and monitors two (2) open source network sniffers and one (1) open source intrusion detection system.
- The IRT documents all cases utilizing a NASA provided tool that is managed by the NASA Security Operations Center (SOC) located at the Ames Research Center. Note that MSFC is a user and not a provider of these services.
- Monitor and administer the center's provide proxy. The proxy is used primarily as a content filter blocking access to inappropriate sites and called out in NASA Procedure Directive 2540.1 and protecting the MSFC private network for zero-day exploit code as well as well know exploits utilizing the http protocols.

Engineering and Technical Support

The contractor also provides technical support for the NASA Public Key Infrastructure (PKI). The NASA PKI was developed for the Agency at Ames Research Center. The Certificate Authority is managed by the Department of Treasury.

The contractor provides technical, administrative, and engineering support for 2 factor authentication services. The current product in use is RSA SecurID® . The contractor administers the 2 factor authentication infrastructure including token form processing, distribution, system administration, operations, and maintenance of the ACE server and accounts. The RSA infrastructure deployed and managed at MSFC provide authentication services for approximately 10 applications, 4 major networks remote access (MSFC, NSSTC, MAF, and NASA Data Center (NDC)), and cross realm services to approximately 6 NASA Centers. The contractor also represents MSFC on an agency working group that is working consolidation all RSA services across the agency and centrally managing the services from Goddard Space Flight Center.

The contractor provides technical, administrative and limited engineering support for MSFC's instance of the agency's patch management tool. Currently NASA, as an agency, has standardized on PatchLink (PL) as the tool for managing the Agency's patch

management program. At present PL isn't used by all organizations to patch their systems but it is an agency requirement that PL be used to report all systems patch status. The PL administrator is responsible for administering the PL application for the center (to include MSFC, NSSTC, and MAF) and coordinate with the various systems administrators to make sure the PL agents are installed, functioning properly, and assist the PL group administrators with utilizing the tool to patch systems in addition to reporting their patch status. The PL administrator also coordinates with the Agency's patch management program manager; this service is managed from KSC. The contractor administers three (3) PL servers with a total of approximately 9,000 devices across the three (3) servers. These servers collect and report their results to the enterprise database that is managed by Kennedy Space Center for the agency. The PL administrator is responsible for the following:

- Administrating the PL application and supporting database of the MSFC provided PL servers
- Administrating the groups across the servers support various organizations who have IT systems on the MSFC, NSSTC, and MAF networks.
- Provide reports and metrics to the IT Security office on the patch status of systems at MSFC, NSSTC, and MAF.
- Provide communications to the various PL groups and group administrators as to current issues, patching metric, special reporting requirements, etc.
- Function as the technical point of contact for PL for MSFC.

Continuity Of Operations Plans (COOP)

COOP planning refers to the internal effort of an organization, such as a branch of Government, NASA center, or contractor, to assure that the capability exists to continue essential operations in response to a comprehensive array of potential operational interruptions. While much of the renewed impetus for COOP planning focuses on responding to potential attacks, the highly decentralized nature of the NASA Centers suggests that all but the most widespread interruptions are unlikely to disable NASA. Nevertheless, localized operational interruptions that could necessitate the activation of a COOP at each NASA Center might include routine building renovation or maintenance; mechanical failure of heating or other building systems; fire; and inclement weather or other acts of nature. Other events that may interrupt NASA's activities include failure of information technology (IT) and telecommunications. The purposes of COOP planning are designed to ensure:

- safety and well-being of employees, visitors, and the public;
- essential functions and activities are conducted without unacceptable interruption; and normal operations are resumed as quickly, safely, and efficiently as possible.
- The contractor is responsible for including in contingency planning:
    - plan responsibility and scope;
    - emergency telephone numbers;
    - building and occupant information;
    - procedures for periods when facilities are closed;
    - communications;

- mail delivery;
- staffing of a command center team of employees and appropriate staff to participate in COOP activities for all NASA Centers.

The contractors plan should identify essential matters to be considered in developing an effective COOP plan. These matters include the following:

- identification of all essential activities and functions;
- identification and protection of vital records, systems, and equipment;
- determination of succession and delegations of authority;
- identification and preparation of alternate work sites;
- identification and training of a team of employees to perform essential activities in an emergency;
- development of a system of warning to alert employees of potential threats and what to do in an emergency;
- development of a system for identifying the location and status of employees following an emergency;
- Development of ways to communicate with employees.

Directives: HSPD 5 – Management of Domestic Incidents
HSPD 8 – National Preparedness

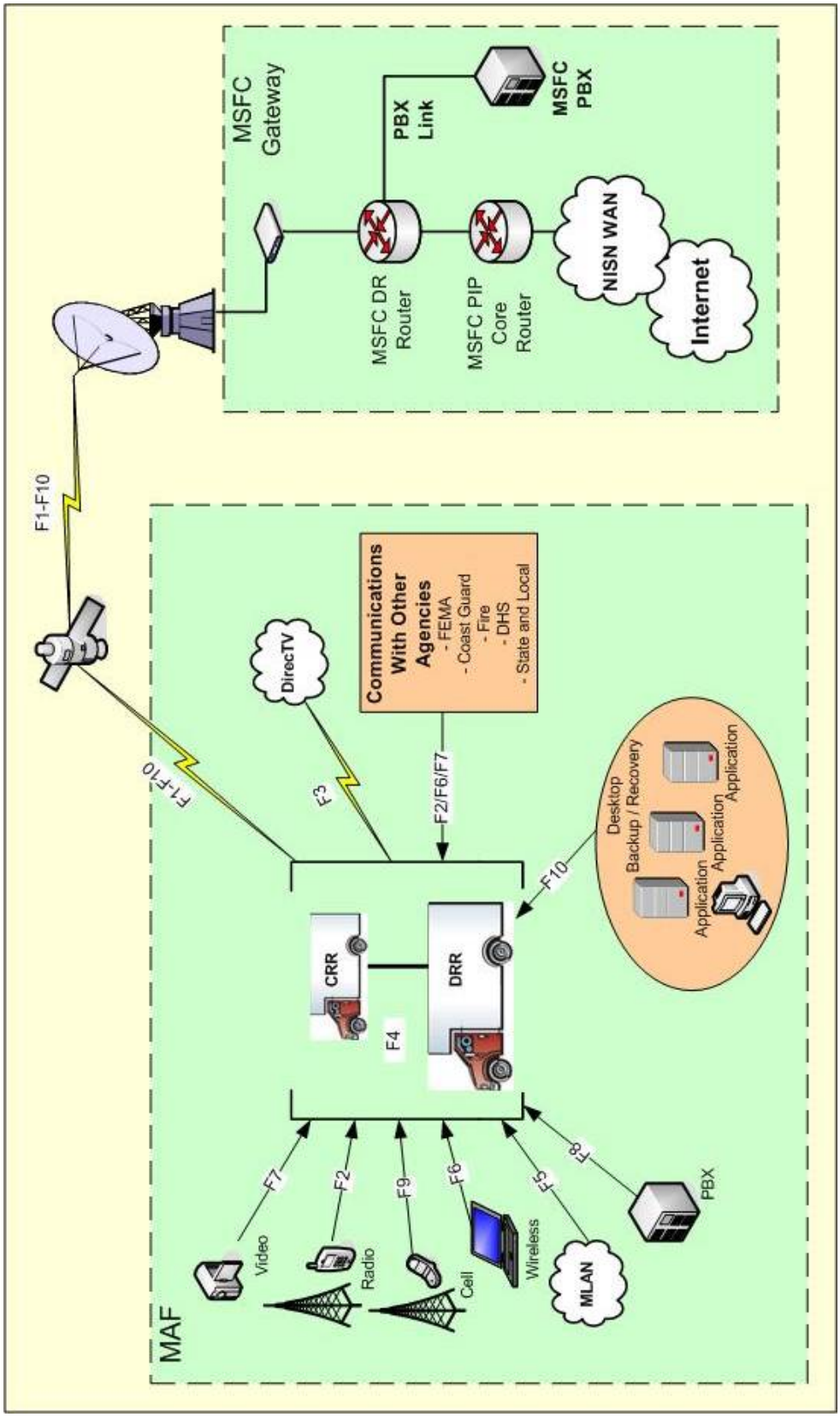
MAF Mobile Emergency Operations Vehicles (MEOV)

The MEOVs are designated as two separate vehicles with unique purposes. These are the Communications Restoration and Recovery (CRR) and Data Communications and Recovery (DRR) vehicles. The contracts have been awarded for build-out of these vehicles. Both vehicles are scheduled to be operational in March 2009. The MEOVs will be stored physically at MSFC and will be ready for deployment to MAF or alternate/remote site within 8 hours or less from notice of activation. The CRR vehicle will be located in the vicinity of Bldg. 4629 and the DRR vehicle will be located in the vicinity of Bldg. 4207. See CRR-DRR Logical Architecture diagram on following page.

CRR Vehicle Specifications are:

4-wheel drive, diesel powered,, heavy duty pickup type chasis, multi-terrain; lightweight, compact and air-transportable; accommodate 2-3 personnel; capable of receiving power from standard 100 VAC shore lines, vehicle generated power and external generator. Weight is ~ 7 tons Gross Weight (with communications package); Length – 20’ to 24’; Width – 8’ to 10’ (with communications command and control center included); Height – 11’ to 13’.
The CRR included a roof mounted satellite dish, that, when deployed, expends the overall height approximately 4’ to 5’ above the vehicle. There will be roof mounted radio antennas that will extend from 10’ to 20’ above the vehicle roof. It will also contain a 2’ to 4’ mast for a video camera.

CRR-DRR Logical Architecture.



CRR Utility Trailer is a 7'X14' Enclosed Cargo Trailer with Specifications of:
Weight – 2460 lbs; Trailer carry weight – 5000 lbs.; 7,000 GVWR; 2- 3,500 lb. Spring Axles (brakes on both axles); 15" Tires minimum rated 1,820 lbs. each.
The CRR Utility Trailer stores the 2.4 meter Ku/C-Band satellite fly-away antenna kit and portable generator used to power the CRR if de-mated from the vehicle.
DRR Vehicle Specifications are:

Van type; diesel powered; working space to accommodate 9-10 persons; video/audio/presentation conferencing capable; capable of receiving power from standard 110/220 VAC, vehicle generated power and external generator; capable of providing same services as the CRR vehicle for redundancy; Weight is ~ 19 tons Gross Weight (with data package); Length – 38' to 42'; Width – 8' to 12' ; Height – 12' to 16'.

The DRR includes a roof mounted satellite dish that, when deployed, will extend the overall height ~ 4' to 6' above the vehicle.

IT Security Priorities

NASA will integrate and secure its networks under an Agency-wide zoned architecture for end-to-end local area and wide area network services under the NASA Integrated Communications Services (NICS) contract. All Centers will migrate to the zoned architecture. The Agency Consolidated End-User Services (ACES) contract will ensure a broader coverage of user requirements to provide properly configured and managed end-user devices that integrate with the planned Agency network and application environment. NASA is also implementing a consolidated security operations and incident response capability that provides Agency-wide, end-to-end visibility and monitoring of NASA networks and systems by April 2009. Centers will transition functions within the scope of the NASA security operations center capabilities, augmenting those capabilities as necessary based on local needs. NASA will deploy smart cards and an integrated identity, account, active directory, and smart card management system for logical access to NASA IT systems. All systems/applications will be required to integrate into the NASA logical access system. Finally, the vast majority of NASA systems will require certification and accreditation (C&A) in FY-2010, based on the three-year C&A requirement.

4.0 IT Planning, Policy, Architecture & Integration

Strategic Planning and Performance Measurement

The contractor provides subject matter expertise in support of MSFC's IT strategic planning functions. The contractor researches, evaluates, and reports industry best practices in IT strategic planning; documents and disseminates information related to mission, vision, goals, and objectives; researches and evaluates Agency strategic planning documents for applicability at MSFC; documents and delivers updates to the Centers' IT strategic plans; identifies, develops, and maintains a set of leading performance indicators assessing organizational performance against relationship management maturity models; prepares and documents organizational performance measurement strategies; evaluates, documents, and provides monthly reporting of organizational performance measurements via a balanced scorecard approach; documents and maintains historical organizational performance against defined targets; identifies and reports on problem area cause and effects; provides certified Lean Six Sigma consulting and conducts Kaizen and Value Stream assessments for MSFC organizations.

Products Created	FY06	FY07	FY08	*Proj FY10
IT Strategic Plans	1	1	1	1
Monthly Scorecard Reports	-	12	12	12
Lean Six Sigma Events Conducted	-	2	4	8

Innovation Management / IT Evaluation Planning

The contractor provides subject matter expertise for MSFC IT Evaluation Planning and Innovation Management (ITEP/IM) activities. The contractor evaluates and reports industry best practices in IT innovation; develops ITEP/IM models and frameworks, identifies and documents ITEP/IM strategies; develops strategic innovation management roadmaps and recommendations for IT product and service delivery; evaluates trends, performance, and makes recommendations for implementing new information technologies and initiatives into the enterprise architecture; maintains a web-based capability to capture, document, and disseminate advancements and progress in IT innovation.

Products Created	FY06	FY07	FY08	*Proj FY10
Documents IT Evaluations	-	18	24	24
Documents IT Roadmaps	-	-	2	12
Web-based ITEP/IM Discussion Site	-	1	1	1

Customer Relationship Management

The contractor provides subject matter expertise labor, materials, and support for customer relationship management (CRM) within the MSFC's OCIO. The contractor

evaluates and makes recommendations on industry best practices in CRM; develops CRM models and frameworks; identifies and documents CRM strategies; plans, designs, develops, and implements CRM surveys; for MSFC CIO customer organizations; evaluates survey responses and provides recommendations to improve product and service delivery strategies; provides system administration for self-service survey tools.

Products Created	FY06	FY07	FY08	*Proj FY10
Documents CRM Strategies	1	1	1	1
Creates CRM Surveys	2	4	6	12
Analyze CRM Survey Results	2	4	6	12
Capture and Document Customer IT Requirements (per application or infrastructure service)	-	-	-	600

Customer Support Center

Quarter	Calls Received	Tickets Opened
1st Quarter FY07	1254	3434
2nd Quarter FY07	1508	3570
3rd Quarter FY07**	4872	3603
4th Quarter FY07	11772	3663
1st Quarter FY08	10039	2720
2nd Quarter FY08	10728	2873
3rd Quarter FY08	11524	2897
4th Quarter FY08	9534	2791

** began 24 hour operator service in June 2007

Project Management

The contactor provides subject matter expertise in project management for the MSFC OCIO. The contractor evaluates and makes recommendations on industry best practices in project management; develops project management reporting templates and coordinates monthly reporting of IT project status to Center/Agency IT governance boards; provides project management consulting to IT project managers; reviews and evaluates changes to Agency project management directives and policies for applicability within the MSFC CIO; provides industry-certified project managers to organize and manage IT projects throughout the life-cycle; reviews and analyzes milestones and project deliverables to assess, quality, schedule, cost, technical, and risk performance of IT projects.

Products Created	FY06	FY07	FY08	*Proj FY10
Review, Analyze, Report Monthly Project Status	6	8	12	24
Create, Revise, Report Project Management Performance Metrics	1	1	1	1

IT Governance

The contractor provides subject matter expertise in IT governance for the MSFC OCIO. The contractor researches, evaluates, and recommends best practices in IT governance; evaluates and documents changes in Agency IT policies and directives for applicability at MSFC; develops and documents the Center's IT governance strategy; provides secretariat support for MSFC IT governance boards; develops and reports governance planning and performance metrics; documents IT investment initiatives;

Products Created	FY06	FY07	FY08	*Proj FY10
Secretariat Support for MSFC IT Strategy and Investment Board (# meetings, documenting meeting agendas, minutes)	-	-	2	4
Secretariat Support for MSFC Enterprise Architecture Advisory Board (# meetings, documenting, meeting agendas, minutes)	-	-	10	26

Enterprise Architecture

The contractor provides subject matter expertise certified by the Federated Enterprise Architecture Certification (FEAC) Institute in the area of enterprise architecture to support the OCIO. The contractor researches, evaluates, and recommends best practices in enterprise architecture; reviews, assesses, and recommends changes in the direction of the Agency enterprise architecture; develops composite enterprise architecture artifacts that represent the as-is and future states of the Centers' enterprise architecture; develops and maintains an integrated enterprise architecture document repository; analyzes, documents, and reports the composition of the Centers' application and infrastructure portfolio; provides FEAC-certified enterprise architects to support MSFC EA requirements; develops and documents IT segment architectures for OCIO organizations; develops enterprise architecture management plans and consolidated master schedules; develops and reports enterprise architecture planning and performance metrics; evaluates IT initiatives for enterprise architecture compliance; conducts enterprise architecture progress reviews of major IT program segments;

Products Created	FY06	FY07	FY08	*Proj FY10
Develops/Updates As-Is Architecture	-	1	1	1
Develops/Updates To-Be Architecture	-	-	1	1
Develops Segment Architectures	-	-	2	4
Documents Monthly EA Performance Metrics	-	4	12	12
Conducts EA Service Reviews	6	6	6	6
Conducts EA Project Reviews	6	10	10	16
Conducts/Analyzes EA Data Calls	4	6	6	12

Risk Management

The contractor maintains a continuous risk management program throughout the life of the contract. The contractors risk management program is effectively aligned with the processes established by the MSFC CIO (IS-01-008) and with the Center and Agency directives for continuous risk management. The contractor utilizes the ePORT risk management tool to capture, track, and manage UNITeS program and project risks on an ongoing basis. The contractor conducts monthly risk management reviews with program/project management staff and civil service monitors. For each risk identified, the contractor develops a statement of risk, assigns specific ownership to a risk owner, identifies the likelihood and consequence, develops appropriate watch/mitigation strategies, and reviews, tracks, and reports the status on an ongoing monthly basis. Historical data on all identified risks are maintained in the ePort risk management tool. The contractor facilitates the OCIO Risk Management Board meetings, provides integration support to ensure UNITeS and MSFC CIO risks are appropriately discussed and managed.

Records Management

The contractor maintains support for MSFC's Records Management Program by providing hard copy and electronic records for MSFC organizations. The following highlights activities performed by the contractor in support of the records management activities

	FY2005	FY2006	FY2007	FY2008
Transferred into Records Staging Area (Hardcopy - cubic feet)	273	761	572	312
Transferred out of RSA to FRC (Hardcopy - cubic feet)	326	172	4	405
Destroyed (RSA holdings) (Hardcopy - cubic feet)	134	298	108	101
New Entries in RM Database	128	920	111	788
Entries in ERSA Database	3,150 Total	6,108 New 9,258 Total	850 New 10,108 Total	0 New 10,108 Total
Legacy Records Indexed into ERSA	0	14,890	29,273 New 44,153 Total	19,118 New 63,271 Total
Program/Project closeouts				~40 are in a closeout phase.
Recalled from Federal Records Center. (The projection for FY09 is over 400 boxes due to special requests	83	219	114	50 +22 since 9/11
Returned to Federal Records Center	45	34	7	4 +46
New Accessions transferred to FRC (including WNRC)	3 (332 Boxes)	9 (173 Boxes)	1 (4 Boxes)	7 (404 Boxes)

Accessions transferred to Archives directly *	1	1	1 (+9 vols)	1 (+9 vols)
Destruction concurrences processed for FRC holdings.	1 (210) 8 RSA (117.5)	5 (1177) 4 RSA (341)	3 (73) 7 RSA (128)	10 (880) 6 RSA(101)
Inter/Intra-Agency Transfers	0	2 (426 Boxes to NSSC; 130 Boxes to GSFC)	0	1 (125 Boxes to NSSC)

Performance Year FY07: At least 241 plans were approved; at least 68 were removed/cancelled.

Performance Year FY08: Records Plans--over 400 reviewed/approved and over 130 cancelled. (Since April 2008, over 215 plans have been reviewed/approved, and over 85 cancelled.)

Forms Management

The contractor supports the MSFC Forms Management Program by providing design, development, and integration of forms in both hard copy and electronic format. The following highlights forms created and revised by the contractor in support of forms management:

Products Created	FY06	FY07	FY08	FY09 (Q1)
Form Revisions	37	56	62	22
New Form Creation	13	12	9	5

*** Data is projected for FY10. Data for FY09 is not available but it is not anticipated that there will be a significant change from FY08 data.**

5.0 Telecommunications Services

The UNITES contract provides a large majority of telecommunication support services that are the responsibility of the Office of the Chief Information Officer (OCIO). This support encompasses the full life cycle of all telecommunication requirements including: user definition, engineering, installation, operation, and maintenance of the equipment and services. At MSFC, UNITES Telecommunications services encompass the operation of all video and data distribution systems, cable plant, and the local Aastra Private Automatic Branch Exchange (PABX) and associated telephone systems.

Other services and activities include the Emergency Warning System (EWS), radio paging, radio networks, and radio frequency (RF) Spectrum Management services. Support services for the radio networks, EWS, Cable Plant, and the Aastra PABX's and associated equipment, are also provided at MAF, as well as off-site facilities in Madison and Huntsville.

MSFC Telecommunications Systems

The MSFC OCIO is responsible for providing telephone services for:

- MSFC
- Off-site facilities located in the city of Huntsville and Madison
- NASA Michoud Assembly Facility (MAF), located in New Orleans, LA

The contractor provides the labor, material and other support required for the total operation of the administrative telephone services at MSFC, local off-site facilities, and MAF. Services provided include engineering, planning, installation, maintenance, testing, check out and operation of the systems, as well as integrated voice/data services for asynchronous data requirements. Telephone operator support is also provided at MSFC.

The contractor provides labor, material and other support required for the total operation and management of RF services at MSFC and MAF. These services include identification, planning, and coordination of RF spectrum requirements, allocation and assignment of frequencies, maintenance of frequency assignment records, and detection and reporting of RF Interference (RFI).

MSFC Spectrum Management does support flight requirements that are a part of the MSFC mission. The Ares/Orion flight projects are supported from JSC Spectrum Management as part of the Constellation program.

The current MSFC PABX switch is an Aastra Intecom PointSpan. This unit was installed in 2003.

- MSFC’s Aastra PointSpan is configured with 11,968 active ports in 38 cabinets/modules. This switch can expand to over 100,000 full ports. 962 ports are

located off site. The PointSpan has two (one in MSFC building 4207 and one in MSFC building 4649) processors and four cabinets located in building 4207, room 140. The other cabinets and locations are connected to building 4207 and or 4649 via fiber or copper cable.

- ITE Digital Ports 2404 assigned 2038 unassigned
- STE Analog Ports 9564 assigned 2186 unassigned
- 33 total PRI Spans (19 spans used for local trunks)
- 8 Pair of Dark Fiber to Intergraph in support of IEMP and the MSFC training office
- 1 Pair Dark Fiber to NSSTC, used for both data and voice
- 24 PRI Trunks connected to a modem pool to provide Remote Access Service (RAS) accounts
- Five T1 circuits to FTS
- One T1 circuit to Space and Rocket Center
- One PRI trunk for the Cisco remote dial in equipment
- Five ISDN BRI circuits to Building 4487 and 4200

- VMX 300 XL Voice Mail System – maximum configuration is 120 trunks. Support 10,000 mailboxes with 286 message hours. The voicemail system will be replaced in late 2008 due to obsolescence with a VoicePlus system.

- Off-Premise Extensions (OPX)
  - Four to Redstone Arsenal Building 8023.
  - One to Redstone Arsenal Building 5414.
  - One to Redstone Arsenal Building 4190.
  - One to Redstone Arsenal Building 7214.
  - One to E911 Center on Oakwood Avenue in Huntsville
  - Four to the Space and Rocket Center.
  - Four to Farmers Home Administration
  - One to Northrop Grumman.
  - One to Boeing North America.

- Non-switch related telephone service
  - 29-flat rate Business lines provided by KMC and utilized as power fail circuits.
  - Six ISDN lines serving Secure Vault areas.
  - Six flat rate business lines to the NSSTC.

- MSFC operates a Government owned Motorola Smartnet Trunked Radio System. This radio system is digitally addressed and operates on 12 transmit and 12 receive radio frequencies in the 406 to 420 MHz. The System is shared with the RSA. Government land mobile radio band and provides the following features:

- Automatically and dynamically allocates the 24 radio frequencies among users.
- Software driven features, which allow the configuration and reconfiguration of system resources to meet the users changing needs without the removal of any equipment from service.
- Central controller. Users are assigned a unique identification (ID). ID's may then be assigned to various talk groups.
- Each user has the ability to select operation within any talk group to which their ID has been assigned.
- Support 8000 individual ID's and 2000 talk groups.
- There are currently 1343 radio units ; 640 NASA & 703 Army consisting of the following Types:
  - 1184 portables.(623 NASA 561 RSA)
  - 54 Mobiles (3 NASA 51 RSA)
  - 105 Fixed (14 NASA 91 RSA)
- Currently 223 Talk groups assigned

The NSSTC LAN supports VoIP functionality across the entire campus. The telecommunication services offered at the NSSTC include Cisco VoIP instruments, Cisco wireless VoIP devices, and integrated voicemail. The equipment that provides this technology is anchored by two Cisco Call Manager Servers and one Cisco Unity Voicemail platform. There are approximately 400 Cisco VoIP devices and over 450 voicemail and special purpose mailboxes currently in use at the NSSTC. Current testing is in process with the Cisco IP Communicator application. This application will reside on a client's computer and will remove the need for a physical phone located in each office.

There are currently 134 Fax machines at MSFC and 68 Fax machines at MAF and are not configured in a fax server architecture. Each of the MSFC and MAF fax machines are connected to a port off the PABX.

Michoud Assembly Facility (MAF) Systems

The current MAF telephone switch is an Aastra Intecom PointSpan. This unit was installed in January 2003.

- Aastra Intecom PointSpan and its Database. 3048 analog and 493 digital telephones. Equipment is located in Building 320-1 Switch Room.

- System supports 115 DID/DOD Local Dial Trunks.

- Compunetix switch and time clock for the Mission Support Room (MSR). Located in Building 101-2 the MSR Time Clock utilizes one T1 Circuit and the Switch utilizes one T1 Circuit with 24 voice channels tied in to the Huntsville Operation Support Center (HOSC) and there are currently 14 phones assigned.

- From MSFC, provide MAF Local Help Desk, a branch of the MSFC NISC, in the receiving of all trouble tickets at MAF related to Radios, Telephones, NASA Auditorium, NOAA and other systems we are responsible for from at MAF via the LM Operator and other points of contact.

- 35 miles of Inside/Outside Fiber Optic Cable and some 55 miles of Inside/Outside Copper Cable Plant.

- ISDN RAS Lines for Lockheed Martin LAN Group which consist of two ISDN PRI lines.

- Octel Overture 200 Voice Mail System and Database. 2,358 active mailboxes. System will be replaced in late 2008 due to obsolescence with a VoicePlus system.

- Provide Ten (10) Power Failure Phones.

- MAF operates a Government owned Motorola Smartnet Trunked Radio System. This radio system is digitally addressed and operates on 5 transmit and 5 receive radio frequencies in the 406 to 420 MHz. Government land mobile radio band and provides the following features:

    - Automatically and dynamically allocates the 10 radio frequencies among users.
    - Software driven features, which allow the configuration and reconfiguration of system resources to meet the users changing needs without the removal of any equipment from service.
    - Central controller. Users are assigned a unique identification (ID). ID's may then be assigned to various talk groups.
    - Each user has the ability to select operation within any talk group to which their ID has been assigned.
    - Support 8000 individual ID's and 2000 talk groups.
    - Currently 89 talk groups assigned
    - There are currently 524 radio units in use for MAF Subscribers consisting of the following models:
        - 503 Portables
        - 14 Mobiles
        - 7 Fixed

- Antennas on the Radio Tower located near Building 320.

- 1 HF, 1 Multiband Amateur, 1 VHF Amateur, LA EMA 800Mhz Trunk Radio, and SSC fixed base located in Building 320 Incident Command Post.

- National Oceanic & Atmospheric Administration (NOAA) Weather Satellite Dish/Receiver located in and outside Building 320 and two Printers.

The Emergency Warning System (EWS) at MAF is also an interactive audio system that provides both prerecorded and live announcements to all MAF facilities, the USDA facility, and the USCG facility. The MAF EWS is utilized to warn personnel of potential threats to safety such as weather related watches and warnings. The system is capable of delivering live, recorded, and prerecorded announcements, across the MAF campus and can deliver repetitive playback of recorded and prerecorded announcements. The system has built-in automatic, computerized testing of the entire system which monitors from the microphones to the loudspeakers. The system is adjusted to detect failures with microphone stations and loudspeakers. It also can be activated, operated, and programmed from any microphone station connected to the system or it can be remotely controlled from a land-line or wireless phone using passwords and commands. In case of system has a failure, the central system contains bypass capability that reverts to a simplified system capable of one-zone paging.

The MAF EWS is divided into two sections: the onsite internal EWS and the onsite external EWS. The MAF facility has no off center buildings. The onsite internal EWS delivers announcements which covers all occupied MAF buildings. There are approximately 70 internal EWS power amplifiers with respective batteries and feedback modules. The onsite external EWS provides announcements to external horns located around the MAF campus. The MAF cable plant located inside building 320 provides connections by using individual twisted pairs, multi-mode fiber, and single-mode fiber. These connections are used to provide paths for announcements to be amplified by local power amplifiers which deliver the announcements over the loudspeakers, send signals for contact closure with strobes located in building 350, and also monitor the operational status of the system.

Table of Support Elements and Metrics

ITEM	FY08 Total	FY09 Total (Q1)	Comments
Telephone Systems			
Core Switches	6	6	1 MSFC, 1 MAF,
Instruments installed, MSFC	1315	1265	
Instruments installed, MAF	301	350	
Instruments relocated, MSFC	2738	2950	
Instruments relocated, MAF	373	425	
Instruments disconnected, MSFC	641	625	
Instruments disconnected, MAF	156	330	
PointSpan Nodes MSFC	26	28	
PointSpan Nodes MAF	6	7	
Asynchronous Data Service, MSFC	150	145	
Asynchronous Data Service, MAF	40	35	
S/W Voicemail Ports MSFC	128	128	128 ports of VMX
S/W Voicemail Ports MAF	48	48	48 ports of VMX
Switch Ports active MSFC	11968	11750	
Switch Ports active MAF	3541	3700	
System S/W version upgrades (both)	3	2	

ITEM	FY08 Total	FY09 Total (Q1)	Comments
Trouble tickets (all comm. Services) MSFC	2484	2500	
Trouble tickets (all comm. Services) MAF	279	285	
Directory Assistance MSFC and MAF	38842	35500	
MSFC Overseas Calls	3150	3050	
MSFC Called in Changes	1256	1200	
Radios and Pagers			
Radios MSFC	1343	1343	Total MSFC/RSA
Radios MAF	524	524	
Pagers MSFC	290	275	290 MSFC system (internal system)
Communications			
Total data circuits installed or relocated	5298	6050	
Inter-building data circuits	1690	1640	
Engineering drawings maintained	5150	5175	
New/Revised Drawings	90/1550	90/1601	
MSFC Communications Directory, Emergency Warning System (EWS), DR: 6.8.13, Updated once a year	253 pgs	261 pgs	

Other Services

A wide variety of services are provided that are necessary to allow the Center to open for business to include asbestos ; MSFC Cable Plant Services; Central Distribution Center (CDC); EWS distribution; cable television distribution systems; and fire surveillance systems (including the engineering, maintenance, implementation and operations of these systems). Asbestos services include all communications cabling support in asbestos-identified areas that support the telephone system, EWS, fire surveillance system, cable TV system, intercom systems, and data communications to the desktop. MSFC Cable Plant Services supports the outside cable plant support and all fiber optics support. CDC support includes video/satellite feed distribution, EWS distribution, and intercom system support. This service is also intended to include the upgrade of the MSFC Communications Infrastructure including voice, video, and data. The MSFC Cable Television System service also encompasses support for televisions, VCR/DVD players.

MSFC Cable Plant Services supports all outside cable plant media and all fiber optic media support. This includes all installation and maintenance support along with field location support. MSFC has 30,700 circuit miles of copper and 2,730 circuit miles of fiber cable in its Cable Plant System. The underground distribution system serving the cable plant is comprised of 310 manholes and over 18 miles of duct bank and serves over 150 MSFC Buildings.

The Asbestos Crew installs various types of wiring (data, telephone, AVS EWS, etc.) in buildings that contain asbestos fibers. The Asbestos Crew is required to undergo annual training to certify ability to work in above ceiling asbestos areas.

The Emergency Warning System (EWS) at MSFC is an interactive audio system that provides both prerecorded and live announcements to all MSFC facilities, whether they are on site or off site. The MSFC EWS is utilized to warn personnel of potential threats to safety such as weather related watches and warnings. The system is capable of delivering live, recorded, and prerecorded announcements, across the MSFC campus and can deliver repetitive playback of recorded and prerecorded announcements. The system has built-in automatic, computerized testing of the entire system which monitors from the microphones to the loudspeakers. The system is adjusted to detect failures with microphone stations and loudspeakers. It also can be activated, operated, and programmed from any microphone station connected to the system or it can be remotely controlled from a land-line or wireless phone using passwords and commands. In case of system has a failure, the central system contains bypass capability that reverts to a simplified system capable of one-zone paging.

The system is divided into three sections: the on site internal EWS, the on site external EWS, and the auxiliary, off site, building paging system. The on-site internal EWS delivers announcements which cover all occupied MSFC buildings. There are approximately 350 internal EWS power amplifiers with respective batteries and feedback modules. The on site external EWS provides announcements to external horns located around the MSFC campus. There are nine external locations including 35 amplifiers with respective batteries and feedback modules, located throughout the center. Individual twisted pairs and multi-mode fiber by the MSFC cable plant, provide connection to and from the distribution and monitoring systems in 4207 and each power amplifier feedback device. These pairs are used to provide paths for announcements to be amplified by local power amplifiers which deliver the announcements over the loudspeakers and also monitor the operational status of the system. Five off site building paging systems can also be accessed via a conferencing system which permits simultaneous live announcements with the EWS Main announcement system.

The Fire Surveillance System (FSS) provides Fire Alarm monitoring services to all MSFC Buildings. The system is operated for NASA by EG&G under the Center Operations Support Services contract. The contractor provides all the hardware required to operate and maintain the system. Intra-building connectivity is provided via the MSFC Cable Plant. The topology is a star configuration but in a logical ring connected through the MSFC Cable Plant.

The MSFC Utility Control System (UCS) monitors MSFC Building heating, ventilation, air conditioning (HVAC) systems. The system control center is located in MSFC Building 4250 and is operated for NASA by EG&G under the Center Operations Support Services contract. The contractor supports the system by providing Intra-building connectivity and maintenance via the MSFC Cable Plant. The Facilities contractor provides all the modems for the system. The topology is a star configuration with all circuits feeding into MSFC Building 4250.

The MSFC Central Distribution Center (CDC) is the focal point for all audio/video, intercom, fiber, and local data circuits in and out of the MSFC campus and also between

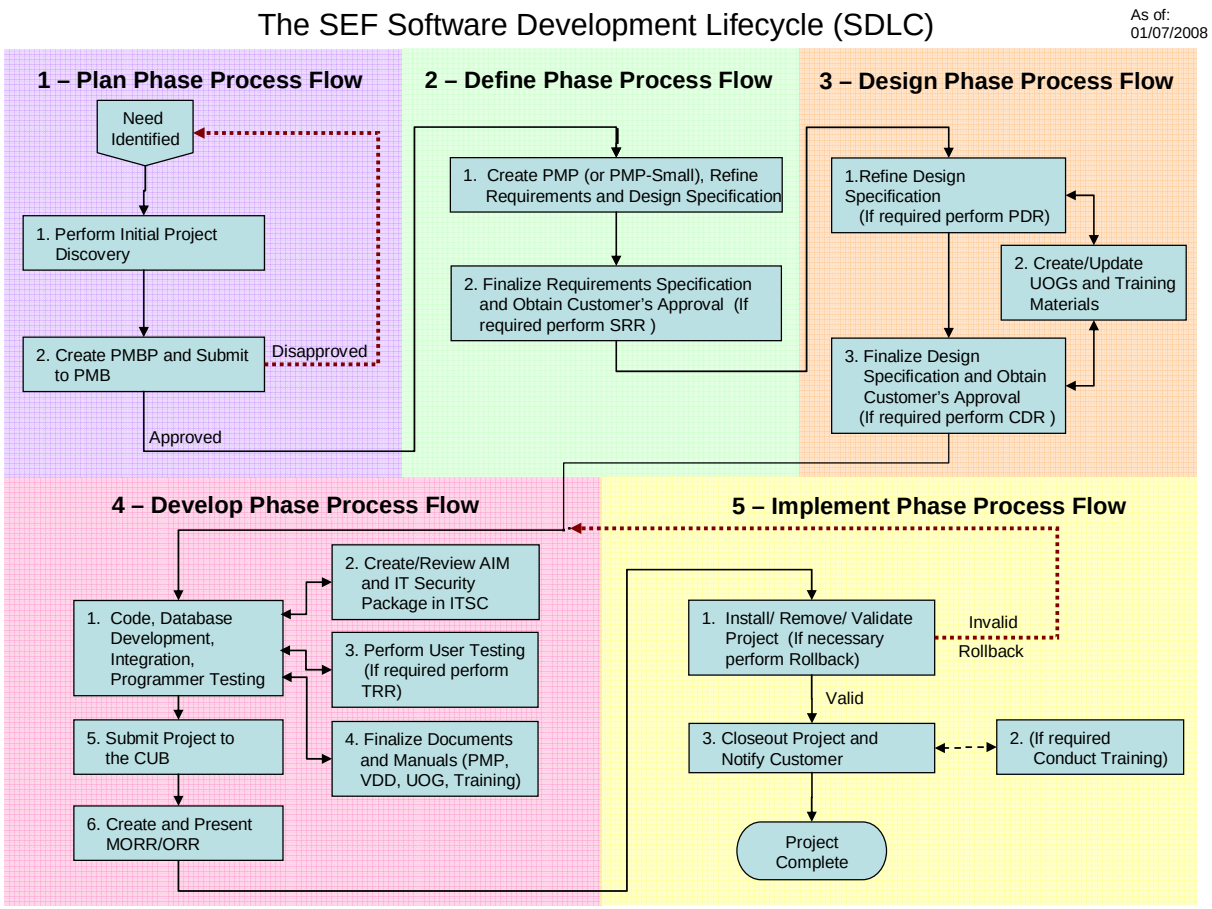
most buildings. Main and intermediate distribution frames support EWS, Center-wide Distribution (cable TV system) and Television Studio distribution functions including downlinks/uplinks. Satellite receiver equipment and intercom systems also terminate in this area. Over 410 televisions are maintained on MSFC's Cable TV System and a migration to digital service is currently in pilot stages.

6.0 MSFC Applications and Web Services

Application and web software services support is provided to meet Center and specific customer requirements and includes definition and specification, requirements analysis and feasibility studies, design and development, testing and integration, installation and deployment, configuration management, user assistance and training, documentation, ongoing maintenance (repairs and upgrades), other operational support, and replacement or retirement. Production support, which is part of the operational support, includes data preparation, data entry, initiation and monitoring of production programs, and generation, review and distribution of reports.

In conjunction with the OCIO, the contractor has developed a Software Engineering Framework (SEF) to manage software development activities within the UNITeS contract. The SEF includes adherence to MPR 2800.4, Marshall Operational Readiness Review (MORR) for Applications and Web Sites. A flow of the current process is depicted below in Table 6.1.

Table 6.1



Commercial-Off-The-Shelf (COTS) application support includes evaluation, procurement, installation, integration, testing, training, user assistance, administration and other operational support.

An infrastructure to facilitate Service Oriented Architecture (SOA) using Oracle suite of tools is currently in development. Several applications for the Office of Chief Financial Officer (CFO) are anticipated to be the first to utilize this technique during 2009.

Application services provided for FY07 and FY08 are categorized by NASA Organizations and productive hours in Table 6.2. The following table is not intended to provide an exhaustive list of all applications or services for a particular subject area, but rather to provide insight into the primary tasks and productive hours utilized in FY06 and FY07. Primary tasks will vary from year-to-year. The MSFC OCIO maintains an inventory for applications and websites at MSFC, not just the UNITeS contract, in the Applications Inventory Module (AIM). AIM provides a complete database of attributes for each website, application or service.

Table 6.2

MSFC Organization	FY07 Hours	FY08 Hours
Office of Center Operations	12531	10699
Office of Strategic Analysis & Communications	9856	8450
Office of the Director	2421	2643
Engineering Directorate	18188	15282
Office of Human Capital	6938	3560
Office of the Chief Information Officer	47886	41164
Ares Project Office	2651	2016
Office of the Chief Counsel	258	84
Office of Diversity & Equal Opportunity	210	326
Office of Procurement	4016	6106
Safety & Mission Assurance Directorate	2450	625
Office of the Chief Financial Officer	17086	14160

A listing of the applications and websites currently performed by UNITeS are listed in Table 6.3.

