

ACITS-3 FORM

PART 1 - TASK ORDER INFORMATION

Contract No: NNA13AB88C		Contract Title: ACITS 3 NASA AMES		
Date: 8/10/2016		Task Title: IT Security Support		
Task Order No.: I36	Task Mod No.: Original	Service Request No.:	Customer Code: NASA/Ames Research Center	SOW Reference: C.3.1.1.7 and C.3.1.6.3
Order Type: Cost Plus Fixed Fee		Funding Level: Task Level Funding		
Task Requester Email: (b) (6)		Name: Ernest Lopez		Phone: (b) (6)
Financial Manager Email:		Name: Rafael Medina		Phone:
Computer Security Officer Email: (b) (6)		Name: John Nguyen		Phone: (b) (6)
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
<p>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 the required agency forms (or equivalent) before the task order/modification is approved.</p>				
GOVERNMENT FURNISHED EQUIPMENT (GFE)				
<p>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 ASRC Federal Accounting policy, and will be defined as GFE in the Government inventory. All other equipment purchases will be depreciated and become contractor property. The contractor shall follow agency rules regarding assignment of government owned equipment and other government supplied equipment. The contractor shall provide information, such as, Property Assignments, Property Location and Unused Equipment, upon request.</p>				
AFFIRMATIVE PROCUREMENT (See http://www.epa.gov/cpg/products.htm)				
<p>The item(s) being purchased are NOT on any of the EPA's Comprehensive Procurement Guideline lists. - AND -</p> <p>They meet the minimum recycled/recovered content.</p>				
COTR SIGNATURE: Kirsten Nagel (8/30/2016)			CO SIGNATURE: Anjennette Contreras-Rodriguez (8/30/2016)	

ACITS-3 FORM (Continued)

PART 2 - TASK ORDER PLAN PROPOSAL				
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Categories	Current Request	Prior Cumulative Estimate Without Current Request	Total Cumulative Task Estimate	
Onsite Hours	(b) (4)			
Offsite Hours				
Total Hours				
Onsite Labor				
Offsite Labor				
Subtotal ARTS Labor				
Teammate/Subcontractor Labor				
Subtotal Teammate/Sub Labor				
Total Labor				
Materials				
Equipment				
Travel				
Training				
Miscellaneous				
Other Direct Costs Subtotal				
Total Cost				
PMO				
Fee				
Total Price				

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PART 3 - APPROVAL SUMMARY

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Order Type: Cost Plus Fixed Fee		Funding Level: Task Level Funding		
Approved By	Name	Date	Email	Phone
1. COTR Lopez	Kirsten Nagel	8/30/2016	(b) (6)	(b) (6)
2. CO Lopez	Anjennette Contreras-Rodriguez	8/30/2016		

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Task Background:

The IT Security Division (Code IS) provides technical support to the Ames Research Center's Chief Information Security Officer (CISO) and the Applied IT Directorate (Code I) services. This support helps provide a secure IT environment across the whole Ames Research Center. The IT Security Division is also responsible for design and development of secure infrastructure for delivery of services deployed by other Divisions within the Applied IT Division.

Statement of Work - Requirements, part 1:

The goal of this task is to provide technical support to the Information Technology (IT) Security Division (Code IS) in the day-to-day security operations of Ames Research Center. This includes threat analysis, vulnerabilities assessment, monitoring and detection of potential intrusions, logging of hostile activities in multiple operating systems and server environments, forensics, incident response, penetration testing and preservation of evidence. An additional goal of this task is to support efforts in maintaining and improving the security of the IT environment across the entire Center, and evaluating new technologies that can support this effort through the newly formed IT Security Innovation Lab.

Statement of Work - Requirements, part 2:

Specific Task Requirements:

Operational IT Security Support

The Ames operational security staff is responsible for the day-to-day security of the Center. This includes incident handling and response, vulnerability assessment scans, intrusion detection system monitoring, threat mitigation, security awareness and training, system administration and maintenance of security tools and monitoring systems, modification and testing of CIS, USGCB and FDCC configurations and application scripts, and anything else related to IT security.

(b) (7)(E)

New Security Products Evaluation

As new product categories are identified, the task will investigate their potential usefulness

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Order Type: Cost Plus Fixed Fee		Funding Level: Task Level Funding		

to improve the security posture of Ames and NASA. Well defined and proven procedures for new product evaluation will be employed to provide information and guidance to Ames management regarding these new or improved technologies.

Incident Response and Forensics Function

The security operations team provides incident response and forensics capabilities for the Center and other Parties of interest to include OIG and Legal Office.

