

ACITS3 TASK ORDER FORM

PART I - TASK INFORMATION

Contract No.: NNA13AB88C		Contract Title: Ames Consolidated Information Technology Services (ACITS 3) Contract		
Date: October 25, 2013		Task Title: Code I Special Projects (11/1/2013 - 9/30/2014)		
Task Order No. I11	Task Mod No. Original	Service Request No.	Customer Code Code I	SOW Reference C3.1.1.1, C3.1.2, C3.1.3
TASK REQUESTER EMAIL: (b) (6)		NAME: Grace De Leon		PHONE: (b) (6)
FINANCIAL MANAGER EMAIL: (b) (6)		NAME: Rosatina Chan		PHONE: (b) (6)
COMPUTER SECURITY OFFICER EMAIL: (b) (6)		NAME: Matt Linton		PHONE: (b) (6)

TASK PREVIOUSLY COVERED BY ANOTHER CONTRACT OTHER THAN PREDECESSOR TO INCUMBENT? (If YES, provide in SOW) NO

DOES THE TASK REQUIRE ACCESS TO GOVERNMENT DATABASES? (If YES, indicate in SOW)

NO

SECTION 508, ELECTRONIC AND INFORMATION TECHNOLOGY ACCESSIBILITY COMPLIANCE (EITAC)

DOES THE TASK INCLUDE EIT ITEMS (Please review the EITAC documentation) No, the task does not include EITAC items.

Upon receipt of this task order request, the contractor shall review the task requirement(s) and inform the Government, as part of its task order/modification response, any discrepancies between standards initially cited and those the contractor proposes to deliver to the Government. Examples of discrepancies include ODCs for which some other standard might be or become applicable and, as a result, require citation in the task order, as well as any cited standards that the contractor believes is not applicable (provide rationale). Note: If, by mistake, the task, including and ODC of the task, should not meet an applicable standard not cited by the requester, it is the requester, not the contractor who is a fault; and the requester must find a way (e.g., by modifying the task request) to bring the task into compliance. In such cases, the requester shall complete a revised ARC form 789 (or equivalent) before the task order/modification is approved.

GOVERNMENT FURNISHED EQUIPMENT (GFE)

Government will provide all appropriate equipment and software necessary for the performance of this task unless otherwise noted in this task order. The contractor in accordance with the contract can acquire equipment not presently available as GFE. Equipment identified as task unique will be expensed to the task in accordance with ACITS3 accounting policy, and will be defined as GFE in the Government inventory. All other equipment purchases will be depreciated and be contractor property. The contractor shall follow NASA Ames rules regarding movement and assignment of government owned equipment and ODIN supplied equipment and provide information upon request for the following: Property Assignments, Property Location, and Unused Equipment.

AFFIRMATIVE PROCUREMENT (See <http://www.epa.gov/cpg/products.htm>)

The item(s) being purchased are NOT on any of the EPA's Comprehensive Procurement Guideline lists. - AND -
They meet the minimum recycled/recovered content.

TASK DESCRIPTION - STATEMENT OF WORK - REQUIREMENTS

Please enter this information on pages 2 and 3.

COTR SIGNATURE: KIRSTEN NAGEL

Digitally signed by KIRSTEN NAGEL
DN: cn=KIRSTEN NAGEL, o=NASA, ou=Program, ou=ACITS3, email=KIRSTEN.NAGEL@NASA.GOV, c=US
Date: 2013.10.25 11:05:31 -0700

CO SIGNATURE: ANJENETTE CONTRERAS-RODRIGUEZ

Digitally signed by ANJENETTE CONTRERAS-RODRIGUEZ
DN: cn=ANJENETTE CONTRERAS-RODRIGUEZ, o=NASA, ou=Program, ou=ACITS3, email=ANJENETTE.CONTRERAS@NASA.GOV, c=US
Date: 2013.10.25 11:05:31 -0700
PART 2 - TASK ORDER PLAN PROPOSAL AND APPROVAL SUMMARY

CATEGORIES	CURRENT REQUEST	PRIOR CUMULATIVE ESTIMATE WITHOUT CURRENT REQUEST	TOTAL CUMULATIVE TASK ESTIMATE
Labor Hours:			
Labor:	(b) (4)		
ODC Subcontracting:			
ODC Material:			
ODC Travel:			
ODC Training:			
Program Mgt Cost:			
Fee:			
Totals:			
APPROVED BY	Signature and Date		Email Address
1. TECH AREA MGR.:	(b) (4), (b) (6) 11/25/2013	(b) (4), (b) (6)	(b) (4), (b) (6)
2. BUSINESS MGR.:	(b) (4), (b) (6) 11/25/2013		
3. PROGRAM MGR.:	(b) (4), (b) (6) 11/25/2013		
4. TASK REQUESTER:	GRACE DE LEON 11/29/2013	(b) (6)	(b) (6)
5. DIVISION LEVEL:	GRACE DE LEON 11/29/2013		
6. COTR:	KIRSTEN NAGEL 11/29/2013		
7. CO:	ANJENETTE CONTRERAS-RODRIGUEZ		

ACITS3 TASK ORDER FORM (Continued)