Table 6.3 Applications and Websites

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
SEFWEB	Software Engineering Framework Web Site	3	IS30	Initiation	PHP	Homesite	MySQL	Linux	Application
SEFPMBP	SEF PMBP Automation Tool	3	IS30	Initiation	PHP	Homesite	MySQL	Linux	Application
CLA	Common Language Architecture	3	IS30	Service	Service	None	N/A	Linux	Service
OSOAS	Oracle SOA Suite	1	IS30	Initiation	COTS	JDeveloper	Oracle	Linux	Application
NKC-P2	NASA Kids Club-Phase 2	3	HS30	Initiation	HTML	Dreamweaver	MySQL	Linux	Application
IAGS	Infrastructure Applications General Support		IS30	Service	Service	None	N/A	Other	Service
EMS - Network	Electronic Meeting System (EMS) (Network)	1	HS10	Implementation	COTS	None	MySQL	MS Windows	Application
X-TOOLSS	Exploration Toolset for Optimization of Launch and Space Systems Website	3	ES22	Implementation	HTML	Dreamweaver	N/A	Linux	Application
SEFPF	Software Engineering Framework Project Folders	1	IS30	Implementation	PHP	vi	MySQL	Linux	Application
SPI	ES50 Software Process Improvement Web Site	3	ES51	Implementation	HTML	Dreamweaver	N/A	Linux	Application
myPlan	myPlan	3	ER02	Implementation	Oracle Tools	None	Oracle	Other	Application
VWN	ViTS Weekly Notes	2	DA01	Implementation	Cold Fusion	Dreamweaver	MySQL	Linux	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
M-WIKI	e-Touch SamePage Wiki	2	IS30	Implementation	PHP	Dreamweaver	Oracle	Linux	Application
CAITS	Centerwide Action Item Tracking System	1	DE01	Sustainment	Visual Studio	C#	Oracle	MS Windows	Application
MCDC	Marshall Child Development Center Web Site	3	HS01	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
MSAT	Marshall Safety & Health Action Team	3	QD01	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
SHE	Safety. Health. and Environmental Web Site	1	QD50	Sustainment	HTML	Flash	N/A	Linux	Application
SRS	Safety Reporting System Web Site	2	QD21	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
TFT	Travel Funds Tracking	3	PS01	Sustainment	Perl	JavaScript	MySQL	Sun Solaris	Application
PCSS	Procurement Customer Satisfaction Survey	3	PS14	Sustainment	Perl	JavaScript	MySQL	Sun Solaris	Application
EPDW	Enhanced Procurement Data Warehouse	1	PS14	Sustainment	Perl	JavaScript	MySQL	Sun Solaris	Application
SBD	Small Business Directory	3	PS14	Sustainment	Perl	JavaScript	MySQL	Sun Solaris	Application
CAMIS	Contract Administrative Management Information System	3	RS20	Sustainment	Access	None	MS Access	MS Windows	Application
RFS	CFO Request for Information Technology (IT) Services	3	RS30	Sustainment	Visual Studio	JavaScript	Oracle	MS Windows	Application
FCTRACKING	WebTRACK Facilities System	3	RS30	Sustainment	Visual Studio	JavaScript	Oracle	MS Windows	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
EVM	CFO Earned Value Management Web Site	2	CS40	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
ITP	User Funded IT Purchase System	2	RS40	Sustainment	Remedy	None	Oracle	MS Windows	Application
OCC	Office of Chief Counsel Web Site	3	LS01	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
ODEO	The Office of Diversity and Equal Opportunity web site	2	OS01	Sustainment	HTML	Dreamweaver	MySQL	Linux	Application
SIntPrg	Summer Intern Program Web Application	3	HS30	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application
SPO	SPO Support	2	MP02	Service	Service	None	N/A	Other	Service
RFPA	Request for Personnel Action	3	AS01	Sustainment	Excel	VB	Flat File	MS Windows	Application
CMMS	Computerized Maintenance Management System	1	AS24	Sustainment	Maximo	JavaScript	Oracle	MS Windows	Application
CalLab	MSFC Calibration Lab Web Application	3	ET01	Sustainment	HTML	None	Sybase	MS Windows	Application
ARSS	Activity Request Scheduling System	3	IS30	Sustainment	Remedy	None	Oracle	MS Windows	Application
ITEIS	Information Technology Equipment Information System	2	IS30	Sustainment	Visual Studio	ASP	Oracle	MS Windows	Application
ITSC	IT Security Center (ITSC)	2	IS10	Sustainment	Oracle Tools	None	Oracle	Linux	Application
ITS	ITS Event Form	3	IS40	Sustainment	Remedy	None	Oracle	MS Windows	Application
MICS	Management Information and Control	2	IS30	Sustainment	Oracle Tools	SQL Forms	Oracle	Linux	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
	System								
MIW	Management Information Warehouse	2	IS30	Sustainment	Oracle	vi	Oracle	Other UNIX	Application
MIX	Marshall Image Exchange (MIX) Web Site	2	IS30	Sustainment	PHP	JavaScript	MySQL	Linux	Application
Acro	MSFC Acronym Web Site	3	IS30	Sustainment	Perl	Telnet/SSH	Flat File	Linux	Application
MAMS	MSFC Asset Management System	2	IS30	Sustainment	Tango	JavaScript	Oracle	MS Windows	Application
MBIF	MSFC Business Integration Forum	2	DD01	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
DesktopTVWeb	Marshall DesktopTV Web Support	2	IS30	Sustainment	PHP	Photoshop	MySQL	Linux	Application
Appmail	Application Mailer	2	IS30	Sustainment	Visual Studio	.NET	Oracle	MS Windows	Application
EIS	MSFC Executive Information System (EIS) SharePoint Web Site	1	CS10	Sustainment	Sharepoint	Frontpage	SQL Server	MS Windows	Application
MIDL	MSFC Integrated Document Library Web Site	2	IS20	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
UAMS	MSFC Unified Account Management System	2	IS30	Sustainment	Remedy	None	Oracle	MS Windows	Application
NCRS	NASA Data Center (NDC) Change Request System	2	IS50	Sustainment	Remedy	None	Oracle	MS Windows	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
NISC	NASA Information Support Center Web Site	3	IS40	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
PMDS	Problem Management and Dispatch System	1	IS30	Sustainment	Remedy	None	Oracle	MS Windows	Application
ResOff	Resident Office Web Site	3	IS40	Sustainment	Perl	vi	N/A	Linux	Application
SRS	Service Request System	1	IS30	Sustainment	Visual Studio	ASP	Oracle	MS Windows	Application
AWMS	Applications and Web Services Work Management System	3	IS30	Sustainment	Remedy	None	Oracle	MS Windows	Application
TSL	Television Services Library	3	IS30	Sustainment	Remedy	None	Oracle	MS Windows	Application
CUB	Compliance and Usability Board (CUB) Web site	3	IS30	Sustainment	HTML	SFTP	N/A	Linux	Application
ClassPhone	Classified Section of Phone Book Web Site	3	IS40	Sustainment	HTML	FTP	N/A	Linux	Application
CCAIMS	Computing and Communications Asset Information Management Systems	2	IS30	Sustainment	Visual FoxPro	None	Oracle	MS Windows	Application
ConfRoom	Conference Room Web Site	3	IS40	Sustainment	HTML	FTP	N/A	Linux	Application
CFB	Customer Feedback/Customer Satisfaction Survey	3	IS30	Sustainment	Remedy	None	Oracle	MS Windows	Application
NSMS-SU	NASA Supply Management System (MSFC Site Unique)	2	AS40	Sustainment	Natural	None	ADABAS	IBM z/OS	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
PDTS	Procurement Discrepancy Tracking System	2	AS42	Sustainment	Remedy	None	Oracle	MS Windows	Application
L&K	Lock and Key	3	AS50	Sustainment	Access	VB	SQL Server	MS Windows	Application
MEDIS	MSFC Employee Data Information Service	1	AS50	Sustainment	Visual Studio	VB	SQL Server	MS Windows	Application
MVMS	MSFC Visitor Management System	3	AS50	Sustainment	Visual Studio	VB	SQL Server	MS Windows	Application
PSS	Personnel Security System	3	AS50	Sustainment	Access	VB	SQL Server	MS Windows	Application
SPMS	Security Patrol Management System	3	AS50	Sustainment	Access	VB	SQL Server	MS Windows	Application
Cafe	Cafeteria Web Site	2	CS20	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
CO	Center Operations Signature Log Web Application	3	AS01	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application
CenterOps	Center Operations Web Site	2	AS01	Sustainment	HTML	Dreamweaver	MySQL	Linux	Application
OHC	Office of Human Capital Web Site (Formerly CaER Web Site)	3	HS01	Sustainment	HTML	Flash	MySQL	Linux	Application
Art Gallery	Art Gallery	3	CS20	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
Daily Planet	Daily Planet Web Site	3	CS20	Sustainment	HTML	Dreamweaver	N/A	Linux	Service
Exhibits	Exhibits Web Site	3	CS20	Sustainment	HTML	None	MySQL	Linux	Application
Star	Marshall Star Web Site	3	CS20	Sustainment	HTML	Dreamweaver	N/A	Linux	Service
MPIS	Marshall Personnel Information System (MPIS)	2	HS01	Sustainment	Oracle Tools	SQL Forms	Oracle	MS Windows	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
OATS	Outside Activity Tracking System (OATS)	3	HS01	Sustainment	Access	None	Encoded	MS Windows	Application
Launch Visitor	Official Launch Visitor Log Web Application	3	CS30	Sustainment	Lotus Notes	None	MySQL	MS Windows	Application
Exchange	Marshall Exchange Web Site	3	HS01	Sustainment	HTML	Dreamweaver	MySQL	Linux	Application
Techtran	Technology Transfer Web Site / NASAsolutions	2	ED03	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
Inside	Inside Marshall Web Site	1	CS20	Sustainment	HTML	Dreamweaver	MySQL	Linux	Application
History	MSFC History Web Site	3	CS20	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
IDEAS	MSFC Innovative Dynamic Employee's Active Solutions Web Site	3	DE01	Sustainment	PHP	Photoshop	MySQL	Linux	Application
GCR	External Relations Office Web Site	2	CS30	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
FOIA	MSFC Freedom Of Information Act Web Site	3	CS20	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
EDC	Engineering Design Challenge (EDC) Web Site	3	HS30	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
CORE	NASA Central Operation of Resources for Educators Web Site	2	HS30	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application
NES	NASA Explorer Schools Web Site	1	HS30	Sustainment	HTML	Homesite	N/A	Linux	Service

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
NASA Education	NASA Headquarters Education Web Site	2	HS30	Sustainment	HTML	Homesite	N/A	Linux	Service
NASA Kids Club	NASA Kids Club Web Site	2	HS30	Sustainment	HTML	Dreamweaver	N/A	Linux	Service
NASA Portal	NASA Portal Web Site	1	HS30	Sustainment	HTML	Dreamweaver	N/A	Linux	Service
ERC	Educator Resource Center (ERC) Network Web Site	2	HS30	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
Moonbuggy	Moonbuggy Web Site	3	HS30	Sustainment	HTML	Dreamweaver	MySQL	Linux	Application
MSFC Education	MSFC Education Web Site	1	HS30	Sustainment	HTML	None	N/A	Linux	Service
EngDir	Engineering Directorate Web Site	2	ED01	Sustainment	HTML	Flash	N/A	Linux	Application
ICMS	Integrated Configuration Management System	2	ED03	Sustainment	Visual Studio	VB	Oracle	MS Windows	Application
RIDS	MSFC Review Item Discrepancy System	3	ED03	Sustainment	Tango	JavaScript	Oracle	MS Windows	Application
R&S	Electromagnetic Compatibility (EMC) Test Software	2	ES42	Sustainment	Custom/COTS	None	Encoded	Other/Unknown	Service
MIDDS	Marshall Interactive Data Display System	1	EV44	Sustainment	FORTRAN	None	McIDAS	Other UNIX	Application
SSEI	Natural Environment Analytical Statistical Development for Shuttle Systems Engineering Integration	3	EV44	Sustainment	FORTRAN	None	N/A	Other	Service
PASS	Plasma Analysis Support	3	EV44	Sustainment	Service	None	N/A	Other	Service
STEM	Simple Thermal Environment Model	3	EV44	Sustainment	FORTRAN	None	N/A	MS Windows	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
ISS SLI	Space Shuttle. International Space Station and Space Launch Initiative Electromagnetic Environment Support	3	ES42	Sustainment	Service	vi	N/A	Other	Service
SANTE	Systems Administration/Scientific Analysis Natural Terrestrial Environments	3	EV44	Sustainment	FORTRAN	vi	McIDAS	Other	Service
GRAM	Global Reference Atmospheric Model	1	EV44	Sustainment	FORTRAN	None	N/A	MS Windows	Application
ISEAS	Integrated Space Station Freedom (SSF) Electromagnetic Compatibility (EMC) Analysis System	3	ES42	Sustainment	Visual Studio	C++	Oracle	Other/Unknown	Service
ISSDROP	International Space Station Decay Rate for Orbital Profile	3	EV44	Sustainment	FORTRAN	vi	N/A	MS Windows	Service
MARS-GRAM	Mars Global Reference Atmospheric Model	1	EV44	Sustainment	FORTRAN	None	N/A	MS Windows	Application
STORM	Meteor Shower Activity Forecasting	3	EV44	Sustainment	Service	None	N/A	MS Windows	Service
BatWork	Battery Workshop Web Application	3	ES41	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application
IES	Integrated Engineering System	2	ED02	Sustainment	GNU IDE	C	Oracle	MS Windows	Service
ABAQUS	ABAQUS	3	EV31	Sustainment	FORTRAN	None	N/A	Other UNIX	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
ANSYS	Analysis System	3	ER41	Sustainment	FORTRAN	None	N/A	Other UNIX	Application
EV30SM	EV30 System Management	2	EV32	Sustainment	N/A	None	N/A	MS Windows	Service
GFSSP	Generalized Fluid System Simulation Program	3	ER43	Sustainment	FORTRAN	None	N/A	Other	Application
NX NASTRAN	UGS NASA Structural Analysis	3	IS30	Sustainment	Custom/COTS	None	N/A	Other	Application
MSC/PAT	MacNeal Schwendler/PATRAN	3	EV31	Sustainment	Custom/COTS	None	N/A	Other UNIX	Application
MDA	Multidisciplinary Design/Analysis System	3	ED02	Sustainment	Custom/COTS	C	Oracle	MS Windows	Service
NASADIG	NASA Device Independent Graphics	3	ER43	Sustainment	FORTRAN	None	N/A	Other UNIX	Application
Thermal SysAdmi	Thermal System Administration Support	2	EV34	Sustainment	Service	None	N/A	MS Windows	Service
SINDA/85	Systems Improved Numerical Differencing Analyzer	3	ER43	Sustainment	FORTRAN	None	N/A	Other/Unknown	Application
GASKI SINDA	Systems Improved Numerical Differencing Analyzer/GASKI	3	ER43	Sustainment	FORTRAN	None	N/A	Other	Application
TRASYS	Thermal Radiation Analysis System	3	ER43	Sustainment	FORTRAN	None	N/A	Other	Application
VTASC	Visual Thermo-fluid dynamics Analyzer for Systems and Components	3	ER43	Sustainment	GNU IDE	C++	N/A	Other	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
SLTMAS	Structural Loads Test Measurement Acquisition System	1	ET30	Sustainment	Service	None	N/A	Linux	Application
IMS	Integrated Manufacturing System	2	ES23	Sustainment	Custom/COTS	None	Oracle	MS Windows	Application
MAPTIS	Materials and Processes Technical Information System	2	EM03	Sustainment	Oracle Tools	SQL Forms	Oracle	Other	Application
MAPTISII	Materials and Processes Technical Information System II	2	EM03	Sustainment	XML	JavaScript	N/A	MS Windows	Application
CEC	Collaborative Engineering Center	3	EV82	Sustainment	Custom/COTS	None	Flat File	Other	Service
S&MS-external	Science & Mission Systems Office External Site Web Site	2	VP01	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
S&MS-internal	Science & Mission Systems Office Internal Web Site	2	VP10	Sustainment	PHP	Dreamweaver	MySQL	Linux	Application
S&MSOCS	S&MSO Customer Support	2	VP01	Sustainment	Service	None	N/A	Other	Service
SDMD	Science Directorate Publications Metrics Database	3	VP61	Sustainment	Visual Studio	VB	SQL Server	MS Windows	Application
NSSTC	NSSTC Public Web Site	3	VP01	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
SSITF	Space Systems Integration & Test Facility	3	ES61	Sustainment	HTML	Frontpage	N/A	MS Windows	Application
PACRATS	Payloads and Components Real-Time	1	ES53	Sustainment	Visual Studio	Dreamweaver	N/A	Other	Service

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
	Automated Test Systems								
Space Optics	Space Optics Manufacturing Technology Web Site	3	VP60	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
ACCS	Advanced Concepts Customer Support	2	ED04	Sustainment	Service	None	N/A	Other	Service
SUNACC	Test Data Read and Write Library	3	ER21	Sustainment	Visual Studio	C++	N/A	Sun Solaris	Application
EV43CS	EV43 Customer Support	2	EV41	Sustainment	Service	None	N/A	Sun Solaris	Service
MCDAS	Measurement And Controls Data Acquisition System	1	ET10	Sustainment	Visual Studio	C	COTS	Other	Application
IRRS	Identification and Registration Resource System	3	AS50	Sustainment	Access	VB	SQL Server	MS Windows	Application
IDP	Individual Development Plan	3	HS40	Sustainment	Cold Fusion	Dreamweaver	Oracle	MS Windows	Application
AIM	Application Inventory Module	3	IS30	Sustainment	PHP	Dreamweaver	MySQL	Linux	Application
ARS	Accounting Resources System	1	RS30	Sustainment	Visual Studio	ASP	Oracle	MS Windows	Application
Picnic	MSFC Picnic	3	CS20	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
COOP	MSFC Cooperative Education Web Site	3	HS30	Sustainment	HTML	JavaScript	N/A	Linux	Application
NAR	Needs Assessment Reports (NAR)	3	HS40	Sustainment	HTML	ASP	Oracle	MS Windows	Application
ED ITAS	Engineering Directorate Information Technology	3	ED02	Sustainment	Visual Studio	C#	SQL Server	MS Windows	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
	Approval System								
TILE	Electromagnetic Interfererence (EMI) Test Software	3	ES42	Sustainment	Custom/COTS	None	N/A	Other	Service
AWSPortal	Applications and Web Services SharePoint site	3	IS30	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application
MSFC TV Schedul	MSFC TV Schedule SharePoint	3	IS30	Sustainment	Sharepoint	Frontpage	MySQL	MS Windows	Application
CUES	MSFC Centerwide United Export System	2	IS40	Sustainment	Visual Studio	JavaScript	Oracle	MS Windows	Application
CAS	Corrective Action System	3	QD40	Sustainment	Tango	None	MS Access	MS Windows	Application
QSDN	Quality System Deficiency Notice	3	QD01	Sustainment	Tango	ASP	MS Access	MS Windows	Application
QUALCOMM	Customer Feedback Quality Comments	3	CS30	Sustainment	Tango	ASP	MS Access	MS Windows	Application
IMT	Inside Marshall Today	3	CS20	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
CIO	MSFC Office of the Chief Information Officer web site	1	IS20	Sustainment	HTML	SFTP	N/A	Linux	Application
PKI	MSFC Public Key Infrastructure web site	3	IS10	Sustainment	HTML	SFTP	N/A	Linux	Application
MOLCS	MOL Customer Support	2	EO60	Sustainment	Service	None	N/A	Other	Service
WRPPC	Website for Reporting Program and Project Concerns	2	QD40	Sustainment	PHP	Photoshop	MySQL	Linux	Application
CFC-INFO	Combined Federal Campaign Information	3	CS01	Sustainment	HTML	Dreamweaver	MySQL	Linux	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
CUB SharePoint	Compliance and Usability Board SharePoint site	3	IS30	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application
OPB	MSFC Online Phonebook	2	IS40	Sustainment	Visual Studio	ASP	Oracle	MS Windows	Application
CARPOOL	MSFC and Redstone Carpool Connection	3	IS30	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application
CCODMS	Chief Counsels Office Document Management System	3	LS01	Sustainment	Lotus Notes	None	Lotus	MS Windows	Application
PAODMS	Public Affairs Office Document Managment System	3	CS20	Sustainment	Lotus Notes	None	Lotus	MS Windows	Application
ITSVCS9001	UNITeS IT Services ISO 9001 Web Site	3	IS30	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application
OCIOPEER	Office of Chief Information Officer (OCIO) Peer Awards	3	IS01	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application
COAWARDS	Center Operations Awards Ceremony Web Site	3	CS10	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application
ePORT	electronic Project Online Risk Tool	3	CS40	Sustainment	HTML	Frontpage	SQL Server	MS Windows	Application
MDirUpd	MSFC Directory Update Verification	2	IS40	Sustainment	Tango	JavaScript	Oracle	MS Windows	Application
DNF	Discovery & New Frontier External Website	2	VP53	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
NF-external	New Frontiers External Website	2	VP53	Sustainment	HTML	Dreamweaver	N/A	Linux	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
Discovery	Discovery External Website	2	VP53	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
msfc_agencywide	Agencywide Services SharePoint site	1	IS40	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application
Contract Manage	Contract Manager-App	2	AS23	Sustainment	Custom/COTS	None	Sybase	MS Windows	Application
HMMS-Srvc	Hazardous Materials Management System	3	AS10	Sustainment	Service	None	Oracle	MS Windows	Service
ICSurvey	MSFC Internal Communications Survey	3	CS20	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application
ReOrg2005	Marshall Asset Management System Re-Organization Utility	3	IS30	Sustainment	Tango	JavaScript	Oracle	MS Windows	Application
MAX	Mini-MAX Visitor Management System	3	AS50	Sustainment	Oracle Tools	None	Oracle	Sun Solaris	Application
ECS	Employee Clearance System for Civil Servants	3	HS50	Sustainment	Remedy	None	Oracle	MS Windows	Application
NASAexplores	NASAexplores	3	HS30	Sustainment	PHP	FTP	MySQL	Linux	Application
EGIS	Environmental GIS and Knowledge Center	3	AS10	Sustainment	Access	C	N/A	MS Windows	Application
PARSEC	Preliminary Analysis of Revolutionary Space Concepts Web Site	3	ED04	Sustainment	HTML	Dreamweaver	MySQL	Linux	Application
eMRPT	electronic Marshall Resource Planning Tool	2	RS01	Sustainment	Cold Fusion	Dreamweaver	Oracle	Linux	Application
24X7 Ops Center	24X7 Ops Center SharePoint site	3	IS40	Sustainment	Sharepoint	Frontpage	SQL Server	MS Windows	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
msfc_cio	Inside CIO (MSFC) SharePoint	3	IS20	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application
MSFC_ED	MSFC Academic Affairs Office SharePoint	3	HS30	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application
msfc_cio_busine	MSFC CIO Business Office SharePoint	3	IS01	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application
msfc_osac	MSFC Office of Strategic Analysis and Communications SharePoint	3	CS10	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application
P&RS	Printing and Reproduction Services	3	IS30	Sustainment	PHP	FTP	MySQL	Linux	Application
RPS	Resources Planning System	2	JP02	Sustainment	Cold Fusion	Dreamweaver	Oracle	Linux	Application
FACGIS	Facilities Geographic Information System	3	AS24	Sustainment	Access	C	Oracle	MS Windows	Application
FFR	Facilities Functional Review	3	AS21	Sustainment	Access	C	N/A	MS Windows	Application
RMS	RMS- Roof Management System	3	AS21	Sustainment	Access	C	N/A	MS Windows	Application
UCS	UCS	3	AS21	Sustainment	Access	C	N/A	MS Windows	Application
Contract Manage	Contract Manager-Srvc	3	AS22	Sustainment	Service	None	Sybase	MS Windows	Service
MHM-App	Machinery Health Manager-App	2	AS24	Sustainment	Custom/COTS	None	N/A	MS Windows	Application
MHM-Srvc	Machinery Health Manager-Srvc	3	AS24	Sustainment	Custom/COTS	None	N/A	MS Windows	Service
CMM	Contract Management Module Support Services	3	PS14	Sustainment	Service	None	Oracle	Sun Solaris	Service

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
MPLM	Multi-Purpose Logistics Module Website	2	VP34	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
eTPS	Electronic Test Preparation System	2	ET10	Sustainment	Visual Studio	C#	Fox Pro	MS Windows	Application
ISRU	In Situ Resource Utilization	2	VP33	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
MSG	Microgravity Science Glovebox	2	VP35	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
IECHP	Integrated Engineering Capability Home Page	3	ED03	Sustainment	HTML	Homesite	N/A	Sun Solaris	Application
LOCAD	LOCAD Public Website	3	VP52	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
MSPMS	MSFC STAFFING PLAN MANAGEMENT SYSTEM	3	HS20	Sustainment	Oracle Tools	None	Oracle	MS Windows	Application
RFER	RF Emitter Registration	3	IS40	Sustainment	Visual Studio	ASP	Oracle	MS Windows	Application
INSIDEEI	INSIDEEI - EI Intranet (Space Systems Department)	3	ES01	Sustainment	PHP	JavaScript	MySQL	Linux	Application
E3	Electromagnetic Environmental Effects	2	ES42	Sustainment	HTML	Dreamweaver	MySQL	Linux	Application
M&PSHP	M&P Laboratory SharePoint Service	3	EM40	Sustainment	Sharepoint	.NET	SQL Server	MS Windows	Application
AR&D	Automated Rendezvous & Docking Website	3	VP33	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
NDCSRS	NASA Data Center Service Request System	3	IS70	Sustainment	Visual Studio	ASP	Oracle	MS Windows	Application
BWN2	MSFC Bi-Weekly Notes Web Site V2	2	IS30	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
IEM ISRS	Integrated Enterprise Management (IEM) Service Request System	1	IS70	Sustainment	Remedy	None	Oracle	MS Windows	Application
RHESE	Radiation Hardened Electronics for Space Environments	2	VP33	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
ITDMP-NSS	Information Technology Data Management Portal National Security Systems	1	AS50	Sustainment	PHP	Dreamweaver	MySQL	MS Windows	Service
RMES	Retired Marshall Employee System (RMES)	3	HS01	Sustainment	Oracle Tools	None	Oracle	MS Windows	Application
OSAC	Office of Strategic Analysis and Commications (OSAC) Web Site	3	CS10	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
HSPD-12	MSFC Homeland Security Presidential Directive-12 Web Site	3	IS30	Sustainment	PHP	SFTP	N/A	Linux	Application
GFSSP-WS	Generalized Fluid Systems Simulation Program - Web Site	1	ER43	Sustainment	HTML	Dreamweaver	MySQL	Linux	Application
MMU	MSFC NAMS Integration (MNI) Matching Utility (MMU)	3	IS30	Sustainment	Visual Studio	.NET	Oracle	MS Windows	Application
Podcast DCMS	Podcast Delivery and Content Management System	3	IS30	Sustainment	Perl	Dreamweaver	Flat File	Linux	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
Ledger	Engineering Ledger	3	ER02	Sustainment	Oracle Tools	None	Oracle	Other/Unknown	Application
ITMII	IT Management Information Initiative	3	IS20	Sustainment	PHP	vi	MySQL	Linux	Application
CFO	Chief Financial Officer, Marshall Space Flight Center	1	RS30	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
MCR	Management Community Resource (MCR)	3	CS10	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
EEOH SharePoint	Environmental Engineering and Occupational Health SharePoint	3	AS10	Sustainment	Sharepoint	ASP	SQL Server	MS Windows	Application
S&MS Actions	S&MS Action Items Database	3	VP01	Sustainment	PHP	Dreamweaver	MySQL	Linux	Application
IES	IES Internal Website	3	ED02	Sustainment	Visual Studio	ASP	MS Access	MS Windows	Application
HMMS-App	Hazardous Materials Management System	3	AS10	Sustainment	COTS	None	Oracle	MS Windows	Application
MSFC TV	Marshall TV Web Site	3	IS30	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
IS	Imaging Services	3	IS30	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
EV82 Vehicle An	EV82 Vehicle Analysis SharePoint	3	EV82	Sustainment	Sharepoint	Frontpage	SQL Server	MS Windows	Application
msfc_ea_reposit	MSFC EA Repository SharePoint	3	IS20	Sustainment	Sharepoint	Frontpage	SQL Server	MS Windows	Application
msfc_itep	Technology Focus Groups SharePoint	3	IS20	Sustainment	Sharepoint	Frontpage	SQL Server	MS Windows	Application
testlab	Test Laboratory SharePoint	3	ET01	Sustainment	Sharepoint	Frontpage	SQL Server	MS Windows	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
EEOH Web	Environmental Engineering and Occupational Health Web Site	3	AS10	Sustainment	Visual Studio	ASP	SQL Server	MS Windows	Application
UNITeS PWS 5	UNITeS PWS 5 Management SharePoint	3	IS30	Sustainment	Sharepoint	Frontpage	SQL Server	MS Windows	Application
unites_mission	UNITeS Mission Management SharePoint	3	IS40	Sustainment	Sharepoint	Frontpage	SQL Server	MS Windows	Application
UNITeS IRAD	UNITeS Independent Research & Development SharePoint	3	IS40	Sustainment	Sharepoint	Frontpage	SQL Server	MS Windows	Application
MPM Internal	MPM Internal Website	3	EM40	Sustainment	Visual Studio	ASP	SQL Server	MS Windows	Application
TEO - SRVC	Transportation and Equipment Operations - Service	3	AS42	Sustainment	COTS	None	MS Access	MS Windows	Service
TEO - SU	Transportation and Equipment Operations - Site Unique	3	AS42	Sustainment	COTS	None	MS Access	MS Windows	Application
N2Lite	N2Lite	3	RS30	Sustainment	Oracle Tools	None	Oracle	MS Windows	Application
BFAS	Budget & Funds Allocation System	3	RS30	Sustainment	Oracle Tools	None	Oracle	MS Windows	Application
EET	Energy Efficiency Team	3	AS24	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
mSTAR	microSTAR	2	HS40	Sustainment	PowerBuilder	None	Oracle	Linux	Application
MAF	Michoud Assembly Facility	3	DM01	Sustainment	HTML	Dreamweaver	N/A	Linux	Application
LPRP	Lunar Precursor & Robotics Program	2	VP40	Sustainment	HTML	Dreamweaver	N/A	Linux	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
BISS-SS	Business Information Systems Section - Support Services	1	IS30	Sustainment	Service	None	N/A	MacOS	Service
SEF-Chart	SEF Interactive Flowchart	2	IS30	Sustainment	Visual Studio	.NET	Oracle	MS Windows	Application
Mentor	Mentor Graphics - Electronics Design	3	ES33	Sustainment	N/A	None	N/A	MS Windows	Application
Delmia	Delmia	3	EM40	Sustainment	N/A	None	N/A	MS Windows	Application
CATIA	CATIA	3	EM40	Sustainment	N/A	None	N/A	MS Windows	Application
MicroStation	Bentley-MicroStation	3	ED02	Sustainment	N/A	None	N/A	Other/Unknown	Application
Siemens-UG	Siemens-UG	3	ED03	Sustainment	N/A	None	N/A	MS Windows	Application
Intergraph	Intergraph	3	ED02	Sustainment	N/A	None	N/A	MS Windows	Application
PTC Pro-E	PTC-Pro Engineer	2	ED03	Sustainment	N/A	None	N/A	MS Windows	Application
OSPP	Office of Security & Program Protection - SharePoint	3	IS30	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application
UCSSB	UNITeS Contracts, Subcontracts, & Small Business - SharePoint	3	IS01	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application
Announce	Marshall Announcements	1	IS40	Sustainment	PHP	Telnet/SSH	MySQL	Linux	Application
HGPR	High Grade Position Review	2	HS20	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application
AVMCC	Agency View of MSFC CIO Content website	2	IS20	Sustainment	HTML	SFTP	N/A	Linux	Application

Application Acronym	Application Full Name	Service Category	NASA Organization	Life-Cycle Status	SW Development Tool	SW Support Tool	Database Type	Host Web/File Server OS	Service Or Application
unites_project_	UNITeS Project Control - SharePoint	3	IS01	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application
Transportation	Transportation Information SharePoint Site	3	AS42	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application
Classroom Set U	Classroom Set Up	3	HS40	Sustainment	Service	None	N/A	Other	Service
HS10/HS40 ODC S	HS10/HS40 ODC Services	3	HS40	Sustainment	Service	None	N/A	Other	Service
HS01 ODC Servic	HS01 ODC Services	3	HS01	Sustainment	Service	None	N/A	Other	Service
SATERN ODC Serv	SATERN ODC Services	3	HS40	Sustainment	Service	None	N/A	Other	Service
Succession Mana	Succession Management	3	HS10	Sustainment	Service	None	N/A	Other	Service
TTP	To The Point	3	CS20	Sustainment	Cold Fusion	Dreamweaver	MySQL	Linux	Application
Comm Corner	Communications Corner	3	CS10	Sustainment	Cold Fusion	None	Oracle	Linux	Service
ESMD Content	ESMD Content Services	3	CS30	Sustainment	Java	None	Oracle	Linux	Service
PSO-Service	Protective Services Office - Service	3	AS50	Sustainment	Service	None	N/A	Other	Service
Cust Supt-Data	Cust Supt/Data Call Efforts-SRVC	3	IS30	Sustainment	Service	None	N/A	Other	Service
CA Mgmt	Customer Applications Management - Service	3	IS30	Sustainment	Service	None	N/A	Other	Service
IARGS	Infrastructure Applications		IS30	Sustainment	Remedy		Oracle		Service
NASA Hurricane	NASA Hurricane Relief Call Center	3	IS40	Sustainment	Sharepoint	Frontpage	N/A	MS Windows	Application

The SATERN Content Development Team (SCDT) provides content development for online training content to be hosted in SATERN. The following breakdown of online training content shows courses developed by the SCDT and other 3rd party vendors, as well as courses that were updated by the SCDT.

Breakdown of online training content for SATERN Content Development Team (SCDT)			
Category	# of Courses	# of Courses	# of Courses
	FY06	FY07	FY08
New Courses Developed (by SCDT)	77	60	92
New Courses Developed (non-SCDT)	12	27	19
Courses updated by SCDT (post-release)	290	119	145
Courses updated by SCDT (pre-release)	~600	145	500

Software tools and products used by the SCDT in development of the content for use in SATERN:

• ADL Conformance TestSuite 1.2.7 • Adobe Acrobat • Adobe Dreamweaver • Adobe Fireworks • Adobe Flash • Adobe Illustrator • Adobe PhotoShop	• Captionate • Captivate • HTML Validator • Infocus • JAWS • Total Valida

Documentation Repository Services

The Documentation Repository is a consolidated documentation services center at MSFC for receiving, managing, storing, and distributing officially released engineering drawings, associated technical documentation, and standardization documentation. The Repository provides documentation management and document imaging services. It serves as the mandated recipient for all technical documentation furnished under MSFC contracts as well as technical documentation furnished under other NASA contracts that is needed by MSFC engineers and managers. The Repository also provides a full range of development, system administration, and support for several Center-wide information management applications and knowledge management development initiatives.

The contractor uses a Documentum-based content management system (Repository EDMS), integrated peripheral systems, and databases (primarily Oracle) to provide documentation management, conversion of documentation to and from electronic formats, and exchange of electronic documentation with users via web browser and named user access methods, including secure transmission. Responsibilities include the following major categories of services:

- Documentation Management (receive, index, store, distribute);
- Digital Document Creation (scan, document conversion including digital creation, compact disc and DVD recording, etc.);
- Center-wide Systems Support (MSFC Directives System master list, review process and Directives Control Board support; Marshall Technical Report Server development and maintenance; Electronic Forms design/test and master list; Records Management (records staging area maintenance, evaluation, rescheduling, and records disposition support to MSFC Records Manager and record owners);
- Repository EDMS integration and content management support for the MSFC Engineering Knowledge Management (ME KM) System
- Tailored program/project electronic document services using Repository systems, as appropriate.

Future trends for the Repository require it to remain aligned with Center and Agency objectives of implementing sophisticated methods of electronic document and content management in support of knowledge management initiatives. This includes appropriate hardware and software to improve the methods by which information is organized, preserved, and made accessible to customers. These trends will require the merging of information science expertise and newly developed or emerging information resource management standards/practices such as taxonomy development, XML schema development, electronic records archiving standards, and integration into other e-government initiatives.

The Repository maintains documentation in electronic, paper, and microfilm formats. Legacy microfilm media is maintained, although wet film processing is no longer used in Repository operations. At the end of fiscal year 2007 the Repository held 1,572,101 digital documents and drawings, and a total of 1,265,986 objects in the Repository EDMS docbase and 306,115 objects managed in the Media Docbase.

The Repository provides a broad and varied range of information and documentation management services. The following list includes some of the major workload indicators for FY 2006 and FY2007:

	FY2006			FY2007	
Input & Output:		JCP units*			JCP units*
Received (Documents)	7,816	203,683		6,873	194,720
Output (Documents)	29,306	273,339		13,977	163,881
Total Work Orders	2,026			1,160	
Total Recipients	5,009			2,019	
Scanning Units:					
Documents & drawings	10,595	91,628		27,947	974,475
Scanning for CD-ROM	28,452	582,708		7,825	521,909
CD-ROMs Produced:					

Masters Created	260	582,708		970	1,332,553
Duplicates	4	43,984		1,715	217,289

Forms:

Active Forms in System:	664			632	
New or Revised:	~73			151	

Directives:

Active Directives in System:	187			196	
New or Revised	100			25	
Organizational Issuances (OIs) in System	42			108	
OI Master List Custodian Records	59			59	

Records:

Transferred into Staging Area (cubic feet)	568			579	
Transferred out (cubic feet)	115			324	
Destroyed (cubic feet)	271			270	
Entries in Database	18,978			21,499	

MSFC Technical Report Server:

Total Reports	596			479	
Reports Added	33			20	

*JCP Unit – a unit of measure equivalent to 8.5x11 inch paper, established by U.S. Congress, Joint Committee on Printing

7.0 Computing Services

MSFC Computing Services

The OCIO supports and maintains a wide range of MSFC's administrative, business, engineering and scientific computing systems and applications. These applications currently execute on mid-range size computers from a multitude of vendors. While the majority of these systems are located in Building 4663, some systems are located in various buildings across the campus. This is entirely dependent on the customers' requirements.

The primary functions of the Marshall Computing Services (MCS) include providing hardware and hardware administration to meet customers' performance specifications and requirements. MCS also provides and maintains operating systems, database management systems, data acquisition components, compilers, libraries, and other systems software necessary for the operation, execution and security of the computing systems. MCS will tailor the services to meet the individual requirements for that customer.

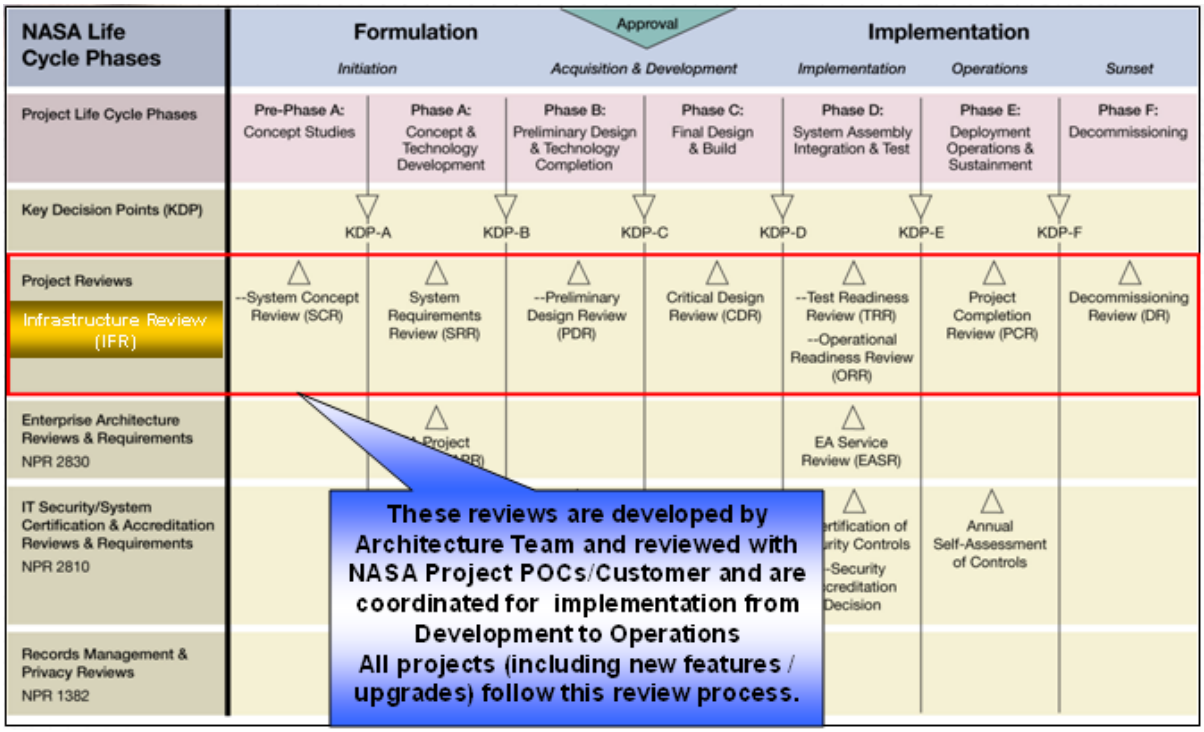
Historically, MCS has offered its customers the option of housing or hosting a server, with the latter including housing and server hardware updates/refreshes every three to five years. The housing component is actually a service purchased from the NASA Data Center (NDC), and is only for systems located in Building 4663. Even though hosting has been a provided service, MCS has phased out this option and has converted all hosted servers to housing with system administration. MCS recommends that customers budget for refreshes in the out years in order to refresh their housed systems.

On the MSFC campus, MCS currently manages approximately 1,006 servers which consist of approximately 785 clustered Beowulf units. These systems vary in vendor, model number, size, location and operating systems. See table 7.1 and 7.2 for a listing of managed servers.

When tasked with delivering a new system implementation or upgrade, MCS performs overall management of the task which includes engineering, design, development, budgeting, acquisition, Firewall and IP requests, fulfillment of IT Security requirements, configuration management, build, integration, implementation, installation, system testing, and assessment of the final production system. The contractor also provides real-time, preventative and remedial maintenance. The project is scoped based on analysis of user, policy, technology, performance, security, system and application requirements. For each project, the contractor is expected to organize and host regular status meetings with NASA, deliver frequent NASA directed email communications which statuses the project, and offer immediate response to NASA on project issues and concerns. The contractor is also responsible for making certain that project tasks are correctly managed by the Remedy work flow system.

Currently, Systems Engineering and Operations (SEO) personnel within the Integrated Enterprise Management Project (IEMP) Competency Center perform engineering

services for MCS and are usually responsible for the overall management of the project from start to finish. Upon an initial, NASA approved project schedule, the SEO develops and delivers reviews consistent with the project timeline. The two charts below detail this review process.



Project Review Process Descriptions	
IFR	Evaluates the current system infrastructure to investigate recommended capability design options for the purpose of receiving approval to proceed to develop the SCR.
SCR	Evaluates the scope, cost benefit analysis, and a recommended solution/concept for the product or service to be delivered for the purpose of receiving approval to proceed. It assesses the effect on the "as-is" and "to-be" Enterprise Architecture, and ensures applicable security controls have been considered.
SRR	Examines the functional, technical, performance and security requirements for the system and the preliminary project plan and ensures that the requirements and the selected concept will satisfy the system objectives.
PDR	Demonstrates that the preliminary design meets all system requirements with acceptable risk and within the cost and schedule constraints and establishes the basis for proceeding with detailed design. It will show that the correct design option has been selected, interfaces have been identified, and verification methods have been described.
CDR	Confirms that the maturity of the design is appropriate to proceed, that the design was developed in conjunction with stakeholders, demonstrates that the design meets detailed requirements, identifies open design issues, for the purpose of obtaining a decision to proceed with development and deployment. It reviews the technical architecture to ascertain the effect on the Enterprise

Project Review Process Descriptions	
	Architecture, and reviews the application security design and the inclusion of security controls.
TRR	Evaluates the project's readiness to proceed with testing, ensuring adequate schedule, resources, and management processes are in place. It ensures the completion of an integration test plan and the system's readiness for execution of integration testing.
ORR	Determines that the project is ready to go-live with the system or service: requirements have been met; the functionality, performance, and security controls have been thoroughly tested; procedures are in place for operations; and, that the organization responsible for operations and sustaining engineering is ready to assume responsibility. It ensures a security plan is in place and that system authorization has been received.
PCR	Provides assurance that the implemented system is performing as expected and that all necessary support requirements are in place and functioning properly. It confirms that the system is operating properly in its production environment and primary responsibility for the system is turned over to the operations and sustaining engineering teams. It is the official close-out of the project and project team. The final project schedule is published and remaining open risks are transferred, closed, or accepted. At the conclusion of the PCR, the system is considered fully operational.

Database administration activities for MSFC servers are performed by Competency Center personnel. As well, the Competency Center also assists in certain equipment build-outs such as Virtual environments and storage and backup systems.

Post production functions include maintenance and management of the overall MCS landscape, operational support, system and database administration, event management, monitoring, backup, storage, continued IT Security and configuration management support and other appropriate system-related activities as required by the customers and NASA.

MCS contractors are responsible for maintaining, tracking and delivering timely budget reports and metrics to NASA for labor, hardware and software purchases, maintenance costs and other associated costs. MCS is responsible for developing, maintaining and delivering customer billing statements and to verify that customer funds have been received by the Resources Management Office (RMO). MCS is required to utilize the Remedy system for the initiating and tracking of all system issues

For MSFC customers, MCS is in the process of implementing storage and backup services using the NDC's Storage Area Network (SAN) fabric. Initially, two customers (the OCIO and ED03) will utilize the system; however, MCS will provision the service to other MSFC customers in the near term. MSFC customers will have approximately 55 Terabytes of available drive storage with tape backup. Currently, the Clarion Backup and Storage units are managed, maintained and administered by the NDC.

National Space Science and Technology Center (NSSTC)

The National Space Science and Technology Center (NSSTC) is located on Sparkman Drive, Huntsville, AL. This offsite facility is used for the management of various projects and programs in conjunction with the University of Alabama in Huntsville (UAH). Currently, the UNITeS contract assists in the operation and administration of most of the servers utilized by the facility. There are approximately 183 servers. (See table 7.3)

Hardware and Software Maintenance

The UNITeS contractor offers a hardware and software licenses maintenance service which is entirely funded by customers who elect to have their hardware and license covered under the agreement. Presently, covered items total over 5,200 and include components such as servers, desktops, printers, display units, storage units, switches and server cabinets. (See Table 7.4)

The contractor stocks the most popular replacement parts and they can procure other components as required. The contractor is responsible for replacing components at a scheduled time agreed upon with the customer. Accurate record keeping of customer maintenance agreements, customer pricing, component failures and logged hours, etc. are required.

Table 7.1 MSFC Campus Server List

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC Labs	AMD Opteron 875	Suse Linux 9.2	2200124	EM20	EM20 Lab	4663-C	C260
Concurrent	hr0g1-1rn16n-10N25	2003 Server	2570473	ES52	SDF	4487	AB105
Whitebox	PC	WinXP SP2	2193185	ES53	CLV SIL	4493	TSC120
concurrent	hr0g1-1rn16n-10t73	VMWare ESX 3.1	2570471	ES52	SDF	4487	AB105
CPU Inc.	JP201	Redhat 8.0	1964470	ES51	ES51-MSRR	4487	B244
DTM COMPUTERS	800FSB	Windows XP	3050933	ES52	SDF	4487	AB105
Dell	POWEREDGE 1850	Win 2003 Std	1666631	IS01	Doc Reposito	4663-B	B107
MICRON	PC	Win 2000 Adv Server-SP4	1963088	IS30	Science Communications	4663-B	B107
Compaq	4100	VMS 7.2	2010763	MP21	MAF	4663	C210
SGI	O2	Irix 6.5.18m	1898405	EV31	EV31 Lab	4663-C	C260
SGI	Origin 3400	Irix 6.5.25m	2017371	EV31	EV31 Lab	4663-C	C260
Compaq	DL360 G2	Win 2003 Std	1633211	ET02	METCAL	4663-C	C260
PSSC	Quad Opteron	Centos 5.2	2264981	EV31	EV31 Lab	4663	C266
Compaq	ES40 666Mhz	Tru64 Unix 5.1	1965416	ER41	ER41 Lab	4663-B	B113
PSSC Labs	Beowulf Cluster	Linux Redhat 7.3	3050596	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050595	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050440	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050433	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050429	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050448	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050434	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050463	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050419	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050458	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050425	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050474	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050468	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050461	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050460	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050452	ER42	ER42 Lab	4663-C	C260

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050475	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050457	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050476	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050454	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050477	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050465	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050443	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050470	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050430	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050432	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050451	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050453	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050449	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050426	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050466	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050455	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050447	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050450	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050437	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050439	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050418	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050441	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050438	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050446	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050445	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050472	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050421	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050442	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050423	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050422	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050435	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050420	ER42	ER42 Lab	4663-C	C260

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050427	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050431	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050428	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050456	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050471	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050444	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050462	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050469	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050459	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050464	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050467	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050436	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050424	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050473	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050599	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050603	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050592	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050602	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050593	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050598	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050590	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050601	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050600	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050588	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050549	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050566	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050559	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050555	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050531	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050540	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050556	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050546	ER42	ER42 Lab	4663-C	C260

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050534	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050568	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050560	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050542	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050541	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050547	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050550	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050564	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050558	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050548	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050545	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050533	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050544	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050539	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050532	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050551	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050538	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050537	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050536	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050569	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050574	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050573	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050561	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050554	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050552	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050576	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050562	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050570	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050553	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050563	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050571	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050594	ER42	ER42 Lab	4663-C	C260

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050565	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050591	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050589	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050604	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050543	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050567	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050575	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050572	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050577	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3050535	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052117	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052116	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052115	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052108	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052113	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052109	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052122	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052121	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052120	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052110	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052105	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052119	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052097	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052114	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052089	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052095	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052085	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052118	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052106	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052098	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052096	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052094	ER42	ER42 Lab	4663-C	C260

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052086	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052111	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052099	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052090	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052102	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052104	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052091	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052093	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052101	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052087	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052107	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052083	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052112	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052084	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052100	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052103	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052092	ER42	ER42 Lab	4663-C	C260
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	3052088	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	Linux Redhat 7.3	3050597	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	Linux Redhat 7.3	3050587	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	Linux Redhat 7.3	3050585	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	Linux Redhat 7.3	3050586	ER42	ER42 Lab	4663-C	C260
Compaq	DL360 G2	Windows 2000 SP4	1633207	RS30	RFS/FAS	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545839	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545763	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545768	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545770	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545766	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545767	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545765	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545771	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545769	ER42	ER42 Lab	4663-C	C260

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545764	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545776	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545772	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545774	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2		ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545842	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545841	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545773	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545779	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545777	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545775	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545783	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545781	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545778	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545782	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545780	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545792	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545784	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545788	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545787	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545786	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545785	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545798	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545805	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545796	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545800	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545807	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545797	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545793	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545791	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545790	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545801	ER42	ER42 Lab	4663-C	C260

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545799	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545803	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545802	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545806	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545804	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545789	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545795	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545794	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545808	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545821	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545816	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545829	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545823	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545812	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545810	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545817	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545826	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545822	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545820	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545827	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545809	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545819	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545818	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545814	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545830	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545824	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545811	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545828	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545815	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545825	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545813	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545831	ER42	ER42 Lab	4663-C	C260

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545836	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545835	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545832	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545838	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545834	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545833	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545837	ER42	ER42 Lab	4663-C	C260
PSSC Labs	Beowulf Cluster	CentOS 5.2	2545840	ER42	ER42 Lab	4663-C	C260
Dell	POWEREDGE 2950	Win 2003 Std R2	2556374	IS01	Doc Reposito	4663-B	B107
Concurrent	4041m-32r	Redhawk 4.3	applied for	ES53	CLV SIL	4493	140
Concurrent	4041m-32r	Redhawk 5	applied for	ES53	CLV SIL	4493	140
SGI	CMNB014ANT300	Irix 6.5.28	2013004	EV43	Adv.Avionics	4487	B177
IBM	X Series 342	Windows 2000 SP4	2013770	IS01	Backups	4663-B	B107
IBM	X Series 342	Windows 2000 SP4	2013769	IS01	Backups	4663-B	B107
IBM	X Series 342	Windows 2000 SP4	2013768	IS01	Backups	4663-B	B107
SUN	SunFire V240	Solaris 9	3050828	IS01	Backups	4663-B	B107
SUN	SunFire 280R	Solaris 9	2013432	IS01	Backups	4663-B	B107
EMC	CLARiiON CX-340f	FLARE 26	2570398	IS01	MSFC Storage	4663-B	B107
Unknown	PC	WinXP SP2	2016496	ES43	ES43-EEE	4487	C185
Gateway	PC	Windows 2000 Pro SP4	2016610	ES43	ES43-EEE	4487	C177a
EMC	Disk Library 4106	??	2265541	IS01	MSFC Backup (VTL)	4663-B	B107
Dell	PC	WinXP SP2	2196088	ES43	ES43-EEE	4487	C177
SGI	CHALLENGE XL	IRIX 6.5	1397527	MP21	MAF	4663	C210
concurrent	hr0g1-1r16n-13m25	Redhat 5.1	2570470	ES52	SDF	4487	AB105
Sun	v240	Solaris 9	2536271	IS01	EC	4663-B	B107
Sun	v240	Solaris 9	2536277	IS01	EC	4663-B	B107
PSSC	Quad Opteron	Linux RedHat 4.0	2570309	IS01	ECS	4663-C	C260
PSSC	Quad Opteron	Linux RedHat 4.0	2570310	IS01	ECS	4663-C	C260
Sun	v240	Solaris 9	2536278	IS01	EC	4663-B	B107
Unknown	PC	Windows NT 4.0 SP6A	1964694	ES51	ES51-MSRR	4487	B244
Unknown	PC	Windows NT 4.0 SP6A	1965278	ES51	ES51-MSRR	4487	B244
HP	ALPHA ES47	VMS 7.3.2	2202373	MP21	MAF	4663-C	C260

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
HP	ALPHA ES47	VMS 7.2.3	2202372	MP21	MAF	4663-C	C260
Compaq	1850R	Windows 2000 SP4	2011581	AS23	Primavera	4663-B	B107
ODIN Dell	Precision 670	Redhat Enterprise WS		ER41	ER41 Lab	4663-C	C260
Penguin	Relion 130	Fedora Core 3	2192785	ER41	ER41 Lab	4203	B302
PSSC Labs	AMD Opteron	CentOS	2264453	IS01	ECS	4663	C268
Dell	PC	WinXP SP2	2195385	ES43	ES43-EEE	4487	C187
Sun	Ultra 60 Elite 3D	Solaris 9	2014651	ES62	ES62-FRL	4487	A142
PSSC Labs	Beowulf Cluster	Linux Redhat 7.3	3053124	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666948	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665744	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665737	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665740	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665753	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665745	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666945	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665748	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665741	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665756	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665749	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666949	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665757	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665747	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665755	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666947	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665739	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666989	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665738	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665746	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665754	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666946	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665742	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665736	ER42	ER42 Lab	4663-B	B113

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665752	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665743	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665735	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665759	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665758	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665751	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666944	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666993	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666965	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666957	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666973	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665750	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666981	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1665734	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666964	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666962	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666979	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666956	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666963	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666972	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666980	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666971	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666953	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666955	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666952	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666985	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666970	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666978	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666977	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666961	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666954	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666969	ER42	ER42 Lab	4663-B	B113

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1667010	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1667000	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666959	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666960	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666951	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666958	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666975	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666967	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666986	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1667005	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666984	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666991	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666998	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666997	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666990	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666983	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666987	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666996	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1667009	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666966	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666950	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666974	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666995	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1667002	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666982	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1667003	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666976	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666988	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1667007	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1667001	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666968	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666999	ER42	ER42 Lab	4663-B	B113

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1667008	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1667004	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666994	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1667006	ER42	ER42 Lab	4663-B	B113
PSSC LABS	BEOWULF CLUSTER	LINUX REDHAT 7.3	1666992	ER42	ER42 Lab	4663-B	B113
PSSC	Quad Opteron	Linux RedHat 4.0	2545734	ER41	ER41 Lab	4663-C	C260
PSSC Labs	AMD Opteron 885	RehHat Enterprise AS	2510619	EV40	EV41 Lab	4663-C	C260
PSSC Labs	AMD Opteron 8222	RehHat Enterprise AS	2264452	EV40	EV41 Lab	4663-C	C260
Penguin	Altus 1000E	SUSE 9.1 Professional	1666340	ER41	ER41 Lab	4203	B302
PSSC Labs	Opteron	Centos 5.1	2556139	IS01	UNITeS	4663	C114
HP	DL360 G3	Windows 2000 SP4	1666263	AS10	HMMS	4663-B	B107
SUN	Sunfire V240	Solaris 9	1666215	AS21	HMMS	4663-B	B107
HP	XW4200	WinXP SP2	2193448	ES62	ES62-FRL	4619	165
Sun	Sun Fire V480	Solaris 9	3026138	IS01	MBAS	4663-B	B107
PSSC Labs	Beowulf Cluster	Fedora Core 3	2194181	ER42	ER42 Lab	4663-B	B117
APPLE	B&W G3	WINDOWS 2000	1961739	IS30	Science Communications		B107
						4663-B	
SUN	SunFire 280R	Solaris 9	1665803	ED03	IEC	4663-C	C260
ODIN HP	HP Proliant ML370 G3	Windows 2000 Professiona	638711	ED03	IEC	4663-C	C260
Sun	SunFire 280R	Solaris 8	2013044	ED03	IEC	4663-C	C260
Sun	SunFire 280R	Solaris 8	2013045	ED03	IEC	4663-C	C260
SUN	Sunfire 280R	Solaris 8	1665804	ED03	IEC	4663-C	C260
IBM	Xseries 305	Linux 9	1633330	ED03	IEC	4663-C	C260
Sun	SunFire V490	Solaris 9	2201936	ED03	IEC	4663-C	C260
Sun	SunFire V490	Solaris 9	2201937	ED03	IEC	4663-C	C260
SUN	Sunfire V480	Solaris 9	2131593	ED03	IEC	4663-C	C260
Sun	SunFire V490	Solaris 9	2201938	ED03	IEC	4663-C	C260
Sun	SunFire V490	Solaris 9	2201939	ED03	IEC	4663-C	C260
Sun	SunFire 280R	Solaris 9	3051548	ED03	IEC	4663-C	C260
ODIN HP	HP Workstation xw9300	Windows XP 64-bit	648652	ED03	IEC	4663-C	C260
ODIN	HP Workstation xw9300	Windows XP 64-bit	648642	ED03	IEC	4663-C	C260

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
ODIN HP	HP Workstation xw9300	Windows XP 64-bit	648666	ED03	IEC	4663-C	C260
ODIN HP	HP Workstation xw9300	Windows XP 64-bit	648665	ED03	IEC	4663-C	C260
Sun	T5240	Solaris 10		ED03	IEC	4663-C	C260
Sun	T5240	Solaris 10		ED03	IEC	4663-C	C260
Sun	T5240	Solaris 10		ED03	IEC	4663-C	C260
Sun	T5240	Solaris 10		ED03	IEC	4663-C	C260
Sun	T5240	Solaris 10		ED03	IEC	4663-C	C260
Sun	T5240	Solaris 10		ED03	IEC	4663-C	C260
SUN	V480	Solaris 9	3051550	ED03	IEC	4663-C	C260
HP	DL380G3	Windows 2000 SP4	3050809	IS01	Photolab	4663-B	B107
concurrent	hr0g1-1rn16n-10t73	VMWare ESX 3.1	2570472	ES52	SDF	4487	AB105
ODIN HP	xw6400	Redhawk 4.3	653595*	ES53	CLV SIL	4493	TSC120
Kontron	chassis	Redhawk 4.3	applied for	ES53	CLV SIL	4493	TSC120
Kontron	chassis	Redhawk 4.3	applied for	ES53	CLV SIL	4493	TSC120
Dell	Dell PowerEdge 6650	Red Hat Linux	2203298	IS01	IT Security	4663-B	b107
Dell	Dell PowerEdge 6650	Red Hat Linux	2203296	IS01	IT Security	4663-B	b107
Dell	Dell PowerEdge 6650	Red Hat Linux	2203295	IS01	IT Security	4663-B	b107
Dell	Dell PowerEdge 6650	Red Hat Linux	2203297	IS01	IT Security	4663-B	b107
PSSC Labs	Beowulf Cluster	Fedora Core 6	1963610	ER42	ER42 Lab	4663	C114
Compaq	4100	VMS 7.2	2010762	MP21	MAF	4663	C210
SUN	SunBlade 2000	Solaris 8	3050729	ER21	ER21 Lab	4203	B302
COMPAQ	ES40 833Mhz	Tru64 Unix 5.1	2016584	ER41	ER41 Lab	4663-B	B113
Sun	Sunfire V240	Solaris 2.9	2529387	ER21	ER21 Lab	4203	B302
Compaq	DL360 G2	Windows 2000 SP4	1632533	EV94	NP21 Lab	4663-B	B107
Dell	Dell PowerEdge 1850	Win 2003 Std	1666630	IS01	Doc Reposito	4663-B	B107
PSSC Labs	Opteron	CentOS 4.6	2193301	ES53	CLV SIL	4493	140
Sun	SunBlade 2000	Solaris 8	2014028	ER41	ER41 Lab	4203	B302
Dell	PP05XB	WinXP SP2	2201906	ES62	ES62-FRL	4619	165
Dell	PP05XB	WinXP SP2	2201907	ES62	ES62-FRL	4619	165
Dell	PP05XB	WinXP SP2	2201908	ES62	ES62-FRL	4619	165
Dell	PC	WinXP SP2	2195787	ES43	ES43-EEE	4487	C177a

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
ODIN HP	PW650	WinXP SP2	619150	ES62	ES62-FRL	4619	165
ODIN HP	PW650	WinXP SP2	619151	ES62	ES62-FRL	4619	165
ODIN HP	dc7600	WinXP SP2	642590*	ES53	CLV SIL	4493	TSC120
ODIN HP	xw6400	WinXP SP2	652726	ES62	ES62-FRL	4619	165
Sun	Sun Blade 100	Solaris 8	2130402	IS01	MSFC Telepho	4663-B	B107
Sun	SunBlade 2000	Solaris 8	2014027	ER41	ER41 Lab	4203	B302
Compaq	Compaq DL360 g2	Windows 2000 SP4	1961773	ES23	Visual MFG	4705	A207
Compaq	DL380G3	Windows 2000 SP4	2131284	AS23	R W BECK	4663-B	B107
Compaq	DL 360 G2	Windows 2000 SP4	1632536	AS24	FED/CMMS	4663-B	B107
Compaq	DL360 G2	Win 2003 Std	1632545	AS24	FED/CMMS	4663-C	C260
IBM	X346	Win 2003 Std	2537404	AS24	FED/CMMS	4663-B	B107
SUN	Sunfire V240	Solaris 9	3050911	AS24	Maximo	4663-B	B107
Dell	2850	Linux RedHat 3 Enterpris	1667125	IS01	IT Security	4663-B	B107
SUN	SunFire V440	Solaris 9	2200906	AS24	CMMS	4663-B	B107
SUN	SunFire T2000	Solaris 10	2555998	AS24	Maximo	4663-B	B107
Compaq	DL360 G2	Windows 2000 SP4	1633205	ED03	RIDS	4663-C	C260
Dell	Power Edge 2550	Windows 2000 SP4	1632464	ES23	Visual MFG	4663-B	B107
SUN	Sun V40Z	Solaris 10 X86	2542994	ES23	Visual MFG	4663-B	B107
Sun	Ultra 10	Solaris 6	1963411	ES51	Flight SW	4487	B244
Dell	PC	WinXP SP2	2194781	ES43	ES43-EEE	4487	C177a
Gateway	PC	WinXP SP2	3051826	ES43	ES43-EEE	4487	C177a
SUN	SunFire 280R	Solaris 9	2013431	IS01	Oracle DB	4663-B	B107
Compaq	DL360 g2	Win 2003 Std	1632983	IS01	NDC STK	4663-B	B107
SGI	O2	Irix 6.5.25m	2012547	IS01	ECS	4663	C111
Dell	PC	WinXP SP2	2185481	ES43	ES43-EEE	4487	C176
Dell	PC	WinXP SP2	2195483	ES43	ES43-EEE	4487	C176
SGI	Altix 350	Linux SuSE 9	2536362	EV31	EV31 Lab	4663-C	C260
Sun	Sun M5000	Solaris 10	2556251	IS01	MBAS	4663-B	B107
Sun	M5000	Solaris 10	ndc5k1sc	IS01	MSFC DBs	4663-B	B107
Sun	SunFire X4150	Red Hat 5 Ent	ndmsdrapp04	IS01	Doc Reposito	4663-B	B107
Sun	SunFire X4450	Red Hat 5 Ent	ndmsdrcnt01	IS01	Doc Reposito	4663-B	B107
Sun	SunFire X4150	Win 2003 Std R2	ndmsdrmed01	IS01	Doc Reposito	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
Sun	SunFire X4150	Win 2003 Std R2	ndmsdrmed02	IS01	Doc Reposito	4663-B	B107
Sun	SunFire X4150	Win 2003 Std R2	ndmsdrmed03	IS01	Doc Reposito	4663-B	B107
Sun	SunFire X4450	Red Hat 5 Ent	ndmsdrndx01	IS01	Doc Reposito	4663-B	B107
DELL	1950	Win 2003 Std	2570395	IS01	MBAS	4663-B	B107
DELL	1950	Win 2003 Std	2570396	IS01	MBAS	4663-B	B107
SUN	5000	Solaris 10	ndmsora08	IS01	MSFC DBs	4663-B	B107
SUN	5000	Solaris 10	ndmsora09	IS01	MSFC DBs	4663-B	B107
Sun	Sun Fire V480	Solaris 10	ndmsora10 (htmldb01)	IS01	MBAS	4663-B	B107
Sun	SunFire V440	Solaris 10	ndmsora11 (repdb01)	IS01	Doc Reposito	4663-B	B107
Sun	SunFire X4450	ESX 3.5	ndmsvm01	IS01	MSFC System	4663-B	B107
Sun	SunFire X4450	ESX 3.5	ndmsvm02	IS01	MSFC System	4663-B	B107
SGI	CMNB015ANG360	Irix 6.5.19m	2013567	ES62	AR&D	4619	165
Dell	Precision 420	Linux RedHat 9.0	2012505	IS01	ECS	4663	C266
SGI	Octane	Irix 6.5.27f	2014780	ES62	AR&D	4663	C180
Supermicro	SYS-7043M-6B	CentOS 5.1	3052539	ES53	CLV SIL	4493	140
PSSC Labs	Intel	Fedora Core 6	2193302	ES53	CLV SIL	4493	140
Dell	2650	Linux RedHat 3 Enterpris	1666345	IS01	IT Security	4663-B	B107
Dell	2850	Linux RedHat 3 Enterpris	2536346	IS01	IT Security	4663-B	B107
Dell	2850	Linux RedHat 3 Enterpris	2536347	IS01	IT Security	4663-B	B107
Dell	6850	Linux RedHat 4 Enterpris	2555626	IS01	WebMics	4663-B	B107
Dell	6850	Linux RedHat 4 Enterpris	2555627	IS01	WebMics	4663-B	B107
Dell	6850	Linux RedHat 4 Enterpris	2555625	IS01	WebMics	4663-B	B107
SUN	SunFire 280R	Solaris 9	2012989	IS01	Oracle DB	4663-B	B107
SUN	SunFire 280R	Solaris 9	2012990	IS01	Oracle DB	4663-B	B107
SGI	CMNA015	Irix 6.5.14m	1964681	ES62	AR&D	4619	165
PSSC Labs	Beowulf Cluster	Fedora Core 4	2194965	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666128	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666129	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666130	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666131	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666132	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666133	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666134	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666135	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666136	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666137	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666138	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666139	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666140	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666141	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666142	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666143	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666144	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666145	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666146	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666147	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666148	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666149	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666150	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666151	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666152	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666153	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666154	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666155	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666156	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666157	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666158	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666159	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666160	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666161	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666162	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666163	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666164	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666165	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666166	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666167	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	1666168	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2194964	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	CentOS 5.2	2545754	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510400	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510401	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510402	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510403	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510404	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510405	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510406	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510407	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510408	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510409	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510410	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510411	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510412	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510413	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510414	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510415	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510416	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510417	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510418	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510419	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510420	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510421	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510422	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510423	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510424	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510425	ER42	ER42 Lab	4663-B	B117

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510426	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510427	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510428	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510429	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510430	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510431	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510432	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510433	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510434	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510435	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510436	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510437	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510438	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510439	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510440	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510441	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510442	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510443	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510444	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510445	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510446	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510447	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510448	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510449	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510450	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510451	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510452	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510453	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510454	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510455	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510456	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510457	ER42	ER42 Lab	4663-B	B117

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510458	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510459	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510460	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510461	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510462	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510463	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510464	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510465	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510466	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510467	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510468	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510469	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510470	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510471	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510472	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510473	ER42	ER42 Lab	4663-B	B117
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510694	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510695	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510696	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510697	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510827	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510698	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510699	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510700	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510701	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510702	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510703	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510704	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510705	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510706	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510707	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510708	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510709	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510710	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510711	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510712	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510713	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510714	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510715	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510716	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510717	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510718	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510719	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510720	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510721	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510722	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510723	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510724	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510725	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510726	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510727	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510728	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510729	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510730	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510731	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510732	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510733	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510734	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510735	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510736	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510737	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510738	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510739	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510740	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510741	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510742	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510743	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510744	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510745	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510746	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510747	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510748	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510749	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510750	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510751	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510752	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510753	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510754	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510755	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510756	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510757	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510758	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510759	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510760	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510761	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510762	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510763	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510764	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510765	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510766	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510767	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510768	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510769	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510770	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510771	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510772	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510773	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510774	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510775	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510776	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510777	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510778	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510779	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510780	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510781	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510782	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510783	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510784	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510785	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510786	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510787	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510788	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510789	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510790	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510791	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510792	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510793	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510794	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510795	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510796	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510797	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510798	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510799	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510800	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510801	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510802	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510803	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510804	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510805	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510806	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510807	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510808	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510809	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510810	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510811	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510812	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510813	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510814	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510815	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510816	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510817	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510818	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510819	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510620	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510621	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510622	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510623	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510624	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510625	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510626	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510627	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510628	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510629	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510630	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510631	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510632	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510633	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510634	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510635	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510636	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510637	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510638	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510639	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510640	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510641	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510642	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510863	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510855	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510856	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510848	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510866	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510871	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510849	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510860	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510864	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510867	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510869	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510858	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510854	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510870	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510853	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510862	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510850	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510859	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510851	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510865	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510857	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510852	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510861	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510868	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510912	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510908	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510904	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510898	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510902	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510897	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510910	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510903	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510914	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510911	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510896	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510907	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510899	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510905	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510906	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510913	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510900	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510909	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510919	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510916	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510917	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510901	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510918	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510915	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510931	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510933	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510943	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510934	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510935	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510927	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510936	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510932	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510929	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510926	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510920	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510921	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510922	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510937	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510939	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510923	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510924	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510942	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510940	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510928	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510925	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510941	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510938	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510930	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510884	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510895	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510891	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510882	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510889	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510887	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510892	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510876	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510881	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510890	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510894	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510877	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510879	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510893	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510883	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510878	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510888	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510874	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510880	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510875	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510886	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510872	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510873	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2510885	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545585	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545586	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545587	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545588	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545589	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545590	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545591	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545592	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545593	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545594	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545595	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545596	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545597	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545598	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545599	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545600	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545601	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545602	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545603	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545604	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545605	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545606	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545607	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545608	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545609	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545610	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545611	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545612	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545613	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545614	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545615	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545616	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545617	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545618	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545619	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545620	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545621	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545622	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545623	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545624	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545625	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545626	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545627	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545628	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545629	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545630	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545631	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545632	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545633	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545634	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545635	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545636	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545637	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545638	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545639	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545640	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545641	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545642	ER42	ER42 Lab	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545643	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545644	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545645	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545646	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545647	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545648	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545649	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545650	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545651	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545652	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545653	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545654	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545655	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545656	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545657	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545658	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545659	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545660	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545661	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2545687	ER42	ER42 Lab	4663-B	B107
PSSC LABS	BEOWULF CLUSTER	FEDORA CORE 4	2194966	ER42	ER42 Lab	4663-B	B107
Compaq	DL360 G2	Windows 2000 SP4	1632537	RS30	CFO DocScans	4663-B	B107
ODIN	PC	WinXP SP2	642572	ES51	ES51-MSRR	4487	B244
ODIN	PC	WinXP SP2	642573	ES51	ES51-MSRR	4487	B244
DELL	OPTIPLEX	WINDOWS 2000	2013133	IS30	Science Communications	4663-B	B107
Digi	PortServer CM	Linux BusyBox v0.60.2	2131288	IS01	ECS	4663-B	B113
Silicon Mechanics	NSERV K500	CentOS 5.1	2542357	ES53	CLV SIL	4493	140
DELL	POWEREDGE 4400	Win 2000 Adv Server-SP4	2012769	IS30	Science Communications	4663-B	B107
Sun	SunFire V440	Solaris 9	2536267	IS01	Doc Reposito	4663-B	B107
HP	DL380 G4	Win 2003 Ent	2542225	ED03	RIDS	4663-C	C260
HP	DL380 G4	Win 2003 Std	2538060	EV31	SDCS	4663-C	C260
DELL	POWEREDGE 4400	Win 2000 Adv Server-SP4	2012768	IS30	Science Communications	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
SGI	Octane	Irix 6.5.20m	2011962	EV31	EV31 Lab	4600	2414
PSSC	Opteron	Linux SuSE 10	2196822	ER41	ER41 Lab	4663-C	C260
Supermicro	5013G-MB	CentOS 4.5	1665728	IS01	Midrange Spt	4487	A142
Aberdeen	SC733T-645/B	Windows XP	2264458	ES52	SDF	4487	AB105
Aberdeen	SC733T-645/B	CentOS 5.1	2264455	ES52	SDF	4487	AB105
Aberdeen	SC733T-645/B	CentOS 5.1	2264459	ES52	SDF	4487	AB105
Aberdeen	SC733T-645/B	Windows XP	2264456	ES52	SDF	4487	AB105
Aberdeen	SC733T-645/B	Windows XP	2264457	ES52	SDF	4487	AB105
dell	precision 390	Windows XP	2195410	ES52	SDF	4487	AB105
dell	precision 390	Fedora Core 5	2195488	ES52	SDF	4487	AB105
dell	precision 390	CentOS 5.1	2195411	ES52	SDF	4487	AB105
Virtual	Virtual	Windows 2003 Server	Virtual	ES52	SDF	4487	AB105
PSSC Labs	Opteron	CentOS 5.1	2195030	ES62	AR&D	4619	165
PSSC Labs	Opteron	CentOS 5.1	2195032	ES62	AR&D	4619	165
PSSC Labs	Opteron	CentOS 5.1	2195033	ES62	AR&D	4619	165
PSSC Labs	Opteron	CentOS 5.1	2195031	ES62	AR&D	4619	165
Supermicro	SYS-7043M-6B	SUSE 9.3 Professional	2510391	ES53	CLV SIL	4493	140
PSSC Labs	Opteron	Concurrent Redhawk	2195027	ES53	CLV SIL	4493	140
Concurrent	HQ0G1-2R30P-10T80	Redhawk 4.3	2196786	ES53	CLV SIL	4493	140
PSSC Labs	Opteron	Concurrent Redhawk	2195029	ES53	CLV SIL	4493	140
PSSC Labs	Opteron	Concurrent Redhawk	2195026	ES53	CLV SIL	4493	140
PSSC Labs	Opteron	Concurrent Redhawk	2195028	ES53	CLV SIL	4493	140
IBM	X3755	Concurrent Redhawk	2555665	ES53	CLV SIL	4493	140
Penguin	Altus 3600	Concurrent Redhawk	2203566	ES53	CLV SIL	4493	140
Sun	4600	Concurrent Redhawk	2543256	ES53	CLV SIL	4493	140
HP	DL585	Concurrent Redhawk	2203467	ES53	CLV SIL	4493	140
Dell	6950	Concurrent Redhawk	2543214	ES53	CLV SIL	4493	140
Sun	Ultra 2	Solaris 9	1898162	IS01	ECS	4663	C111
Virtual	Virtual	CentOS 5.1	Virtual	ES52	SDF	4487	AB105
Dell	POWEREDGE 1850	Win 2003 Std R2	1666632	IS01	Doc Reposito	4663-B	B107
SUN	Ultra 60 Elite 3D	Solaris 10	2011945	IS01	System Admin	4663	C269
Dell	2850	Win 2003 Std	1666555	IS01	Doc Reposito	4663-B	B107

Vendor	Model	OS Version	NEMS	Org	Project	Bldg	Room
Gateway	955	Win 2003 Std	1666525	IS01	Doc Reposito	4663-B	B107
SGI	Octane	Irix 6.5.19f	2012034	ES62	AR&D	4619	118
PSSC Labs	Quad Opteron	Suse 9	2536356	ER41	ER41 Lab	4663-C	C260
IBM	X342	SUSE 9.1 Professional	2014075	ER41	ER41 Lab	4203	B302A
Dell	PC	WinXP SP2	2195161	ES43	ES43-EEE	4487	C177
Dell	PC	WinXP SP2	2201584	ES43	ES43-EEE	4487	C177
SGI	O2	Irix 6.5.23m	1896423	IS01	ECS	4663	C266
Unknown	Unknown	Unknown	2013551	IS01	Doc Reposito	4663-B	B107
Gateway	7450R	CentOS 5	2556219	ES62	AR&D	4487	A142
SGI	Power Challenge XL	Irix 6.5.22m	1724911	ES62	AR&D	4663	C261
ODIN	PC	Windows NT 4.0 SP6A	610383	ES51	ES51-MSRR	4487	B244
SGI	Origin 3900	Irix 6.5.25m	2131447	IS01	ECS	4663-B	B113
SGI	Origin 2000	Irix 6.5.19f	1963607	IS01	ECS	4663-B	B113
SGI	Octane	Irix 6.5.20m	2011048	IS01	ECS	4663-B	B111
Concurrent	iHawk	Linux 2.6.18-1.2798.fc6	2197822	ES62	AR&D	4619	165
Supermicro	6022C	slackware 8.1	1665553	ED03	Virtual Resource Center Lab	4487	A142
ODIN Dell	UNKNOWN	slackware 9.1	608663	ED03	Virtual Resource Center Lab	4487	A142
SUN	Ultra 80	Solaris 7	2014786	ED03	Virtual Resource Center Lab	4487	A142
Integraph	TDZ2000	slackware 8.1	1938689	ED03	Virtual Resource Center Lab	4487	A142
Compaq	DL360 G2	Windows 2000 SP4	1633208	IS01	upvs	4663-C	C260
Compaq	DL 360 G2	Windows 2000 SP4	1633213	IS01	upvs	4663-C	C260
Dell	PC	WinXP SP2	2194507	ES43	ES43-EEE	4487	C176

Table 7.2 Summary by Operating System (MSFC Campus servers)

OS Type	OS Version	Total
Beowulf	CentOS 5.2	82
	Fedora Core 3	1
	FEDORA CORE 4	442
	LINUX REDHAT 7.3	260
Beowulf Total		785
ESX/VM	ESX 3.5	2
	VMWare ESX 3.1	2
ESX/VM Total		4
Linux	CentOS	1
	CentOS 4.5	1
	CentOS 4.6	1
	CentOS 5	1
	CentOS 5.1	11
	CentOS 5.2	1
	Concurrent Redhawk	9
	Fedora Core 3	1
	Fedora Core 5	1
	Fedora Core 6	2
	Linux 2.6.18-1.2798.fc6	1
	Linux 9	1
	Linux BusyBox v0.60.2	1
	Linux RedHat 3 Enterpris	4
	Linux RedHat 4 Enterpris	3
	Linux RedHat 4.0	3
	Linux RedHat 9.0	1
	Linux SuSE 10	1
	Linux SuSE 9	1
	Red Hat 5 Ent	3
	Red Hat Linux	4

OS Type	OS Version	Total
	Redhat 5.1	1
	Redhat 8.0	1
	Redhat Enterprise WS	1
	Redhawk 4.3	5
	Redhawk 5	1
	RehHat Enterprise AS	2
	slackware 8.1	2
	slackware 9.1	1
	Suse 9	1
	SUSE 9.1 Professional	2
	SUSE 9.3 Professional	1
	Suse Linux 9.2	1
Linux Total		71
Solaris	Solaris 10	14
	Solaris 10 X86	1
	Solaris 2.9	1
	Solaris 6	1
	Solaris 7	1
	Solaris 8	7
	Solaris 9	23
Solaris Total		48
Storage	FLARE 26	1
Storage Total		1
UNIX/Other	IRIX 6.5	1
	Irix 6.5.14m	1
	Irix 6.5.18m	1
	Irix 6.5.19f	2
	Irix 6.5.19m	1
	Irix 6.5.20m	2
	Irix 6.5.22m	1
	Irix 6.5.23m	1
	Irix 6.5.25m	3

OS Type	OS Version	Total
	Irix 6.5.27f	1
	Irix 6.5.28	1
	Tru64 Unix 5.1	2
UNIX/Other Total		17
VMS	VMS 7.2	2
	VMS 7.2.3	1
	VMS 7.3.2	1
VMS Total		4
WIN2K	Microsoft Windows 2000 Advanced Server-SERVICE PACK 4	2
	Microsoft Windows 2000 Server-SERVICE PACK 4	1
	WINDOWS 2000	2
	Windows 2000 Pro SP4	1
	Windows 2000 Professiona	1
	Windows 2000 SP4	16
WIN2K Total		23
WIN2K3 ENT	2003 Server	1
	Win 2003 Ent	1
WIN2K3 ENT Total		2
WIN2K3 STD	Win 2003 Std	11
	Win 2003 Std R2	5
	Windows 2003 Server	1
WIN2K3 STD Total		17
WINNT	Windows NT 4.0 SP6A	3
WINNT Total		3
WINXP	Windows XP	5
	Windows XP 64-bit	4
	WinXP SP2	22
WINXP Total		31
Grand Total		**1006**

Table 7.3 NSSTC Server List

Vendor / Model	Operating System	NEMS / SN	Description	Organization	Room / Location
Tyan	Scientific Linux 4.4, Intel Fortran	2195955	Planetary studies	SPACE SCIENCE	2089
Tyan	Scientific Linux 4.4, Intel Fortran	2195969	Planetary studies	SPACE SCIENCE	2015
Intel Pentium 4 (2) CPU 3.GHz	CentOS / Intel Pentium 4 (2) CPU 3.GHz	3054822	Administration	Earth Science	3032
Tyan	Scientific Linux 5.0	3054957	Solar Group systems	SPACE SCIENCE	2031
Western Scientific	CentOS	2200934	Climate and Modeling	Earth Science	3056
Intel Pentium III i686	Red Hat	2014275	Administration	Earth Science	4021
Dell	Scientific Linux 5.1	3050391	X-Ray Astronomy	SPACE SCIENCE	2238
Dell	Scientific Linux 5.1	USRA1128	X-Ray Astronomy	SPACE SCIENCE	2208
ultra sparc 10	Solaris 7	2010332	Thermal Ion Dynamics Experiment/Ultra-Violet Imager	SPACE SCIENCE	2101
Dell Precision 340n	Red Hat	3053246	AMSR	Earth Science	3220
Dell	CentOS	2194881	LIS	Earth Science	3104
Dell	Scientific Linux 5.1	2193447	X-Ray Astronomy	SPACE SCIENCE	2214
	Fedora Core	2130440	MGB	Earth Science	4003
Intel Pentium 4 CPU 2.53GHz	CentOS	2014192	Climate and Modeling	Earth Science	3059
Tyan	Tyan/SL 4.4	2542412	Data collection/catalogue	SPACE SCIENCE / GRAT	2015
GTWY	GTWY/SL 5.1	2013175	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2101
SUN	SUN/Sol 2.6	1724528	Batse Data Analysis	SPACE SCIENCE / GRAT	2094
	W2K	No Tag	Compaq DL380	INFRASTRUCTURE	1008

Vendor / Model	Operating System	NEMS / SN	Description	Organization	Room / Location
Pogo Linux StorageWare SA360i	CentOS	2543252	Climate and Modeling	Earth Science	4021
Tyan	Tyan/SL 4.4	2537469	GBM system integrity monitor	SPACE SCIENCE / GRAT	2015
DEC	DEC/VMS 6.2	1402235	Batse Data Analysis	SPACE SCIENCE / GRAT	2095
Intel XEON CPU 2.40GHz	Scientific Linux SL	2130569	LIS	Earth Science	4021
Tyan	Scientific Linux 4.4, NFS	none	Thermal Ion Dynamics Experiment/Ultra-Violet Imager	SPACE SCIENCE	2015
Dell	Scientific Linux 5.1	1961268	X-Ray Astronomy	SPACE SCIENCE	2220
AMD Athlon(tm) XP 2000+	Fedora Core	2017893	LIS	Earth Science	4023
Dell	Scientific Linux 5.1	3051722	X-Ray Astronomy	SPACE SCIENCE	2214
SGI Octane MIPS R12000	IRIX 6.5.15m	1964477	Administration	Earth Science	3018
Dell	Dell/SL 5.1	2131519	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2051
Dell	Scientific Linux 5.1	2129525	X-Ray Astronomy	SPACE SCIENCE	2213
PC	Ubuntu 5.10,RCS	2130230	High Energy Replicated Optics	SPACE SCIENCE	2249
Asus	Asus/SL 5.0	3053089	IDL license/file server, IDL, NFS	SPACE SCIENCE / GRAT	2094
Pogo Linux Velocity D50 Workstation	CentOS	2543253	Climate and Modeling	Earth Science	3082
Intel(R) Xeon(TM) CPU 3.06GHz	Red Hat Linux	2131589	LIS	Earth Science	4021
Dell	Dell/SuSE 9.3	2012940	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2080
Mac	Mac X O/S	No Tag	LIS	Earth Science	4007
Dell	CentOS	No Tag	IR Measurements Research	Earth Science	3031

Vendor / Model	Operating System	NEMS / SN	Description	Organization	Room / Location
DEC	DEC/VMS 6.2	1533261	Batse Data Analysis	SPACE SCIENCE / GRAT	2095
Rack Mount	CentOS	No Tag	IR Measurements Research	Earth Science	3018
GTWY	GTWY/SuSE 9.3	2131517	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2053
GTWY	GTWY/SL 5.1	2013174	Apache web server	SPACE SCIENCE / GRAT	2094
Gateway	Scientific Linux 4.4	2013616	Solar Group systems	SPACE SCIENCE	2001
DEC	DEC/VMS 5.5-2	1154898	Batse Data Analysis	SPACE SCIENCE / GRAT	2095
Pogo Linux	CentOS	2200932	Climate and Modeling	Earth Science	3082
Dell	CentOS	3054487	LIS	Earth Science	4009
SGI Origin 2000, MIPS R10000	IRIX 6.5.13f	1937206	LIS	Earth Science	4021
Dell	Dell/SL 5.0	2131520	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2055
Dell	Dell/SL 5.1	2013870	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2060
GTWY	GTWY/WinXP	3052417	GBM Development	SPACE SCIENCE / GRAT	2094
GTWY	GTWY/SL 4.3	2013177	GBM Development	SPACE SCIENCE / GRAT	2101
GTWY	GTWY/SL 5.0	2013173	Apache web server	SPACE SCIENCE / GRAT	2094
Pogo Linux	CentOS	2536895	IR Measurements Research	Earth Science	3018
Dell	CentOS	3050274	LIS	Earth Science	4016
Ultra Sparc 1	Solaris 7,mysql	1740781	Thermal Ion Dynamics Experiment/Ultra-Violet Imager	SPACE SCIENCE	2101
SUN	SUN/Sol 7	1963753	Batse Data Analysis	SPACE SCIENCE / GRAT	2049
SGI Octane2, MIPS R14000	IRIX 6.5.15m	2217431	AMSR	Earth Science	3020
SGI Indy, MIPS R4400	IRIX 6.5.1m	1538878	Administration	Earth Science	3032
PC	Ubuntu 5.10	2130228	High Energy Replicated Optics	SPACE SCIENCE	2249
imac ppc7450	Darwin Kernel	2129494	GIS	Earth Science	3003
MAC	Leopard	No Tag	GIS	Earth Science	3003

Vendor / Model	Operating System	NEMS / SN	Description	Organization	Room / Location
Printer	N/A	No Tag	LIS	Earth Science	4025
Dell Precision 340n	Red Hat Linux	3053238	AMSR	Earth Science	3222
Intel Pentium III CPU 1266MHz	Red Hat Linux	3052383	IR Measurements Research	Earth Science	4021
Intel Pentium 4 CPU 2.53GHz	CentOS	2014191	Climate and Modeling	Earth Science	3082
Tyan	Scientific Linux 5.1,Samba	2013938	Imager for Magnetopause-to-Aurora Exploration	SPACE SCIENCE	2015
Dell	SuSE 9.2, UDF Server	1938886	Imager for Magnetopause-to-Aurora Exploration	SPACE SCIENCE	2015
Intel Xeon CPU 2.80GHz	CentOS	2131401	IR Measurements Research	Earth Science	3018
GTWY	GTWY/RHEL3	2030110	GBM Development	SPACE SCIENCE / GRAT	2094
Linux	Red Hat Enterpreise release 3	3052585	Satellite Data Assimilation	Earth Science	3090 Sport Lab
Dell	Scientific Linux 5.1	3051721	X-Ray Astronomy	SPACE SCIENCE	2219
Dell	Dell/SuSE 8.2	2012938	GBM Development	SPACE SCIENCE / GRAT	2094
Dell	Dell/SL 5.0	2014088	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2063
unix	Red Hat	No Tag	Satellite Data Assimilation	Earth Science	4021
Cluster	Red Hat Enterprise release 4	No Tag	Satellite Data Assimilation	Earth Science	4021
Unknown	Embedded	No Tag	Lantronix- Lightning Data Feed	INFRASTRUCTURE	Satellite Hut behind MSFC Bldg. 4207
Unknown	Embedded	No Tag	Lantronix- Lightning Data Feed	INFRASTRUCTURE	4020
PC	SuSE 10, syslogd	3050288	common log repository	SPACE SCIENCE	2015
GTWY	GTWY/SL 4.3	2130115	GBM Development	SPACE SCIENCE / GRAT	2101
Printer	N/A	No Tag	LIS	Earth Science	
Printer	N/A	1958136	LIS	Earth Science	

Vendor / Model	Operating System	NEMS / SN	Description	Organization	Room / Location
MAC dual processor	MAC OS 10.4.7	2194783	GIS	Earth Science	3003
Apple Xserve	OSX serve 10.5	2556382	Solar Group systems	SPACE SCIENCE	2015
Intel Quad 3.20GHz	CentOS	3051220	Climate and Modeling	Earth Science	3092
PC	Scientific Linux 4.3,NFS	3050289	Thermal Ion Dynamics Experiment/Ultra-Violet Imager	SPACE SCIENCE	2015
Dell	Dell/SL 5.0	2013869	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2106
Laptop	Ubuntu	No Tag	MGB	Earth Science	4002
	CentOS	3053033	LIS	Earth Science	
SUN	SUN/Sol 2.6	UAH 214823	Batse Data Analysis	SPACE SCIENCE / GRAT	2054
Penguin cluster	Centos3	2013034	Solar Group systems	SPACE SCIENCE	2015
Tyan	Tyan/SL 5.0	2196298	GBM data analysis, IDL, Heasoft, Miriad	SPACE SCIENCE / GRAT	2107
Mac	MacBook Pro/OSX	UAH N00001746	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2063
	CentOS	2131043	LIS	Earth Science	
Unknown	W2K	2013656	Public (slave) name server	INFRASTRUCTURE	1008
Unknown	W2K	2011751	Backup Server	INFRASTRUCTURE	1008
Unknown	W2003	2201250	File and Print Cluster #1, Symantec AV Server	INFRASTRUCTURE	1008
Unknown	W2003	2201253	File and Print Cluster #2, Symantec AV Server	INFRASTRUCTURE	1008
Unknown	W2003	2201251	Backup (secondary to INF01) WINS server	INFRASTRUCTURE	1008
Unknown	W2003	2012623	Media Server	INFRASTRUCTURE	MSFC Bldg. 4207 / Rm 140
Unknown	W2003	No Tag	NSSTC 2003 Webmail Server	INFRASTRUCTURE	3016
Unknown	Server 2003	2014217	VM Ware Host Server for Virtual Machine test	INFRASTRUCTURE	2071

Vendor / Model	Operating System	NEMS / SN	Description	Organization	Room / Location
			systems		
Intel Xeon CPU 2.80GHz	CentOS	3051308	IR Measurements Research	Earth Science	3018
Pogo Linux Verona System	CentOS	No Tag	IR Measurements Research	Earth Science	3018
Pogo Linux Velocity D50	Scientific Linux	2264869	LIS	Earth Science	4008
Pogo Linux	CentOS	No Tag	LIS	Earth Science	4008
MAC dual processor	Darwin Kernel	No Tag	GIS	Earth Science	3004
Pogo Linux	CentOS	2545329	Weather	Earth Science	3032
Pogo Linux	CentOS	No Tag	Weather	Earth Science	3032
Pogo Linux Verona 440	CentOS	2264589	IR Measurements Research	Earth Science	3018
DEC	DEC/VMS 7.2	1933199	Batse Data Analysis	SPACE SCIENCE / GRAT	2095
iMac	iMac Pro/OSX	2197113	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2061
Dell	Dell/SuSE 10	2012933	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2093
PC-customized build	OS/2 Warp Server	1961138	GIS	Earth Science	3003
PC-customized build	OS/2 Warp Server	No Tag	GIS	Earth Science	3003
PC-customized build	OS/2 Warp Server	2129495	GIS	Earth Science	3004
PC-customized build	OS/2 Warp Server	3050416	GIS	Earth Science	3002
Printer	N/A	No Tag	GIS	Earth Science	3024
Dell	Dell/SuSE 9.3	2012931	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2080
	W2K	No Tag	print server for visitor network	INFRASTRUCTURE	2018

Vendor / Model	Operating System	NEMS / SN	Description	Organization	Room / Location
Dell	Dell/SuSE 9.3	USRA1105	XTE file server	SPACE SCIENCE / GRAT	2239
Unknown	CentOS	No Tag	LIS	Earth Science	
PC-customized build	OS/2 Warp Server	3051854	GIS	Earth Science	3025
Replacement for Rimeice	CentOS	No Tag	Weather	Earth Science	3rd Floor
PC	Ubuntu 5.10	None	Dennis' sonic meteor scatter streamer	SPACE SCIENCE	4th floor
PC	Ubuntu 5.10	None	Unknown	SPACE SCIENCE	4th floor
GTWY	GTWY/SuSE 9.3	2131530	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2064
HP	HP/SL 5.1	USRA0341	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2064
Sun netra	Solaris 7, Apache 2	1895108	Thermal Ion Dynamics Experiment/Ultra-Violet Imager	SPACE SCIENCE	2015
SGI	IRIX 6.5	1538525	LIS	Earth Science	
	Windows XP	3050274	LIS	Earth Science	
Dell	Scientific Linux 5.1	USRA1127	X-Ray Astronomy	SPACE SCIENCE	2209
Dell	Dell/SL 5.1	2131518	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2054
Tyan	Tyan/SL 4.4	2542493	Data collection/catalogue	SPACE SCIENCE / GRAT	2015
Intel Pentium 4 (2) CPU 3.GHz	CentOS	3054820	Administration	Earth Science	3032
	CentOS	No Tag	LIS	Earth Science	
Rack Mount	Scientific Linux SL	No Tag	AMSR	Earth Science	
Dell	Scientific Linux 5.1	2131064	X-Ray Astronomy	SPACE SCIENCE	2215
Dell	CentOS	No Tag	LIS	Earth Science	4021
MAC	Tiger	2203244	IR Measurements Research	Earth Science	3062
Dell	Dell/none	1960748	spare	SPACE SCIENCE / GRAT	2101
Dell	Dell/SuSE 9.3	2012936	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2007

Vendor / Model	Operating System	NEMS / SN	Description	Organization	Room / Location
Pogo Linux	CentOS	2570390	IR Measurements Research	Earth Science	3018
Pogo Linux	CentOS	2570389	IR Measurements Research	Earth Science	3018
Sun Ultra 2	Solaris 2.6,IDL	1935295	Thermal Ion Dynamics Experiment/Ultra-Violet Imager	SPACE SCIENCE	2101
DEC	DEC/VMS 7.2	1898896	Batse Data Analysis	SPACE SCIENCE / GRAT	2095
Tyan	Tyan/SL 5.0	2196230	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2093
gateway pentium II	CentOS	1959946	AMSR	Earth Science	3020
PC	SuSE 9.3	3051964	Solar Group systems	SPACE SCIENCE	2020
Dell	Red Hat Enterprise	UAH 218116	AMSR	Earth Science	
Dell	Dell/SuSE 9.3	2012932	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2105
Tyan	SuSE 10, NFS, SolarSoft	3053032	Solar Group systems	SPACE SCIENCE	2020
Tyan	Scientific Linux 5.2	3054960	Solar Group systems	SPACE SCIENCE	2105
Tyan	W2K	2018001	Imager for Magnetopause-to-Aurora Exploration	SPACE SCIENCE	2069
Tyan	Scientific Linux 4.1	2018001	Imager for Magnetopause-to-Aurora Exploration	SPACE SCIENCE	2069
	MAC OS 10.4.10	No Tag	MGB	Earth Science	4003
Mac	Mac X OS	No Tag	GIS	Earth Science	NSSTC
Unknown	Win2003	No Tag	Alt. Interface on NSSTCDC01	INFRASTRUCTURE	4019
PC	mandrake 9	1963158	Imager for Magnetopause-to-Aurora Exploration	SPACE SCIENCE	2nd Floor
Intel Pentium 4 (2) CPU 3.GHz	CentOS	3054821	Administration	Earth Science	3032
Unknown	W2003	No Tag	Temp Monitor/Master Browser for VPN	INFRASTRUCTURE	2018
Unknown	CentOS	No Tag - UAH	GIS	Earth Science	3017
Supermicro	Supermicro/SL 4.4	2196725	GBM collaboration	SPACE SCIENCE / GRAT	2015

Vendor / Model	Operating System	NEMS / SN	Description	Organization	Room / Location
			website/data server		
Dell	Dell/SuSE 8.2	2012930	GBM data analysis, IDL, Heasoft	SPACE SCIENCE / GRAT	2093
Unknown	Fedora Core	2195972	MGB	Earth Science	4003
sparc	Solaris 7, Apache 2,mysql	1538334	Thermal Ion Dynamics Experiment/Ultra-Violet Imager	SPACE SCIENCE	2015
AMD Athlon(tm) XP 2000+	Windows XP	2017893	LIS	Earth Science	4023
MAC dual processor	MAC OS 10.4.7	No Tag	GIS	Earth Science	3004
Alpha Dec	Red Hat	2012948	Weather	Earth Science	4021
Pogo Linux ION 2200	CentOS	2545349	Weather	Earth Science	3018
Pogo Linux ION 2200	CentOS	2545349	Weather	Earth Science	3018
Rack Mount	CentOS	No Tag	IR Measurements Research	Earth Science	3018
Sun Sparc 5	Solaris 7, Apache 2, NFS	1443159	X-Ray Astronomy	SPACE SCIENCE	2015
Tyan	SuSE 9.3, Apache 2	3054922	solar/magnetospheric webserver	SPACE SCIENCE	2015
DEC	DEC/VMS 6.2	1533260	Batse Data Analysis	SPACE SCIENCE / GRAT	2095
Dell	Dell/SuSE 8.2	UAH216750	GBM Development	SPACE SCIENCE / GRAT	2094
Unknown	CentOS	2131041	LIS	Earth Science	
Dell	Dell/none	2012934	spare	SPACE SCIENCE / GRAT	2094
Dell	Dell/none	2012935	spare	SPACE SCIENCE / GRAT	2101
GTWY	GTWY/none	1960744	spare	SPACE SCIENCE / GRAT	2101
Dell	Dell/none	2013873	spare	SPACE SCIENCE / GRAT	2007
GTWY	GTWY/none	1960746	spare	SPACE SCIENCE / GRAT	2101
GTWY	GTWY/none	1960745	spare	SPACE SCIENCE / GRAT	2101
Micron	Micron/none	1938632	spare	SPACE SCIENCE / GRAT	2094
Dell	Dell/none	2013176	spare	SPACE SCIENCE / GRAT	2094
Dell	Dell/none	2013174	spare	SPACE SCIENCE / GRAT	2094

Table 7.4 Hardware Maintenance List

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
BELKIN	F1DA116Z	SWITCH, 16 PORT KVM	4663	B107
D-LINK SYSTEMS INC	DGS1008TL	SWITCH, 8 PORT ETHERNET	4663	B107
D-LINK SYSTEMS INC	DGS1016TG	SWITCH, 16 PORT ETHERNET	4663	B107
BELKIN	FIDA116T	SWITCH, 16 PORT KVM	4663	B107
D-LINK SYSTEMS INC	DGS1016TG	SWITCH, 16 PORT ETHERNET	4663	B107
D-LINK SYSTEMS INC	DGS1216TG	SWITCH, 16 PORT ETHERNET	4663	B107
D-LINK SYSTEMS INC	DGS1216TG	SWITCH, 16 PORT ETHERNET	4663	B107
D-LINK SYSTEMS INC	DGS1008TL	SWITCH, 8 PORT ETHERNET	4663	B107
D-LINK SYSTEMS INC	DGS1008TL	SWITCH, 8 PORT ETHERNET	4663	B107
BELKIN	F1DA116TB	SWITCH, 16 PORT KVM	4663	B107
D-LINK SYSTEMS INC	DGS-3024	SWITCH, 24 PORT ETHERNET	4663	B107
D-LINK	DGS-3048	SWITCH, 48 PORT ETHERNET	4663	B107
D-LINK SYSTEMS INC	DGS1216T	SWITCH, 16 PORT ETHERNET	4663	B107
D-LINK SYSTEMS INC	DGS1216T	SWITCH, 16 PORT ETHERNET	4663	B107
BELKIN	F1DA116T	SWITCH, 16 PORT KVM	4663	B107
DELL COMPUTERS	5342	SWITCH, ETHERNET	4663	B109
CITRIX SYSTEMS INC	NETSCALER RS9800	CITRIX APPLICATION ACCELERATOR	4663	B113
CITRIX SYSTEMS INC	NETSCALER RS9800	CITRIX APPLICATIONS ACCELLERATOR	4663	B113
AVOCENT	AMX5000	SWITCH, CONSOLE	4663	B113
AVOCENT	AMX5000	SWITCH, CONSOLE	4663	B113
AVOCENT	AMX5000	SWITCH, CONSOLE	4663	B113
AVOCENT	AMX5000	SWITCH, CONSOLE	4663	B113
AMX CORP	AMX5000	SWITCH, CONSOLE	4663	B113
AMX CORP	AMX5000	SWITCH, CONSOLE	4663	B113
AMX CORP	AMX5000	SWITCH, CONSOLE	4663	B113
AMX CORP	AMX5000	SWITCH, CONSOLE	4663	B113
AVOCENT	DS1800	SWITCH, CONSOLE	4663	B113
AVOCENT	AMX5000	SWITCH, CONSOLE	4663	B113

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
DELL	5342	SWITCH, ETHERNET	4663	B113
AVOCENT	DSR4030-G01	SWITCH, 16 PORT KVM	4663	B170
AVOCENT	DSR4030-G01	SWITCH, 16 PORT KVM	4663	B170
D-LINK SYSTEMS INC	DGS-3024	SWITCH, 24 PORT ETHERNET	4663	B170D
DELL	POWERVAULT 132T	ARRAY, STORAGE	4663	B107
SUN MICROSYSTEMS INC	GWV911D	DISK DRIVE	4663	B107
SUN MICROSYSTEMS INC	611	DISK DRIVE	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	STORAGE ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B107
RAID INCORPORATED	U320	DISK ARRAY, 12 SLOT	4663	B107
TECHNOMAGES INC	IS3A-4202-R	DISK ARRAY, INFOSLICE	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B107
TECHNOMAGES INC	IS3A-4202-R	DISK ARRAY, INFOSLICE	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAKRM8000	DISK ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B107
SONY CORP	DRX720UL/T	DISK DRIVE, EXTERNAL, DVD	4663	B107
DELL	X2E	DISK, STORAGE ARRAY	4663	B107
DELL	X2E	DISK, STORAGE ARRAY	4663	B107
DELL	X2E	DISK, STORAGE ARRAY	4663	B107
DELL	X2E	DISK, STORAGE ARRAY	4663	B107
DELL	X2E	DISK, STORAGE ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM15000	DISK, STORAGE ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM15000	DISK, STORAGE ARRAY	4663	B107
RAID INCORPORATED	MAGELLAN MP-9000	STORAGE ARRAY, 12 BAY SATA II, 9TB	4663	B107
RAID INCORPORATED	OS-6000-1201	DISK ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B107
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B107
BIX COMPUTERS	DVR-U2S-MAP	DVD DRIVE, EXTERNAL, 8X DL	4663	B110A
BIX COMPUTERS	DVR-U2S-MAP	DVD DRIVE, EXTERNAL, 8X DL	4663	B110A
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
DELL	AMP01	DISK, MD3000 RAID ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	B113
DELL	POWERVAULT 220S	DISK ARRAY, POWERVAULT 220S	4663	B113
DELL	132T	DISK ARRAY, POWERVAULT 132T	4663	B113
DELL	X2E	DISK, STORAGE ARRAY	4663	B113
DELL	X2E	DISK, STORAGE ARRAY	4663	B113
GATEWAY 2000	1001315	DISK DRIVE	4663	B160E
SONY CORP	DRX810UL/T	DISK DRIVE UNIT	4663	B161
SUN MICROSYSTEMS INC	CSM100	ARRAY, STORAGE	4663	B170
INFRANT TECHNOLOGIES	RNV-S2R425	DISK STORAGE ARRAY	4663	B226
IO DYNAMIX	18GB CHEETAH	DISK DRIVE UNIT	4663	C111

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
IBM	3560IRU	DISK DRIVE, ARRAY	4663	C260
IBM	3560IRU	DISK DRIVE, ARRAY	4663	C260
PROMISE TECHNOLOGY INC	ULTRATRAK RM15000	DISK, STORAGE ARRAY	4663	C260
PROMISE TECHNOLOGY INC	VTRAK M200P	DISK, STORAGE ARRAY	4663	C260
PROMISE TECHNOLOGY INC	VTRAK M200P	DISK, STORAGE ARRAY	4663	C260
PSSC LABS	JANUSRAID2 SA-6651S	STORAGE ARRAY, 16 BAY, 4GB FIBER CHANNEL	4663	C260
PSSC LABS	JANUSRAID2 SA-6651S	STORAGE ARRAY, 16 BAY, 4GB FIBER CHANNEL	4663	C260
PSSC LABS	JANUSRAID2 SA-6651S	STORAGE ARRAY, 16 BAY, 4GB FIBER CHANNEL	4663	C260
PSSC LABS	JANUSRAID2 SA-6651S	STORAGE ARRAY, 16 BAY, 4GB FIBER CHANNEL	4663	C260
PSSC LABS	JANUSRAID2 SA-6651S	STORAGE ARRAY, 16 BAY, 4GB FIBER CHANNEL	4663	C260
PSSC LABS	JANUSRAID2 SA-6651S	STORAGE ARRAY, 16 BAY, 4GB FIBER CHANNEL	4663	C260
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	C260
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	C260
PROMISE	VTRAK M210P	STORAGE ARRAY	4663	C260
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	C260
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	C260
PROMISE TECHNOLOGY INC	VTRAK M200P	DISK, STORAGE ARRAY VTRAK M200	4663	C260
PROMISE TECHNOLOGY INC	ULTRATRAK RM8000	DISK, STORAGE ARRAY	4663	C260
PROMISE TECHNOLOGY INC	VTRAK M200P	DISK, STORAGE ARRAY VTRAK M200	4663	C260
PROMISE TECHNOLOGY INC	VTRAK M200P	DISK, STORAGE ARRAY	4663	C260
SONY CORP	DRX720UL/T	DISK DRIVE, EXTERNAL, DVD	4663	C269
SUN MICROSYSTEMS INC	GDM1962B	DISPLAY UNIT, 19" COLOR	4663	B107
SUN MICROSYSTEMS INC	GDM1962B	DISPLAY UNIT, 19" COLOR	4663	B107
SUN MICROSYSTEMS INC	GDM1962B	DISPLAY UNIT, 19" COLOR	4663	B107
DELL	4U132	DISPLAY, DRAWER MOUNTED	4663	B107
TRANS 2000	DKM-SX17	DISPLAY, DRAWER MOUNTED	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
DELL	15FP	DISPLAY UNIT, DRAWER MOUNTED	4663	B107
DELL	15FP	DISPLAY UNIT, DRAWER MOUNTED	4663	B107
DELL	15FP	DISPLAY UNIT, DRAWER MOUNTED	4663	B107
TRANS 2000	SXGA-17	DISPLAY, DRAWER MOUNTED	4663	B107
TATUNG CO	C7ESRDP-U21	DISPLAY UNIT	4663	B107
CYBEX CORP	AUTOVIEW 416	SWITCH, CONSOLE	4663	B107
TRANS 2000	DKM-SX17	DISPLAY, DRAWER MOUNTED	4663	B107
TRANS 2000	DKM-SX17	DISPLAY UNIT, LCD, 17 INCH, RACKMOUNT	4663	B107
TRANS 2000	DKM-SX17	DISPLAY UNIT, LCD, 17 INCH, RACKMOUNT	4663	B107
MICRON ELECTRONICS INC	LM1764	DISPLAY UNIT	4663	B107
VIEWSONIC	VP181B	DISPLAY UNIT	4663	B107
MICRON ELECTRONICS INC	15FGX	DISPLAY UNIT, 15" COLOR	4663	B107
TRANS 2000	DKM-SX17	DISPLAY UNIT, DRAWER MOUNT	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
COMPAQ	PE1041	DISPLAY UNIT	4663	B107
COMPAQ	630	DISPLAY UNIT	4663	B107
TRANS 2000	1U	DISPLAY UNIT	4663	B107
TRANS 2000	DKM-SX17	DISPLAY UNIT, LCD, 17 INCH, RACKMOUNT	4663	B107
TRANS 2000	SXGA-17	DISPLAY UNIT, DRAWER MOUNTED	4663	B107
TRANS 2000	DKM-SX17	DISPLAY UNIT, LCD, 17 INCH, RACKMOUNT	4663	B107
TRANS 2000	DKM-SX17	DISPLAY UNIT, DRAWER MOUNT	4663	B107
TRANS 2000	DKM-SX17	DISPLAY UNIT, DRAWER MOUNT	4663	B107
DELL	OGK545	DISPLAY, DRAWER MOUNTED	4663	B107
TRANS 2000	DKM-SX17	DISPLAY UNIT, LCD, 17 INCH, RACKMOUNT	4663	B107
NEC	AS75F-BK	DISPLAY UNIT	4663	B107
KDS	1772ED	DISPLAY UNIT	4663	B107
NEC	LCD1760VM	DISPLAY UNIT, FLAT PANEL	4663	B107
SONY CORP	CPD17SF2	DISPLAY UNIT	4663	B107
SUN MICROSYSTEMS INC	GDM20D10	DISPLAY UNIT, 20" COLOR	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
TRANS 2000	SXGA-17	DISPLAY, DRAWER MOUNTED	4663	B107
DELL	POWEREDGE 2850	SERVER, POWEREDGE 2850	4663	B107
TRANS 2000	DKM-SX17	DISPLAY UNIT, LCD, 17 INCH, RACKMOUNT	4663	B107
VIEWSONIC	VCDT523956-2M	DISPLAY UNIT, CRT, 19 INCH, P95F+	4663	B107A
NEC	LCD1760VM	DISPLAY UNIT, FLAT PANEL	4663	B107A
NEC	LCD1760VM	DISPLAY UNIT, FLAT PANEL	4663	B107A
DELL	P990	DISPLAY UNIT	4663	B107A
DELL	P990	DISPLAY UNIT	4663	B107A
DELL	P990	DISPLAY UNIT	4663	B107A
SAMSUNG	CK4644	DISPLAY UNIT	4663	B11
MICRON ELECTRONICS INC	LM1764	DISPLAY UNIT	4663	B110A
VIEWSONIC	G810	DISPLAY UNIT	4663	B110A
NEC	LCD1760VM	DISPLAY UNIT, LCD, 17"	4663	B110A
ADI CORP	CM100	DISPLAY UNIT	4663	B111
DELL	4U132	DISPLAY, DRAWER MOUNTED	4663	B113
VIEWSONIC	VS10867	DISPLAY UNIT, LCD, 19", VA912B	4663	B113
AVOCENT	AMX5000	SWITCH, CONSOLE	4663	B113
AVOCENT	AMX5000	SWITCHING UNIT, CONSOLE	4663	B113
NEC	LCD1760VM	DISPLAY UNIT, FLAT PANEL	4663	B113
NEC	LCD1760VM	DISPLAY UNIT, FLAT PANEL	4663	B113
COMPAQ	V7550	DISPLAY UNIT	4663	B160
SUN MICROSYSTEMS INC	GH18PS	DISPLAY UNIT	4663	B160
MICRON ELECTRONICS INC	M7F35MR	DISPLAY UNIT	4663	B160
DELL	1800FP	DISPLAY UNIT, FLAT PANEL	4663	B160B
MICRON ELECTRONICS INC	700VX	DISPLAY UNIT	4663	B161
SUN MICROSYSTEMS INC	GH18PS	DISPLAY UNIT	4663	B161
NEC	LCD1760VM	DISPLAY UNIT, FLAT PANEL	4663	B170
AVOCENT	AFTERPATH ACS8	DISPLAY, KVM SWITCH	4663	B170D
AVOCENT	AFTERPATH ACS8	DISPLAY, KVM SWITCH	4663	B170D
AVOCENT	AFTERPATH ACS8	DISPLAY, KVM SWITCH	4663	B170D
AVOCENT	AFTERPATH ACS48	DISPLAY, KVM SWITCH	4663	B170D

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
AVOCENT	AFTERPATH ACS8	DISPLAY, KVM SWITCH	4663	B170D
DELL	1800FP	DISPLAY UNIT, FLAT PANEL	4663	B171
VIEWSONIC	P810	DISPLAY UNIT	4663	C112
PSSC LABS	A109	PC, OPTERON 2.8GHZ DC	4663	C114
VIEWSONIC	VA2226W	DISPLAY UNIT, LCD, 22" WIDESCREEN	4663	C114
VIEWSONIC	VLCDS26064-2W	DISPLAY UNIT, LCD, 20.1 INCH, VP201S	4663	C170
APPLE COMPUTER INC	M1297	DISPLAY UNIT, APPLECOLOR HIGH RES RGB 14	4663	C200
APPLE COMPUTER INC	M0401	DISPLAY UNIT, HIGH RESOLUTION RGB 13"	4663	C200
VIEWSONIC	VCDTS22337-3M	DISPLAY UNIT	4663	C260
DELL COMPUTERS	P991	DISPLAY UNIT	4663	C260
VIEWSONIC	VX924	DISPLAY	4663	C260
DELL COMPUTERS	M992	DISPLAY UNIT, 19" FLAT SCREEN	4663	C260
SONY CORP OF AMERICA	SDM-M81	DISPLAY UNIT, 18" LCD	4663	C260
DELL	P991	DISPLAY UNIT	4663	C260
WRIGHT LINE INC	V1ULCD15TB	DISPLAY UNIT, DRAWER MOUNTED	4663	C260
VIEWSONIC	VCDTS22337-3M	DISPLAY UNIT	4663	C260
VIEWSONIC	VCDTS22337-3M	DISPLAY UNIT	4663	C260
VIEWSONIC	VCDT523956-2M	DISPLAY UNIT, CRT, 19 INCH, P95F+	4663	C266
HEWLETT-PACKARD CO	E173FPB	DISPLAY	4663	E-21
VIEWSONIC	VS10790	DISPLAY UNIT, LCD, 19", VG920	4663	M128
MICRON ELECTRONICS INC	700VX	DISPLAY UNIT	4663	NACC
WRIGHT LINE INC	V4742436	CABINET, ELECTRICAL EQUIPMENT	4663	B107
WRIGHT LINE INC	V4742436	CABINET, ELECTRICAL EQUIPMENT	4663	B107
WRIGHT LINE INC	V4742436	CABINET, SERVER	4663	B107
WRIGHT LINE INC	V4742436	CABINET, SERVER	4663	B107
WRIGHT LINE INC	V4742436	CABINET, SERVER	4663	B107
WRIGHT LINE INC	V4742436	CABINET, SERVER	4663	B107
WRIGHT LINE INC	V4722436	CABINET, SERVER	4663	B107
WRIGHT LINE INC	V3742436	CABINET, SERVER	4663	B107
WRIGHT LINE INC	V4722436	CABINET, SERVER	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
WRIGHT LINE INC	V4742436	CABINET, ELECTRICAL EQUIPMENT	4663	B107
DELL	4210	CABINET, SERVER	4663	B107
DELL	OGJ575	CABINET, ELECTRICAL EQUIPMENT	4663	B107
COMPAQ	9142	CABINET, SERVER	4663	B107
WRIGHT LINE INC	V4742436	CABINET, SERVER	4663	B107
WRIGHT LINE INC	V4742436	CABINET, SERVER	4663	B107
WRIGHT LINE INC	V4742436	CABINET, SERVER	4663	B107
DELL	4210	CABINET, SERVER	4663	B113
WRIGHT LINE INC	42U	CABINET, ELECTRICAL EQUIPMENT	4663	C260
AVOCENT	DSR-2020	SWITCH, IP KVM	4663	C260
PSSC LABS	5600	SWITCH, FIBER CHANNEL, QLOGIC 5600	4663	C260
PSSC LABS	5600	SWITCH, FIBER CHANNEL, QLOGIC 5600	4663	C260
WRIGHT LINE INC	V4742436	CABINET, ELECTRICAL EQUIPMENT	4663	C260
CISCO SYSTEMS INC	WS-C4006-S3	CHASSIS, ELECTRICAL-ELECTRONIC	4663	E21
NCIPHER INC	AC3099W	READER, CIPHER	4663	B113
IBM	9309	LAN-CHANNEL RACK	4663	B160
IBM	9034-001	ESCON CONVERTER	4663	B160
IBM	3174	CONSOLE, CONTROLLER	4663	B160
STORAGE TECHNOLOGY CORP	7934	ESCON CONVERTER	4663	B160
IBM	3174-1L	CONTROLLER, TERMINAL	4663	B160
IBM	3174-1L	CONTROLLER, TERMINAL	4663	B160
IBM	3174-11R	CONTROLLER, TERMINAL	4663	C260
IBM	3174-11R	CONTROLLER, TERMINAL	4663	C260
HEWLETT-PACKARD CO	Q7493A	PRINTER, COLOR LASERJET 4700DN	4663	A286-
HEWLETT-PACKARD CO	C4120A	PRINTER, LASERJET 4000N	4663	B110A
HEWLETT-PACKARD CO	Q6687A	PLOTTER, DESIGNJET T1100, 44"	4663	B110A
HEWLETT-PACKARD CO	C3198B	PLOTTER, DESIGNJET 755CM, 36"	4663	B111
DEC	LA30NA2	PRINTER, DECWRITER III	4663	B113
INTERMEC CORP	3400	PRINTER, THERMAL, BARCODE	4663	B161
NCIPHER INC	NETHSM 2000	NETWORK HARDWARE SECURITY MODULE	4663	B107
NCIPHER INC	NETHSM 2000	NETWORK HARDWARE SECURITY MODULE	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
NCIPHER INC	NETHSM 2000	NETWORK HARDWARE SECURITY MODULE	4663	B107
NCIPHER INC	NETHSM 2000	NETWORK HARDWARE SECURITY MODULE	4663	B107
DELL	EMS01	SERVER, POWEREDGE 2950	4663	A109W
IBM	7013-580	COMPUTER, MINI	4663	B107
PSSC LABS	2U	SERVER, RACKMOUNT, QUAD CORE OPTERON	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	POWEREDGE 2850	SERVER, POWEREDGE 2850	4663	B107
SUN MICROSYSTEMS INC	SUN BLADE 500	SERVER, SUNBLADE 500	4663	B107
PSSC LABS	5U	SERVER, DUAL INTEL 5440	4663	B107
APPLE COMPUTER INC	M5183	PC, POWERMAC G3/400 YOSEMITE	4663	B107
MICRON ELECTRONICS INC	SE440BX2P11450MT	PC, PENTIUM II 450	4663	B107
COMPAQ	DL380	SERVER, PROLIANT DL380	4663	B107
APPLE COMPUTER INC	A1004	SERVER, XSERVE G4 1.3GHZ	4663	B107
APPLE COMPUTER INC	A1004	SERVER, XSERVE G4 DUAL 1.3GHZ	4663	B107
APPLE COMPUTER INC	A1004	SERVER, XSERVE G4 DUAL 1.3GHZ	4663	B107
APPLE COMPUTER INC	A1004	SERVER, XSERVE G4 DUAL 1.3GHZ	4663	B107
APPLE COMPUTER INC	A1004	SERVER, XSERVE G4 1.3GHZ	4663	B107
DELL	POWEREDGE2850	SERVER, POWEREDGE 2850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
SUN MICROSYSTEMS INC	S20S71264P98	SERVER, SPARCSERVER 20	4663	B107
COMPAQ COMPUTER CORP	1850R	SERVER, PROLIANT 1850R	4663	B107
COMPAQ COMPUTER CORP	DL-380	SERVER, PROLIANT DL380	4663	B107
COMPAQ	DL380	SERVER, PROLIANT DL380	4663	B107
SUN MICROSYSTEMS INC	280-R	SERVER, SUNFIRE 280R	4663	B107
COMPAQ	DL.380	SERVER, PROLIANT DL380 G2	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
COMPAQ	PROLIANT DL380	SERVER, PROLIANT DL380	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
COMPAQ	1850R	SERVER, PROLIANT 1850R	4663	B107
PSSC LABS	NONE	SERVER, RACKMOUNT, OPTERON 246, DP	4663	B107
PSSC LABS	AMD DUAL ATHLON	SERVER, RACKMOUNT	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B107
SUN MICROSYSTEMS INC	280-R	SERVER, SUNFIRE 280R	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
COMPAQ	169862-999	SERVER, ALPHASERVER ES40	4663	B107
COMPAQ	DH-62AAAAK	SERVER, COMPAQ ALPHA ES40	4663	B107
SUN MICROSYSTEMS INC	190	SERVER	4663	B107
SUN MICROSYSTEMS INC	190	SERVER	4663	B107
SUN MICROSYSTEMS INC	190	SERVER	4663	B107
SUN MICROSYSTEMS INC	190	SERVER	4663	B107
SUN MICROSYSTEMS INC	190	SERVER	4663	B107
SUN MICROSYSTEMS INC	190	SERVER	4663	B107
SUN MICROSYSTEMS INC	190	SERVER	4663	B107
SUN MICROSYSTEMS INC	190	SERVER	4663	B107
PENGUIN COMPUTING INC	IR2300	SERVER, ALTUS 2300	4663	B107
PENGUIN COMPUTING INC	IR2300	SERVER, RACKMOUNT	4663	B107
HEWLETT-PACKARD CO	PROLIANT DL380 G4	SERVER, PROLIANT DL380 G4	4663	B107
HEWLETT-PACKARD CO	PROLIANT DL380 G4	SERVER, PROLIANT DL380 G4	4663	B107
HEWLETT-PACKARD CO	PROLIANT DL380 G4	SERVER, PROLIANT DL380 G4	4663	B107
DELL	POWEREDGE 2850	SERVER, POWEREDGE 2850	4663	B107
SUN MICROSYSTEMS INC	SUNFIRE V240	SERVER, SUNFIRE V240	4663	B107
SUN MICROSYSTEMS INC	SUNFIRE V480	SERVER, SUNFIRE V480	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
DELL	POWEREDGE 2850	SERVER, POWEREDGE 2850	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
DELL	POWEREDGE 2850	SERVER, POWEREDGE 2850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B107
SUN MICROSYSTEMS INC	600-3784-01	SERVER, ULTRA 2200 ENTERPRISE	4663	B107
SUN MICROSYSTEMS INC	600-3784-01	SERVER, ULTRA 2200 ENTERPRISE	4663	B107
DELL	POWER EDGE 2850	SERVER, POWEREDGE 2850	4663	B107
DELL	POWEREDGE 2650	SERVER, POWEREDGE 2650	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
DELL	2650	SERVER, POWEREDGE 2650	4663	B107
DELL	EMM	SERVER, POWEREDGE 6850	4663	B107
DELL	EMM	SERVER, POWEREDGE 6850	4663	B107
DELL	EMM	SERVER, POWEREDGE 6850	4663	B107
DELL	EMM	SERVER, POWEREDGE 6850	4663	B107
SUN MICROSYSTEMS INC	SUNFIRE V440	SERVER, SUNFIRE V440	4663	B107
HEWLETT-PACKARD CO	PROLIANT DL360	SERVER, PROLIANT DL360 G3	4663	B107
SUN MICROSYSTEMS INC	SUNFIRE V240	SERVER, SUNFIRE V240	4663	B107
DELL	ETL	SERVER, POWEREDGE 6650	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360	4663	B107
SUN MICROSYSTEMS INC	ENTERPRISE 220R	SERVER, ENTERPRISE 220R	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
DELL	2650	SERVER, POWEREDGE 2650	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
COMPAQ	PROLIANT DL380	SERVER, PROLIANT DL380	4663	B107
COMPAQ	PROLIANT DL380	SERVER, PROLIANT DL380	4663	B107
SUN MICROSYSTEMS INC	SUNBLADE 100	SERVER, SUNBLADE 100	4663	B107
COMPAQ	DL-360	SERVER, PROLIANT DL 360 G2	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	POWEREDGE 2850	SERVER, POWEREDGE 2850	4663	B107
DELL	POWEREDGE 2850	SERVER, POWEREDGE 2850	4663	B107
DELL	POWEREDGE 2850	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107
COMPAQ	PROLIANT DL380	SERVER, PROLIANT DL380	4663	B107
COMPAQ	PROLIANT DL380	SERVER, PROLIANT DL380	4663	B107
SUN MICROSYSTEMS INC	SUNFIRE V240	SERVER, SUNFIRE V240	4663	B107
SUN MICROSYSTEMS INC	SUNFIRE V240	SERVER, SUNFIRE V240	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
DELL	SMM	SERVER, POWEREDGE 1500SC	4663	B107
TECHONWEBCOM	NONE	SERVER	4663	B107
HEWLETT-PACKARD CO	DL-380	SERVER, PROLIANT DL380	4663	B107
HEWLETT-PACKARD CO	PROLIANT-DL380	SERVER, PROLIANT DL380 G3	4663	B107
PENGUIN COMPUTING INC	4300-E	SERVER, ALTUS 3400	4663	B107
PENGUIN COMPUTING	4300-E	SERVER, ALTUS 3400	4663	B107
DELL	ETL	SERVER, POWEREDGE 6650	4663	B107
SUN MICROSYSTEMS INC	SUNBLADE 1000	SERVER, SUNBLADE 1000	4663	B107
PENGUIN COMPUTING INC	IR2350	SERVER, ALTUS 2200	4663	B107
PENGUIN COMPUTING INC	4300-E	SERVER, ALTUS 3400	4663	B107
PENGUIN COMPUTING INC	IR2350	SERVER, ALTUS 2200	4663	B107
PENGUIN COMPUTING INC	IR2350	SERVER, ALTUS 2200	4663	B107
PENGUIN COMPUTING INC	IR2350	SERVER, ALTUS 2200	4663	B107
PENGUIN COMPUTING INC	IR2350	SERVER, ALTUS 2200	4663	B107
PENGUIN COMPUTING INC	IR2350	SERVER, ALTUS 2200	4663	B107
DELL	SML	SERVER, POWEREDGE 4400	4663	B107
DELL	SML	SERVER, POWEREDGE 4400	4663	B107
SUN MICROSYSTEMS INC	SUNFIRE 280R	SERVER, SUNFIRE 280R	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
COMPAQ	FS-CPQ05-1W	SERVER, PROLIANT DL360 G2	4663	B107
COMPAQ	DL.380	SERVER, PROLIANT DL380 G2	4663	B107
COMPAQ	DL-380	SERVER, PROLIANT DL380 G2	4663	B107
COMPAQ	PROLIANT DL380	SERVER, PROLIANT DL380	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
GATEWAY	955	CABINET, SERVER	4663	B107
DELL	SMP	SERVER, POWEREDGE 2550R	4663	B107
DELL	EMM	SERVER, POWEREDGE 6850	4663	B107
DELL	EMM	SERVER, POWEREDGE 6850	4663	B107
DELL	EMM	SERVER, POWEREDGE 6850	4663	B107
PENGUIN COMPUTING INC	1URACK MOUNT	SERVER	4663	B107
PENGUIN COMPUTING INC	ALTUS1300	SERVER, ALTUS 1300	4663	B107
PENGUIN COMPUTING INC	ALTUS 1000E	SERVER, ALTUS 1000E	4663	B107
PENGUIN COMPUTING INC	ALTUS1300	SERVER, ALTUS 1300	4663	B107
PENGUIN COMPUTING INC	ALTUS 1000E	SERVER, ALTUS 1000E	4663	B107
PENGUIN COMPUTING INC	IR2300	SERVER	4663	B107
PENGUIN COMPUTING INC	1URACK MOUNT	SERVER, RELION 130	4663	B107
PENGUIN COMPUTING INC	1URACK MOUNT	SERVER, RELION 130	4663	B107
PENGUIN COMPUTING INC	1URACK MOUNT	SERVER, RELION 130	4663	B107
PENGUIN COMPUTING INC	ALTUS 1000E	SERVER, ALTUS 1000E	4663	B107
PENGUIN COMPUTING INC	ALTUS 1000E	SERVER, ALTUS 1000E	4663	B107
PENGUIN COMPUTING INC	IR2300	SERVER	4663	B107
PENGUIN COMPUTING INC	ALTUS 1000E	SERVER, ALTUS 1000E	4663	B107
PENGUIN COMPUTING INC	ALTUS 1000E	SERVER, ALTUS 1000E	4663	B107
PENGUIN COMPUTING INC	ALTUS 1000E	SERVER, ALTUS 1000E	4663	B107
PENGUIN COMPUTING INC	ALTUS 1000E	SERVER, ALTUS 1000E	4663	B107
PENGUIN COMPUTING INC	ALTUS 1000E	SERVER, ALTUS 1000E	4663	B107
COMPAQ	DL380	SERVER, PROLIANT DL380	4663	B107
COMPAQ	PROLIANT DL380	SERVER, PROLIANT DL 380	4663	B107
COMPAQ	DL.380	SERVER, PROLIANT DL380 G2	4663	B107
SUN MICROSYSTEMS INC	SUN FIRE 280R	SERVER, SUNFIRE 280R	4663	B107
SUN MICROSYSTEMS INC	SUN FIRE 280R	SERVER, SUNFIRE 280R	4663	B107
COMPAQ	DL360	SERVER, PROLIANT DL360 G2	4663	B107
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107A
DELL	EMS	SERVER, POWEREDGE 2850	4663	B107A
SUN MICROSYSTEMS INC	SUNFIRE V240	SERVER, SUNFIRE V240	4663	B107A

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
COMPAQ	1850R 6/550	SERVER, PROLIANT 1850R	4663	B107A
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	POWEREDGE 2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B109

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
DELL	2650	SERVER, POWEREDGE 2650	4663	B109
GATEWAY	7450R	FILESERVER	4663	B109
GATEWAY	7450R	FILESERVER	4663	B109
DELL	2650	SERVER, POWEREDGE 2650	4663	B110A
SUN MICROSYSTEMS INC	SUNFIRE V240	SERVER, SUNFIRE V240	4663	B110A
DELL	2650	SERVER, POWEREDGE 2650	4663	B110A
DELL	2650	SERVER, POWEREDGE 2650	4663	B110A
DELL	2650	SERVER, POWEREDGE 2650	4663	B110A
DELL	2650	SERVER, POWEREDGE 2650	4663	B110A
COMPAQ COMPUTER CORP	1850R	FILESERVER	4663	B110A
SUN MICROSYSTEMS INC	SUNFIRE V240	SERVER, SUNFIRE V240	4663	B110A
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	POWEREDGE 2850	SERVER, POWEREDGE 2850	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS	SERVER, POWEREDGE 2850	4663	B113
DELL	EMS	SERVER, POWEREDGE 2850	4663	B113
SUN MICROSYSTEMS INC	SUNFIRE V40Z	SERVER, SUNFIRE V40Z	4663	B113
SUN MICROSYSTEMS INC	SUNFIRE V40Z	SERVER, SUNFIRE V40Z	4663	B113
SUN MICROSYSTEMS INC	SUNFIRE V40Z	SERVER, SUNFIRE V40Z	4663	B113
SUN MICROSYSTEMS INC	SUNFIRE V40Z	SERVER, SUNFIRE V40Z	4663	B113
SUN MICROSYSTEMS INC	SUNFIRE V40Z	SERVER, SUNFIRE V40Z	4663	B113
SUN MICROSYSTEMS INC	V40Z	SERVER, SUNFIRE V40Z	4663	B113
DELL	EMS	SERVER, POWEREDGE 2850	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMU01	SERVER, POWEREDGE 1950	4663	B113

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
DELL	EMU01	SERVER, POWEREDGE 1950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	POWEREDGE 650	SERVER, POWEREDGE 650	4663	B113
DELL	POWEREDGE 2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	POWEREDGE 2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	POWEREDGE 2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	POWEREDGE 6650	SERVER, POWEREDGE 6650	4663	B113
GTSI	CM 32	SERVER, TERMINAL	4663	B113
DELL	POWEREDGE 2850	SERVER, POWEREDGE 2850	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	EMS	SERVER, POWEREDGE 2850	4663	B113
DELL	POWEREDGE 2650	SERVER, POWEREDGE 2650	4663	B113
DELL	POWEREDGE 2650	SERVER, POWEREDGE 2650	4663	B113
DELL	POWEREDGE 4400	SERVER, POWEREDGE 4400	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	SMP01	SERVER, POWEREDGE 2650	4663	B113
DELL	POWEREDGE 2650	SERVER, POWEREDGE 2650	4663	B113
DELL	EMS	SERVER, POWEREDGE 2850	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	EMS	SERVER, POWEREDGE 2850	4663	B113
DELL	POWEREDGE 2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	EMS	SERVER, POWEREDGE 2850	4663	B113
DELL	EMS	SERVER, POWEREDGE 2850	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	EMS	SERVER, POWEREDGE 2850	4663	B113
COBALT NETWORKS	R46-H60RIU	SERVER	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
SUN MICROSYSTEMS INC	T2000	SERVER, SUNFIRE T2000	4663	B113
SUN MICROSYSTEMS INC	T2000	SERVER, SUNFIRE T2000	4663	B113
SUN MICROSYSTEMS INC	T2000	SERVER, SUNFIRE T2000	4663	B113
SUN MICROSYSTEMS INC	T2000	SERVER, SUNFIRE T2000	4663	B113

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
DELL	EMS	SERVER, POWEREDGE 2850	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
DELL	2650	SERVER, POWEREDGE 2650	4663	B113
COMPAQ	DL360	SERVER, PROLIANT DL360	4663	B113
DELL	POWEREDGE 1300	SERVER, POWEREDGE 1300	4663	B113
SUN MICROSYSTEMS INC	A21UFE1A9JA128CG	WORKSTATION, ULTRA 5	4663	B13
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B160
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B160
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B160
COMPAQ COMPUTER CORP	242695-001	SWITCHING UNIT, ELECTRONIC COM	4663	B160E
COMPAQ COMPUTER CORP	PROLIANT 1850R	SERVER, PROLIANT 1850R	4663	B161
MICRON COMPUTER INC	NF6200	SERVER, TESTING	4663	B161
MICRON COMPUTER INC	NF6200	SERVER, TESTING	4663	B161
DELL	2650	SERVER, POWEREDGE 2650	4663	B170
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B170
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B170
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B170
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B170
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B170
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B170
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B170
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B170
DELL	EMS01	SERVER, POWEREDGE 2950	4663	B170
DELL	2650	SERVER, POWEREDGE 2650	4663	B170
DELL	2650	SERVER, POWEREDGE 2650	4663	B170
DELL	2650	SERVER, POWEREDGE 2650	4663	B170
DELL	2650	SERVER, POWEREDGE 2650	4663	B170

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
DELL	2650	SERVER, POWEREDGE 2650	4663	B170
DELL	2650	SERVER, POWEREDGE 2650	4663	B170
DELL	2650	SERVER, POWEREDGE 2650	4663	B170
DELL	2650	SERVER, POWEREDGE 2650	4663	B170
DELL	2650	SERVER, POWEREDGE 2650	4663	B170
DELL	POWEREDGE 2850	SERVER, POWEREDGE 2850	4663	B170
SUN MICROSYSTEMS INC	SUNBLADE 1000	SERVER, SUNBLADE 1000	4663	C105
DELL	POWEREDGE 800	SERVER, POWEREDGE 800	4663	C108
SUN MICROSYSTEMS INC	A14UCB21E256AC2200	SERVER, ULTRA 2200 ENTERPRISE	4663	C111
DELL	EMS01	SERVER, POWEREDGE 2950	4663	C113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	C113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	C113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	C113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	C113
DELL	EMS01	SERVER, POWEREDGE 2950	4663	C113
SUN MICROSYSTEMS INC	SUNBLADE 1000	SERVER, SUNBLADE 1000	4663	C160
PSSC LABS	RMC3F-T82-700R	PC, RACKMOUNT, QUAD OPTERON 875 DC, 3U	4663	C260
PSSC LABS	4U	SERVER, QUAD OPTERON DC, 2.6GHZ	4663	C260
PSSC LABS	800660	SERVER, RACKMOUNT, QUAD OPTERON DC 875	4663	C260
THINK COMPUTER PRODUCTS	TSS-TH1104	SERVER, 8 OPTERON DC 885	4663	C260
THINKCP TECHNOLOGIES	VX50-B4985-E	SERVER, 8 OPTERON 8222 DC	4663	C260
PSSC LABS	NONE	SERVER, 8 OPTERON QUAD CORE 8356	4663	C260
PSSC LABS	PSSCLABS	SERVER, 8 CPU OPTERON QUAD CORE	4663	C260
PSSC LABS	PSSCLABS	SERVER, 8 CPU OPTERON QUAD CORE	4663	C260
COMPAQ	DL360	SERVER, PROLIANT DL360	4663	C260
HEWLETT-PACKARD CO	371293-405	SERVER, PROLIANT DL380 G4	4663	C260
PSSC LABS	3U	SERVER, QUAD OPTERON 8350 QC	4663	C260
PSSC LABS	3U	SERVER, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	801005	SERVER, DUAL INTEL 5440	4663	C260
PSSC LABS	RSC-5D-2Q1	SERVER, POWERRAID	4663	C260

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	801010	SERVER, DUAL INTEL 5440	4663	C260
DELL	POWEREDGE 1850	SERVER, POWEREDGE 1850	4663	C260
SUN MICROSYSTEMS INC	A23-ULD2-9L-512AQ	SERVER	4663	C260
HEWLETT-PACKARD CO	DL380 G4	SERVER, PROLIANT DL380 G4	4663	C260
DELL	WCP	PC, PENTIUM II	4663	C266
SUN MICROSYSTEMS INC	ULTRA60	SERVER, ULTRA 60	4663	C269
TATUNG CO	U10R	SERVER, U10R	4663	E-21
TRISUM INC	U450M256	SERVER	4663	E-21
GATEWAY	7450R	FILESERVER	4663	E-21
TRANSOURCE COMPUTERS	IW-A500	SERVER, COMMUNICATIONS	4663	E-21
GATEWAY	7450R	FILESERVER	4663	E-21
TATUNG CO	TWS-3500R	COMPUTER, RACKMOUNT	4663	E-21
TATUNG CO	TWS-3500R	COMPUTER, RACKMOUNT	4663	E-21
SUN MICROSYSTEMS INC	SPARC 20	COMPUTER, MICRO	4663	E-21
GATEWAY	7450R	FILESERVER	4663	E-21
GATEWAY	7450R	FILESERVER	4663	E-21
DELL	POWER EDGE 2650	SERVER, POWEREDGE 2650	4663	M211
DELL	2650	SERVER, POWEREDGE 2650	4663	M211
DELL	2650	SERVER, POWEREDGE 2650	4663	M211
COMPAQ	DSTL891-NT	TAPE DRIVE, DLT LIBRARY	4663	B107
DELL	618VP	TAPE DRIVE	4663	B107
SEAGATE	VIPER 200	TAPE DRIVE UNIT	4663	B113
SUN MICROSYSTEMS INC	SG-XTAP8MM-011A	TAPE DRIVE	4663	B160
SUN MICROSYSTEMS INC	SG-XTAP8MM-011A	TRANSPORT, MAGNETIC TAPE	4663	B170
EXABYTE CORP	EXB10E-CHS	TAPE DRIVE, LIBRARY	4663	C111
EXABYTE CORP	EL820E	TAPE DRIVE	4663	C111
OVERLAND DATA	HPLT03LXLL3111RXOVRL	TAPE LIBRARY	4663	C260
PSSC LABS	ARCVAULT2U	TAPE LIBRARY, OVERLAND STORAGE ARCVAULT	4663	C260
SUN MICROSYSTEMS INC	611TD	TAPE DRIVE	4663	C269
DEC	VT320C2	TERMINAL	4663	B113

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
IBM	3727-70	CONTROLLER, COMMUNICATIONS	4663	B113
IBM	3174-11L	CONTROLLER, CONSOLE TERMINAL	4663	B113
IBM	3174-11L	CONTROLLER, CONSOLE TERMINAL	4663	B113
CYCLADES	TS2000	SWITCH, CONSOLE	4663	B160
IBM	3206-110	TERMINAL, SERVICE CONSOLE	4663	B160
IBM	3191-A10	TERMINAL	4663	B160
TOSHIBA	PORTEGE M400-S4032	PC, PENTIUM, LAPTOP	4663	A181A
DELL	PP18L	COMPUTER, MICRO, LAPTOP	4663	A205
DELL	PP18L	COMPUTER, MICRO, LAPTOP	4663	A209
GATEWAY	ALR7200	PC, PENTIUM II	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	WORKSTATION	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
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PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
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PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
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PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	WORKSTATION	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
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PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
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PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	WORKSTATION	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
PSSC LABS	NONE	PC, RACKMOUNT, DUAL OPTERON DC 270	4663	B107
TATUNG CO	RPC-600FT-ATM	SERVER, SUN CLONE	4663	B107
TATUNG CO	RPC-600FT-ATM	SERVER, SUN CLONE	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
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PSSC LABS	NONE	PC, ATHLON	4663	B107
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PSSC LABS	NONE	PC, ATHLON	4663	B107
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PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
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PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
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PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
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PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
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PSSC LABS	NONE	PC, ATHLON	4663	B107
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PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DPQ	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, ATHLON	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107
PSSC LABS	NONE	SERVER, RACKMOUNT, QUAD OPTERON 880 DC	4663	B107
PSSC LABS	NONE	SERVER, RACKMOUNT, DUAL OPTERON 280 DC	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	AMS9245-150-1V250	PC, RACKMOUNT, DUAL OPTERON 250	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
ATIPA	ATYAN-S4882-2U850X	PC, RACKMOUNT, QUAD OPTERON 850	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	NONE	PC, OPTERON 246, DP	4663	B107

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	NONE	SERVER, RACKMOUNT, DUAL OPTERON DC 280	4663	B107
PSSC LABS	AMD OPTERON 242	PC, RACKMOUNT, OPTERON 242 DP	4663	B107
PSSC LABS	AMD-OPTERON-242	PC, OPTERON, RACKMOUNT	4663	B107
PSSC LABS	OPTERON 242	PC, OPTERON, RACKMOUNT	4663	B107
DELL	GX260	PC, PENTIUM	4663	B107
DELL	GX260	PC, PENTIUM	4663	B107A
DELL	GX260	PC, PENTIUM	4663	B107A
DELL	MMP	PC, PENTIUM III	4663	B107A
DELL	MMP	PC, PENTIUM III	4663	B107A
WYSE TECHNOLOGY	WT9235LE	TERMINAL, THIN-CLIENT	4663	B107A
GATEWAY 2000	G6-300	PC, PENTIUM II 300	4663	B107A
DELL	MMP	PC, PENTIUM III	4663	B107A
DELL	GX260	PC, PENTIUM	4663	B110A
DELL	DHM	PC, OPTIPLEX GX240	4663	B110A
DELL	MMP	PC, PENTIUM II	4663	B111

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
IBM	6578-RAU	COMPUTER, MICRO	4663	B113
MICRON ELECTRONICS INC	M55HIPLUS2-P166-MT	PC, PENTIUM 166	4663	B170
MICRON ELECTRONICS INC	M55HIPLUS2-P166-MT	PC, PENTIUM 166	4663	B170
DELL	GX260T	PC, PENTIUM	4663	B171
DELL	GX260T	PC, PENTIUM	4663	B171
IBM	2653NU1	PC, PENTIUM, LAPTOP	4663	B214
IBM	2653H6U	PC, LAPTOP	4663	B220
IBM	2653NU1	PC, PENTIUM, LAPTOP	4663	B220
IBM	2653-NU1	PC, LAPTOP, PENTIUM	4663	B220
STOREANYWHERECOM	NONEX	PC, PENTIUM	4663	B220
STOREANYWHERECOM	ETC PC	PC, PENTIUM	4663	B220
STOREANYWHERECOM	PPTPCC	PC, PENTIUM	4663	B220
STOREANYWHERECOM	GRT PC	PC, PENTIUM	4663	B220
STOREANYWHERECOM	GRT PC	PC, PENTIUM	4663	B220
STOREANYWHERECOM	GRT PC	PC, PENTIUM	4663	B220
STOREANYWHERECOM	GRT PC	PC, PENTIUM	4663	B220
STOREANYWHERECOM	GRT PC	PC, PENTIUM	4663	B220
STOREANYWHERECOM	GRT PC	PC, PENTIUM	4663	B220
STOREANYWHERECOM	GRT PC	PC, PENTIUM	4663	B220
DEC	PCP11	PC, 386, 320P	4663	C100B
GATEWAY	SOLO5350	PC, PENTIUM, LAPTOP	4663	C105
PSSC LABS	N121	PC, ATHLON	4663	C114
PSSC LABS	N011	PC, ATHLON	4663	C260
SUN MICROSYSTEMS INC	A22UEA1A9JA256CG	WORKSTATION, ULTRA 10	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	1U	PC, RACKMOUNT, DUAL OPTERON 2350 QC	4663	C260
PSSC LABS	N010	PC, ATHLON	4663	C260
PSSC LABS	N004	PC, ATHLON	4663	C260
PSSC LABS	N014	PC, ATHLON	4663	C260
PSSC LABS	N020	PC, ATHLON	4663	C260
PSSC LABS	N005	PC, ATHLON	4663	C260
PSSC LABS	N009	PC, ATHLON	4663	C260
PSSC LABS	N015	PC, ATHLON	4663	C260
PSSC LABS	N019	PC, ATHLON	4663	C260
PSSC LABS	N001	PC, ATHLON	4663	C260
PSSC LABS	N008	PC, ATHLON	4663	C260
PSSC LABS	N003	PC, ATHLON	4663	C260
PSSC LABS	N006	PC, ATHLON	4663	C260
PSSC LABS	N013	PC, ATHLON	4663	C260
PSSC LABS	N007	PC, ATHLON	4663	C260
PSSC LABS	N012	PC, ATHLON	4663	C260
PSSC LABS	N017	PC, ATHLON	4663	C260
PSSC LABS	N016	PC, ATHLON	4663	C260
PSSC LABS	N018	PC, ATHLON	4663	C260
PSSC LABS	N002	PC, ATHLON	4663	C260
PSSC LABS	N147	PC, ATHLON	4663	C260
PSSC LABS	N146	PC, ATHLON	4663	C260
PSSC LABS	N156	PC, ATHLON	4663	C260

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	N162	PC, ATHLON	4663	C260
PSSC LABS	N151	PC, ATHLON	4663	C260
PSSC LABS	N161	PC, ATHLON	4663	C260
PSSC LABS	N152	PC, ATHLON	4663	C260
PSSC LABS	N157	PC, ATHLON	4663	C260
PSSC LABS	N159	PC, ATHLON	4663	C260
PSSC LABS	N153	PC, ATHLON	4663	C260
PSSC LABS	N149	PC, ATHLON	4663	C260
PSSC LABS	N160	PC, ATHLON	4663	C260
PSSC LABS	N143	PC, ATHLON	4663	C260
PSSC LABS	N155	PC, ATHLON	4663	C260
PSSC LABS	N150	PC, ATHLON	4663	C260
PSSC LABS	N158	PC, ATHLON	4663	C260
PSSC LABS	N145	PC, ATHLON	4663	C260
PSSC LABS	N148	PC, ATHLON	4663	C260
PSSC LABS	N144	PC, ATHLON	4663	C260
PSSC LABS	N154	PC, ATHLON	4663	C260
PSSC LABS	N141	PC, ATHLON	4663	C260
PSSC LABS	N127	PC, ATHLON	4663	C260
PSSC LABS	N126	PC, ATHLON	4663	C260
PSSC LABS	N132	PC, ATHLON	4663	C260
PSSC LABS	N137	PC, ATHLON	4663	C260
PSSC LABS	N142	PC, ATHLON	4663	C260
PSSC LABS	N136	PC, ATHLON	4663	C260
PSSC LABS	N131	PC, ATHLON	4663	C260
PSSC LABS	N135	PC, ATHLON	4663	C260
PSSC LABS	N133	PC, ATHLON	4663	C260
PSSC LABS	N128	PC, ATHLON	4663	C260
PSSC LABS	N139	PC, ATHLON	4663	C260
PSSC LABS	N138	PC, ATHLON	4663	C260
PSSC LABS	N125	PC, ATHLON	4663	C260

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	N124	PC, ATHLON	4663	C260
PSSC LABS	N123	PC, ATHLON	4663	C260
PSSC LABS	N140	PC, ATHLON	4663	C260
PSSC LABS	N143	PC, ATHLON	4663	C260
PSSC LABS	N129	PC, ATHLON	4663	C260
PSSC LABS	N130	PC, ATHLON	4663	C260
PSSC LABS	N037	PC, ATHLON	4663	C260
PSSC LABS	N036	PC, ATHLON	4663	C260
PSSC LABS	N021	PC, ATHLON	4663	C260
PSSC LABS	N022	PC, ATHLON	4663	C260
PSSC LABS	N026	PC, ATHLON	4663	C260
PSSC LABS	N027	PC, ATHLON	4663	C260
PSSC LABS	N031	PC, ATHLON	4663	C260
PSSC LABS	N032	PC, ATHLON	4663	C260
PSSC LABS	N029	PC, ATHLON	4663	C260
PSSC LABS	N025	PC, ATHLON	4663	C260
PSSC LABS	N034	PC, ATHLON	4663	C260
PSSC LABS	N038	PC, ATHLON	4663	C260
PSSC LABS	N030	PC, ATHLON	4663	C260
PSSC LABS	N035	PC, ATHLON	4663	C260
PSSC LABS	N023	PC, ATHLON	4663	C260
PSSC LABS	N028	PC, ATHLON	4663	C260
PSSC LABS	N040	PC, ATHLON	4663	C260
PSSC LABS	N039	PC, ATHLON	4663	C260
PSSC LABS	N033	PC, ATHLON	4663	C260
PSSC LABS	N024	PC, ATHLON	4663	C260
PSSC LABS	N048	PC, ATHLON	4663	C260
PSSC LABS	N047	PC, ATHLON	4663	C260
PSSC LABS	N046	PC, ATHLON	4663	C260
PSSC LABS	N042	PC, ATHLON	4663	C260
PSSC LABS	N057	PC, ATHLON	4663	C260

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	N052	PC, ATHLON	4663	C260
PSSC LABS	N041	PC, ATHLON	4663	C260
PSSC LABS	N085	PC, ATHLON	4663	C260
PSSC LABS	N043	PC, ATHLON	4663	C260
PSSC LABS	N053	PC, ATHLON	4663	C260
PSSC LABS	N056	PC, ATHLON	4663	C260
PSSC LABS	N051	PC, ATHLON	4663	C260
PSSC LABS	N042	PC, ATHLON	4663	C260
PSSC LABS	N044	PC, ATHLON	4663	C260
PSSC LABS	N060	PC, ATHLON	4663	C260
PSSC LABS	N049	PC, ATHLON	4663	C260
PSSC LABS	N059	PC, ATHLON	4663	C260
PSSC LABS	N055	PC, ATHLON	4663	C260
PSSC LABS	N054	PC, ATHLON	4663	C260
PSSC LABS	N050	PC, ATHLON	4663	C260
PSSC LABS	N077	PC, ATHLON	4663	C260
PSSC LABS	N072	PC, ATHLON	4663	C260
PSSC LABS	N071	PC, ATHLON	4663	C260
PSSC LABS	N066	PC, ATHLON	4663	C260
PSSC LABS	N062	PC, ATHLON	4663	C260
PSSC LABS	N067	PC, ATHLON	4663	C260
PSSC LABS	N061	PC, ATHLON	4663	C260
PSSC LABS	N076	PC, ATHLON	4663	C260
PSSC LABS	N073	PC, ATHLON	4663	C260
PSSC LABS	N074	PC, ATHLON	4663	C260
PSSC LABS	N078	PC, ATHLON	4663	C260
PSSC LABS	N079	PC, ATHLON	4663	C260
PSSC LABS	N080	PC, ATHLON	4663	C260
PSSC LABS	N063	PC, ATHLON	4663	C260
PSSC LABS	N075	PC, ATHLON	4663	C260
PSSC LABS	N069	PC, ATHLON	4663	C260

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	N064	PC, ATHLON	4663	C260
PSSC LABS	N068	PC, ATHLON	4663	C260
PSSC LABS	N065	PC, ATHLON	4663	C260
PSSC LABS	N070	PC, ATHLON	4663	C260
PSSC LABS	N099	PC, ATHLON	4663	C260
PSSC LABS	N089	PC, ATHLON	4663	C260
PSSC LABS	N085	PC, ATHLON	4663	C260
PSSC LABS	N090	PC, ATHLON	4663	C260
PSSC LABS	N084	PC, ATHLON	4663	C260
PSSC LABS	N095	PC, ATHLON	4663	C260
PSSC LABS	N100	PC, ATHLON	4663	C260
PSSC LABS	N094	PC, ATHLON	4663	C260
PSSC LABS	N083	PC, ATHLON	4663	C260
PSSC LABS	N081	PC, ATHLON	4663	C260
PSSC LABS	N082	PC, ATHLON	4663	C260
PSSC LABS	N088	PC, ATHLON	4663	C260
PSSC LABS	N087	PC, ATHLON	4663	C260
PSSC LABS	N092	PC, ATHLON	4663	C260
PSSC LABS	N093	PC, ATHLON	4663	C260
PSSC LABS	N096	PC, ATHLON	4663	C260
PSSC LABS	N097	PC, ATHLON	4663	C260
PSSC LABS	N098	PC, ATHLON	4663	C260
PSSC LABS	N086	PC, ATHLON	4663	C260
PSSC LABS	N091	PC, ATHLON	4663	C260
PSSC LABS	N122	PC, ATHLON	4663	C260
PSSC LABS	CEBERUS4	PC, ATHLON	4663	C260
PSSC LABS	CEBERUS5	PC, ATHLON	4663	C260
PSSC LABS	CEBERUS3	PC, ATHLON	4663	C260
PSSC LABS	CERBERUS2	PC, ATHLON	4663	C260
PSSC LABS	CERBERUS1	PC, ATHLON	4663	C260
PSSC LABS	N109	PC, ATHLON	4663	C260

VENDOR	MODEL_NO	DESCRIPTION	BLDG	ROOM
PSSC LABS	N104	PC, ATHLON	4663	C260
PSSC LABS	N114	PC, ATHLON	4663	C260
PSSC LABS	N120	PC, ATHLON	4663	C260
PSSC LABS	N105	PC, ATHLON	4663	C260
PSSC LABS	N119	PC, ATHLON	4663	C260
PSSC LABS	N115	PC, ATHLON	4663	C260
PSSC LABS	N110	PC, ATHLON	4663	C260
PSSC LABS	N112	PC, ATHLON	4663	C260
PSSC LABS	N102	PC, ATHLON	4663	C260
PSSC LABS	N117	PC, ATHLON	4663	C260
PSSC LABS	N106	PC, ATHLON	4663	C260
PSSC LABS	N107	PC, ATHLON	4663	C260
PSSC LABS	N116	PC, ATHLON	4663	C260
PSSC LABS	N103	PC, ATHLON	4663	C260
PSSC LABS	N108	PC, ATHLON	4663	C260
PSSC LABS	N113	PC, ATHLON	4663	C260
PSSC LABS	N111	PC, ATHLON	4663	C260
PSSC LABS	N118	PC, ATHLON	4663	C260
PSSC LABS	N101	PC, ATHLON	4663	C260
SUN MICROSYSTEMS INC	544S20	WORKSTATION, SPARCSTATION 20	4663	C260
TOSHIBA	PORTEGE 3500SB	PC, PENTIUM, LAPTOP, TABLET	4663	C269
HEWLETT-PACKARD CO	XT4345QV	PC, PENTIUM, LAPTOP	4663	C269
TATUNG CO	3500	PC, PENTIUM	4663	E-21
TATUNG CO	3500	PC, PENTIUM	4663	E-21
TOSHIBA AMERICA INC	PT810U-ECC57	PC, PENTIUM, LAPTOP	4663	M128

8.0 Audio Visual Information Services

Audio Visual Information Services (AVIS) includes the following primary services: Animation & Interactive Multimedia, Graphics & Publication, Photographic Services, Reproduction, Television & Streaming, and Special Event Coordination. These services are currently requested through the Service Request System (SRS).

Animation and Interactive Multimedia Services

Multimedia Productions - August 2006 to September 2008

3-D animation scenes – 26
Interactive DVD – 23
Interactive CD – 14
Enhanced Powerpoint Presentations – 13
DVD Slide Shows – 23
Flash Projects (includes email announcements) – 46
Multimedia Video Productions – 27
DVD Videos – 28

Total of all Service Request for reporting period - 672

Note: Duplication and digital file conversions are not represented

Graphics and Publication Services

The contractor provides labor, material, some equipment, and other support for MSFC graphics and publications services and products. The contractor provides services for the following type products adhering to all applicable NASA/MSFC procedural and regulatory guidance such as MWI 1520.1, "Graphic and Publication Production Services"; NPD 2521.1, "Communications Material Review (CMR)"; the "NASA Style Guide" published at http://communications.nasa.gov/portal/site/osc/; Government Printing Office (GPO) requirements; and 508 compliant:

- 508 Publications and Presentations for posting to the web or NASA portal, ensuring that the document reads accurately, in order, and with all tagged imagery.
- Animation (designs and produces 2D and 3D types of animation for various applications such as web sites, input into video, and multimedia presentations).
- Banners, fabric and vertical with stand; Posters; and Displays (designs and produces artwork and text).
- Books (writes, edits, proofs, designs, and produces graphic illustrations, charts, mathematical equations, graphs, tables, publication layouts, covers, etc. for MSFC programs and projects, educational, marketing, and informational publications.)
- Brochures, Newsletters, Fact Sheets, and Programs (writes, edits, proofs, designs, and produces informational brochures for MSFC projects, programs, and special events).
- Certificate designs and templates of preprinted certificates in pdf format.

- Charts, Graphs, and Tables.
- Illustrations (designs and produces graphic representations of written material or ideas, conceptual art, artwork for websites, and engineering, orthographic, schematic, cutaways, exploded views, perspective, etc. drawings).
- Interior Signs
- Matting
- Miscellaneous (bookmarks, name badges, table tents, flyers, invitations, thank you cards, response cards, and curator for the MSFC weekly cafeteria menu posted on the intranet website, etc.)
- Mounting artwork and Laminating on foam core board.
- Presentations.
- Proposal Publications (proposals, special task team reports, and similar products to further MSFC's roles and missions and are very time sensitive products. Documents are formatted according to required specifications for each NASA Research Announcement (NRA), Announcement of Opportunity (AO), or other calls for proposals. Provides compliance matrixes, templates and boilerplates, configuration management, editing, formatting, illustrations, layouts, production scheduling, proofreading, and writing.)
- Scientific and Technical Information (STI) Publications– includes NASA series reports (Technical Publications, Technical Memorandums, Contractor Reports, Conference Publications) and Miscellaneous publications (journal articles). Subject matter includes all areas of research and development. The Contractor's functions and responsibilities for NASA series reports include the following:

    - Receives a wide variety of technical manuscripts from diverse authors throughout the Center on subject matters relating to all areas of research and development.
    - Determines the correct report series in which a document is to be published based on the contents of the author's manuscript, conversations with the submitting author, guidelines stated in, NASA/SP—2006-6114, "NASA Scientific and Technical Information Standards"; NPR 2200.2, "Requirements for Documentation, Approval, and Dissemination of NASA Scientific and Technical Information"; and through conversations with the Technical Publications Office personnel as needed.
    - Determines if all elements needed to complete the requested manuscript are included in the author package. Package should include a completed SF 298, Report Documentation Page, NASA Form (NF) 1676, Document Availability Authorization, and other pertinent information.
    - Prepares a work order to establish completion date and to identify all processes needed to produce the final manuscript.
    - Formats, edits, and prepares draft of manuscript in accordance with NASA/SP—2006-6114 and GPO Style Manual. Currently, STI publications do not require CMR review.
    - Notifies the author that the draft is ready for review.
    - Delivers final draft and NF 1676 to the Technical Publications Office personnel for approval and NASA number assignment.

- After number assignment, delivers final product to author in a variety of media. Typical delivery consists of a limited amount of printed copies and Portable Document Format CD-ROMs. Contractor is frequently required to provide interactive Portable Document Format CD-ROM and DVD.
- Contractor delivers one printed copy of each report and Electronic Web Files to Technical Publications Office personnel for placement on the Marshall Technical Report Server (MTRS).

The contractor provides computer analyst support to all Graphics and Publications personnel to perform the following functions:

- Maintains all Graphics and Publications staff and associated computers stations and peripherals in accordance to current Agency and Center Security and Operating System (OS) guidelines.
- Maintains inventory database of all computer and non-computer equipment and verifies accurate information in Agency/Center provided databases.
- Maintains software inventory and database.
- Provides computer analyst support for primarily Apple CPUs and some PC CPU's and all associated peripherals.
- Monitors current trends in technology, as well as Center capabilities.
- Provides research for all non-ODIN/Center provided software and plug-ins with emphasis on specialized Graphics and Publication software. Must determine platform and software compatibility, and maintain consistency of OS and software across all computers and associated peripherals.
- Coordinates and assists with OS load development for efficient software updating and consistency across all Graphic and Reproductions users computers.
- Researches and recommends hardware and software for computer updates and replacements.
- Provides research and education on font management. Ensures compatible and like fonts across entire Graphics staff and associated computers.
- Interfaces with the Documentation Repository Services Team who manages the Graphics Server (Atlantis), which contains current ongoing working documents (including STI), logbook database, and archived graphic and publication files. Verifies content and monitors available space on the Atlantis File Server Array, which is located in the MSFC Computer System (MCS).
- Provides real-time trouble shooting for all Graphics & Publications and associated computer systems; interfaces with ODIN Helpdesk and technicians.
- Develops best practices with current operating systems and specialized software to maintain accurate and current information.
- Provides hard drive backups for all Graphic and Publications computers utilizing latest OS capability.
- Works with Graphics personnel to recommend future software purchases and updates considering current platform, OS and version compatibility.
- Ensures compatibility to interface with other service providers including Center Reproduction, Multimedia Services, and Television Services.

- Provides support to maintain printers including large format graphic printers. Consults with contracted support providers to maintain workflow.

The contractor maintains all records for the purpose of extracting such things as production and cost accounting data, labor hours, temp services, travel, equipment and software acquisitions, commercial services and costs, maintenance and lease agreements, etc., and submits reports as requested by the government.

The Contractor provides collocated dedicated labor, material, and other support for the Technology Transfer Department services and products. All desktop computers and software in both a Macintosh and PC environment are provided by the Technology Transfer Department. Specifically, the Contractor:

- Provides technical writing and editing in support of presentations, reports, white papers, management publications, and outreach collateral.
- Provides interface for development of graphic or publication products with the Graphics and Publication Office.
- Writes success stories in support of the Small Business Innovation Research (SBIR) program activities and mission areas.
- Provides outreach, policy, and activity information interface with other Agency and Federal Technology Transfer Offices, consortiums and groups.
- Provides coordination to support MSFC's attendance in various tradeshows and conferences. Responsibilities may include shipment of materials, exhibits, and travel arrangements.
- Attends tradeshows and conferences and provide the audience with outreach information to develop interest in NASA's and MSFC's technologies, engineering capabilities, visions, goals, and contributions to mankind.
- Coordinates and provides support to the development of task agreements and memorandums of understanding with non-government businesses.
- Develops opportunities for NASA and private sector alliances.
- Interacts with Education Offices, Community Relations Organizations, and other NASA Technology Transfer Offices and Departments.

The Contractor provides collocated dedicated labor, material, government provided ODIN desktop computer and standard load software, specialized software, and other support for the Ares Project Office. Specifically, the Contractor:

- Provides technical writing and editing support for management publications, technical documents, white papers, presentations, journal articles, and conference papers.
- Provides the following specialized software: Adobe Acrobat Pro 9, Adobe Photoshop.vCS3, Adobe Illustrator.vCS3, Adobe InDesign.vCS3, Adobe InDesign.vCS2, Adobe Bridge, and Roxio Toast 9.
- The government provided ODIN desktop standard load includes: Microsoft Word, Microsoft Excel, Microsoft Powerpoint, Safari, and Netscape.

All services are provided in an Apple Macintosh environment utilizing such specialized software as Adobe Acrobat Pro 8, Adobe Acrobat Pro 9, Adobe Photoshop.vCS3, Adobe Illustrator.vCS3, Adobe InDesign.vCS3, Adobe InDesign.vCS2, Adobe Bridge, Adobe Flash, Adobe Dreamweaver, FlightCheck 6.02, Apple Quicktime Pro, Roxio Toast 8, Roxio Toast 9, Mathtype 5, JAWS, CommonLook, TechTools Pro, and Lightwave 9. The government provided ODIN desktop standard load includes: Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Safari, and Netscape. Parallels for Mac are provided by ODIN.

The following equipment is furnished by ODIN or the government:

Apple 23” display	3
Apple 22” display	28
Apple G5 CPU tower	29
Apple G5 laptop	6
Dell 17” display	2
Dell CPU tower	2
HP 17” display	31
HP CPU tower	2
HP B/W printer	2
Xerox Multifunction machine	2

The following equipment is installation provided and maintained by the contractor:

Backup power supply	2
Board Cutter	1
CD/DVD external recorder	2
Digital Camera	1
Drawing table	1
Flatbed Graphic Scanner	3
Jaz Drive	1
Laminator	2
Large-format inkjet printer	2
Matte cutter	1
MP3 player	1
Portable/External Drive	9
Zip External Drive	2

Workload Statistics (includes collocated dedicated support)

Product Created	FY 06 Pages	FY 07 Pages	Proj FY 08 Pages
508 PUBLICATIONS	0	1034	2172
ANIMATION (Seconds)	0	0	133
BANNERS (Horizontal)	113	190	112
BANNERS (Vertical w/stand)	-	-	13
BOOKS *	2869	3086	2602
BROCHURES (Newsletters, Fact Sheets, Programs)	331	298	648
CERTIFICATES	782	1348	981
CHARTS/GRAPHS/TABLES	1098	1079	1128
ILLUSTRATIONS	3755	5483	7441
INTERIOR & EXTERIOR SIGNS	92	43	62
MATTING	215	214	237
MISCELLANEOUS (Name badges, table tents, flyers, invitations, thank-you cards, response cards, bookmarks, curator for weekly cafeteria menu)	7897	2787	9506
MOUNTING/LAMINATING	1738	2867	3359
POSTERS	1899	3459	3313
PRESENTATIONS	675	933	2997
PROPOSALS	260	20	873
STI PUBLICATION (CP)	1790	-	482
STI PUBLICATION (CR)	74	777	2011
STI PUBLICATION (ELECTRON PDF)	2643	2395	6232
STI PUBLICATION (MISC)	127	62	8
STI PUBLICATION (TP)	818	1373	616
STI PUBLICATION (TM)	1356	1273	2637
TECHNICAL DOCUMENTS	-	1771	2155
Total	**28532**	**30492**	**49718**

* The intended definition of a "Book" in the workload statistics in the B&H is a publication that is 16 pages or more that will be saddle-stitched or perfect bound. Type of books produced are Annual reports, Informational books for public awareness and funding, marketing, Educator Guides, Employee Handbooks, management and business books, Scientific and Technical Information Books, Constellation Technical Books, Marshall history book, Proposals, catalogs, etc.

Future Requirements

The Technology Transfer Department projects utilizing collocated dedicated contractor personnel support, receiving most of the same type services, and supporting an average of 16 trips (travel) per year.

The Ares Project Office projects utilizing collocated dedicated contractor personnel support, receiving most of the same type services.

There may be an increased demand for collocated dedicated support to the Engineering Management Office.

There is an increased demand for poster design, large format lamination, and mounting on foam core board.

There is an increased demand for Section 508 Compliant Educational products, STI publications, and authored interactive Portable Document Format.

There is an increased demand for authored interactive Portable Document Format CD-ROM/DVD Scientific and Technical Information (STI) publications in the future, so the contractor must be knowledgeable in developing this type of CD technology.

The contractor must keep abreast of the state-of-the-art and emerging technologies in the performance of all graphics and publications tasks to utilize these technologies as economically feasible.

When the workload exceeds the in-house capabilities (skills, scheduling, etc.), the Contractor will need to provide outsource capabilities as required.

Photographic Services

Photographic Services provides a wide range of services, from Still Documentation, Pass Port/Visa photos, Official Portraits, Special Events Photography, Photographic Laboratory Services, and Conference Room Support, that includes exhaustive documentation of lab or field-testing to official NASA personnel photos and high-quality digital images for distribution to news media, and public outreach. Still photographers, as well as videographers, document many of the technology research elements, significant testing milestones, and hardware studies conducted at NASA MSFC. This documentation is in the form of engineering, high-speed motion picture, high-speed digital and still digital photography.

Examples of documentation tasks include the Center Director Address in Morris Auditorium, space flight events, Space Shuttle events, and other historical events. It also provides print or digital duplication of these events and document images in the still image library. This service provides NASA clients with Photographic services that are outside of the basic service definition.

Photographic Laboratory

Photographic Laboratory (Photo Lab) has made progress in meeting NASA’s challenge to transition to an all-digital process. As we identify new digital technologies that can take the place of high-speed film documentation. In addition, with the purchase of a

Noritsu dDp -621 digital mini laboratory and the phase out of the Fuji Frontier "wet" machine the photolab was chemical free as of January 2009.

The Photo Lab is a highly specialized facility that is meeting the unique needs of the MSFC. It is a full service photographic production lab, which provides a cost effective method to meet the Still photography and documentation needs of MSFC.

Photographer's record on digital media every aspect of the research and development, engineering testing, special events, VIP tours and awards presentations that occur at the center. Photographers also are required to travel to other NASA Centers to provide Photographic Services, such as the documentation of Shuttle Launches and Space Flight Honoree events at KSC in support of MSFC's mission. High quality "Outreach" images are produced primarily for public relations web sites and the Media Office.

The Photo Lab Photographs are printed from scanned negatives and all digital formats. Print sizes range from 3x5 inches up to 43x96 inches.

Photolab Workload Statistics			
	FY06	**FY07**	**FY08**
Photographic Work Order Metrics			
Total Work Requests	391	803	804
Still Photo Requests	340	934	709
Lab Production	52	235	164
Lab Production Breakout of Requirements			
Total Prints	783	1972	1668
Still Photo Breakout of Requirements			
Total Work Requests	340	934	709
Portraits (to include passport and visa photos)	255	330	270
Outreach	92	254	211
Special Events	96	97	100
Documentation	248	680	498

Still Documentation, Portraits and Special Events

The changeover from film to digital cameras is complete. All 35mm film cameras have been replaced with six and ten mega-pixel Nikon SLR cameras. Purchase of the higher-end digital cameras has provided each photographer with needed backup equipment and allows them to create larger image files, permitting greater print enlargement with less loss of quality.

Marshall Image Exchange (MiX) Support and Photographic Archive Library

The MiX website is an extension of the agency-wide NASA Image Exchange (NiX) program. The MiX website provides NASA-wide patrons and the public with an archive

of selected images and captions of NASA's past, present, and future programs/projects managed by MSFC. The MiX team is responsible for:

- Scanning images for displaying on the MiX website in accordance with NiX guidelines.
- Researching and developing captions for images, including interfacing with NASA/MSFC program/project personnel.
- Transition to NASA Images Archive***.**

*****NASA headquarters in cooperation with Internet Archive has developed a web site to allow for the centralization of image archives for all across the agency. This site will provide a means for every center to share their images as well as a one stop shop for the public. It is foreseen that this site will eventually replace the local Mix as well as the headquarters NiX, since this will be for public access, it will not replace the Centers responsibility to maintain a local archive of photographic images that are not of a public nature or interest.

The MSFC Photographic Archive Library is a photographic collection that contained approximately 1,051 images of NASA/MSFC past, present, and future programs/projects in FY06, 1,692 images in FY07, and 1,688 images in FY08.

To date, a total of 18.06 GB of server space is being utilized for the mix image archive. Based on the current storage technology, approximately 100 GB of additional server space will be required for the duration of the contract.

Production and Distribution

The conventional film processing/printing darkroom no longer exists at MSFC. Now that all of staff-produced photographs use digital cameras, the "digital darkroom" has taken the place of the conventional one using enlargers, paper and chemicals. Digital files are downloaded to computers directly from the camera's memory card. They are then acquired, numbered and captioned by the photographer, and then handed off to a digital lab technician to "PhotoShop" the image if needed. The image files are proofed and printed (up to 11x20 inches) on the Noritsu dDP-621 digital mini-lab. All prints larger than 10x15 inches are printed on a recently acquired Epson 9600 wide-format ink-jet printer. Print size limitations on this printer are 44 inches x 100 feet, however we anticipate little call for sizes greater than 30x40 inches. These following products are currently outsourced to a local vendor.

Film processing - 16mm.

Archived negatives are scanned and printed in the same way. No original negatives are ever taken off-site.

Presently, the Noritsu dDP-621 and Epson 9600 are stand-alone devices. Files have to be physically brought to the machine via CDs, zips, flash cards, thumb drives, etc. This process creates bottlenecks when more than one lab tech needs access to the machine at one time. Future plans will need to address this issue.

Conference Room Support

The table below lists the conference rooms on the MSFC campus which are currently managed in UNITeS.

Bldg	Room	Capability*	Room Capacity		Bldg	Room	Capability*	Room Capacity
4200	Morris Auditorium	*B,C,F,G*	388		4491	111	*A,B,F,G*	20
	106 Main ViTS	*A,C,G*	32		4492	185	*B*	20
	211	*B,C,F,G*	35		4493	101	*A,B*	49
	329	*B,C,F,G*	35			132	*A,B*	15
	409	*B,C,F,G,H*	45		4561	229	*B,G*	20
	504	*A,B,C,F,G*	53		4566	136	*B,G*	26
	509	*B,F,G*	45		4570	113A	*B,C,F,H*	40
	600	*B,C,F,G*	45		4583	165	*B,G*	30
	715	*B,C,D,F,G*	37		4600	1108	*B,F*	12
	732	*G*	20			1202	*B,C,F*	12
	815	*B,C,F,G*	42			1301	*B,G*	8
	825	*B*	20			1402	*B,F,G*	8
	915	*B,C,F,G,H*	30			2013	*B,F,G*	16
	P110 10th Floor	*B,C,D,F,G*	110			2014	*A,B,C,F,G*	50
4201	B13	*B,C,F,G,H*	35			2015	*B,F*	16
	118	*B,C,F,G,H*	35			3008	*B,G*	8
	201	*B,C,F,G,H*	50			3013	*B,F,G*	16
	209B	*B,G*	15			3014	*B,F*	16
	319	*B,C,F,G,H*	40			3015	*B,G*	8
	437	*B,C,F,G,H*	40			3016	*B,F*	16
	505	*B,C,F,G,H*	40			3017	*B,G*	8
	521	*B,C,F,G,H*	25			3201	*B,G*	8

Bldg	Room	Capability*	Room Capacity		Bldg	Room	Capability*	Room Capacity
	625	*B,C,F,G,H*	20			4003	*B,G*	8
4202	103	*A,B,C,F,G*	40			4012	*B,F,G*	16
	212	*B,C,G,H*	30			4013	*A,B,F*	50
	224	*B,C,F,H*	20			4014	*B,G*	8
	300F	*B,C,F,G*	20			4015	*B,F*	16
	326A	*B,C,F,G,H*	40			5014	*B,F*	16
	406	*A,B*	50			5015	*B,F*	16
	619A	*B,C,F,G*	35			5116	*B,G*	8
4203	1201	*A,B,C,F,G*	80			5206	*B,G*	8
	1215	*B,C,F,G*	12		4605	6	*B*	24
	2002	*B,C,F,G*	50		4610	1007	*B,C,F,G,H*	25
	2004	*B,C,F,G,H*	30			1054	*B,C,F,G*	55
	2134	*B,C,F,G*	8			1086	*B,C,F,G,H*	35
	2135	*B,C,F,G*	8			2021	*B,C,F,G,H*	30
	2208	*B,C,F,G*	8			2049	*B,C,F,G*	55
	2209	*B,C,F,G*	8			2060	*B,C,F,G,H*	55
	2210	*B,C,F,G*	15			2098-G	*B*	15
	3002	*B,C,F,G*	50			2100	*B,C,F,G,H*	30
	3004	*B,C,F,G*	25			3023	*B,C,F,G,H*	30
	3208	*B*	12			3043	*B,D,F,G*	55
	3216	*B*	18			3100	*B,C,F,G,H*	30
	4002	*B,C,D,F,G*	50			4025	*B,C,F,G*	50
	4004	*B,C,D,F,G*	25			4045	*B,C,F,G,H*	30
	4217	*B*	12			5016	*B,C,D,F,G*	50
	4218	*B*	18			5040	*B,C,F,G,H*	30
	5002	*B,C,D,F,G*	50		4612	10	*B,G*	25
	5004	*A,B,C,D,F,G*	25			1008	*B,C,F,G*	38
	6002	*B,C,F,G*	50			2403	*B,C,F,G*	40
	6004	*B,C,D,G*	25		4619	113	*B,C,F*	20
	6209	*A,B,C,D,E,F,G,H*	24		4619	143	*B,C,F*	40
	6220	*A,B,C,F,G*	50		4663	A164 B101	*B,C,F,G*	115 37

Bldg	Room	Capability*	Room Capacity		Bldg	Room	Capability*	Room Capacity
4205	112E 112G 112H	*A,B,C,F,G* *C,F,G* *A,B,C,F,G*	45 20 25			C-200	*A,B,C,D,F,G*	40
4207	20	*A,B,C,D,F,G*	40		4666	243	*B,C,F,H*	25
4241	100	*G*	25			364B	*B,C,F,G,H*	17
	121C		20			371H	*A,B,C,F,G,H*	40
	204C	*G*	20			371I	*A,B,C,F,G,H*	15
4244	114	*G*	25			396	*B,C,F,G,H*	35
4249	111	*B,C,F,G*	25		4674	208	*B*	25
4250	4	*B*	20		4705	A206 B206 B209	*B,C,F,G,H* *B,C,F,G* *B*	24 75 35
	35E		25		4707	105	*B,C,F*	25
	38	*B,F,G*	30		4708	1232	*B,C,F,G,H*	20
	57	*B,C,F,G*	30			1243	*B*	50
4471	A102E	*G*	35			1263	*B*	25
	C109A	*B,G*	18			255	*A,B,C,F*	10
4485	106	*B,G*	20		4711	E110	*B,C,F,G,H*	24
4487	A219N	*B,G*	26		4712	A123	*G*	40
	A219S	*B,G*	45			B208	*B,G*	32
	B106A	*A,B,C,F,G,H*	35		4718	205	*B,F,G*	30
	B202	*B,C,F,G*	40		4732	216	*A,B,D,F,G*	25
	B238	*B,F,G*	40		4755	400	*B,F,G*	60
	B270	*B,G*	15					

* Conference Room Capability Legend			
A	Video Teleconferencing	E	Multimedia (UNIX)
B	Voice Teleconferencing	F	Projection System
C	Multimedia (PC)	G	VCR
D	Multimedia (Macintosh)	H	Interactive White Board

Reproduction and Printing Services

In-house Duplicating Services

The contractor provides all labor, materials, and other support to operate and manage Central Reproduction, located in Building 4200, Room G34, and Large Engineering Document Reproduction, located in Bldg. 4491. The in-house duplicating facility at MSFC provides black & white (B&W) and color duplication, various binding and special finishing services from hard copy or electronic submission. These services are provided in accordance with Public Law 102-392 and Section 207 the Joint Committee on Printing (JCP) Printing and Binding Regulations, and equivalent to the Government Printing Office Quality Assurance through Attributes Program (QATAP) for Quality Level III.

MSFC customers use the on-line SRS to request duplicating services. The services are (but not limited to): B&W duplication of (duplexed or simplex) standard documentation and large engineering documents (simplex only) up to J-size; and color duplication of standard documentation up to 12” x 18” (duplexed or simplex). Binding for B&W and Color products includes: side stitch, stapled in upper left, saddle stitch, adhesive-tape perfect binding, three-hole drill, metal fasteners, and GBC binding (comb binding) and plastic coil binding. Special finishing includes tri-fold, pamphlets, printed & inserted tabs, Z-fold for 11”x17”, large document folding, adhesive padding, and variable data printing. Expedited Service requiring overtime is an customer-funded service and paid by the requesting organization.

The contractor accepts paper originals or electronic files submitted by the customer from various sources/media. The contractor processes of customer files for duplication. The contractor manages the production equipment controller to receive and process electronic files from customer sent by email, uploaded attachments from SRS submissions, and physical media (i.e.: portable USB drives, CD-R disks, and DVD disks). Additionally, the contractor archives frequently duplicated documents and retrieves for reduplication from the Xerox FreeFlow system.

Government-provided Equipment includes:

ITEM	Qty	Lease/Owned	Annual Maintenance Contract
Xerox Publisher, DocuTech 6115* (w/DocUSP network controllers)	2	Gov’t Owned	✓
Xerox FreeFlow PC , software and High-speed Production Scanner	2	Gov’t Owned	✓
Xerox DocuColor 6060 Digital Press w/Fiery Command Workstation	2	Leased	Included in Lease
Xerox 8855 DDS Large Format Plotter+NetworkPC & attached PrintFold folder	1	Leased	Included in Lease
MGM 352 Folder	1	Gov’t Owned	✓
Bostitch Stitchers	2	Gov’t Owned	✓

Challenge Paper Cutter	1	Gov't Owned	✓
Challenge Drill (three spindle)	1	Gov't Owned	✓
Challenge Drill (one spindle)	1	Gov't Owned	✓
GBC DigiCoil (color coil inserter)	1	Gov't Owned	✓
GBC MagnaPunch	1	Gov't Owned	✓
GBC AP2 Automatic Punch	1	Gov't Owned	✓

*Both Xerox DocuTech 6115s are cross utilized in support of Mainframe Applications printing services using RSA interface software.

Workload / Production Statistics:

	2006 Production Data	2007 Production Data	2008 Production Data
Number of Service Orders (SO)	4,014	3,583	3,426
B&W page units†	4,726,827	4,447,801	3,976,970
Color Page units†	2,106,197	1,967,645	2,354,865
Lg. Format documents (sq. ft)	149,555	155,467	100,039
Number of SO requiring GBC binding	109	139	106
Number of documents GBC-bound	5,931	3,171	1,406
Number of SO requiring Coil binding	197	284	265
Number of documents Coil-bound	8,907	6,423	7,425
Number of SO requiring Special operations*	1,326	1,218	891

†- one page unit equals one 8.5" x11" imaged side
* Special operations include hand inserting, folding, padding, etc.

Delivery Schedules:

	FY 2006	FY 2007	FY 2008
Number of SO due less than 1 day	2,569	1,899	1,747
Number of SO dues less than 3 days	923	1,003	1,028
Number of SO due greater than 3 days	522	681	651

Future trends and expectations include upgrading and/or replacement of existing duplicating equipment, as needed, with the latest technology available. Production trends show a continuous growth in color duplicating and binding options as well as a decline in B&W duplicating and large format duplicating. Previous technology advances have been responsible for the shift of duplicating with offset presses to electronic publishers (such as the Xerox DocuTech and DocuColor). Variable data and customizing printed products for distribution or marketing are tools that could be used to greater degree to meet customer needs at MSFC.

The migration of large-engineering documents to a non-paper electronic system where files are generated, submitted, approved, and distributed electronically has greatly reduced the paper duplication. However a small volume of large-format B&W duplicating remains a requirement. A new requirement is emerging at MSFC for low-volume, color duplicating of large-format documents (oversized or greater than 12"x18").

The In-house Duplicating facility will ultimately provide large-format color printing from electronic files and paper originals. The service will require identification of high-quality, large-format color equipment for purchase/lease. Additionally, as this service market grows the contractor may be required to provide full-time staff to meet customer requests.

Electronic submission of files for duplication, storage and retrieval for re-duplicating will continue to grow. Additionally, an alternative electronic work order submission of electronic files may be necessary to better facilitate document delivery. It is expected that B&W duplication will remain a smaller requirement and that color duplication will continue to increase.

Commercial Printing Procurement

MSFC Printing Office procures all commercial printing purchased with appropriated funds through the Government Printing Office (GPO) for all MSFC organizations and entities acting on behalf of MSFC. This procurement process mandated and provided in accordance with Title 44 of the U.S. Code and Public Law 102-392, October 6, 1992 (amended by Public Law 103-283, July 22, 1994), Section 207 and the NPD 1490.1.

The contractor provides printing procurement support to the MSFC Printing Officer and MSFC customers for posters, brochures, tri-fold pamphlets, periodicals, bookmarks, tags, forms, decals, lithographs, coasters, magnets, poly-bags, letterhead, CD/DVD mastering and replication, and business cards. The contractor utilizes all procurement vehicles available through the GPO including existing local and NASA-Headquarters term contracts and one-time solicitations through the GPO for specialty products, contracts, and one-time solicitations for specialty products. These services will include, but are not limited to:

- Prepares GPO forms and written specifications per GPO policies and Printing Office requirements;
- Interviews customer to determine product requirements, and customer satisfaction;
- Monitors all phases of each printing procurement for schedule, cost, and contract terms;
- Knowledgeable of, and make recommendations for, types of paper, folding, & finishing methods;
- Receives and evaluates proofs and printed materials for quality assurance, acceptance, and distribution;
- Maintains databases for the MSFC Printing Office utilization
- Knowledgeable (expert level) of current (and most recent) graphics and printing software, techniques and technology;
- Attends press inspection (when necessary) to assure desired color quality
- Executes the Government Printing Office Quality Assurance Through Attributes Program (QATAP) for each procured product;
- Knowledge of all GPO contract terms and other procedural processes; and

- Recognizes and manages quality defects, reprinting and/or corrections when necessary.

GPO procurements are charged back to the requesting organization at actual cost and must be funded prior to initiating any procurement actions. The MSFC Printing Office manages four term contracts through Atlanta Regional GPO, participates in the Simplified Purchase Acquisition (SPA), and collaborates with other NASA centers as participant in the "Print Rider" program.

Below is statistical data showing workload indicators:

	2006	2007	2008
Total Number of Service Orders	244	282	297
Type of Job			
Brochures/Tri-folds/ Lithographs	28	22	33
Marshall Star (published weekly)	50	50	50
CD/DVD-Mastering and Replication	2	3	3
Specialty Items: decals, magnets, wall plaques, pocket folders, customized Post It notes, poly-bags	20	18	19
Forms, i.e., letterhead, tags, labels, multi-part forms, carbon sets, envelopes, perforations, security badges	16	16	16
Business Cards	28	31	131
Print Riders from other Centers	11	27	20

The contractor evaluates native design files for acceptability or high quality PDF files before sending to commercial printing vendors to avoid potential problems and additional costs to the Government for correction.

Mainframe Applications Printing

The contractor provides total operation and management of output printing from mainframe applications to support Logistics Services Department. These services include managing output print queues from the mainframe computers to high speed laser printout (using Reproduction Services equipment--Xerox DocuTech 6115).

The contractor facilitates and manages printer-resident forms for current and new mainframe form/data merge requirements across the Agency. This includes, as required, design, revision, and distribution of printer-resident forms to all NASA centers. The contractor provides system administration of the data stream print queues, print engine software, and supply management of special paper and forms.

Television and Video Services

Documentation

Television and Video Services provides documentation of center-wide events that would be considered significant or historical in nature. Examples include the NASA Administrator's all hands, Center Director address, engine tests, and other historical events. This service includes duplication in multiple formats of documented events. In addition, it provides playback and basic documentation coverage of Space Shuttle and Space Station mission events from the Huntsville Operations Support Center (HOSC). It also provides playbacks via center-wide television of video that is significant to the Center. Customers may also request specialized support.

Production

Production is broken down into three categories: Pre-Production, Production, and Post Production.

Pre-Production:	Production:	Post Production:
• Project outline • Working script • Storyboard • Shooting plan • Shooting schedule • Cost estimate	• Set design • Location or set audio recording and videography • Lighting set –up • Direction of camera placement and actors	• Assessing the success or failure of each take and each scene • Editing the scenes together into a video addressing the incorporation of the special effects into the live shot scenes. • Adding and rendering special effects as required. • Reviewing the product with the customer and making the necessary adjustments. • Presenting the final product through the proper review channels. • Produce the final distribution media, e.g., Streaming Media, Center-wide TV, Podcast, and other deliverable formats. • Archive original content.

Television and Video

Television and Video Service personnel are responsible for putting together many of the video presentations, interviews, and other documentary products broadcast on NASA TV or distributed on a deliverable format to our contractors and research partners in industry and academia, to government leaders or to the public.

Television Services Workload Statistics			
	FY 06	**FY 07**	**FY 08**
Television Services			
Total Work Requests	410	391	454
Non-Productions, Dubs, Playbacks, web services, mission recordings, etc	82	105	75
Video Files/Live Shots	41	31	54
Special Events	32	38	33
Video Documentation	77	80	107
Video Productions	11	13	23
Special Projects	36	43	38
Ongoing support (i.e. POC)	5	7	18
Editing	98	142	106

*Documentation of events, mission recording, dubs, playbacks, etc.

Special Events Productions
Special events include: Center Director All Hands meetings, crew visits, offsite remote productions such as Moon Buggy or CAMEX Media Relations support.

Television Services Special Event Metrics			
	FY06	**FY07**	**FY08**
Pre-Production (set-up, check-out, budgets, research, treatment, edits, scripts)	956	1040	1424
Event Support (live event, engineering support, tape ops, Quality Assurance, Admin, Management)	563	821.8	920.7
Misc (DVD, Dubs, telestream, etc)	309	405	624

Live Shot Hours

Each live shot event provides 14 – 18 live interviews with MSFC science experts for television stations across the country. Approximately, 100 hours per production are required. Tasks include:

Marketing
Producing
Editing
Director
Shooting
Requirements/Planning

Video Production Hours

Video productions are fully scripted and voiced productions, which provide information on a variety of NASA related topics including Microgravity, Propulsion, Space Flight, Test Stand Safety, and other science and education programs. Approximately, 409 hours per production are required.