(b) (7)(E)

Innovation Lab Support

The Ames operational security staff will assist with the creation, operations, and projects of the IT Innovation Lab. The task will be responsible for maintaining test equipment and virtual computing configurations of the lab. Projects will include product reviews, white paper reports, new security technology research, trending and similar tasks both designated by the appropriate Innovation Lab lead or presented by the IT Operations Staff and approved by the designated lead. Projects will be evaluated for both Ames use consideration as well over Agency use cases and reported appropriately.

DART/MERT Involvement

NASA Ames Research Center Disaster Assistance & Rescue Team (DART) participation in support of emergencies/disasters or Center-sponsored events to provide the Center with emergency response capability during and immediately after a natural disaster or an industrial or technological incident. Assist local, state or national communities if requested. Participation in DART training-related activities. This work is expected to take at most 10% of the single individuals annual work hours during training, and 5% thereafter.

Assessment and Authorization (A&A)

The task will provide support for the C&A/A&A program under the direction of the current CAO. Work to be performed will include annual IT Security Plan review and updates, Contingency Plan testing, testing of controls, assessment and authorization support for internal, external and common controls.

Incident Management System (IMS)

The task will support the closure of Incident Management System tickets from open to resolved or closed, specifically those greater than 30 days.

(b) (7)(E)

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IT Security sharepoint/Website maintenance.

The task will be responsible for the maintenance of the current outdated Code IS sharepoint site. Contractor will be responsible for contacting current operations staff members to gain an understanding of what is currently outdated on the sharepoint site and will be responsible for updates to include adding/modifying the new Computer Security Officials and System Administrators for each organization.

Agency Phishing Support.

The task will support the Program manager in execution of the quarterly phishing exercise. Execution will include the DRAFT phishing emails, testing of the phishing emails, coordination with the center IRM's, launch of the phishing email and reporting and close-out.

System administration.

The task will provide 100% of the system administration of the systems belonging to Code IS that are part of the Code IS SSP and not ACES.

Operational IT Security Support

This task will provide systems administration and security analyst support to the ARC operational IT security staff as follows:

(b) (7)(E)



SOW Deliverables and Milestones (Continued from above):

(b) (7)(E)



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Government Furnished Property:

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.

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Specific Deliverables and Deliverable Dates				
No.	Type of Deliverable	Description of Deliverable		Date Required
1.	Performance	Perform Center-wide IT Security Outreach activities		
2.	Performance	Deliver Monthly ARC Threat Report		
3.	Performance	Deliver the IMS 30-day Ticket Review and Close-out Report Monthly		
4.	Performance	Perform credentialed scans of the center.		
5.	Performance	Perform Agency external scans		
6.	Performance	Perform Quarterly Phishing Exercises		
7.	Performance	Deliver weekly (b) (7)(E) status report		
8.	Performance	Maintain (b) (7)(E) application		
9.	Schedule	Update Code IS Security Plan		8/2017
10.	Schedule	Update Center Common Control Security Plan		7/2017
11.	Performance	Test 1/3 of controls for Code IS Security Plan and perform contingency plan test.		

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Travel, Training, and Materials Requirements				
No.	Type of Requirement	Description	Date Required	
1.	Training	(b) (7)(E)	9/12/2017	
2.	Travel		9/12/2017	
3.	Material		8/15/2017	
4.	Material		3/6/2017	
5.	Training		7/20/2017	
6.	Travel		7/20/2017	
7.	Training		4/1/2017	
8.	Travel		4/1/2017	
9.	Training		7/2/2017	
10.	Travel		7/2/2017	

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Charge Points				
Charge Number	Description			
001	(b) (7)(E)			
002				
003				
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IT Security Requirements:

- a. Are this task's activities covered under an organizational IT Security Plan?: YES
- b. Does this task support applications that have been designated as a "Special Management Attention" application?: YES

If yes, please describe:

- c. Is specialized security training required?: YES

If yes, specialized training requirements are described as follows:

Incident Response and Forensics

- d. Is a security clearance needed for any personnel on this task? YES

If yes, what level of clearance is required?:

Secret

- e. IT Security Deliverables associated with this task:

- IT Risk Assessment: YES
- IT Security Plan: YES
- IT Contingency Plan: YES
- IT Security Vulnerability Test Results: YES
- Results of Periodic IT Security Reviews: YES
- Other Documentation as Follows: Report of Status of IT Security Plan, Contingency Plan, and Risk Assessment of Critical Services: YES
- Other Documentation:

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IT Security Requirements (Continued):

- f. Periodic reviews of IT Security measures are necessary. What is the role of the contractor under this 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?**

The task will provide information for an IT security risk assessment, a security plan, and an IT contingency plan, as needed.

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

Title	Name	Phone
System Owner (Responsible for the applicable IT Security Plan)	John Nguyen	(b) (6)
Organization's Computer Security Official	John Nguyen	
Alternate System Owner	Tandy Weare	

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Are there any other IT Security requirements?:

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: