

# ACITS3 TASK ORDER FORM

## PART I - TASK ORDER INFORMATION - CIVIL SERVANT

<b>Contract No.:</b> NNA13AB88C		<b>Contract Title:</b> Ames Consolidated Information Technology Services (ACITS3) Contract		
<b>Task Title:</b> Fruit Fly Lab software development and maintenance support			<b>Start Date:</b> October 1, 2014	<b>End Date:</b> August 31, 2015
<b>Task Order No.</b> S13	<b>Task Mod No.</b> Original	<b>Service Request No.</b>	<b>Customer Code</b> SCF	<b>SOW Reference</b> C.3.1.1.1/C.3.1.1.8/C.3.1.4
<b>TASK REQUESTER EMAIL:</b> (b) (6)		<b>NAME:</b> Kevin Martin		<b>PHONE:</b> (b) (6)
<b>FINANCIAL MANAGER EMAIL:</b> (b) (6)		<b>NAME:</b> Sangeeta Vaidya		<b>PHONE:</b> (b) (6)
<b>COMPUTER SECURITY OFFICER EMAIL:</b>		<b>NAME:</b>		<b>PHONE:</b>

TASK PREVIOUSLY COVERED BY ANOTHER CONTRACT OTHER THAN PREDECESSOR TO INCUMBENT? (If YES, provide in SOW) YES

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

### 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, 3, and 4.

COTR SIGNATURE: KIRSTEN NAGEL

Digitally signed by KIRSTEN NAGEL  
DN: c=US, o=U.S. Government, ou=NASA, ou=People, ou=KIRSTEN NAGEL, o=U.S.2562.F200000.100.1.1, email=K.NAGEL@NASA.GOV  
Date: 2014.08.18 16:57:57 -0700

CO SIGNATURE: ANJENNETTE CONTRERAS-RODRIGUEZ

Digitally signed by ANJENNETTE CONTRERAS-RODRIGUEZ  
DN: c=US, o=U.S. Government, ou=NASA, ou=PEP, ou=1311.F200000.100.1.1, email=ANJENNETTE.CONTRERAS-RODRIGUEZ@NASA.GOV  
Date: 2014.08.18 13:23:47 -0700

## PART 2 - TASK ORDER PLAN PROPOSAL - CONTRACTOR

CATEGORIES	CURRENT REQUEST	PRIOR CUMULATIVE ESTIMATE WITHOUT CURRENT REQUEST	TOTAL CUMULATIVE TASK ESTIMATE
Labor Hours:	(b) (4)		
Labor:			
ODC Subcontracting:			
ODC Material:			
ODC Travel:			
ODC Training:			
Program Mgt Cost:			
Fee:			
<b>Totals:</b>			

## PART 3 - APPROVAL SUMMARY - BOTH

APPROVED BY	SIGNATURE AND DATE	EMAIL ADDRESS	PHONE
1. TECH AREA MGR.:	(b) (4), (b) (6) 10/27/2014	(b) (4), (b) (6)	(b) (4), (b) (6)
2. BUSINESS MGR.:	10/27/2014		
3. PROGRAM MGR.:	10/27/2014		
4. TASK REQUESTER:	KEVIN MARTIN 11/04/2014	(b) (6)	(b) (6)
5. DIVISION LEVEL:	PARESH BHAVSAR 11/04/2014		
6. COTR:	Nagel, Kirsten M. (ARC-ID) 11/12/2014		
7. CO:	ANJENNETTE CONTRERAS-RODRIGUEZ 11/13/2014		

## ACITS3 TASK ORDER FORM (Continued)

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<b>PRICING</b> Cost Plus Fixed Fee		<b>FUNDING LEVEL</b> TASK LEVEL		
<p><b>TASK DESCRIPTION - STATEMENT OF WORK REQUIREMENTS</b></p> <p>Software Architect/Engineer (half time)</p> <p>Develops and configures software for flight experiments and for ground hardware associated with science ground controls.</p> <ul style="list-style-type: none"> <li>- Requirements include concept development, prototyping, code writing, debugging, configuration control, bug tracking, user interface development, usability and reliability testing, console support during on-orbit operations and during ground controls, and sustaining engineering.</li> <li>- Interface with the project engineer, the project manager, and the science team.</li> <li>- Review and upgrade 3D fly tracking software (b) (7)(E)</li> </ul>				

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<b>SPECIFIC DELIVERABLES AND DELIVERABLE DATES</b>				
No.	Type of Deliverable	Description of Deliverable	Date Required	Row Controls
1	Performance	Version 3.0 of the controller software		
2	Performance	Subsequent controller software versions or configuration files as required		
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4				
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20				
<b>TRAVEL, TRAINING AND MATERIALS REQUIREMENTS</b>				
No.	Type of Requirement	Description	Date Required	Row Controls
1	Travel	Vendor Visit - Software integration to controller		
2	Material	2 solid state drives (which need to integrate with flight hardware)		
3	Material	2 controllers (microgravity rack & centrifuge)		
4	Material	12 observation units		
5				
6				

## ACITS3 TASK ORDER FORM (Continued)

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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 not 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:

NA

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?

NA

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: \_\_\_\_\_ Phone: \_\_\_\_\_

Organization's Computer Security Official

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Alternate System Owner

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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Note Creator		Note Title		Date Created
Note				
Note Creator		Note Title		Date Created
Note				
Note Creator		Note Title		Date Created
Note				