Television Services Video Production Hours			
	FY 06	**FY 07**	**FY 08**
Producing	210	568	632
Documentation	379.2	466	518
Live Events	68	76	82
Duplication	88	97.2	59.5
Admin/Management	7	12	47.5
Editing	528	574	740
Web Producing	877	1022	1326
Travel	259	329	367
Close captioning	9	12	48
Narration/Talent	11	23.5	126.5

Engineering

The Engineering personnel are required to: insure that the audio and video feeds meet industry standards, install and maintain equipment, and research and trouble-shoot new equipment. Engineering is to support, when needed, the Agency's DTV Working group; an example would be the testing of the Agency's internet video sharing equipment known as Launch.

Archiving

Television and Video Services personnel are responsible for the logging the metadata and maintaining the location of film, tape, and video data archives. Archived video and imagery is key word searchable and cataloged with a logical numerical system for quick and accurate retrieval.

Distribution

Television and Video Services personnel are dependent on the support of the closed circuit cable system and desktop television personnel for distribution of content across the MSFC campus. The engineers are responsible for supplying the feed to the cable system and desktop television.

Streaming Services

Streaming Services at MSFC provides audio and video content in digital format suitable for consumption on a computer or digital player. The Content Delivery portion includes the DesktopTV web application that delivers to the Center live multicast streams of four of the channels also available through the MSFC cable system, two live weather channels

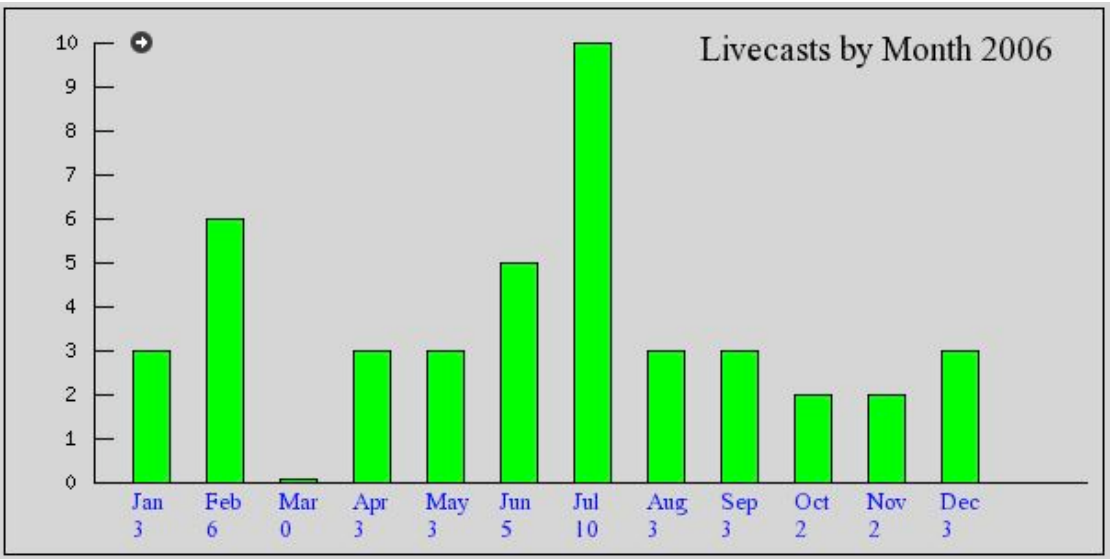
captured over the air, and delivers on-demand content and certain live events both internally and externally. The primary delivery format for DesktopTV is Real Media. Live encodes of NASA public satellite feed is also provided by Streaming Services to the NASA web portal for public use in Real and QuickTime formats.

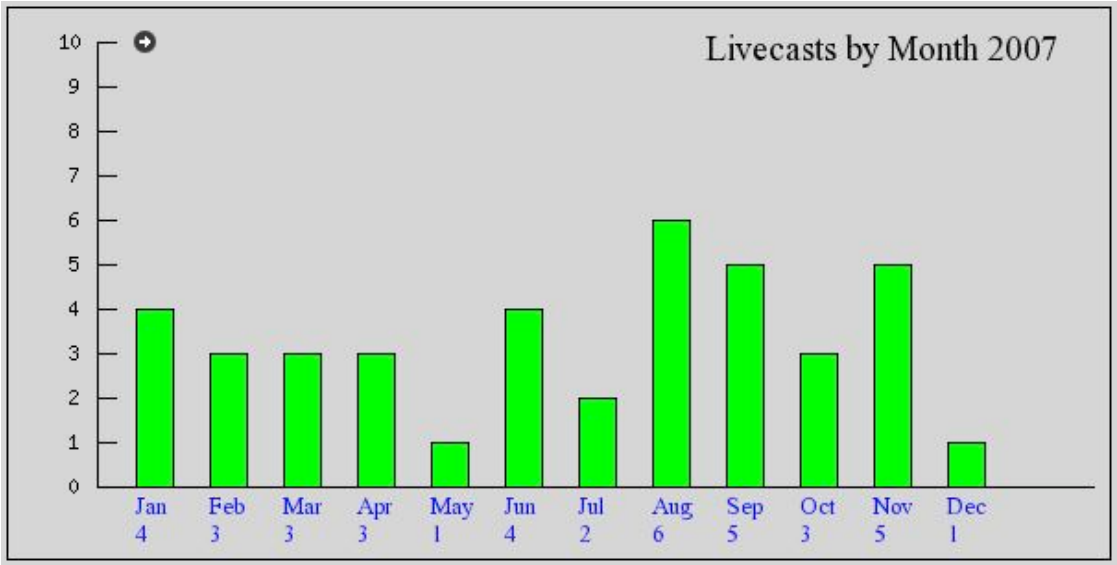
Special Events can be presented via live streaming, or recorded and made available on-demand after the fact. Major events typically go out on the MSFC cable system (and thus on the live multicast of Marshall Centerwide channel through DesktopTV, as well), and then appear later for on-demand viewing. Events recorded specifically for streaming or on-demand delivery are relatively infrequent.

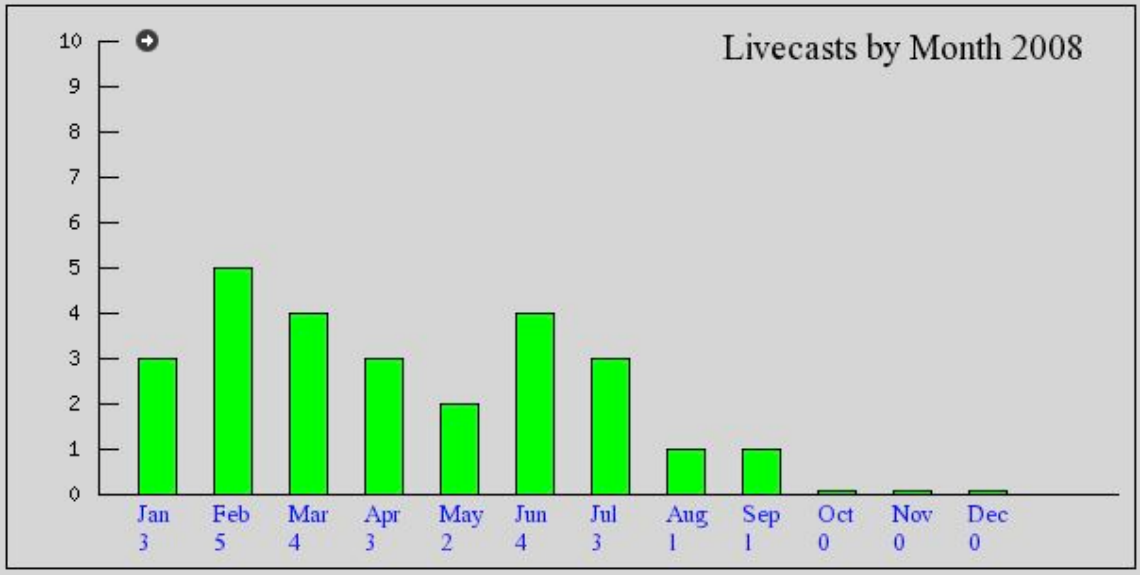
Existing video or audio content, whether in a digital or analog format, can be converted for use to any of a long list of digital formats. Content can be made available through the DesktopTV web site, or can be delivered through other outlets as needed.

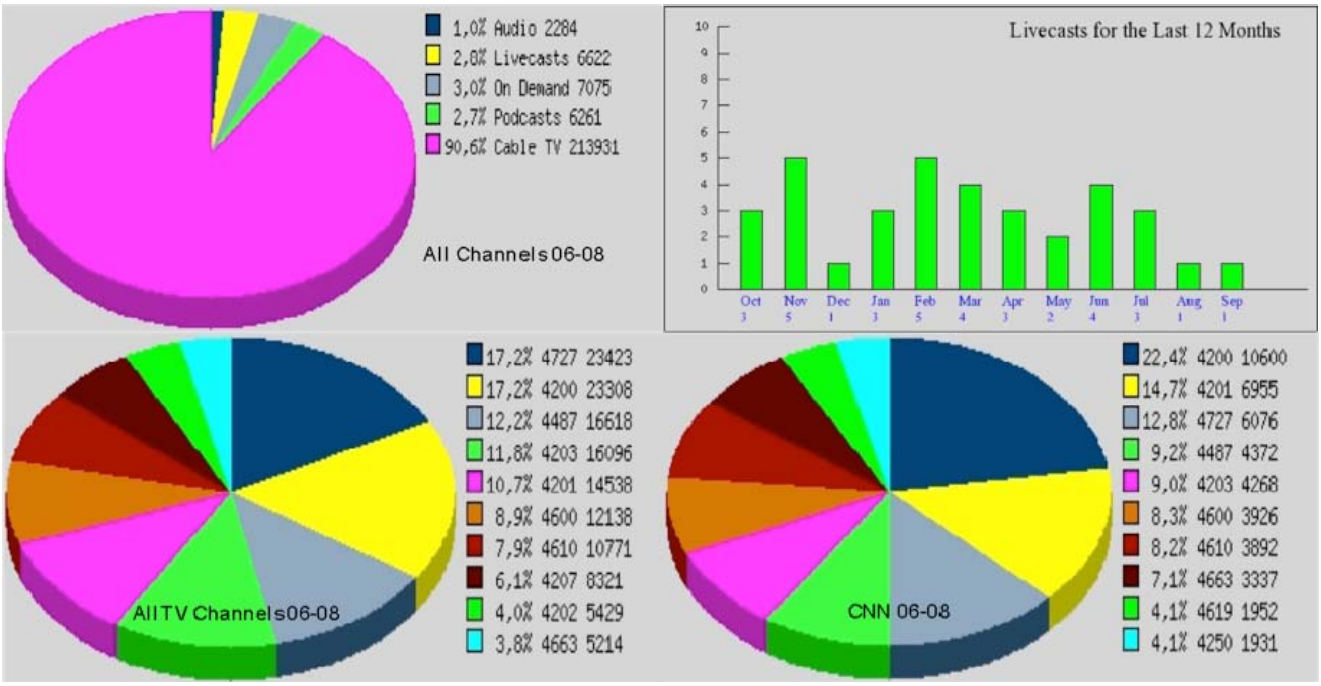
Streaming Services operates and administers the encoders and servers necessary for creation and delivery of content. Systems are mostly Windows computers or servers, with some Macintosh hardware, and a single linux system. Real Helix Servers, QuickTime Streaming Servers, Windows Media Servers, and Flash Servers are all supported for streaming. Live encoders for Real, Windows, and QuickTime formats are also supported.

Livecasts are events that are specifically streamed separate from the full time cable encode. The charts below show the number of these events over the last three years. The 2008 figures only extend through mid-September of 2008.

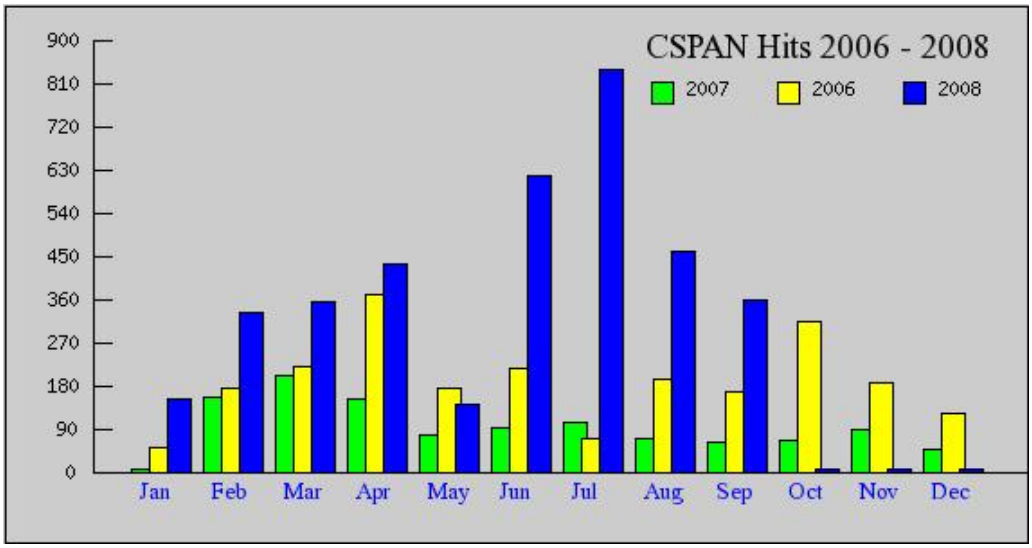


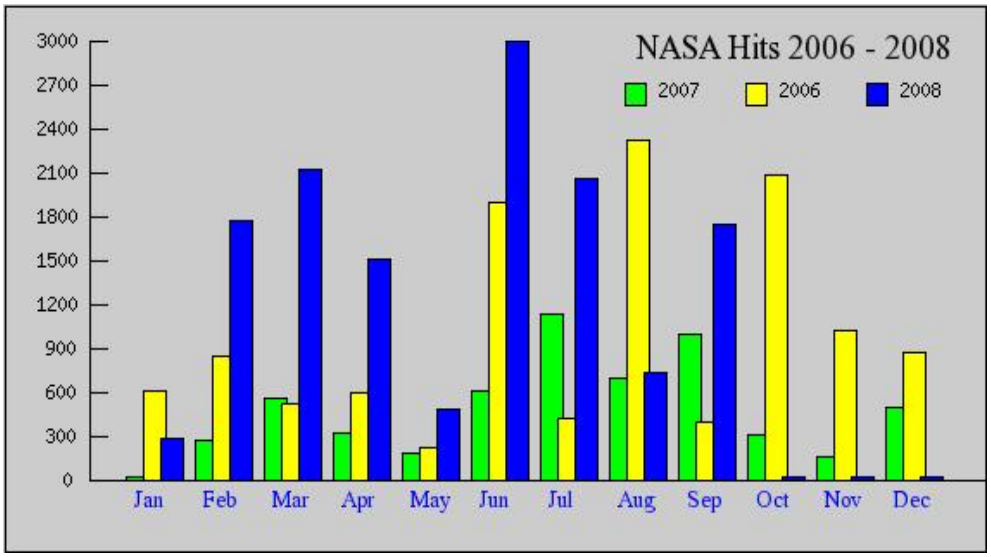

Livecasts by Month 2007
10
9
8
7
6
5
4
3
2
1
0
Jan 4
Feb 3
Mar 3
Apr 3
May 1
Jun 4
Jul 2
Aug 6
Sep 5
Oct 3
Nov 5
Dec 1


Livecasts by Month 2008
10
9
8
7
6
5
4
3
2
1
0
Jan 3
Feb 5
Mar 4
Apr 3
May 2
Jun 4
Jul 3
Aug 1
Sep 1
Oct 0
Nov 0
Dec 0



Popularity of content




NASA Hits 2006 - 2008
2007
2006
2008
3000
2700
2400
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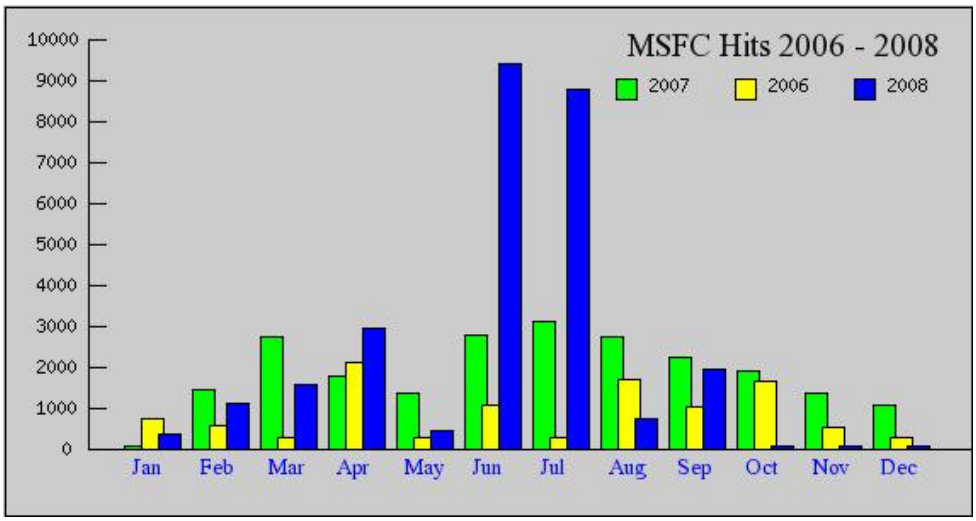
MSFC Hits 2006 - 2008
2007
2006
2008
10000
9000
8000
7000
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Mar
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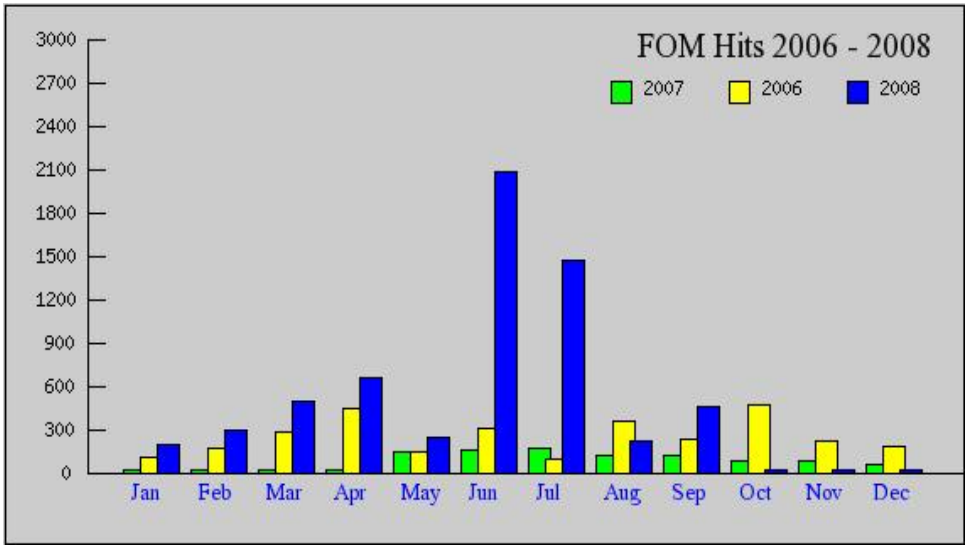
FOM Hits 2006 - 2008
2007
2006
2008
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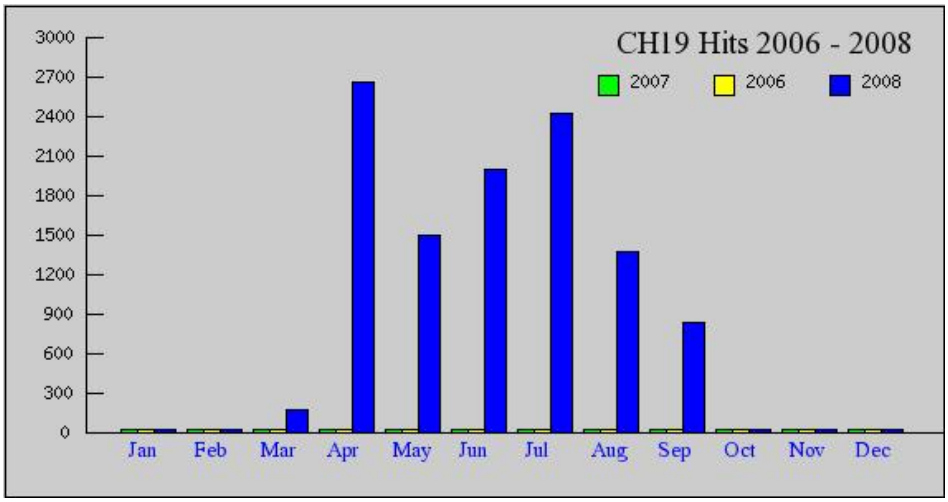

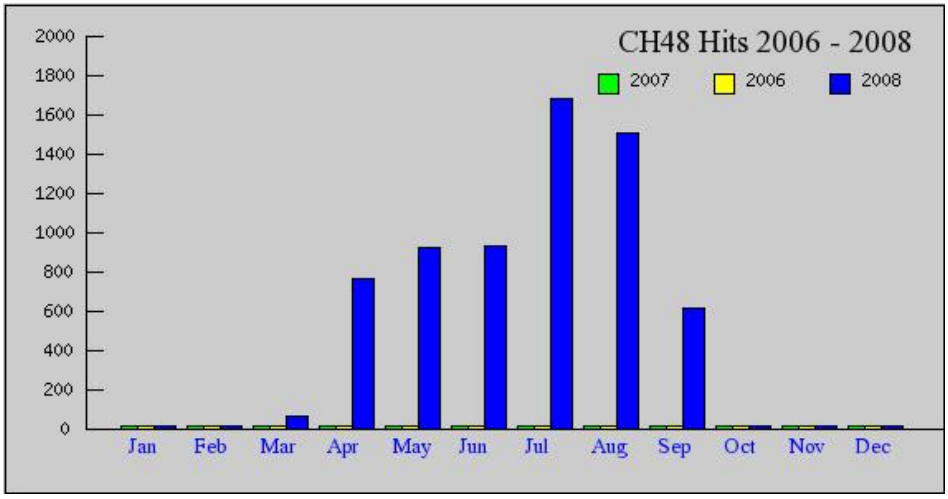

Hits for viewing various channels of content

Summary by Month										
Month	Daily Avg				Monthly Totals					
	Hits	Files	Pages	Visits	Sites	KBytes	Visits	Pages	Files	Hits
Sep 2008	3958	2745	702	101	756	990124	1724	11936	46666	67295
Aug 2008	1848	1244	363	57	480	756225	1795	11253	38575	57308
Jul 2008	5069	3113	995	96	1195	1618347	3001	30849	96512	157154
Jun 2008	7261	4441	1071	117	1492	2241331	3512	32130	133235	217849
May 2008	2159	1379	305	49	532	732248	1541	9474	42753	66947

Apr 2008	4796	2923	671	83	1063	1473064	2512	20132	87714	143882
Mar 2008	3322	1966	472	67	801	1180489	2097	14660	60967	103004
Feb 2008	4482	2851	635	91	982	1587343	2641	18424	82696	129985
Jan 2008	2110	1431	448	47	420	682499	1467	13906	44386	65411
Dec 2007	1809	1135	346	40	514	553831	1248	10728	35199	56090
Nov 2007	2819	1810	585	58	707	821511	1762	17572	54300	84584
Oct 2007	4416	2700	689	83	1112	1350818	2602	21371	83725	136919
		Totals				13987830	25902	212435	806728	1286428

Special Events Services

A Special Event is any event requiring multiple services from OCIO for a specific and limited timeframe either onsite or offsite. A Special Event has the potential to involve people throughout MSFC, but does not fall under the category of research, testing, or development.

MSFC supports a wide variety of Special Events that require a Special Events Administrator (SEA). The SEA is the lead contact for all of AVIS resources when more than one resource is required for an event. When a service request is submitted requiring more than one AVIS service, the SEA contacts the customer and provides a detailed Requirements Document, which allows the customer to input all of the elements of services required for the event. The SEA works between the customer and service providers to identify the estimated costs to support the event, updating event cost estimates as needed while keeping the service providers and customer informed. The SEA provides a cost estimate that is prepared based on the Event Requirements Document. This cost estimate is submitted to the OCIO Civil Servant for review and distribution to customer for approval and funding. If any changes are negotiated at the last minute, the SEA notifies the service provider and the cost estimates are revised accordingly.

Within the AVIS, an Audio/Visual (AV) technician supports events. The AV technician supports the events by providing the sound system, podium, microphone, flags, projectors, large screens, etc. When more than one event is taking place other AV technicians are utilized from the Telecommunications Support Team.

A post-event continuous improvement customer survey is sent to the customer within 2 days after the event. This survey requests feedback on the quality of services provided by OCIO. This feedback is shared with the service providers and if negative feedback is

received from a customer, procedures in MWI 1280.2, Customer Satisfaction, will be followed. In FY08, the following Special Events were supported.

Events List requiring AV and/or Photography services:

• AIAA Presentation • AMCOM Visit • Advanced Rocketry Workshop • Area Labor Relations Council Meeting • Center for Blind Visit • Center Director's Onsite (SES) • Congressional Staff Visit • Diane Fleming & Council Tour • Dr. David Williams Visit/Tour • Early Marshall History Presentation • Educational Escapes • Explorer I Anniversary • John Mascia Visit • JSC Flight Directors Visit • Leadership Class Federal Day Visit • Legal Leadership Meeting	• Marshall Association Luncheon (12 per year) • Missile Defense Agency Visit • New Employee Orientation Tour (multiple) • Saturn I Presentation • Scottsboro Kiwanis Club • Senate Appropriations Committee • Senate Subcommittee Staff Visit • Shuttle/ISS Standing Review Board Meeting • Team and Group Awards • Town Hall Meeting (multiple) • UAT KARR & WEIST Visit • University Officials Visit • USA Speaking Engagement • Vietnam Veterans Visit • Women's History Month Seminar (annual)

Events List requiring AV, Graphics, Reproduction, and Photography services:

• 6th Annual Hispanic Heritage Event • Aerospace Week Conference • All Hands with Deputy Director • Center Director's Budget Rollout • Disability Awareness • Distinguished Lecturer Series • Guppy Landing • Health & Safety Expo (annual) • Huntsville Air Show (annual) • Marshall Child Development Center (MCDC) Ribbon Cutting Ceremony • MSFC Earth Day (annual)	• NASA Administrator Update (multiple) • NASA Future Forum • Native American Month (annual) • Rich Gilbrech Visit • Safety & Mission Success • Shuttle Transition All Hands • Silver Snoopy Awards Ceremony (multiple) • Student Launch Initiative (annual) • Summer Intern Day (annual) • Veterans Reception

Events List requiring AV, Graphics, Photography, Reproduction, Television services:

• Asian/Pacific Islander Seminar (annual) • Breast Cancer Awareness (annual)	• STS-120 Crew Visit • STS-122 Crew Visit

• Black History Month Celebration (annual) • Expedition 14&15 Crew Visit • Expedition 15&16 Crew Visit • Industry Day	• STS-124 Crew Visit • Take Our Children To Work Day (annual) • University Student Launch Initiative (annual)

Events List requiring AV, Graphics, Multimedia, Photography, Reproduction, & Television services:

• Alabama A&M/NASA High School Senior Day (annual) • Intern Poster Day (annual) • MSFC Center Director All Hands (multiple) • MSFC Holiday Reception (annual) • NASA Administrator All Hands at MSFC (multiple) • NES Kick-off Harding Middle School	• NES Kick-off Church Point Middle School, Louisiana • Steve Beale Retirement Reception • STS-120 Launch Guest Operations • STS-122 Launch Guest Operations • STS-123 Launch Guest Operations • STS-124 Launch Guest Operations

Events List requiring AV, Graphics, Multimedia, Photography, Reproduction, & Television services: (these types of events typically include all services with additional labor expenses, travel, tear-down, etc.)

• 39th Aerospace Mechanisms Symposium • 50th Anniversary-America in Space • 18th Annual Von Braun Dinner (annual) • AIAA American Space Conference (annual) • Center Director's Breakfast (annual)	• Combined Federal Campaign (CFC) Events (annual) • MSFC Honor Awards Ceremony (annual) • MAF Ground Breaking Ceremony • OCIO Technology Awareness Campaign (annual)

ATTACHMENT L-C

MITS
Service Contract Act
Position Descriptions

01012 ACCOUNTING CLERK II

This position uses knowledge of double entry bookkeeping in performing one or more of the following: posting actions to journals, identifying subsidiary accounts affected, making debit and credit entries, and assigning proper codes. The Accounting Clerk II may review computer printouts against manually maintained journals, detect and correct erroneous postings, and prepare documents to adjust accounting classifications and other data, or review lists of transactions rejected by an automated system. In this instance, the Accounting Clerk II will determine reasons for rejections, and prepare necessary correcting material. On routine assignments, an employee will select and apply established procedures and techniques. Detailed instructions are provided for difficult or unusual assignments. Completed work and methods used, are reviewed for technical accuracy.

01013 ACCOUNTING CLERK III

The Accounting Clerk III maintains journals or subsidiary ledgers of an accounting system and balances and reconciles accounts. Typical duties include one or both of the following: 1.) reviewing invoices and statements verifying information, ensuring sufficient funds have been obligated, and if questionable, resolving with the submitting unit determining accounts involved. The review will include coding transactions, and processing material through data processing for application in the accounting system; 2.) analysis and reconciliation of computer printouts with operating unit reports (contacting units, researching causes of discrepancies, and taking action to ensure that accounts balance). Supervisor provides suggestions for handling unusual or non-recurring transactions. Conformance with requirements and technical soundness of completed work are reviewed by the supervisor, or are controlled by mechanisms built into the accounting processes.

01020 ADMINISTRATIVE ASSISTANT

In addition to secretarial duties (filing, taking phone calls, scheduling appointments, making travel arrangements), this position will provide administrative support to executive staff with office management responsibilities to include budgeting, personnel records and payroll. The Administrative Assistant may be required to work independently on projects requiring research and preparation of briefing charts and other presentation materials.

01110 GENERAL CLERK (Occupational Base)

The General Clerk follows clearly detailed procedures in performing simple repetitive tasks in the same sequence. Responsibilities would include filing pre-coded documents in a chronological file, or operating office equipment, (e.g., mimeograph, photocopy, addressograph or mailing machine).

01111 GENERAL CLERK I

This position follows clearly detailed specific procedures in completing several repetitive clerical steps performed in a prescribed or slightly varied sequence, such as coding and filing documents in an extensive alphabetical file; could involve simple posting to individual accounts, opening mail, calculating and posting charges to departmental accounts, operating basic office equipment, e.g., photocopier, facsimile, multi-line phone/voicemail systems, mailing machines, and minimal computer programs. Little or no subject-matter knowledge is required, but the clerk uses his or her own judgment in choosing the proper procedure for each task.

01112 GENERAL CLERK II

This position requires familiarity with the terminology of the office unit. The General Clerk selects appropriate methods from a wide variety of procedures or makes simple adaptations and interpretations of a limited number of substantive guides and manuals. The clerical steps often vary in type or sequence, depending on the task. Recognized problems are referred to others.

01113 GENERAL CLERK III

This position uses some subject-matter knowledge and judgment to complete assignments consisting of numerous steps varying in nature and sequence. The General Clerk III selects from alternative methods and refers problems not solvable by adapting or interpreting substantive guides, manuals, or procedures. Typical duties include: assisting in a variety of administrative matters; maintaining a wide variety of financial or other records (stored both manually and electronically); verifying statistical reports for accuracy and completeness; compiling information; and handling and adjusting complaints.

The General Clerk III may also direct lower level clerks. Positions above level IV are excluded. Such positions (which may include supervisory responsibility over lower level clerks) require workers to use a thorough knowledge of an office's work and routine to: 1) choose among widely varying methods and procedures to process complex transactions; and 2) select or devise steps necessary to complete assignments. Typical jobs covered by this exclusion include administrative assistants, clerical supervisors, and office managers.

01050 DATA ENTRY OPERATOR (Occupational Base)

This position operates keyboard-controlled data entry devices such as a computer, key-operated magnetic tape, or disc encoder to transcribe data into a format suitable for computer processing. Job task requires skill in operating an alphanumeric keyboard, and an understanding of transcribing procedures and relevant data entry equipment. Positions are classified into levels based on the following definitions:

01151 DATA ENTRY OPERATOR I

This position works under close supervision and follows specific procedures or detailed instructions. The Data Entry Operator I works from various standardized source documents that have been coded and require little or no selecting, coding or interpreting of data. Problems such as erroneous items and codes, or missing information are resolved at the supervisory level. Work is routine and repetitive.

01152 DATA ENTRY OPERATOR II

This position requires the application of experience and judgment in selecting procedures to be followed, and searching for interpreting, selecting, or coding items to be entered from a variety of document sources. The Data Entry Operator II may occasionally perform routine work as described for Data Entry Operator I.

Excluded are operators above Level II using the key entry controls to access, read, and evaluate the substance of specific records to take substantive actions, or to make entices requiring a similar level of knowledge.

01190 ORDER CLERK (Occupational Base)

The Order Clerk receives written or verbal purchase orders. Work typically involves some combination of the following duties: quoting prices, determining availability of ordered items and suggesting substitutes when necessary, advising expected delivery date and method of delivery, recording order and customer information on order sheets. The Order Clerk is responsible for checking order sheets for accuracy and adequacy of information; ascertaining credit rating of customer; furnishing customer with confirmation of receipt of order; order follow up, or

informing customer of a delay in delivery. The Order Clerk maintains order files and verifies shipping invoices against original orders.

This position excludes workers paid on a commission basis or whose duties include any of the following: Receiving orders for services rather than for material or merchandise; providing customers with consultative advice using knowledge gained from engineering or extensive technical training; emphasizing selling skills; handling material or merchandise as an integral part of the job.

01191 ORDER CLERK I

This position handles orders involving items that have readily identified uses and applications. The Order Clerk I may refer to a catalog, manufacturer's manual or similar document to insure that the proper item is supplied or to verify the price of order.

01192 ORDER CLERK II

This position handles orders that involve making judgments such as choosing which specific product or material from the establishment's product lines will satisfy the customer's needs, or determining the price to be quoted when pricing involves more than merely referring to a price list or making some simple mathematical calculations.

01270 PRODUCTION CONTROL CLERK

This position compiles and records production data for industrial establishments to compare records and reports on volume of production, consumption of material, quality control, and other aspects of production. May perform any combination of the following duties: compile and record production data from customer orders, work tickets, product specifications, and individual worker production sheets following prescribed recording procedures and using different word processing techniques. This Clerk calculates such factors as types and quantities of items produced, materials used, amount of scrap, frequency of defects, and worker and department production rates, using a computer, calculator, and/or spreadsheets. Additional tasks include: writing production reports based on data compiled, tabulated and computed, following prescribed formats, maintaining files of documents used and prepared, compiling detailed production sheets or work tickets for use by production workers as guides in assembly or manufacture of products. This Clerk prepares written work schedules based on established guidelines and priorities, compiles material inventory records and prepares requisitions for procurement of materials and supplies charts production using chart, graph, or pegboard based on statistics compiled for reference by production and management personnel. This Clerk also sorts and distributes work tickets or material and may compute wages from employee time cards and post wage data on records used for preparation of payroll.

01260 PERSONNEL ASSISTANT (Occupational Base)

This position performs a variety of general personnel clerical tasks in such areas as employee records, benefits, education, training, employment/staffing, compensation, employee labor relations, and equal employment opportunity/affirmative action. The Personnel Assistant may conduct surveys and update manual and automated personnel records. At the higher levels, assistants perform limited aspects of personnel professionals’ work such as interviewing candidates, recommending placements, performing compensation or benefit support activities involving contacts throughout the company, and preparing communications to various third party benefit vendors. Excluded are workers who primarily compute and process payrolls.

01261 PERSONNEL ASSISTANT I

This position performs a variety of tasks including, but not limited to, clerical and secretarial duties. The work is under general supervision of higher-level personnel in preparation of various human resource tasks throughout compensation, benefits, staffing/employment, EEO procedures and policy administration. The Personnel Assistant I is expected to exercise discretion at all times; limited judgment may be necessary at times. This assistant may be

required to operate general office equipment such as: typewriter, personal computer, copier, adding machine, and facsimile.

01262 PERSONNEL ASSISTANT II

This position serves as a clerical expert in independently processing the most complicated types of personnel actions, e.g., temporary employment, rehires, and dismissals. In this position, one may perform tasks beyond routine clerical such as: pre-employment drug screening and new hire orientation, responding to routine questions on policy and procedures, and/or provide reports on employee turnover or time and attendance. This assistant may be asked to evaluate and consolidate information from various sources under short deadlines, such as internal or external survey information, reporting on company employment statistics (retention, equal opportunity reporting, etc). The Personnel Assistant II may provide guidance to lower level Personnel Assistants. This level requires extensive knowledge of various office software packages. Guidance is provided as needed. Completed written work receives close technical review from higher-level personnel office employees. Work may be checked occasionally.

01263 PERSONNEL ASSISTANT III

This position performs work in support of human resource professionals that requires a good working knowledge of personnel procedures, guides, and precedents. Job tasks may include interviewing applicants, obtaining references, and recommending placement in a well-defined occupation. At this level, assistants typically have a range of personal contacts within and outside the organization, in addition to handling employee-sensitive material. Therefore, the Assistant must be tactful, discrete, and articulate. This Assistant may be involved in identifying potential issues and grievance procedures, in addition to documenting necessary information to avoid company threat. The Personnel Assistant III may make recommendations to human resource professionals on job classification, wage rates, and employee salaries. The use of computers may be relied on heavily for organizational and reporting purposes. Advanced experience with office software packages may be needed. This Assistant may perform some clerical work in addition to the above duties. Supervisor will review completed work against stated objectives.

01610 WORD PROCESSOR (Occupational Base)

This position uses automated systems, such as word processing equipment, personal computers, or work stations linked to a larger computer or local area network, to produce a variety of documents, such as correspondence, memos, publications, forms, reports, tables and graphs. The Word Processor uses one or more word processing software packages; may also perform routine clerical tasks, such as operating copiers, filing, answering telephones, ad sorting and distributing mail.

Excluded are:

a. Typists using automatic or manual typewriters with limited or no text-editing capabilities; workers in these positions are not typically required to use word processing software packages;

b. Key Entry Operators, Accounting Clerks, Sales Clerks, and other clerks who may use automated word processing equipment for purposes other than typing composition;

c. Positions requiring subject-matter knowledge to prepare and edit text using automated word processing equipment.

01611 WORD PROCESSOR I

This position produces a variety of standard documents, such as correspondence, form letters, reports, tables and other printed materials. Work requires skill in typing; a knowledge of grammar, punctuation and spelling; and ability to use reference guides and equipment manuals. The Word Processor I performs familiar, routine assignments

following standard procedures, seeks further instructions for assignments requiring deviations from established procedures.

01612 WORD PROCESSOR II

This position uses knowledge of varied and advanced functions of one software type, knowledge of varied functions of different types of software, or knowledge of specialized or technical terminology to perform such typical duties as:

a. Editing and reformatting written or electronic drafts. Examples include: correcting function codes; adjusting spacing formatting and standardizing headings, margins, and indentations.
b. Transcribing scientific reports, lab analysis, legal proceedings, or similar material from voice tapes or handwritten drafts. Work requires knowledge of specialized, technical, or scientific terminology.

Work requires familiarity with office terminology and practices. Incumbent corrects copy, and questions originator of document concerning missing information, improper formatting, or discrepancies in instructions. Supervisor sets priorities and deadlines on
continuing assignments, furnishes general instructions for recurring work and provides specific instructions for new or unique projects, may lead lower level word processors.

01613 WORD PROCESSOR III

Requires both a comprehensive knowledge of word processing software applications and office practices and a high degree of skill in applying software functions to prepare complex and detailed documents. For example, processes complex and lengthy technical reports which include tables, graphs, charts, or multiple columns. Uses either different word processing packages or many different style macros or special command functions; independently completes assignments and resolves problems.

01300 SCHEDULER, MAINTENANCE

This position schedules vehicle repairs and lubrication for vehicle-maintenance, schedules vehicles for lubrication or repairs based on date of last lubrication and mileage traveled or urgency of repairs. The Maintenance Scheduler contacts garage to verify availability of facilities, notifies parking garage workers to deliver specified vehicles, and maintains a file of requests for services.

01311 Secretary I
01312 Secretary II
01313 Secretary III

01310 SECRETARY* (Classification Standard)

This position provides principal secretarial support in an office, usually to one individual, and, in some cases, to the subordinate staff of that individual. The Secretary maintains a close and highly responsive relationship to the day-to-day activities of the supervisor and staff, works fairly independently receiving a minimum of detailed supervision and guidance, and performs various clerical and secretarial duties requiring knowledge of office routine and an understanding of the organization, programs, and procedures related to the work of the office. Computers may exist in the environment, requiring working knowledge of certain office software programs.

Classification by Level

Secretary jobs that meet the required characteristics are matched at one of three levels according to two factors: (a) level of the secretary's supervisor within the overall organizational structure, and (b) level of the secretary's

responsibility. The table following the explanations of these factors indicates the level of the secretary for each combination of factors.

Level of Secretary's Supervisor (LS)
Secretaries should be matched with one of the three LS levels below that best describes the organization of the secretary's supervisor.

LS-1 Organizational structure is not complex and internal procedures and administrative controls are simple and informal; supervisor directs staff through face-to-face meetings.

LS-2 Organizational structure is complex and is divided into subordinate groups that usually differ from each other as to subject matter, function, etc. Supervisor usually directs staff through intermediate supervisors. Internal procedures and administrative controls are formal. An entire organization (e.g., division, subsidiary, or parent organization) may contain a variety of subordinate groups that meet the LS-2 definition. Therefore, it is not unusual for one LS-2 supervisor to report to another LS-2 supervisor.

The presence of subordinate supervisors does not by itself, mean LS-2 applies. For example, a clerical processing organization divided into several units, each performing very similar work, is placed in LS-1.

In smaller organizations or industries such as retail trades, with relatively few organizational levels, the supervisor may have an impact on the policies and major programs of the entire organization, and may deal with important outside contacts as described in LS-3.

LS-3 Organizational structure is divided into two or more subordinate supervisory levels (of which at least one is a managerial level) with several subdivisions at each level. Executive's program(s) are usually interlocked on a direct and continuing basis with other major organizational segments, requiring constant attention to extensive formal coordination, clearances, and procedural controls. Executive typically has: financial decision-making authority for assigned program(s); considerable impact on the entire organization's financial position or image; and responsibility for, or has staff specialists in such areas as, personnel and administration for assigned organization. Executive plays an important role in determining the policies and major programs of the entire organization, and spends considerable time dealing with outside parties actively interested in assigned program(s) and current or controversial issues.

Level of Secretary's Responsibility (LR)

This factor evaluates the nature of the work relationship between the secretary and the supervisor or staff, and the extent to which the secretary is expected to exercise initiative and judgment. Secretaries should be matched at the level best describing their level of responsibility. When a position's duties span more than one LR level, the introductory paragraph at the beginning of each LR level should be used to determine which of the levels best matches the position. (Typically, secretaries performing at the higher levels of responsibility also perform duties described at the lower levels.)

- LR-1 Carries out recurring office procedures independently, and selects the guideline or reference that fits the specific case. The supervisor provides specific instructions on new assignments and checks completed work for accuracy. The LR-1 performs varied duties including or comparable to the following:

  a. Respond to routine telephone requests that have standard answers; refer calls and visitors to appropriate staff. Control mail and assure timely staff response, and send form letters;
  b. As instructed, maintain supervisor's calendar, make appointments, and arrange for meeting rooms:
  c. Review materials prepared for supervisor's approval for typographical accuracy and proper format;
  d. Maintain recurring internal reports, such as time and leave records, office equipment listings, correspondence controls, and training plans;
  e. Requisition supplies, printing, maintenance or other services, type, take and transcribe dictation, create and maintain office files.

- LR-2 handles differing situations, problems, and deviations in the work of the office according to the supervisor's general instructions, priorities, duties, policies, and program goals. Supervisor may assist secretary with special assignments. Duties include or are comparable to the following:

  a. Screen telephone calls, visitors, and incoming correspondence; personally respond to requests for information concerning office procedures; determine which requests should be handled by the supervisor, appropriate staff member or other offices, prepare and sign routine non-technical correspondence in own or supervisor's name;
  b. Schedule tentative appointments without prior clearance. Make arrangements for conferences and meetings and assemble established background materials as directed. May attend meetings and record and report on the proceedings;
  c. Review outgoing materials and correspondence for internal consistency and conformance with supervisor's procedures; assure that proper clearances have been obtained, when needed;
  d. Collect information from the files or staff for routine inquiries on office program(s) or periodic reports, and refer non-routine requests to supervisor or staff; e. Explain to subordinate staff supervisor's requirements concerning office procedures, coordinate personnel and administrative forms for the office and forwards for processing.

- LR-3 uses greater judgment and initiative to determine the approach or action to take in non-routine situations, interprets and adapts guidelines, including unwritten policies, precedents, and practices, which are not always completely applicable to changing situations. Duties include or are comparable to the following:

  a. Based on knowledge of the supervisor's views, compose correspondence on own initiative about administrative matters and general office policies for supervisor's approval;
  b. Anticipate and prepare materials needed by the supervisor for conferences, correspondence, appointments, meetings, telephone calls, etc., and informs supervisor on matters to be considered;
  c. Read publications, regulations, and directives and take action or refer those that are important to the supervisor and staff;
  d. Prepare special or one-time reports, summaries, or replies to inquiries, selecting relevant information from a variety of sources such as reports, documents, correspondence, other offices, etc., under general directions;
  e. Advise secretaries in subordinate offices on new procedures; request information needed from the subordinate office(s) for periodic or special conferences, reports, inquiries, etc., and shifts clerical staff to accommodate workload needs.

Excludes secretaries performing any of the following duties:

Acting as office manager for the executive's organization, e.g., determines when new procedures are needed for changing situations and devises and implements alternatives; revising or clarifying procedures to eliminate conflict or duplication; identifying and resolving various problems that affect the orderly flow of work in transactions with parties outside the organization.

Preparing agenda for conferences; explain discussion topics to participants; drafts introductions and develops background information and prepares outlines for executive or staff member(s) to use in writing speeches.

The LR-3 advises individuals outside the organization on the executive's views on major policies or current issues facing the organization; contacts or responds to contact from high-ranking outside officials (e.g., city or state officials, members of congress, presidents of national unions or large national or international firms, etc.) in unique situations. These officials may be relatively inaccessible, and each contact typically must be handled differently, using judgment and discretion.