Contract No.: NNA13AB88C		Contract Title: Ames Consolodated Information Technology Services (ACITS 3) Contract		
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PRICING Cost Plus Fixed Price		FUNDING LEVEL CHARGE POINT LEVEL		
TASK DESCRIPTION - STATEMENT OF WORK REQUIREMENTS The overall requirement of this task is to support Code I special projects and special operational areas. The task will provide support in nearly all aspects of these projects as required by the various projects. That support may consist of: <ul style="list-style-type: none">• Project Management• System Development• System Engineering• System Administration• End-user support• Outreach• Strategic Partnership development support• Technical writing External Interface <div style="border: 1px solid black; width: 150px; height: 100px; margin: 10px auto; text-align: center; vertical-align: middle;">(b) (7)(E)</div> <div style="background-color: black; width: 100%; height: 200px; margin-top: 10px;"></div> The EI Business Office shall: <ul style="list-style-type: none">-Provide the Task Requester with input required for updating and revising all Reimbursable Space Act Agreements (RSAA) and Non Reimbursable Arc Agreements (RSAA) and Non Reimbursable Space Act Agreements (NRSAA) and Memorandum of Understandings (MoU) between External Interface and participant networks.- Provide the functional interface between the AIX and the current and potential user community to insure both stable operation and future growth.-Provide the interface between the Ames user community and the external world for problem resolution by working through the NOC.-Notify the Task Requester of all customer and internal systems planned for de-activation immediately upon notification from customers, or as noted internally, to support on-going facility space allocation planning.-Facilitate the removal of all de-activated customer equipment from the facility not-to-exceed 30 days from service deactivation, or expiration of a Space Act Agreement.-Provide support and consultation to the Ames NISN Center Representative for all WAN activities.-Participate in technical forums and meetings in support of AIX business such as NICS F2F and working group meetings, North American Network Operators Group (NANOG) and DREN.-Obtain CENIC Membership-Provide ability to buy additional waves on the CENIC network at attractive prices-Provide ability to purchase use of CENIC's commodity ISP services.-Obtain Co-location – 1 rack and power in the <div style="background-color: black; width: 150px; height: 1.2em; display: inline-block;"></div> (b) (7)(E)				

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SPECIFIC DELIVERABLES AND DELIVERABLE DATES

No.	Type of Deliverable	Description of Deliverable	Date Required
1	Performance	External Interface - Ensures all outages are responded to and resolved in a timely manner t+	
2	Performance	External Interface - Support the TIC Project DHS FY14 CCVAssessment Planning Briefing	
3	Performance	External Interface - Provide input for TIC project documents as needed	
4	Performance	Web Proxy - Project meets all milestones and deliverables as defined in the project plan	
5	Schedule	Web Proxy - Project completion	09/30/2014
6	Performance	RF Refresh Project - Project meets all milestones and deliverables as defined in the project t+	
7	Schedule	RF Refresh Project - Project completion	09/30/2014
8	Performance	External Interface - Provide input for TIC POAMs as needed	
9	Performance	External Interface - Coordinate with NICS to implement AIX network changes as needed t+	
10	Performance	CENIC will participate in status meetings quarterly to discuss networking upgrades +	
11	Performance	CENIC will provide NASA with updated network drawings annually.	
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TRAVEL, TRAINING AND MATERIALS REQUIREMENTS

No.	Type of Requirement	Description	Date Required
1	Travel	Trips for External Interface in support of Communications Services and AIX (2)	TBD
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9			
10			
11			
12			

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WORK BREAKDOWN STRUCTURE (WBS) CHARGE POINTS

[illegible]

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IT SECURITY REQUIREMENTS

Consistent with NPG 2810.1, the specific IT Security requirements to be delegated to the contractor, under this ACITS3 task are as follows:
(Please address the following topics/questions, if applicable, concerning the intended task).

a. This Task's activities have been identified as being covered under an organizational IT Security Plan. This Task does not support applications that have been designated as a "Special Management Attention" applications. If "Special Management Attention" applications do exist please describe:

b. Periodic reviews of IT Security measures are necessary. What is the role of the ACITS3 contractor under this ACITS3 Task in areas such as review of user accounts, account management, data backup and restoration, use of warning banner, use of encryption, vulnerability scanning, and security tools?
Please describe as appropriate:

c. Typically, the Task will not be involved with activities that require compliance with NASA's NPG 2810.1 and Ames' APG 2410.1 that define the requirements for reuse, reassignment or accessing of IT assets and/or their release for repair; if such an activity does occur, the Task Requester will be contacted to identify the civil servant who will have oversight and approval for reuse, reassignment or accessing of IT assets and/or their release for repair associated with this task.

d. The Task personnel are trained in NASA's and Ames' policies and procedures relating to IT Security and will participate in the required annually IT security training to maintain proficiency. There are no specialized security training requirements associated with this task.
If appropriate, specialized training requirements are described as follows:

e. Is a security clearance needed for any personnel on this task? If so, what level of clearance is required?
Yes, Top Secret required for External Interface primary support.

f. There are no other IT Security requirements associated with this ACITS3 Task.
If appropriate they are described as follows:

g. There are no specific IT Security Deliverables associated with this ACITS3 Task.
If appropriate they are as follows:

- ☐ IT Risk Assessment
- ☐ IT Security Plan
- ☐ IT Contingency Plan
- ☐ IT Security Vulnerability Test Results
- ☐ Results of periodic IT Security Reviews
- ☐ Other documentation as follows: Report of status of IT Security Plan, Contingency Plan, and Risk Assessment of critical services provided by Code I

h. In the event of an IT Security Incident associated with systems and data under this Task, the Ames Chief Information Security Official, the Security Operations Center (SOC), and the Task Requester will be notified immediately by the contractor. In order to ensure full coordination, the following individuals will also be notified in the event of an IT Security Incident:

System Owner (Responsible for the applicable IT Security Plan)

Name: Milt Checchi

Phone: (b) (6)

Organization's Computer Security Official

Name: Matt Linton

Phone: (b) (6)

Alternate System Owner

Name: William Notley

Phone: (b) (6)