CRITERIA FOR MATCHING SECRETARIES BY LEVEL
Secretary I (01311), Secretary II (01312), Secretary III (01313),

Intentionally blank	LR-1	LR-2	LR-3
LS-1	I 01311	II 01312	III 01313
LS-2	I 01311	III 01313	See Note
LS-3	I 01311	See Note	See Note

NOTE: Employees whose duties meet this level of responsibility and supervision may be properly classified under the Administrative Assistant category or the class may need to be conformed.

01410 SUPPLY TECHNICIAN

This position performs limited aspects of technical supply management work (e.g., inventory management, storage management, cataloging, and property utilization) related to depot, local, or other supply activities. Work usually is segregated by commodity area or function, and controlled in terms of difficulty, complexity, or responsibility. Assignments usually relate to stable or standardized segments of technical supply management operations; or to functions or subjects that are narrow in scope or limited in difficulty. The work generally involves individual case problems or supply actions. This work may require consideration of program requirements together with specific variations in or from standardized guidelines. Assignments require:

(a) a good working knowledge of the governing supply systems, programs, policies, nomenclature, work methods, manuals, or other established guidelines;

(b) an understanding of the needs of the organization serviced; and

(c) analytical ability to define or recognize the dimension of the problems involved, to collect the necessary data to establish the facts, and take or recommend action based upon application or interpretation of established guidelines.

13047 LIBRARIAN

The Librarian maintains library collections of books, serial publications, and documents, audiovisual and other materials and assists groups and individuals in locating and obtaining materials, furnishes information on library activities, facilities, rules and services, explains and assists in use of reference sources, such as card or book catalog, or book and periodical indexes to locate information. This worker issues and receives materials for circulation or use in library, assembles and arranges displays of books and other library materials, maintains reference and circulation materials. The Librarian also answers correspondence on special reference subjects, may compile list of library materials according to subjects or interests, and may select, order, catalog and classify materials.

13050 LIBRARY AIDE/CLERK

The Library Aide/Clerk works under the supervision of Librarian and Library Technician at the main circulation desk following simple repetitive tasks including; issuing library cards, explaining library rules and borrowing procedures, recording information such as reports of lost or damaged items, requests for materials, and overdue materials and refers this information to Library Technician or Librarian. This Worker contacts borrowers by telephoning or issuing overdue notices, shelves books, magazines, and other materials under supervision of Library Technician or Librarian, accesses and enters limited routine information in a few screens of automated database, performs routine clerical duties such as referring callers or visitors to appropriate staff, and assists Library Technician with processing duties such as labeling and stamping and preparing materials such as posters or book lists for events.

13054 LIBRARY INFORMATION TECHNOLOGY SYSTEMS ADMINISTRATOR

The Library Information Technology Systems Administrator administers and supports daily operational requirements of library and information computer network systems including workstation, file servers, and web servers. Duties typically involve the installation of hardware, software, systems upgrades, network accounts, network security, and web page design, interface and updates, planning and implementing long-range automation plan, period reports, and local system design documentation. This Administrator trains staff on software applicable to their position, assists patrons with information technology, and provides instruction on computers and applications.

13058 LIBRARY TECHNICIAN

The Library Technician provides information service such as answering questions regarding card catalogs and assists in the use of bibliographic tools, such as Library of Congress catalog. The incumbent performs routine cataloging of library materials, files cards in catalog drawers according to system used, answers routine inquiries, and refers persons requiring professional assistance to Librarian. This Technician verifies bibliographic information on order requests, works or directs workers in maintenance of stacks or in section of department or division with tasks such as ordering or receiving section of acquisitions department, card preparation activities in catalog department, or limited loan or reserve desk operation of circulation department.

13060 MEDIA SPECIALIST (Occupational Base)

The Media Specialist maintains functionality (expiration dates, incorrect labeling, etc.) for a variety of media sources, e.g., tapes, cassettes, microfiche, film, and compact disks/DVDs, in addition to introduction of new media technology. Troubleshoots and resolves media errors and data processing problems; lower level media specialists focus on preplanned procedures when troubleshooting, while higher level media specialist may deviate from standard operating procedures.

13061 MEDIA SPECIALIST I

The Media Specialist I maintains library of media (tapes, cassettes and microfiche), which presents few difficult data processing problems (e.g. damaged media or misplaced media). In response to data processing problems, this person applies data processing or corrective procedures, refers problems which do not have preplanned procedures, and works under general supervision of the higher-level Media Specialists

13062 MEDIA SPECIALIST II

This Specialist maintains a range of media (tapes, cassettes and microfiche). In addition to maintaining the media library and resolving common data processing problems, the incumbent diagnoses and acts on media errors not fully covered by existing procedures and guidelines (e.g., tape, disposition or making mechanical adjustments to maintain or restore media equipment). In response to media error reports, this Worker may deviate from standard procedures if standard procedures do not provide a solution and refers still-unresolved problems to Media Specialist III.

13063 MEDIA SPECIALIST III

The Media Specialist III adapts to a variety of nonstandard problems that require extensive specialist assistance (e.g., expiration date on media, media internally labeled incorrectly or frequent introduction of new media technology). In response to media error conditions, this Worker chooses or devises a course of action from among processing tanks and dryer, around polished drum, and onto take-up reel. The specialist turns valves to fill tanks with premixed solutions such as developer, dyes, stop-baths, fixers, bleaches, and washes, moves thermostatic control to keep steam-heated drum at specified temperature, and splices sensitized paper to leaders using tape. The specialist then starts machine and throws switches to synchronize drive speeds of processing and drying units, compares processed prints with color standard, reports variations to control department, adds specified amount of chemicals to renew solutions, and maintains production records.

13070 PHOTOGRAPHER (Occupational Base)

The Photographer takes pictures requiring knowledge of photographic techniques, equipment, and processes. Typically, some familiarity with the organization's activities (i.e., scientific, engineering, industrial, technical, retail, commercial, etc.) and some artistic ability are needed at higher levels. Depending on the objectives of the assignment, photographers use standard equipment (including simple still, graphic, and motion picture cameras, video and television hand cameras, and similar commonly used equipment) and/or use special-purpose equipment (including specialized still and graphic cameras, motion picture production, television studio, and high speed cameras and equipment). At the higher levels, a complex accessory system of equipment may be used, as needed, with sound or lighting systems, generators, timing or measurement control mechanisms, or improvised stages or environments, etc. Work of photographers at all levels is reviewed for quality and acceptability. The Photographer may also develop, process, and edit film or tape, serve as a lead photographer to lower level workers, or may perform work described at lower levels as needed.
Positions are matched to the appropriate level based on the difficulty of, and responsibility for the photography performed, including the subject-matter knowledge and artistry required to fulfill the assignment. While the equipment may be an indication of the level of difficulty, photographers at the higher level may use standard equipment, as needed.

13071 PHOTOGRAPHER I

The Photographer I takes routine pictures in situations where several shots can be taken. This Photographer uses standard still cameras for pictures lacking complications, such as speed, motion, color contrast, or lighting. Photographs are taken for identification, employee publications, information, or publicity purposes. Workers must be able to focus, center, and provide simple flash-type lighting for an uncomplicated photograph. Typical subjects are employees who are photographed for identification, award ceremonies, interviews, banquets or meetings; or external views of machinery, supplies, equipment, building, damaged shipments, or other subjects photographed to record conditions. Assignments usually are performed without direct guidance due to the clear and simple nature of the desired photograph.

13072 PHOTOGRAPHER II

This Photographer uses standard still cameras, commonly available lighting equipment and related techniques to take photographs, which involve limited problems of speed, motion, color contrast, or lighting. Typically, the subjects photographed are similar to those at Level I, but the technical aspects require more skill. Based on clear-cut objectives, this Worker determines shutter speeds, lens settings and filters, camera angles, exposure times, and type of film. This position requires familiarity with the situation gained from similar past experience to arrange for specific emphasis, balanced lighting, and correction for distortion, etc., as needed. The Photographer II may use 16mm or 35mm motion picture cameras for simple shots such as moving equipment or individuals at work or meetings, where available or simple artificial lighting is used. Ordinarily, there is opportunity for repeated shots or for retakes if the original exposure is unsatisfactory. This Photographer consults with supervisor or photographers that are more experienced when problems are anticipated.

13073 PHOTOGRAPHER III

The Photographer III selects from a range of standard photographic equipment for assignments demanding exact renditions, normally without opportunity for later retakes, when there are specific problems or uncertainties concerning lighting, exposure time, color, artistry, etc. Job tasks require this worker to discuss technical requirements with operating officials or supervisor and customize treatment for each situation according to a detailed request, vary camera processes and techniques, and use the setting and background to produce esthetics, as well as accurate and informative pictures. Typically, standard equipment is used at this level, although "specialized" photography can be performed using some special-purpose equipment under closer supervision.
In typical assignments, the Photographer III photographs the following: (1) drawings, charts, maps, textiles, etc., requiring accurate computation of reduction ratios and exposure times and precise equipment adjustments; (2) tissue specimens in fine detail and exact color when color and condition of the tissue may deteriorate rapidly; (3) medical or surgical procedures or conditions which normally cannot be recaptured; (4) machine or motor parts to show wear

or corrosion in minute wires or gears; (5) specialized real estate, goods and products for catalogs or listings when salability is enhanced by the photography; (6) work, construction sites, or patrons in prescribed detail to substantiate legal claims, contracts, etc.; (7) artistic or technical design layouts requiring precise equipment settings; and (8) fixed objects on the ground or air-to-air objects which must be captured quickly and require directing the pilot to get the correct angle of approach. This person works independently; solves most problems through consultations with more experienced photographers, if available, or through reference sources.

13074 PHOTOGRAPHER IV

The Photographer IV uses special-purpose cameras and related equipment for assignments in which the photographer usually makes all the technical decisions, although the objective of the pictures is determined by operating officials. This Worker conceives and plans the technical photographic effects desired by operating officials and discusses modifications and improvements to their original ideas in light of the potential and limits of the equipment, improvises photographic methods and techniques or selects and alters secondary photographic features (e.g., scenes, backgrounds, colors, lighting). Many assignments afford only one opportunity to photograph the subject. Typical examples of equipment used at this level include ultra-high speed, motion picture production, studio television, animation cameras, specialized still and graphic cameras, electronic timing and triggering devices, etc.

Some assignments are characterized by extremes in light values and the use of complicated equipment. This photographer sets up precise photographic measurement and control equipment; uses high speed color photography, synchronized stroboscopic (interval) light sources, and/or timed electronic triggering; operates equipment from a remote point; or arranges and uses cameras operating at several thousand frames per second. In other assignments, selects and sets up motion picture or television cameras and accessories and shoots a part of a production or a sequence of scenes, or takes special scenes to be used for background or special effects in the production. This person works under guidelines and requirements of the subject-matter area to be photographed, and consults with supervisors only when dealing with highly unusual problems or altering existing equipment.

13075 PHOTOGRAPHER V

As a top technical expert, the Photographer V exercises imagination and creative ability in response to photography situations requiring novel and unprecedented treatment. This worker typically performs one or more of the following assignments: (1) develops and adapts photographic equipment or processes to meet new and unprecedented situations, e.g. works with engineers and physicists to develop and modify equipment for use in extreme conditions such as excessive heat or cold, radiation, high altitude, under water, wind and pressure tunnels, or explosions; (2) plans and organizes the overall technical photographic coverage for a variety of events and developments in phases of a scientific, industrial, medical, or research project; or (3) creates desired illusions or emotional effects by developing trick or special effects photography for novel situations requiring a high degree of ingenuity and imaginative camera work to heighten, simulate, or alter reality. The Photographer V Independently develops, plans, and organizes the overall technical photographic aspects of assignments in collaboration with operating officials who are responsible for project substance. This worker uses imagination and creative ability to implement objectives within the capabilities and limitations of cameras and equipment, may exercise limited control over the substance of events to be photographed by staging actions, suggesting behavior of the principals, and rehearsing activities before photographs are taken

14040 COMPUTER OPERATOR (Occupational Base)

The Computer Operator monitors and operates the control console of either a mainframe digital computer or a group of minicomputers, in accordance with operating instructions, to process data. Work is characterized by the following:

- Studies operating instructions to determine equipment setup needed.
- Loads equipment with required items (tapes, cards, paper, etc.).
- Switches necessary auxiliary equipment into system;
- Diagnoses and corrects equipment malfunctions;

- Reviews error messages and makes corrections during operation or refers problems;
- Maintains operating record.

This operator may test run new or modified programs and assists in modifying systems or programs. Included within the scope of this definition are fully qualified Computer Operators, trainees working to become fully qualified operators, and lead operators providing technical assistance to lower level positions.

14041 COMPUTER OPERATOR I

The Computer Operator I works under close personal supervision and is provided detailed written or oral guidance before and during assignments. As instructed, this worker resolves common operating problems and may serve as an assistant operator working under close supervision or performing a portion of a more senior operator's work.

14042 COMPUTER OPERATOR II

The Computer Operator II processes scheduled routines that present few difficult operating problems (e.g., infrequent or easily resolved error conditions). In response to computer output instructions or error conditions, this worker applies standard operating or corrective procedure, refers problems that do not respond to preplanned procedure, and may serve as an assistant operator, working under general supervision.

14043 COMPUTER OPERATOR III

The Computer Operator III processes a range of scheduled routines. In addition to operating the system and resolving common error conditions, this worker diagnoses and acts on machine stoppage and error conditions not fully covered by existing procedures and guidelines (e.g., resetting switches and other controls or making mechanical adjustments to maintain or restore equipment operations). In response to computer output instructions or error conditions, the Computer Operator III may deviate from standard procedures if standard procedures do not provide a solution and refers problems which do not respond to corrective procedures to a person of supervisory or higher individual contributor level.

14044 COMPUTER OPERATOR IV

The Computer Operator IV adapts to a variety of nonstandard problems that require extensive operator intervention (e.g. frequent introduction of new programs, applications, or procedures). In response to computer output instructions or error conditions, this worker chooses or devises a course of action from among several alternatives and alters or deviates from standard procedures if standard procedures do not provide a solution (e.g. reassigning equipment in order to work around faulty equipment or transfer channels); then refers problems if necessary. Typically, completed work is submitted to users without supervisory review.

14045 COMPUTER OPERATOR V

The Computer Operator V resolves a variety of difficult operating problems (e.g. making unusual equipment connections and rarely used equipment and channel configurations to direct processing through or around problems in equipment, circuits, or channels or reviewing test run requirements and developing unusual system configurations that will allow test programs to process without interfering with ongoing job requirements). In response to computer output instructions and error conditions or to avoid loss of information or to conserve computer time, operator deviates from standard procedures. Such actions may materially alter the computer unit's production plans. This operator may spend considerable time away from the control station providing technical assistance to lower level operators and assisting programmers, systems analysts, and subject matter specialists with resolution of problems.

14070 COMPUTER PROGRAMMER (Occupational Base)

The Computer Programmer performs programming services for establishments or for outside organizations that may contract for services, converts specifications (precise descriptions) about business or scientific problems into a

sequence of detailed instructions to solve problems by electronic data processing (EDP) equipment, i.e. digital computers; draws program flow charts to describe the processing of data, and develops the precise steps and processing logic which, when entered into the computer in coded language (COBOL, FORTRAN, or other programming language) to cause the manipulation of data to achieve desired results. The Computer Programmer tests and corrects programs, prepares instructions for operators who control the computer during runs, modifies programs to increase operating efficiency or to respond to changes in work processes, and maintains records to document program development and revisions.

At levels I, II and III, Computer Programmers may also perform programming analysis such as: gathering facts from users to define their business or scientific problems, and to investigate the feasibility of solving problems through new or modified computer programs; developing specifications for data inputs, flow, actions, decisions, and outputs; and participating on a continuing basis in the overall program planning along with other EDP personnel and users. In contrast, at level IV, some programming analysis must be performed as part of the programming assignment. The analysis duties are identified in a separate paragraph at levels I, II, III, and IV. However, the systems requirements are defined by systems analysts or scientists.
Positions are classified into levels based on the following definitions:

14071 COMPUTER PROGRAMMER I

The Computer Programmer I assists higher level staff by performing elementary programming tasks which concern limited and simple data items and steps which closely follow patterns of previous work done in the organization, e.g. drawing flow charts, writing operator instructions, or coding and testing routines to accumulate counts, tallies, or summaries. This worker may perform routine programming assignments (as described in Level II) under close supervision.
In addition to assisting higher level staff, the Computer Programmer I may perform elementary fact-finding concerning a specified work process, e.g., a file of clerical records which is treated as a unit (invoices, requisitions, or purchase orders, etc.) and then report findings to higher level staff. May receive training in elementary fact-finding. Detailed step-by-step instructions are given for each task, and any deviation must be authorized by a supervisor. Work is closely monitored in progress and reviewed in detail upon completion.

14072 COMPUTER PROGRAMMER II

At this level, initial assignments are designed to develop competence in applying established programming procedures to routine problems. This Computer Programmer performs routine programming assignments that do not require skilled background experience but do require knowledge of established programming procedures and data processing requirements, and works according to clear-cut and complete specifications. The data are refined, and the format of the final product is very similar to that of the input, or is well defined when significantly different, i.e., there are few, if any, problems with interrelating varied records and outputs.

The Computer Programmer II maintains and modifies routine programs, makes approved changes by amending program flow charts, developing detailed processing logic, and coding changes, tests and documents modifications and writes operator instructions, may write routine new programs using prescribed specifications, and may confer with EDP personnel to clarify procedures, processing logic, etc.

In addition, the Computer Programmer II may evaluate simple interrelationships in the immediate programming area confers with user representatives to gain an understanding of the situation sufficient to formulate the needed change, and implements the change upon approval of the supervisor or higher level staff. The incumbent is provided with charts, narrative descriptions of the functions performed, an approved statement of the product desired (e.g., a change in a local establishment report), and the inputs, outputs, and record formats. This Worker reviews objectives and assignment details with higher level staff to insure thorough understanding; uses judgment in selecting among authorized procedures and seeks assistance when guidelines are inadequate, significant deviations are proposed, or when unanticipated problems arise. Work is usually monitored in progress, and all work is reviewed upon completion for accuracy and compliance with standards.

14073 COMPUTER PROGRAMMER III

As a fully qualified Computer Programmer, this Worker applies standard programming procedures and detailed knowledge of pertinent subject matter in a programming area such as a record keeping operation (supply, personnel and payroll, inventory, purchasing, insurance payments, depositor accounts, etc.); a well-defined statistical or scientific problem; or other standardized operation or problem. The incumbent works according to approved statements of requirements and detailed specifications.

While the data are clear cut, related, and equally available, there may be substantial interrelationships of a variety of records and several varied sequences of formats are usually produced. The programs developed or modified typically are linked to several other programs in that the output of one becomes the input for another. This Computer Programmer recognizes probable interactions of other related programs with the assigned program(s) and is familiar with related system software and computer equipment, and solves conventional programming problems, (In small organizations, may maintain programs that concern or combine several operations, i.e. users, or develop programs where there is one primary user and the others give input.)

The Computer Programmer III performs such duties as developing, modifying, and maintaining assigned programs, designing and implementing modifications to the interrelation of files and records within programs in consultations with higher level staff. This Worker monitors the operation of assigned programs and responds to problems by diagnosing and correcting errors in logic and coding; implements and/or maintains assigned portions of a scientific programming project, applying established scientific programming techniques to well-defined mathematical, statistical, engineering, or other scientific problems usually requiring the translation of mathematical notation into processing logic and code. (Scientific programming includes assignments such as: using predetermined physical laws expressed in mathematical terms to relate one set of data to another; the routine storage and retrieval of field test data, and using procedures for real-time command and control, scientific data reduction, signal processing, or similar areas.) This Programmer tests, documents work, writes and maintains operator instructions for assigned programs, and confers with other EDP personnel to obtain or provide factual data.

In addition, this Programmer may carry out fact-finding and programming analysis of a single activity or routine problem, applying established procedures where the nature of the program, feasibility, computer equipment, and programming language have already been decided. Job tasks may require the incumbent to analyze present performance of the program and take action to correct deficiencies based on discussion with the user and consultation with and approval of the supervisor or higher-level staff. This Programmer may assist in the review and analysis of detailed program specifications, and in program design to meet changes in work processes.
The Computer Programmer III works independently under specified objectives; applies judgment in devising program logic and in selecting and adapting standard programming procedures, resolves problems and deviations according to established practices, and obtains advice where precedents are unclear or not available. This Worker, may guide or instruct lower level programmers; supervise technicians and others who assist in specific assignments, works on complex programs under close direction of higher level staff or supervisor, and may assist higher level staff by independently performing moderately complex tasks assigned, and performing complex tasks under close supervision. Work at a level above this is deemed Supervisory or Individual Contributor. Completed work is reviewed for conformance to standards, timeliness, and efficiency.

14074 COMPUTER PROGRAMMER IV

The Computer Programmer IV applies expertise in programming procedures to complex programs; recommends the redesign of programs, investigates and analyzes feasibility and program requirements, and develops programming specifications. Assigned programs typically affect a broad multi-user computer system which meets the data processing needs of a broad area (e.g., manufacturing, logistics planning, finance management, human resources, or material management) or a computer system for a project in engineering, research, accounting, statistics, etc. This Programmer plans the full range of programming actions to produce several interrelated but different products from numerous and diverse data elements, which are usually from different sources; solves difficult programming problems, and uses knowledge of pertinent system software, computer equipment, work processes, regulations, and management practices.
This Programmer performs such duties as: developing, modifying, and maintains complex programs; designs and implements the interrelations of files and records within programs which will effectively fit into the overall design

of the project; works with problems or concepts and develops programs for the solution to major scientific computational problems requiring the analysis and development of logical or mathematical descriptions of functions to be programmed; and develops occasional special programs, e.g. a critical path analysis program to assist in managing a special project. This Worker tests, documents, and writes operating instructions for all work, confers with other EDP personnel to secure information, investigate and resolve problems, and coordinates work efforts.

In addition, this incumbent performs such programming analyses as: investigating the feasibility of alternate program design approaches to determine the best balanced solution, e.g., one that will best satisfy immediate user needs, facilitate subsequent modification, and conserve resources. Duties include the following: assisting user personnel in defining problems or needs, determining work organization on typical maintenance projects and smaller scale, working on limited new projects, the necessary files and records, and their interrelation with the program or working on large or more complicated projects, and participating as a team member along with other EDP personnel and users, holding responsibility for a portion of the project.

The Computer Programmer IV works independently under overall objectives and direction, apprising the supervisor about progress and unusual complications and modifying and adapting precedent solutions and proven approaches. Guidelines include constraints imposed by the related programs with which the incumbent's programs must be meshed. Completed work is reviewed for timeliness, compatibility with other work, and effectiveness in meeting requirements. This Worker may function as team leader or supervise a few lower level programmers or technicians on assigned work.

14100 COMPUTER SYSTEMS ANALYST (Occupational Base)

The Computer Systems Analyst analyzes business or scientific problems for resolution through electronic data processing, gathers information from users, defines work problems, and, if feasible, designs a system of computer programs and procedures to resolve the problems. This Worker develops complete specifications or enables other Computer Programmers to prepare required programs and analyzes subject-matter operations to be automated; specifies number and types of records, files, and documents to be used and outputs to be produced; prepares work diagrams and data flow charts; coordinates tests of the system and participates in trial runs of new and revised systems; and recommends computer equipment changes to obtain more effective operations. The Computer Systems Analyst may also write the computer programs.

Positions are classified into levels based on the following definitions:

14101 COMPUTER SYSTEMS ANALYST I

At this level, initial assignments are designed to expand practical experience in applying systems analysis techniques and procedures. This Analyst provides several phases of the required systems analysis where the nature of the system is predetermined, uses established fact-finding approaches, knowledge of pertinent work processes and procedures, and familiarity with related computer programming practices, system software, and computer equipment.

This Worker carries out fact finding and analyses as assigned, (usually of a single activity or a routine problem); applies established procedures where the nature of the system, feasibility, computer equipment and programming language have already been decided; may assist a higher level systems analyst by preparing the detailed specifications required by computer programmers from information developed by the higher level analyst, and may research routine user problems and solve them by modifying the existing system when the solutions follow clear precedents. When cost and deadline estimates are required, results receive closer review.

The supervisor defines objectives, priorities, and deadlines. Incumbents work independently; adapt guides to specific situations; resolve problems and deviations according to established practices; and obtain advice where precedents are unclear or not available. Completed work is reviewed for conformance to requirements, timeliness, and efficiency. This position may supervise technicians and others who assist in specific assignments. Work at a level above this is deemed Supervisory or Individual Contributor.

14102 COMPUTER SYSTEMS ANALYST II

This Analyst applies systems analysis and design skills in an area such as a record keeping or scientific operation. A system of several varied sequences or formats is usually developed, e.g. the analyst develops systems for maintaining depositor accounts in a bank, maintaining accounts receivable in a retail establishment, maintaining inventory accounts in a manufacturing or wholesale establishment, or processing a limited problem in a scientific project. This position requires competence in most phases of system analysis and knowledge of pertinent system software and computer equipment and of the work processes, applicable regulations, workload, and practices of the assigned subject-matter area. Job duties require the incumbent to be able to recognize probable interactions of related computer systems and predict impact of a change in assigned system.

The Computer Systems Analyst II reviews proposals which consist of objectives, scope, and user expectations; gathers facts, analyzes data, and prepares a project synopsis which compares alternatives in terms of cost, time, availability of equipment and personnel, and recommends a course of action; upon approval of synopsis, prepares specifications for development of computer programs. Duties also include the ability to determine and resolve data processing problems and coordinate the work with program, users, etc. This worker orients user personnel on new or changed procedures, may conduct special projects such as data element and code standardization throughout a broad system, working under specific objectives and bringing to the attention of the supervisor any unusual problems or controversies.

In this position, the incumbent works independently under overall project objectives and requirements, and apprises supervisor about progress and unusual complications. Guidelines usually include existing systems and the constraints imposed by related systems with which the incumbent's work must be meshed. This worker adapts design approaches successfully used in precedent systems, works on a segment of a complex data processing scheme or broad system, as described for Computer Systems Analyst, level III, works independently on routine assignments and receives instructions and guidance on complex assignments. Work is reviewed for accuracy of judgment, compliance with instructions, and to insure proper alignment with the overall system. Completed work is reviewed for timeliness, compatibility with other work, and effectiveness in meeting requirements. This analyst may provide functional direction to lower level assistants on assigned work.

14103 COMPUTER SYSTEMS ANALYST III

The Computer Systems Analyst III applies systems analysis and design techniques to complex computer systems in a broad area such as manufacturing, finance management, engineering, accounting, or statistics, logistics planning, material management, etc. Usually, there are multiple users of the system; however, there may be complex one-user systems, e.g., for engineering or research projects. This position requires competence in all phases of systems analysis techniques, concepts, and methods and knowledge of available system software, computer equipment, and the regulations, structure, techniques, and management practices of one or more subject-matter areas. Since input data usually come from diverse sources, this worker is responsible for recognizing probable conflicts and integrating diverse data elements and sources, and produces innovative solutions for a variety of complex problems.

The Computer Systems Analyst III maintains and modifies complex systems or develops new subsystems such as an integrated production scheduling, inventory control, cost analysis, or sales analysis record in which every item of each type is automatically processed through the full system of records. The incumbent guides users in formulating requirements, advises on alternatives and on the implications of new or revised data processing systems, analyzes resulting user project proposals, identifies omissions and errors in requirements and conducts feasibility studies. This analyst recommends optimum approach and develops system design for approved projects, interprets information and informally arbitrates between system users when conflicts exist. This worker may serve as lead analyst in a design subgroup, directing and integrating the work of one or two lower level analysts, each responsible for several programs. Supervision and nature of review are similar to level II; existing systems provide precedents for the operation of new subsystems.

14150 PERIPHERAL EQUIPMENT OPERATOR

The Peripheral Equipment Operator operates peripheral equipment that directly supports digital computer operations. Such equipment is uniquely and specifically designed for computer applications, but need not be physically or electronically connected to a computer. Printers, plotters, tape readers, tape units or drives, disk units or drives, and data display units are examples of such equipment.

- The following duties characterize the work of a Peripheral Equipment Operator:
- Loads printers and plotters with correct paper; adjusting controls for forms, thickness, tension, printing density, and location; and unloading hard copy;
- Labels tape reels, or disks;
- Checks labels and mounting and dismounting designated tape reels or disks on specified units or drives;
- Sets controls which regulate operation of the equipment;
- Observes panel lights for warnings and error indications and taking appropriate action;
- Examines tapes, cards, or other material for creases, tears or other defects that could cause processing problems.

Excludes workers who monitor and operate a control console or a remote terminal, or whose duties are limited to operating decollators, busters, separators, or similar equipment**.**

14160 PERSONAL COMPUTER SUPPORT TECHNICIAN

The Personal Computer Support Technician provides support to distributed PC/networking environment including installation, testing, repair, and troubleshooting for stand-alone PCs, PCs linked to networks, printers, and other computer peripherals. Support responsibilities include software installation, and configurations. This technician performs technical, operational, and training support to users of personal computers either by telephone, or on-site for PC desktop hardware and software packages. Job duties require the technician to install and test personal computers, printers, and other peripherals, configure operating system, load shrink-wrap programs and other application software programs. In this position, the incumbent troubleshoots computer problems, performs hardware and software diagnostics, coordinates needed repairs, resolves computer system problems, including coordination between users and components of a local area network, and participates in the evaluation of system configuration and software.

15090 TECHNICAL INSTRUCTOR

The Technical Instructor teaches one or more short courses in a technical trade or craft such as electricity, electronics, surveying, aircraft or ship fundamentals, prepares an instructional program in accordance with training or other course requirements, assembling materials to be presented. The incumbent teaches assigned topics in accordance with approved curriculum effectively utilizing all allotted time, maintains proficiency in instructional techniques, incorporates current examples in the teaching process (e.g. develops clarification or real world examples of application related to the subject matter); develops and maintains classroom techniques that reflect professionalism, good discipline and enhance teaching. The Technical Instructor alternates teaching techniques in order to maintain high motivation and interest in the subject areas, administers grades, records and critiques examinations; prepares and administers remedial assignments, submits written recommendations for curriculum updates to ensure consistency with changes and innovations in latest applicable publications or documents.

15095 TECHNICAL INSTRUCTOR / COURSE DEVELOPER

The Technical Instructor/Course Developer is primarily responsible for curriculum revision and maintenance. Technical curriculum may involve electronics, welding, or more highly technical areas such as radio and electronics repair or operation of weapons systems. This instructor uses a computer to organize and draft a curriculum that breaks a complex subject into blocks or units of instruction, creates graphics, and integrates them into curriculum. Courses may be instructor based, computer-based, simulator based, interactive, or non-interactive. This instructor also teaches short technical courses in accordance with approved curriculum to maintain proficiency and to evaluate

and develop new instructional techniques/courses. Job duties also include the following: incorporation of new curriculum in the teaching process (e.g., develops clarification or examples of application related to the subject matter), development and maintenance of classroom techniques that reflect professionalism and good discipline and enhance teaching, development of alternative teaching techniques and scenarios to maintain high motivation and interest in the subject areas, and while acting as the testing officer, the conducting of test analysis and development or revision of test items.

21150 STOCK CLERK (Shelf Stocker; Store Worker II)

The Stock Clerk receives, stores, and issues equipment, materials, supplies, merchandise, foodstuffs, or tools, and compiles stock records of items in stockroom, warehouse or storage yard. This worker sorts, or weighs incoming articles to verify receipt of items on requisition or invoice, examines stock to verify conformance to specifications, stores articles in bins, on floor or on shelves, according to identifying information, such as style, size or type of material, fills orders or issues supplies from stock, prepares periodic, special or perpetual inventory of stock, and requisitions articles to fill incoming orders. This worker also compiles reports on use of stock handling equipment, adjustments of inventory counts and stock records, spoilage of or damage to stock, location changes, and refusal of shipments, may mark identifying codes, figures, or letters on articles, may distribute stock among production workers, keeping records of material issued, may make adjustments or repairs to articles carried in stock, and may cut stock to site to fill order.

23181 ELECTRONICS TECHNICIAN MAINTENANCE I

The Electronics Technician Maintenance I applies basic technical knowledge to perform simple or routine tasks following detailed instructions, performs such tasks as replacing components, wiring circuits, repairing simple electronic equipment; and taking test readings using common instruments such as digital multi-meters, signal generators, semiconductor testers, curve tracers, and oscilloscopes. This person works under close supervision receiving technical guidance from supervisor or higher-level technician. Work is checked frequently for accuracy.

23182 ELECTRONICS TECHNICIAN MAINTENANCE II

The Electronics Technician Maintenance II applies basic and some advanced technical knowledge to solve routine problems by interpreting manufacturers' manuals or similar documents. Work requires familiarity with the interrelationships of circuits and judgment in planning work sequence, in selecting tools, testing instruments, and is reviewed for compliance with accepted practices. This technician works under immediate supervision and achieves technical guidance, as required, from supervisor or higher-level technician.

23183 ELECTRONICS TECHNICIAN MAINTENANCE III

The Electronics Technician Maintenance III applies advanced technical knowledge to solve complex problems that typically cannot be solved solely by referencing manufacturers' manuals or similar documents. Examples of such problems include determining the location and density of circuitry, evaluating electromagnetic radiation, isolating malfunctions, and incorporating engineering; changes. Work typically requires an understanding of the interrelationships of circuits, exercising independent judgment in performing such tasks as making circuit analyses, calculating wave forms, and tracing relationships in signal flow, using complex test instruments such as high frequency pulse generators, frequency synthesizers, distortion analyzers, and complex computer control equipment. Work may be reviewed by supervisor for general compliance with accepted practices. This position may provide technical guidance to lower level technicians.

23930 TELECOMMUNICATIONS MECHANIC (Occupational Base)

The Telecommunications Mechanic installs, removes, tests, troubleshoots, programs, maintains, and repairs voice and non-voice communications systems including intercom and public address systems, alarm systems, digital

switching equipment, miscellaneous telephone, radio, fire alarms, intrusion alarms and compute data circuits, and related apparatus required in central switching office.

23931 TELECOMMUNICATIONS MECHANIC I

The Telecommunications Mechanic I installs, removes, maintains, modifies, troubleshoots, and repairs voice and/or non-voice communications systems including intercom and public address systems, alarm systems, teletype equipment, and electronic and electromechanical telephone key systems/PBAXs; terminal and communications equipment, including line drivers. This mechanic runs cables, key cables, or house wire to all telephone sets, terminal connectors, lugs, pins, or screws, associated with key telephone equipment and/or terminating equipment for non-voice circuits.

23932 TELECOMMUNICATIONS MECHANIC II

The Telecommunications Mechanic II installs, tests, troubleshoots, programs, maintains, and repairs digital switching equipment, attendant consoles, power and ringing relay racks, miscellaneous telephone, radio, fire alarms, intrusion alarms, and computer data circuits and related apparatus required in the central switching office. This worker analyzes system failures and other unusual system occurrences to isolate the source of the problem and determine whether the failure is caused by software, hardware, or other factors. Employees in this position maintain manual and/or computerized central office records, including detail records, traffic analysis records, cable records, line records, subscriber service records, and spare parts inventories.

23950 TELEPHONE LINEMAN

This occupation includes jobs that involve installing, and repairing aerial and underground communications lines and auxiliary equipment such as conduits, insulators, and poles. The work does not require completing line connections.

30060 DRAFTER/CAD OPERATOR (Occupational Base)

The Draft/CAD Operator performs drafting work manually or using a computer, requiring knowledge and skill in drafting methods, procedures, and techniques, prepares drawings of structures, facilities, land profiles, water systems, mechanical and electrical equipment, pipelines, duck systems, and similar equipment, systems, and assemblies. Drawings are used to communicate engineering ideas, design, and information. This operator uses recognized systems of symbols, legends, shadings, and lines having specific meanings in drawings.

Excluded are:

a. Designers using technical knowledge and judgment to conceive, plan, or modify designs;
b. Illustrators or graphic artists using artistic ability to prepare illustrations;
c. Office drafters preparing charts, diagrams, and room arrangements to depict statistical and administrative data;
d. Cartographers preparing maps and charts primarily using a technical knowledge of cartography;
e. Positions below level I; workers in these trainee positions either trace or copy finished drawings under close supervision or, receive instruction in the elementary methods and techniques of drafting; and
f. Supervisors.

Positions are classified into levels based on the following definitions.

30061 DRAFTER/CAD OPERATOR I

This operator prepares drawings or computer models of simple, easily visualized structures, systems, parts or equipment from sketches or marked-up prints, selects appropriate templates/computer programs or uses a compass and other equipment needed to complete assignments. Drawings and models fit familiar patterns and present few

technical problems. Supervisor provides detailed instructions on new assignments, gives guidance when questions arise, and reviews completed work for accuracy. Typical assignments include:

a. Revisions to the original drawings of a plumbing system by increasing pipe diameters;
b. Drawing from sketches, the building floor plans, determining size, spacing and arrangement of freehand lettering according to scale.
c. Drawing simple land profiles from predetermined structural dimensions and reduced survey notes.
d. Tracing river basin maps and enters symbols to denote stream sampling locations, municipal and industrial waste discharges, and water supplies.
e. Preparing a computer model of a room, building, structure from data, prints, photos.

30062 DRAFTER/CAD OPERATOR II

This operator prepares various drawings computer models of such units as construction projects or parts and assemblies, including various views, sectional profiles, irregular or reverse curves, hidden lines, and small or intricate details. Work requires use of most of the conventional drafting and CAD techniques and a working knowledge of the terms and procedures of the occupation. The Draft/CAD Operator II makes arithmetic computations using standard formulas. Familiar or recurring work is assigned in general terms. Unfamiliar assignments include information on methods, procedures, sources of information, and precedents to follow. Simple revisions to existing drawings or computer models may be assigned with a verbal explanation of the desired results. More complex revisions are produced from sketches, computer models or specifications that clearly depict the desired product.

Typical assignments include:

a. Preparing several views of a simple gear system from a layout and manual references and obtaining dimensions and tolerances from manuals and by measuring the layout.
b. Preparing and revising detail and design drawings for such projects as the construction and installation of electrical or electronic equipment, plant wiring, and the manufacture and assembly of printed circuit boards. Drawings typically include details of mountings, frames, guards, or other accessories; conduit layouts; or wiring diagrams indicating transformer sizes, conduit locations and mountings.
c. Drawing base and elevation views, sections, and details of new bridges or other structures, revising complete sets of roadway drawings for highway construction projects, or preparing block maps, indicating water and sewage line locations.

30063 DRAFTER/CAD OPERATOR III

This operator prepares complete sets of complex drawings or computer models that include multiple views, detail drawings, and assembly drawings. Drawings or models include complex design features that require considerable drafting skill to visualize and portray. Assignments regularly require the use of mathematical formulas to draw land contours or to compute weights, center of gravity, load capacities, dimensions, quantities of material, etc. The Draft/CAD Operator works from sketches, computer models, and verbal information supplied by an engineer, architect, or designer to determine the most appropriate views, detail drawings, and supplementary information needed to complete assignments. This operator selects required information from computer programs, and internet sites, precedents, manufacturers' catalogs, and technical guides. This operator independently resolves most of the problems encountered. Supervisor or design originator may suggest methods of approach or provide advice on unusually difficult problems. Typical assignments include:

a. Prepares complete sets of drawings of test equipment to be manufactured from layouts, models, or sketches. Several cross-sectional and subassembly drawings are required. From information supplied by the design originator and from technical handbooks and manuals, this operator describes dimensions, tolerances, fits, fabrication techniques, and standard parts to use in manufacturing the equipment.
b. From electronic schematics, information as to maximum size, and manuals giving dimensions of standard parts, determines the arrangement and prepares drawing of printed circuit boards.

c. From precedents, drafting standards, and established practices, prepares final construction drawings for floodgates, navigation locks, dams, bridges, culverts, levees, channel excavations, dikes and berms, prepares boring profiles, typical cross-sections, and land profiles; and delineates related topographical details as required.
d. Prepares final drawings for street paving and widening or for water and sewer lines having complex trunk lines; reduces field notes and calculates true grades. From engineering designs, lays out plan, profile and detail appurtenances required; and notifies supervisor of conflicting details in design.

Excludes drafter performing work of similar difficulty to that described at this level but who provides support for a variety of organizations that have widely differing functions or requirements.

30064 DRAFTER/CAD OPERATOR IV

This operator works closely with design originators, preparing drawings or computer models of unusual, complex, or original designs that require a high degree of precision, performs unusually difficult assignments requiring considerable initiative, resourcefulness, and drafting expertise. This incumbent assures that anticipated problems in manufacture, assembly, installation, and operation are resolved by the drawing produced, exercises independent judgment in selecting and interpreting data based on knowledge of the design intent. Although working primarily as a drafter, this worker may occasionally interpret general designs prepared by others to complete minor details, may provide advice and guidance to lower level drafters or serve as coordinator and planner for large and complex drafting projects.

30080 ENGINEERING TECHNICIAN (Occupational Base)

To be covered by these definitions, employees must meet all of the following criteria: Be able to provide semi-professional technical support for engineers working in such areas as research, design, development, testing, or manufacturing process improvement. Work pertains to electrical, electronic, or mechanical components or equipment. These technicians are required to have some practical knowledge of science or engineering. Some positions may require a practical knowledge of mathematics or computer science. Included are workers who prepare design drawings and assist with the design, evaluation, and/or modification of machinery and equipment.

Excluded are:

a. Production and maintenance workers, including workers engaged in calibrating, repairing, or maintaining electronic equipment (see Maintenance Electronics Technicians);
b. Model Makers and other craft workers;
c. Quality Control Technicians and Testers;
d. Chemical and other non-engineering laboratory technicians;
e. Civil Engineering Technicians and Drafters;
f. Positions (below Level I) which are limited to simple tasks such as: measuring items or regular shapes with a caliper and computing cross- sectional areas; identifying, weighing, and marking easy-to-identify items; or recording simple instrument readings at specified intervals; and engineers required to apply a professional knowledge of engineering theory and principles.

30081 ENGINEERING TECHNICIAN I

This technician performs simple routine tasks under close supervision or from detailed procedures. Work is checked in progress or on completion. This person performs one or a combination of such typical duties as:

a. Assembling or installing equipment or parts requiring simple wiring, soldering, or connecting.

b. Performing simple or routine tasks or tests such as tensile or hardness tests; operating and adjusting simple test equipment; records test data.
c. Gathering and maintaining specified records of engineering data such as tests, drawings, etc.; performing computations by substituting numbers in specified formulas; plotting data and draws simple curves and graphs.

30082 ENGINEERING TECHNICIAN II

The Engineering Technician II performs standardized or prescribed assignments involving a sequence of related operations, follows standard work methods on recurring assignments but receives explicit instructions on unfamiliar assignments. Technical adequacy of routine work is reviewed on completion; non-routine work may be reviewed in progress. This technician performs at this level, one or a combination of such typical duties as:

a. Following specific instructions, assembles or constructs simple or standard equipment or parts, servicing or repairing simple instruments or equipment;
b. Conducting a variety of tests using established methods, preparing test specimens, adjusting and operating equipment, recording test data, and pointing out deviations resulting from equipment malfunction or observational errors;
c. Extracting engineering data from various prescribed but non-standardized sources, processing the data following well-defined methods including elementary algebra and geometry, and presenting the data in prescribed form.

30083 ENGINEERING TECHNICIAN III

The Engineering Technician III performs assignments that are not completely standardized or prescribed, selects or adapts standard procedures or equipment, using fully applicable precedents, receives initial instructions, equipment requirements, and advice from supervisor or engineer as needed, performs recurring work independently. Work is reviewed for technical adequacy or conformity with instructions. This technician performs at this level one or a combination of such typical duties as:

a. Constructing components, subunits, or simple models or adapts standard equipment; may troubleshoot and correct malfunctions;
b. Following specific layout and scientific diagrams to construct and package simple devices and subunits of equipment.
c. Conducting various tests or experiments which may require minor modifications in test setups or procedures as well as subjective judgments in measurement, selecting, preparing, and operating standard test equipment and records test data;
d. Extracting and compiling a variety of engineering data from field notes, manuals, lab reports, etc., processing data, identifying errors or inconsistencies, selecting methods of data presentation.
e. Assisting in design modification by compiling data related to design, specifications, and materials that are pertinent to specific items of equipment or component parts; developing information concerning previous operational failures and modifications, and using judgment and initiative to recognize inconsistencies or gaps in data and seek sources to clarify information.

30084 ENGINEERING TECHNICIAN IV

The Engineering Technician IV performs non-routine assignments of substantial variety and complexity, using operational precedents that are not fully applicable, such assignments that are typically parts of broader assignments, are screened to eliminate unusual design problems. This incumbent may plan such assignments. This technician receives technical advice from supervisor or engineer. Work is reviewed for technical adequacy (or conformity with instructions). This position may be assisted by lower level technicians and have frequent contact with professionals and others within the establishment, and performs one or a combination of such typical duties as:

a. Developing or reviewing designs by extracting and analyzing a variety of engineering data, applying conventional engineering practices to develop, prepare, or recommend schematics, designs, specifications,

electrical drawings and parts lists. (Examples of designs include: detailed circuit diagrams; hardware fittings or test equipment involving a variety of mechanisms; conventional piping systems; and building site layouts).
b. Conducting tests or experiments requiring selection and adaptation or modification of a wide variety of critical test equipment and test procedures, preparing and operating equipment, recording data, measuring and recording problems of significant complexity that sometimes require resolution at a higher level, and analyzes data and prepares test reports.
c. Applying methods outlined by others to limited segments of research and development projects, constructing experimental or prototype models to meet engineering requirements; conducts tests or experiments and redesigns as necessary and recording and evaluating data and reports findings.

30085 ENGINEERING TECHNICIAN V

This technician performs non-routine and complex assignments involving responsibility for planning and conducting a complete project of relatively limited scope or a portion of a larger and more diverse project, selects and adapts plans, techniques, designs, or layouts, contacts personnel in related activities to resolve problems and coordinate the work, reviews, analyzes, and integrates the technical work of others. Supervisor or professional engineer outlines objectives, requirements, and design approaches. Completed work is reviewed for technical adequacy and satisfaction of requirements. This incumbent may train and be assisted by lower level technicians, and performs one or a combination of the following:

a. Designs, develops, and constructs major units, devices, or equipment; conducts tests or experiments; analyzes results and redesigns or modifies equipment to improve performance; and reports results.
b. From general guidelines and specifications (e.g., size or weight requirements), develops designs for equipment without critical performance requirements that are difficult to satisfy such as engine parts, research instruments, or special purpose circuitry. Analyzes technical data to determine applicability to design problems; selects from several possible design layouts; calculates design data; and prepares layouts, detailed specifications, parts lists, estimates, procedures, etc. May check and analyze drawings or equipment to determine adequacy of drawings and design.
c. Plans or assists in planning tests to evaluate equipment performance. Determines test requirements, equipment modification, and test procedures; conducts tests using all types of instruments; analyzes and evaluates test results, and prepares reports on findings and recommendations.

30086 ENGINEERING TECHNICIAN VI

This technician independently plans and accomplishes complete projects or studies of broad scope and complexity, or serves as an expert in a narrow aspect of a particular field of engineering, e.g., environmental factors affecting electronic engineering. Complexity of assignments typically requires considerable creativity and judgment to devise approaches to accomplish work, resolve design and operational problems, and make decisions in situations where standard engineering methods, procedures, and techniques may not be applicable. Supervisor or professional engineer provides advice on unusual or controversial problems or policy matters. Completed work is reviewed for compliance with overall project objectives. This worker may supervise or train and be assisted by lower level technicians, and performs, one or a combination of the following:

a. Prepares designs and specifications for various complex equipment or systems (e.g., a heating system in an office building, or new electronic components such as solid state devices for instrumentation equipment).
b. Plans approach to solve design problems; conceives and recommends new design techniques; resolves design problems with contract personnel, and assures compatibility of design with other parts of the system.
c. Designs and coordinates test set-ups and experiments to prove or disprove the feasibility of preliminary design; uses untried and untested measurement techniques; and improves the performance of the equipment. May advise equipment users on redesign to solve unique operational deficiencies.
d. Plans approach and conducts various experiments to develop equipment or systems characterized by (a) difficult performance requirements because of conflicting attributes such as versatility, size, and ease of

operation; or (b) unusual combination of techniques or components. Arranges for fabrication of pilot models and determines test procedures and design of special test equipment.

30460 TECHNICAL WRITER (Occupational Base)

Under general supervision, the Technical Writer writes and edits technical reports, brochures, and/or manuals for internal documentation, customer reference, or publication. This person researches and analyzes available literature and verifies copy with appropriate departments, and may coordinate production and distribution of materials.

30461 TECHNICAL WRITER I

The Technical Writer I revises or writes standardized material for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications concerned with work methods and procedures, and installation, operation, and maintenance of machinery and other equipment. This worker receives technical direction from supervisor or senior writer, notes or manuals containing operating procedures and details manufacturer's catalogs, drawings and other data relative to operation, maintenance, and service of equipment. This writer may have access to blueprints, sketches, drawings, parts lists, specifications, mockups, and product samples to integrate and delineate technology, operating procedure, and production sequence and detail.

This worker organizes material and completes writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology, may maintain records and files of work and revisions, select photographs, drawings, sketches, diagrams, and charts to illustrate material, assist in laying out material for publication arrange for typing, duplication and distribution of material; may assist in writing speeches, articles, and public or employee relations releases, and may specialize in writing material regarding work methods and procedures.

30462 TECHNICAL WRITER II

In this capacity, the Technical Writer revises or writes material that is mostly standardized for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications concerned with work methods and procedures, and installation, operation, and maintenance of machinery and other equipment. The incumbent receives assignment and technical information from a supervisor or senior writer, may be provided notes or manuals containing operating procedures and details, and may observe production, developmental or experimental activities to expand or verify the provided operating procedures and details.

This worker accesses manufacturers’ catalogs, drawings and other data relative to operation, maintenance, and service of equipment, may have access to blueprints, sketches, drawings, parts lists, specifications, mockups, and product samples to integrate and delineate technology, operating procedure, and production sequence and detail. This writer organizes material and completes writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology, may maintain records and files of work and revisions, may select photographs, drawings, sketches, diagrams, and charts to illustrate material, assist in laying out material for publication, and arrange for typing, duplication and distribution of material. This writer may draft speeches, articles, and public or employee relations releases, or specialize in writing material regarding work methods and procedures.

30463 TECHNICAL WRITER III

The Technical Writer III develops, writes, and edits material for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications concerned with work methods and procedures, and installation, operation, and maintenance of machinery and other equipment, receives assignment from supervisor, observes production, developmental, and experimental activities to determine operating procedure and detail. This writer interviews production and engineering personnel and reads journals, reports, and other material to become familiar with product technologies and production methods, and reviews manufacturer’s and trade catalogs, drawings and other data relative to operation, maintenance, and service of equipment.

The Technical Writer III studies blueprints, sketches, drawings, parts lists, specifications, mockups, and product samples to integrate and delineate technology, operating procedure, and production sequence and detail, organizes material and completes writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology; and reviews published materials and recommends revisions or changes in scope, format, content, and methods of reproduction and binding. This worker may perform the following tasks: maintain records and files of work and revisions, select photographs, drawings, sketches, diagrams, and charts to illustrate material; assist in laying out material for publication, arrange for typing, duplication and distribution of material, write speeches, articles, and public or employee relations releases, edit, standardize, or make changes to material prepared by other writers or plant personnel. This incumbent may specialize in writing material regarding work methods and procedures.

PREVIOUSLY CONFORMED SERVICE CONTRACT ACT CLASSIFICATIONS:

PHOTOGRAPHIC LABORATORY TECHNICIAN I:

Operates the processing and printing equipment for both motion picture and still photography production. Could be called upon to add pre-mixed chemicals to tank. Loads and processes film and paper products. Prints color and black and white prints, viewgraphs and slides using sensitometric and densitometric techniques. May use a film color corrector for transferring motion picture film to videotape in a variety of formats, enhancing the picture quality through the use of gain and pedestal adjustments, primary and secondary color adjustments, and gain reduction. Has an understanding of copy room techniques and procedures creating images using different sesitometric materials to produce high quality negatives and transparencies from customer originals. May be called upon to assist higher-level personnel with the process. Interprets work requirements to meet customer needs. Assists in general operation and maintenance of all photographic equipment. Uses computer to request caption labels and log work requests. With little or no assistance may operate computer and peripherals for digital imaging. Film scanning, film recording, and inkjet printing.

PHOTOGRAPHIC LABORATORY TECHNICIAN II:

Operates the processing and printing equipment for both motion picture and still photographic production. May produce black and white, color still, and motion picture, with no assistance use sesiometric and densitometric techniques to color and density correct negatives. Reads and plots film and paper sensitometric control strips for still and motion picture processing. Has the knowledge to interpret and maintain proper processing control. Assists lower level personnel with this process. Responsible for adding pre-mixed chemicals to tank and mixing chemicals by using a formula for motion picture development. Possesses the ability to work in a copy room selecting the appropriate sensitized material and determines the appropriate scale to use to meet customer needs. Oversees the general operation and maintenance of all photographic equipment. Interprets work request to meet customer needs. Cuts and captions prints using a computer to request caption labels and mounts viewgraphs and slices. With no assistance operates computer and peripherals for digital imaging, film scanning, film recording, and inkjet printer. Responsible for hazardous waste control and hazardous chemical inventory.

PHOTOGRAPHIC LABORATORY TECHNICIAN LEAD:

In addition to the duties described in Photographic Technician II above, the Photographic Technician III:

Receives and interprets work orders and assigns to personnel for completion. Tracks work orders; keeps maintenance logs, and produces reports as required.

Checks quality of work produced, equipment conditions, and supply levels to maintain a smooth operation.

Maintains sensitometric and chemical control of all still and motion picture processing machines.

Prepares logs on work orders.

Assists lower level personnel in completion of assigned task.

SERVICE CONTRACT ACT (SCA)
COLLECTIVE BARGAINING AGREEMENT JOB CLASSIFICATIONS [SECTION 4(C) OF SCA]

TECHNICAL CLERK I

TECHNICAL CLERK II

TECHNICAL CLERK III

TECHNICAL CLERK LEAD

ILLUSTRATOR II

ILLUSTRATOR II LEAD

ILLUSTRATOR III

ILLUSTRATOR III AND STI LEAD

REPRODUCTION TECHNICIAN

REPRODUCTION TECHNICIAN LEAD

SERVICE ORDER DISPATCHER

SUPPLY CLERK II

TECHNICAL WRITER

TECHNICAL WRITER LEAD

ATTACHMENT L-D

FORM D1 - KEY PERSONNEL POSITION DESCRIPTION AND RESUME

(Complete one form for each proposed Key Person. Copies of this form should be used for continuation of work experience; use plain bond paper if additional space is needed otherwise. Start with the present or most recent position and work back. Do not submit work experience prior to 1997. Employer and customer references may be contacted during the proposal evaluation period. The availability of the person referenced, complete mailing address, and complete telephone number shall be verified by the Offeror before submission).

PROPOSED POSITION TITLE: _____

PROPOSED POSITION SALARY: _____

NAME OF PROPOSED KEY PERSON: _____

CURRENT EMPLOYER: _____

DESCRIPTION AND SCOPE OF PROPOSED KEY POSITION:

RATIONALE FOR SELECTING THIS AS A KEY POSITION:

REASONS FOR SELECTING PROPOSED PERSON FOR THIS POSITION:

THE PROPOSED PERSON:

HAS _____ HAS NOT _____ BEEN CONTACTED
IS _____ IS NOT _____ COMMITTED TO THE PROPOSED POSITION
HAS _____ HAS NOT _____ BEEN INCLUDED IN CONCURRENT PROPOSALS
WILL DEVOTE _____% OF TIME TO THIS CONTRACT

ATTACHMENT L-D

FORM D1 - KEY PERSONNEL POSITION DESCRIPTION AND RESUME (continued)

COLLEGE EDUCATION OF PROPOSED KEY PERSONNEL:

NAME & LOCATION OF INSTITUTION:

YEAR OF DEGREE:

TYPE OF DEGREE & MAJOR:

OTHER SPECIALIZED TRAINING/MEMBERSHIP IN PROFESSIONAL SOCIETIES:

EMPLOYMENT HISTORY (SINCE 1997) STARTING WITH CURRENT POSITION:

EXPLAIN ANY INTERRUPTIONS IN EMPLOYMENT:

DATES EMPLOYED: TITLE/SALARY:

EMPLOYER & LOCATION: TYPE OF BUSINESS:

NO. & KIND OF EMPLOYEES SUPERVISED:

EMPLOYER REFERENCE & PHONE NUMBER:

CUSTOMER REFERENCE & PHONE NUMBER:

JOB DESCRIPTION/ACCOMPLISHMENTS:

ATTACHMENT L-D

FORM D1 - KEY PERSONNEL POSITION DESCRIPTION AND RESUME (continued)

DATES EMPLOYED: TITLE/SALARY:

EMPLOYER & LOCATION: TYPE OF BUSINESS:

NO. & KIND OF EMPLOYEES SUPERVISED:

EMPLOYER REFERENCE & PHONE NUMBER:

CUSTOMER REFERENCE & PHONE NUMBER:

JOB DESCRIPTION/ACCOMPLISHMENTS:

DATES EMPLOYED: TITLE/SALARY:

EMPLOYER & LOCATION: TYPE OF BUSINESS:

NO. & KIND OF EMPLOYEES SUPERVISED:

EMPLOYER REFERENCE & PHONE NUMBER:
CUSTOMER REFERENCE & PHONE NUMBER:

JOB DESCRIPTION/ACCOMPLISHMENTS:

ATTACHMENT L-D

FORM D2 – JOB DESCRIPTION/QUALIFICATION FORM (JD/Q)

[Revised 2008-11-10-Union/AVG-H&W]

TITLE	Contractor Job Title: _____ CBA Job Title: _____ Solicitation Job Title: _____ SCA Wage Determination Job Title: _____ SCA Directory of Occupations Classification Number _____
TYPE	☐ EXEMPT ☐ NON-EXEMPT
SALARY / WAGE RANGE	ANNUAL FROM: _____ TO: _____ [Exempt] HOURLY FROM: _____ TO: _____ [Nonexempt]
HEALTH AND WELFARE	AVERAGE HOURLY COST OF HEALTH & WELFARE _____
DESCRIPTION	_____ _____ _____ _____ _____
QUALIFICATION REQUIREMENTS	EDUCATION: _____ EXPERIENCE: _____ _____ _____

TITLE	Contractor Job Title: _____ CBA Job Title: _____ Solicitation Job Title: _____ SCA Wage Determination Job Title: _____ SCA Directory of Occupations Classification Number _____
TYPE	☐ EXEMPT ☐ NON-EXEMPT
SALARY / WAGE RANGE	ANNUAL FROM: _____ TO: _____ [Exempt] HOURLY FROM: _____ TO: _____ [Nonexempt]
HEALTH AND WELFARE	AVERAGE HOURLY COST OF HEALTH & WELFARE _____
DESCRIPTION	_____ _____ _____ _____ _____
QUALIFICATION REQUIREMENTS	EDUCATION: _____ EXPERIENCE: _____ _____ _____

ATTACHMENT L-D

Instructions for Completing Job Description/Qualification Form (JD/Q)

(Revised 2008-11-10)

TITLE

There are two Job Description/Qualification forms per page. One form is to be completed for each job classification proposed. (***NOTICE***: This applies to all proposed subcontracted classifications as well.)

- **Contractor Job Title –** Enter your company job title if different from the SCA or CBA job title.
- **CBA Job Title –** Enter job title from the CWA Collective Bargaining Agreements (CBA) **(Contained in the Electronic Reading Room).**
- **Solicitation Job Title –** Enter the job title identified in the solicitation at **(Section L-ATT_C)**.
- **SCA Wage Determination Job Title/Classification -** Enter the accurate SCA job title/ classification plus the SCA classification number from the SCA Wage Determination or the job title/classification from the CBA as appropriate.

NOTE: Detailed position descriptions are contained in the SCA Directory of Occupations, Fifth Edition. For details see:
http://www.dol.gov/esa/whd/regs/compliance/wage/SCADirV5/SCADirectVers5.pdf

TYPE

Place an **X** in the Box that is applicable to the job title/classification.

- **Exempt** - Those job classifications identified in Title 29 CFR Part 541 dated April 23, 2004, as exempt classifications.
- **Non-exempt** – All job classifications other than those exempt by 29 CFR Part 541.

SALARY / WAGE RANGES:

- **For exempt employees** enter the minimum annual pay rate in the **Annual From** space and the maximum annual pay rate in the corresponding **To** space.
- **For non-exempt employees** enter the minimum hourly pay rate in the **Hourly From** space and the maximum hourly pay rate in the corresponding **To** space.
    - **CAUTION**: The minimum rate can never be lower than the SCA or CBA minimum rate.

HEALTH AND WELFARE:

- Provide the exact cost of health and welfare for those service employees covered by the Collective Bargaining Agreement(s) (See Title 29 CFR Part 4.52 & 4.163 for details).
- For those not covered by the Collective Bargaining Agreement provide the exact average hourly cost of health and welfare for each service employee (See Title 29 CFR Part 4.175(b) for details).

ATTACHMENT L-D

Instructions for Completing Job Description/Qualification Form (JD/Q) (continued)

NOTICE: The average cost of **SCA** health and welfare for service (non-exempt) employees shall not include the cost of vacation pay, holiday pay, liability insurance, state and Federal taxes, professional liability insurance, unemployment or workmen's compensation insurance for computation purposes.

NOTE: The average cost of SCA health and welfare must be computed separately for exempt employees (those not covered by the SCA) and non-exempt employees (those covered by the SCA).

CAUTION: The SCA makes NO distinction between full-time, part-time, or temporary "service employees" in regards to the required payment of health and welf**are** including vacation and holiday pay (See Title 29 CFR Part 4.165(a)(2) and 4.176(a)).

DESCRIPTION

Briefly describe the duties performed under the specified job title/classification.

QUALIFICATION REQUIREMENTS

Identify the education and experience requirements for an employee to qualify for the specified job title/classification.

[Revised 2008-11-10-Union/AVG H&W]

ATTACHMENT L-D

FORM D3 – PAST PERFORMANCE INTERVIEW / QUESTIONNAIRE

This evaluation should be completed by the Contracting Officer (CO), Contracting Officer's Representative or Contracting Officer's Technical Representative (COR or COTR), Task Monitor (TM), or other person identified in the contract by the appropriate Contracting Officer with monitoring the contractor's compliance with the requirements of the contract.

In compliance with the direction in the FAR, the information contained in this evaluation is not subject to view by anyone other than the designated source selection evaluation personnel.

INSTRUCTIONS, DEFINITIONS, AND RATING GUIDELINES

Instructions

This evaluation is to be completed as indicated below. For purposes of these evaluations, the term "project" is intended to mean "contract". This package consists of the following:

Section	Description	Who completes
Section I	Basic contract information	Contractor being evaluated
Section II	Government Evaluator identifying information	Government Evaluator
Section III	Contractor Performance Report	Government Evaluator

For each contract selected, two separate assessments are required; an assessment by the appropriate Contracting Officer (CO) and one by the cognizant COTR.

In addition, the Offeror is responsible for completing Section I and Section II (point-of-contact information for CO and COTR excluding signature) of Form D3 before forwarding the questionnaire to the appropriate CO and COTR for the evaluations required. The Offeror shall request the CO and COTR to complete the remainder of the questionnaire, seal their submittals, and mail them directly to the SEB at the address specified below or send email submittal to wayne.t.harmon@nasa.gov.

NASA/George C. Marshall Space Flight Center
ATTN: PS31/Wayne Harmon
Building 4200, Room G6
Marshall Space Flight Center, AL 35812

Any questions you might have concerning completion of this form should be addressed to the Wayne Harmon, at (256) 961-2071.

ATTACHMENT L-D

FORM D3 - PAST PERFORMANCE INTERVIEW/QUESTIONNAIRE (Continued)

CONTRACTOR PERFORMANCE REPORT

Section I - Basic Contract Information

(To be completed by Contractor requesting evaluation.)

Contract Number:		
Contract Title:		
Contract Prime Contractor:		
Contract Award Date:		
Contract Completion Date (including options):		
Contract Value (including Options)		
Contract Type:	Competitive	Non-Competitive
Description of Work		
# of Union Collective Bargaining Agreements (CBAs) associated with this contract		
# of grievances and arbitration cases the contractor had during the performance of the contract, (identify type and number).		
If there were arbitration cases, did the contractor prevail in the final decision.		
Number of National Labor Relations Board (NLRB) cases filed against the contractor by the employees' collective bargaining representative (union) during the performance of the contract.		
If there were any NLRB cases filed, did the Board rule in favor of the contractor during the performance of the contract.		
Number of strikes and informational pickets associated with this contractor during the performance of the contract.		

ATTACHMENT L-D

FORM D3 - PAST PERFORMANCE INTERVIEW/QUESTIONNAIRE (Continued)

CONTRACTOR PERFORMANCE REPORT

Section II – Government Evaluator Identifying Information

(To be completed by Contractor or Government person performing the evaluation.)

CO Name:	
CO Signature:	
Phone Number:	
Facsimile Phone Number:	
E-mail address:	
Date:	
COTR, COR, TM, or Other Name:	
COTR, COR, TM, or Other Signature:	
Phone Number:	
Facsimile Phone Number:	
E-mail address:	
Date:	

CONTRACTOR PERFORMANCE REPORT

Section III – Contractor Performance Report

(To be completed by Contractor or Government person performing the evaluation.)

Definitions and Rating Guidelines

The Factors/Ratings tables on the next page summarize contractor performance in each of the following rating areas. Each criterion should be assigned a rating, from highest to lowest, of Plus, Excellent, Good, Fair, Poor, or Unsatisfactory. If a particular criterion is not applicable, it should be rated in the far right column as N/A. However, the evaluator is encouraged to provide comments on any rating to further support a particular rating.

The following definitions and instructions should be used as guidance to aid in evaluating the criteria in the Factors/Ratings tables. Please read the definitions and instructions before rating any criteria to be sure that each criterion is graded in the context of the definitions. Also, please ensure that this assessment is consistent with any other assessments that have been done for the same contractor for the same work, such as for payment of fee purposes, exercise of option, other past performance requests, etc.

FORM D3 - PAST PERFORMANCE INTERVIEW/QUESTIONNAIRE (Continued)

Technical Performance	Cost Control	Timeliness of Performance	Management Effectiveness
- Compliance with contract requirement - Appropriateness of personnel - Technical excellence - Responsive to technical direction - Effective contractor recommended solutions	- Within budget (over/under target costs) - Current, accurate, and complete cost reporting and billings - Cost efficiencies	- Met interim schedule milestones - End items delivered on time - Contract administrative activities performed timely	- Reliable - Pro-active - Reasonable and cooperative - Flexible - Prompt notification of problems - Effective small and small disadvantaged business subcontracting program - Accuracy of reports

The four headings above relate to the actual ratings defined on the following pages.

ATTACHMENT L-D

FORM D3 - PAST PERFORMANCE INTERVIEW/QUESTIONNAIRE (Continued)

CONTRACTOR PERFORMANCE REPORT

Technical Performance	Cost Control	Timeliness of Performance	Management Effectiveness
Excellent Plus			
The contractor has demonstrated an exceptional performance level in any of the below categories that justifies adding a point to the score. This rating will be used only in those circumstances when contractor performance clearly exceeds the Excellent performance level.			
Excellent			
There are no quality problems.	There are no cost issues.	There are no delays.	Responses to inquiries, technical, service, and administrative issues are effective and responsive.
Good			
Nonconformance's or technical issues do not impact achievement of contract requirements.	Cost issues do not impact achievement of contract requirements.	Delays do not impact achievement of contract requirements.	Response to inquiries, technical, service, and administrative issues is usually effective and responsive.
Fair			
Nonconformance's or technical issues require minor Agency resources to ensure achievement of contract requirements.	Cost issues require minor Agency resources to ensure achievement of contract requirements.	Delays require minor Agency resources to ensure achievement of contract requirements.	Response to inquiries, technical, service, and administrative issues is somewhat effective and responsive.
Poor			
Nonconformance's or technical issues require major Agency resources to ensure achievement of contract requirements.	Cost issues require major Agency resources to ensure achievement of contract requirements.	Delays require major Agency resources to ensure achievement of contract requirements.	Response to inquiries, technical, service, and administrative issues is marginally effective and responsive.
Unsatisfactory			
Nonconformance's or technical issues are compromising the achievement of contract requirements, despite use of Agency resources.	Cost issues are compromising performance of contract requirements.	Delays are compromising the achievement of contract requirements, despite the use of Agency resources.	Response to inquiries, technical, service, and administrative issues is not effective and responsive.

ATTACHMENT L-D

FORM D3 - PAST PERFORMANCE INTERVIEW/QUESTIONNAIRE (Continued)

CONTRACTOR PERFORMANCE REPORT

Item	FACTORS/RATINGS	Excellent Plus	Excellent	Good	Fair	Poor	Unsatisfactory	N/A
	Technical Performance							
1	Overall skill level & technical competence of Contractor personnel?							
2	Ability to identify risk factors and alternatives for alleviating risk.							
3	Rate the ability of the contractor to consistently provide quality products.							
4	Ability to identify and solve problems expeditiously							
	Cost Control							
5	Ability to accurately estimate and control contract cost (if the contract experienced an overrun, please amplify on the following page).							
6	Did the Contractor diligently search for and apply cost efficient practices?							
7	Reserved							
	Timeliness of Performance							
8	Completion of major tasks or key project milestones on schedule.							
9	Did the Contractor deliver end items in accordance with the Contract schedule?							
10	Were the Contractor's reports and documentation submitted timely?							
	Management Effectiveness							
11	Rate the Contractor's effectiveness at directing, controlling and completing of all assigned tasks.							
12	Was the Contractor able to effectively coordinate, integrate & manage subcontractors?							
13	Did the Contractor management team show innovation and a proactive approach to problem identification and resolution?							
14	Was the Contractor effective in interfacing with the Government's staff?							
15	Was the documentation produced by the Contractor's efforts satisfactory to the users?							
16	Were Contractor's reports and documentation accurate and complete?							
17	Ability to recruit and retain specialized, critical and unique personnel and maintain a stable, high quality and well trained workforce.							

ATTACHMENT L-D

FORM D3 - PAST PERFORMANCE INTERVIEW/QUESTIONNAIRE (Continued)

Item	FACTORS/RATINGS	Excellent Plus	Excellent	Good	Fair	Poor	Unsatis.	N/A
18	Responsiveness to changes in technical direction.							
19	Rate the Contractor's transition or phase-in effectiveness.							
20	Rate your satisfaction with the contractor's security performance and security policies.							
21	If the contractor made use of an automated electronic tasking system, how effective and efficient was that system?							
22	Please rate the contractor's efforts to retain a stable set of key management personnel.							
23	Commitment to Safety as indicated by the content and implementation of the Contractor's safety program including the basic plan as well as any special safety related initiatives							
24	Degree to which the program manager was given the authority to make the decisions necessary to support specific task requirements that might involve additional cost considerations (i.e., subcontracting for special skills, approving unique travel and training requests)?							
25	To what extent did the Contractor display initiative in meeting requirements?							
	Overall Evaluation							
26	How would you rate the Contractor's *overall management performance* on this contract?							
27	How would you rate the Contractor's *overall technical performance* on this contract?							
28	Would you use this Contractor again? (If "No", please comment in the Narrative Summary)	**Yes**				**No**		
29	Averaged (3 year) referenced contract or project LTC and latest available Department of Labor LTC national average for the applicable NAICS.	LTC Value _____		DOL Avg value _____		NAICS number _____		

ATTACHMENT L-D

FORM D3 - PAST PERFORMANCE INTERVIEW/QUESTIONNAIRE (Continued)

CONTRACTOR PERFORMANCE REPORT

Section III (Cont'd)

NARRATIVE SUMMARY (Use this section to explain additional information not included above)

Item	Comments

ATTACHMENT L-D

FORM D3 - PAST PERFORMANCE INTERVIEW/QUESTIONNAIRE (Continued)

This form letter is provided for Offerors to use in transmitting the Past Performance questionnaire to customers

PAST PERFORMANCE FORM LETTER EXAMPLE

Solicitation Name & RFP Number

CLIENT AUTHORIZATION LETTER: **FORMAT**

[*Date of Letter*]
[*Name and Address of proposed Offeror's customer]*
Attention: [*Name and Designation of Customer's Contract Manager or Appropriate Contact*]

Dear [*Contact Name*]:

We are currently responding to the NASA, Marshall Space Flight Center (MSFC) Request for Proposal (RFP) NNM09270570R for MSFC IT Services (MITS). NASA is requesting that clients of entities responding to their solicitation be identified and their participation in the evaluation process requested. In the event you are contacted for information on work we have performed, you are hereby authorized to respond to those inquiries. Your cooperation with this effort is greatly appreciated. Please direct any questions to [*Name and Phone Number of Offeror's Point-of-Contact*].

We have included our work for your agency as a past performance reference. A Past Performance Questionnaire is enclosed. Please complete Sections II and III of the enclosed evaluation and return the signed, completed document to:

NASA/Marshall Space Flight Center
Attention: PS31/ Wayne Harmon
MSFC, Alabama 35812

Please forward the completed evaluation to NASA at the above address to ensure it is received prior to 12:00 noon, **Central Standard Time on TBD.**

In order to maintain the integrity of this process, please **DO NOT** return the questionnaire to us. Return it to NASA/MSFC at the address listed above.

Sincerely,
[*Name of Signer*]
[*Designation of Signer*]

cc:
NASA/Marshall Space Flight Center
Attention: PS31/ Wayne Harmon
MSFC, AL 35812

ATTACHMENT L-D

FORM D4 - LOST TIME CASE (LTC) RATES MATRIX

NAICS	Company Name/Contract Name		Year	Year	Year
			2006	2007	2008
		Lost Time Case Rate (LTC)			
		Number of cases with days away from work (injury/illness)			
		Number of employees			
		Number of hours worked			
NAICS	Company Name/Contract Name		Year	Year	Year
			2006	2007	2008
		Lost Time Case Rate (LTC)			
		Number of cases with days away from work (injury/illness)			
		Number of employees			
		Number of hours worked			
NAICS	Company Name/Contract Name		Year	Year	Year
			2006	2007	2008
		Lost Time Injury Rate (LTC)			
		Number of cases with days away from work (injury/illness)			
		Number of employees			
		Number of hours worked			
(N X 200,000) / EH = LTC					
N = Total number of cases with days away from work in the year					
EH = Total number of hours worked by all employees in the year					
200,000 = equivalent of 100 full-time workers working 40 hour weeks 50 weeks per year					

Section M

EVALUATION FACTORS FOR AWARD

M.1 EVALUATION OF OPTIONS (52.217-5) (JUL 1990)

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

(End of provision)

M.2 AWARD WITHOUT DISCUSSIONS

As provided for in FAR 52.215-1 “Instructions to Offerors--Competitive Acquisitions”, the Government intends to evaluate proposals and award a contract without discussions with Offerors (except clarifications as described in FAR 15.306(a)). Therefore, the Offeror’s initial proposal should contain the Offeror’s best terms from a price and technical standpoint. The Government reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary. If the Contracting Officer determines that the number of proposals that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals (see NFS 1815.306(c)(2)).

(End of Provision)

M.3 EVALUATION OF COMPENSATION FOR PROFESSIONAL EMPLOYEES (FAR 52.222-46) (FEB 1993)

(a) Re-competition of service contracts may in some cases result in lowering the compensation (salaries and fringe benefits) paid or furnished professional employees. This lowering can be detrimental in obtaining the quality of professional services needed for adequate contract performance. It is therefore in the Government’s best interest that professional employees, as defined in 29 CFR 541 (as revised April 23, 2004), be properly and fairly compensated. As part of their proposals, Offerors will submit a total compensation plan setting forth salaries and fringe benefits proposed for the professional employees who will work under the contract. The Government will evaluate the plan to assure that it reflects a sound management approach and understanding of the contract requirements. This evaluation will include an assessment of the Offeror’s ability to provide uninterrupted high-quality work. The professional compensation proposed will be considered in terms of its impact upon recruiting and retention, its realism, and its consistency with a total plan for compensation. Supporting information will include data, such as recognized national and regional compensation surveys and studies of professional, public and private organizations, used in establishing the total compensation structure.

(b) The compensation levels proposed should reflect a clear understanding of work to be performed and should indicate the capability of the proposed compensation structure to obtain and keep suitably qualified personnel to meet mission objectives. The salary rates or ranges must take into account differences in skills, the complexity of various disciplines, and professional job difficulty. Additionally, proposals envisioning compensation levels lower than those of predecessor contractors for the same work will be evaluated on the basis of maintaining program continuity, uninterrupted high-quality work, and availability of required competent professional service employees. Offerors are cautioned that lowered compensation for essentially the same professional work may indicate lack of sound management judgment and lack of understanding of the requirement.

(c) The Government is concerned with the quality and stability of the work force to be employed on this contract. Professional compensation that is unrealistically low or not in reasonable relationship to the various job categories, may be viewed as evidence of failure to comprehend the complexity of the contract requirements since it may impair the Contractor's ability to attract and retain competent professional service employees.

(d) Failure to comply with these provisions may constitute sufficient cause to justify rejection of a proposal.

(End of Provision)

M.4 (MITS) SOURCE SELECTION AND EVALUATION FACTORS—GENERAL

(a) General

The proposed procurement will be evaluated in accordance with procedures prescribed by the Federal Acquisition Regulation (FAR) and the NASA FAR Supplement (NFS).

The attention of Offerors is particularly directed to NFS 1815.305, "Proposal evaluation" and to NFS 1815.305-70, "Identification of unacceptable proposals".

A best value trade-off process, as described at FAR 15.101-1 will be used in making source selection.

(b) Source Evaluation Board (SEB)

A Source Evaluation Board (SEB), appointed by the Associate Center Director, George C. Marshall Space Flight Center, will evaluate the offers submitted for this Request for Proposal (RFP). Proposal documentation requirements set forth in this RFP are designed to provide guidance to the Offeror concerning the type of documentation that must be submitted to the SEB.

(c) Source Selection Authority (SSA)

Source selection will be made by the Associate Director of George C. Marshall Space Flight Center.

(d) SEB Membership

The voting members of the SEB are:
David G. Black, Chair
Wayne T. Harmon, Procurement Representative
Marisa S. Wofford
Rhonda S. Simms
Gary W. Tidwell

(e) Evaluation Factors and Subfactors

(1) Acceptable offers will be evaluated using the following factors as generally described in NFS 1815.304 and NFS 1815.305:"

- Mission Suitability (M.5)
- Cost (M.6)
- Past Performance (M.7)

(2) The detailed descriptions of the factors and subfactors are set forth in M.5 through M.7:

(f) Relative Importance of Evaluation Factors/Subfactors

(1) While only the Mission Suitability Factor is scored, in order to provide Offerors with an indication of the relative importance of the three factors, the following information is furnished:

In accordance with FAR Part 15.101-1, this acquisition selection will be made using a best value tradeoff analysis. All evaluation factors, Mission Suitability, Past Performance, and Price, are essentially equal to each other.

(2) Per FAR 15.304(e) the following information is provided: All evaluation factors other than cost or price, when combined, are significantly more important than cost or price.

(End of provision)

M.5 MISSION SUITABILITY FACTOR

(a) The Offeror's proposed approach to meeting the requirements of the contemplated contract will be evaluated for how clearly and completely it has understood the requirements and the inherent problems associated with the objectives of this procurement. The Mission Suitability Factor assesses the excellence of the proposed approach for satisfying the Performance Work Statement (PWS) and the Offeror's ability to perform. The Offeror's degree of understanding of the requirements will be assessed in all Mission Suitability subfactors. A key measure in assessing the Offeror's understanding of the requirements is the adequacy of the Offeror's risk analysis and the recommended approach to minimize the impact of identified risks in its proposal that could impact the overall success of the program. The risk evaluation will consider the

possibility of the risk(s) occurring, the impact and severity of the risk(s), the period when the risk(s) should be addressed, and the alternatives available to meet the requirements. The completeness, thoroughness and validity of the response will be evaluated.

(b) In addition to risk analysis, cost realism, or the lack thereof, will be used in evaluating the Mission Suitability Subfactors as an indicator of the Offeror's understanding of the requirement. Overall lack of cost realism will adversely impact the offerors mission suitability rating and score

(c) Mission Suitability is evaluated using the adjective rating system/definitions set forth in NFS 1815.305 Proposal Evaluation. The total potential score for Mission Suitability is 1000 points.

(d) The subfactors to be used in evaluating Mission Suitability and their corresponding weights are listed below in descending order of importance:

Mission Suitability Subfactor	Weighting
Management/Technical Approach	525 points
Staffing and Total Compensation	400 points
Safety, Health and Environmental	75 points
Total	1,000 points

The numerical weights assigned to the three subfactors identified above are indicative of the relative importance of those evaluation areas.

(e) Proposals will be assessed strengths and weaknesses and scored based on the Mission Suitability Subfactors set forth below. (Note: the alphanumeric proposal subsections within each supporting subfactor shall not be construed as an indication of the order of importance or relative weighting within the individual subfactors as there are no discrete point values attached to any of the subsections; the sections are included to facilitate comparison with the requirements of Section L.)

Subfactor 1 – Management / Technical Approach

This Subfactor will be used to evaluate the Offeror's management and technical approach for providing the services delineated in the PWS. The adequacy, completeness, technical soundness, methods, operations and excellence of the Offeror's approach will be evaluated including the following:

MT1 General

a. The Offeror's overall management concept, organizational structure, and proposed interfaces with the Government that will be employed to perform the MITS mission.
b. The Offeror's proposed management structure, teaming relationships, and organizational elements including rationale.

c. The Offeror's teaming and subcontractor arrangements and its approach to efficiently and proactively managing the effort and methods of providing Government visibility into the work.
d. The Offeror's approach for maintaining project schedule, operating within approved budgets, meeting project milestones, providing early notification of potential problems, utilizing management metrics to track progress and trends, providing deliverables on-time, and maintaining ongoing operations in an effective manner including approach to project replanning.
e. The Offeror's proposed strategies, processes, and procedures to establish and maintain an integrated, effective, and efficient work flow across team members and subcontractors in order to maintain the parallel flow of mission services and development activities.
f. The Offeror's complete information concerning the various methods and/or techniques to be used in planning, scheduling, processing, controlling and completing the Performance Work Statement tasks, both routine and special.
g. The status of the Offeror's accounting, estimating, property management, and purchasing systems.
h. The Offeror's customer service approach including mechanisms or systems for ensuring customer satisfaction.
i. The Offeror's compliance with the SBA Ostensible Subcontractor Rule.
j. The Offeror's approach to identify, avoid and mitigate potential Organizational Conflicts of Interest.

MT2 <u>Phase-In</u>

a. The Offeror's approach to the assumption of on-going work under the new contract ensuring completeness and continuity of operations and development with minimal impact and disruption.
b. The Offeror's phase-in plan to include the phase-in time required (not to exceed 60 days), the method by which on-going work will be transitioned to the new contract with minimal impact, the extent to which incumbent personnel will be hired during phase-in, their plan to recruit the remainder of the required workforce during the phase-in period, and any other issues deemed critical to a successful transition from the current contract to this follow-on effort.
c. The Offeror's comprehensive schedule of phase-in activities.

MT3 <u>Management / Technical Innovation</u>

a. The Offeror's proposed management innovations that enable the integration of business processes and information which would result in project benefits, such as enhanced customer service, process improvements, accelerated schedules, cost reductions, and/or increased reliability.
b. The Offeror's technical approach to implementing information technology to achieve efficiencies, productivity improvements, automation, increased systems reliability, integrity, and availability, as well as technical innovations into the operations and maintenance, and engineering of systems, hardware and software.

c. The Offeror's proposed cost-effective outsourcing approach for when the workload exceeds the in-house resources (skills, scheduling, etc.). Additionally, a summary of proposed technical innovations and their potential measurable and subjective benefits.
d. The Offeror's approach and methods for infusing new technology. How that approach addresses innovation, cost effectiveness and low cost planning shall be evaluated. The Offeror's demonstrated ability to assess both existing and evolving technologies as they relate to mission services and make recommendations regarding possible implementation, impacts to infrastructure, and associated cost benefits.

MT4 Local Autonomy and Authority

The Offeror's degree and extent of local autonomy including the authority granted the project manager including the kinds of decisions that would be made locally versus outside the local organization.

MT5 Property Management

The Offeror's proposed approach for property management.

MT6 IT Security Approach

The Offeror's proposed approach to Information Technology Security and Status Reporting. The Offeror's policies and procedures will be evaluated for effective control of data and hardware exports, and shall comply with both the Export Administration Regulations (EAR) and the International Traffic and Arms Regulations (ITAR) export requirements.

MT7 Cost Management

The Offeror's proposed approach for managing, controlling, tracking, and reporting costs and approach to recognizing, reporting, and solving cost issues.

MT8 Systems Management

a. The Offeror's approach to sustaining ongoing mission activities and understanding of the various operations, maintenance, and support activities imposed and required by the MITS PWS.
b. The Offeror's approach to timely completion of systems currently under development and the integration of these systems into the MITS operational environment.

MT9 Management / Technical Approach Risk Assessment

The Offeror's risk assessment and proposed mitigations for the complete Management / Technical Approach subfactor.

Subfactor 2 – Staffing / Total Compensation

This subfactor will be used to evaluate the Offeror's approach for providing the staffing and total compensation to perform the requirements of this PWS. The following will be evaluated:

ST1 Key Personnel / Key Positions

a. The Offeror's proposed key personnel positions and rationale for designating key positions.
b. The Offeror's qualifications of, and rationale for selecting, individuals designated as key personnel including education, experience, past performance in relevant positions and other qualifications for the proposed position
c. The Offeror's demonstration of key personnel availability and commitment to this contract and percentage of time devoted to this position.
d. The Offeror's backup/transition plan covering the absence and departure of any key personnel during the course of this contract including strategy to limit the impact to the Government

ST2 Staffing Approach

a. The Offeror's staffing plan and approach including rationale for determining optimum skill mix and staffing levels for all organizational and PWS WBS elements (to level 3).
b. The Offeror's approach to the application, implementation, and administration of the mandatory provisions of the Service Contract Act (SCA) and the Collective Bargaining Agreement(s).
c. The Offeror's approach to fill critical positions including management, administrative, and technical functions, including the method of recruitment.
d. The Offeror's sources of staffing.
e. The Offeror's completed Job Description/Qualification (JD/Q) form (MITS Attachment L-D, form D2) for each proposed job title (other than key personnel) to be used in the performance of the MITS contract.

ST3 Compensation Approach

a. The Offeror's total compensation plan (including teammates/major subcontractors) and personnel policies (reference provision M.3, Evaluation of Compensation for Professional Employees).
b. The Offeror's fringe benefits, including health care plans, handling of pre-existing health conditions, and company portion of the premiums, retirement/savings plans, including types, company matching and vesting of company contributions, paid time-off policies, including vacation, sick leave, holidays, payment policies regarding severance pay, overtime pay, holiday pay and any other premium pay anticipated, uncompensated overtime policy, and portability of benefits.
c. The Offeror's approach to defining workforce seniority practices and policies including compensation.

d. The Offeror's approach to handling the potential impact of different compensation structures where services provided by major subcontractors are similar to those provided by the Offeror.
e. The Offeror's compensation structure based on labor classification and planned approach to wage/salary escalations for both exempt and non-exempt employees

ST4 Recruiting and Retention

a. The Offeror's plan for recruitment and retention of appropriately skilled personnel and flexible staffing strategies to accommodate increasing and decreasing workload demands over the entire period of performance of the contract.
b. The Offeror's approach and processes for providing and tracking the completion of necessary orientation and training for employees to assume and perform functions required by this PWS.
c. The Offeror's labor relations approach.

ST5 Staffing/Total Compensation Risk Assessment

The Offeror's risk assessment and proposed mitigations for the complete Staffing / Total Compensation subfactor.

Subfactor 3 – Safety, Health and Environmental

This subfactor will be used to evaluate the Offeror's Safety, Health and Environmental program. The following will be evaluated:

SH1 Workplace Safety

The Offeror's safety, health, and environmental policies, procedures, and processes, including the draft Safety, Health and Environmental (SHE) Plan (DRD 1292SA-001), will be evaluated to assess focus on workplace safety and adherence to MSFC safety and health policies and procedures. Each of the MSFC core program requirements shall be addressed that are applicable to the contracted effort. The draft SHE Plan will be compared to DRD 1292SA-001 to ensure each DRD element is adequately addressed.

SH2 Safety, Health and Environmental Risk Assessment

The Offeror's risk assessment and proposed mitigations for the complete Safety, Health and Environmental subfactor.

(End of provision)

M.6 COST EVALUATION FACTOR

1. Definitions

Offerors should refer to FAR 2.101(b) for a definition of “cost realism” and to FAR 15.404-1(d) for a discussion of "cost realism analysis” and “probable cost”.

2. Assessment of Probable Cost

a. The adequacy, realism and reasonableness of the cost proposal and the probable cost to be incurred will be evaluated. The evaluation will be conducted in accordance with FAR 15.305(a)(1) and NFS 1815.305(a)(1)(B) and (C). Upward or downward adjustments may be made to the proposed cost as a result of the assessment of cost realism. This can include adjustments to all proposed direct and indirect costs. The Cost factor, although not scored numerically, is relevant in determining the Offeror’s understanding of the contract and its resource requirements and will be evaluated. Estimated cost and fees for the base period (2 years) and all options. The Government assessment of the “probable cost of doing business” with each Offeror, of the possible cost growth during the course of the contract, and of features that could cause a given proposal to cost more or less than proposed will be included in this evaluation.

b. G&A ceiling rates will be used in establishing the “probable cost of doing business.”

c. For proposed fees, the fee(s) will not be adjusted, but will be included in the probable cost in the amounts proposed.

d. Probable cost will also include the cost of Government resources, such as production and research property, that may be required because of the Offeror's proposed approach to accomplishing the work, unless such resources are provided by the terms of this solicitation. For the requested use of Government production and research property, FAR subpart 45.2 will apply.

e. Each Offeror’s proposed phase-in price for the separate Phase-In Purchase Order will be identified separately and reported to the Source Selection Authority. Adjustments to the proposed phase-in price will not be made by the SEB.

f. The proposed cost, the evaluated probable cost and proposed phase-in price will be presented to the Source Selection Authority.

3. Assessment of Cost Confidence

A level of confidence determination (high, medium, or low) will be made for the most probable cost assessment for each proposal and reported to the Source Selection Authority. The confidence levels for probable cost are defined as:

High: The Government has a very high level of confidence that the most probable cost, which is the Government’s best estimate for the cost of a contract resulting from this Offeror’s proposal,

correlates very closely to the actual costs that the offeror would incur to successfully implement its proposal.
Medium: The Government has a reasonable level of confidence that the most probable cost, which is the Government's best estimate for the cost of a contract resulting from this Offeror's proposal, correlates very closely to the actual costs that the offeror would incur to successfully implement its proposal.
Low: The Government has at best a marginal level of confidence that the most probable cost, which is the Government's best estimate for the cost of a contract resulting from this Offeror's proposal, correlates very closely to the actual costs that the offeror would incur to successfully implement its proposal.

(End of provision)

M.7 PAST PERFORMANCE EVALUATION FACTOR

The Offeror's overall corporate past performance, to include the corporate past performance of any proposed teammates/subcontractors, will be evaluated. Emphasis will be given to the extent of direct relevant corporate experience and quality of past performance on previous contracts that are relevant to the effort defined in this RFP. Greater emphasis will be placed on more recent experience and past performance. This area is not numerically scored, but is assigned an adjective rating and reported to the SSA for consideration in making a selection. The adjective rating system/definitions set forth in NFS 1815.305(a)(2)(A) will be utilized in the evaluation of past performance.

The evaluation will consider past performance information provided by Offerors and information from other sources. In addition to Offeror provided references, the NASA past performance database and references known to the SEB will be checked as deemed necessary. The Interview/Questionnaire form shall be used to solicit assessments of the Offeror's performance from the Offeror's previous customers. All pertinent information, including customer assessments and any Offeror rebuttals, if appropriate, will be made part of the evaluation records and included in the evaluation. Relevancy of past performance will also be assessed utilizing, as a minimum, the areas of: (1) types of services provided; (2) size and complexity of the contract; and (3) contract type.

However, offerors without a record of relevant past performance or for whom information on past performance is not available, will not be evaluated favorably or unfavorably on past performance. Refer to FAR 15.305(a)(2)(iv).

The Offeror's safety, health, and environmental performance and Lost Time Case (LTC) rate will be evaluated." Each referenced contract/ project LTC rate will be averaged (3 years) and compared to the latest available Department of Labor (DOL) Bureau of Labor Statistics (BLS) LTC rate national average for the given NAICS.

The Offeror's Total Reportable Injury Rate (TRIR) rate will be evaluated. The TRIR will be evaluated by averaging (3 year) the Contractor's OSHA Form 300A "Total number of other recordable cases" and comparing it to the latest available DOL BLS national average for the NAICS provided on the Contractor's OSHA Form 300A.

The Offeror, including subcontractors' and teammates', voluntary turnover history for the past 3 years for exempt and nonexempt employees (or other major categorizations used by the Offerors) for the Corporate entity bidding on this contract will be evaluated.

(End of provision)

[END OF SECTION]