

ACITS3 TASK ORDER FORM

PART I - TASK ORDER INFORMATION - CIVIL SERVANT

Contract No.: NNA13AB88C		Contract Title: Ames Consolidated Information Technology Services (ACITS3) Contract		
Task Title: IT Support of Engineering, Technical & Prog Mgmt Activities for the NASA OCE		Start Date: October 1, 2014		End Date: August 31, 2015
Task Order No. I13	Task Mod No. Original	Service Request No.	Customer Code Code IQ	SOW Reference C.3.1.2
TASK REQUESTER EMAIL: (b) (6)		NAME: Kenneth Freeman		PHONE: (b) (6)
FINANCIAL MANAGER EMAIL: (b) (6)		NAME: Rafael Medina		PHONE: (b) (6)
COMPUTER SECURITY OFFICER EMAIL: (b) (6)		NAME: Alex Eiser		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) 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=US2302.F200000.000.1.1, email=KIRSTEN.NAGEL@NASA.GOV, cn=KIRSTEN NAGEL
Date: 2014.08.12 15:45:45 -0700

CO SIGNATURE: ANJENNETTE CONTRERAS-RODRIGUEZ

Digitally signed by ANJENNETTE CONTRERAS-RODRIGUEZ
DN: c=US, o=U.S. Government, ou=NASA, ou=PEP, ou=J1311.F200000.000.1.1, email=ANJENNETTE.CONTRERAS-RODRIGUEZ@NASA.GOV, cn=ANJENNETTE CONTRERAS-RODRIGUEZ
Date: 2014.08.12 15:52:45 -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			
Totals			

PART 3 - APPROVAL SUMMARY - BOTH

APPROVED BY	SIGNATURE AND DATE	EMAIL ADDRESS	PHONE
1. TECH AREA MGR.:	(b) (4), (b) (6) 09/11/2014	(b) (4), (b) (6)	(b) (4), (b) (6)
2. BUSINESS MGR.:	09/11/2014		
3. PROGRAM MGR.:	09/12/2014		
4. TASK REQUESTER:	09/26/2014	(b) (6)	(b) (6)
5. DIVISION LEVEL:	(b) (6) 09/30/2014		
6. COTR:	KIRSTEN NAGEL 09/30/2014		
7. CO:	ANJENNETTE CONTRERAS-RODRIGUEZ 10/01/2014		

ACITS3 TASK ORDER FORM (Continued)

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PRICING Cost Plus Fixed Fee		FUNDING LEVEL TASK LEVEL		
TASK DESCRIPTION - STATEMENT OF WORK REQUIREMENTS				
Introduction				
Protecting NASA's data and information systems is of paramount importance to the agency. (b) (7)(E)				
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To these ends, the Agency has establishes the NASA Security Operations Center to be the nerve center for monitoring, command, and control for Agency information security incidents. The SOC will provide the Agency with continuous, uninterrupted (24x7x365) event detection, situational awareness, and incident management capabilities so the Agency can maintain a sound and secure information assurance posture. In support of the NASA SOC, the agency requires capabilities in incident response, computer forensics, incident management, event monitoring, reverse engineering, security systems administration, etc. The SOC provides three key services to the NASA enterprise: Monitoring and Detection, Incident Mitigation and Prevention, and Reporting and Communications. Monitoring and Detection provides timely identification of and response to events and resolution of issues arising from those events that indicate a compromise or potential compromise of NASA information systems. Incident Mitigation and Prevention proactively discovers and manages threats and vulnerabilities that put the Agency at risk. Reporting and Communications provides strategic information used in reporting the Agency's incident-response posture to the Centers. At times, NASA also collaborates with other U.S. Federal Government entities, and external partners in furtherance of U.S. cyber security goals, initiatives, as well as responds to incidents.				
(b) (7)(E)				

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SPECIFIC DELIVERABLES AND DELIVERABLE DATES				
No.	Type of Deliverable	Description of Deliverable	Date Required	Row Controls
1	Performance	(b) (7)(E)		
2	Performance			
3	Performance			
4	Performance			
5	Performance			
6	Performance			
7	Performance			
8	Performance			
9	Performance			
10	Performance			
11	Performance			
12	Performance			
13	Performance			
14	Performance			
15	Performance			
16	Performance			
17	Performance			
18	Performance			
19	Performance			
20	Performance			
21	Performance			
22	Performance			
23	Performance			
24	Performance			
25	Performance			
26	Performance			
27	Performance			
28	Performance			

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29	Performance	(b) (7)(E)				
30	Performance					
31	Performance					
32	Performance					
33	Performance					
34	Performance					
35	Performance					
36	Performance					
37	Performance					
38	Performance					
39	Performance					
40	Performance					
41	Performance					
42	Performance					
43	Performance					
44	Performance					
45	Performance					
46	Performance					
47	Performance					
48	Performance					
49	Schedule				10/24/2014	
50	Schedule				11/14/2014	
51	Schedule				01/23/2015	
52	Schedule				02/02/2015	
53	Schedule				12/19/2014	
54	Schedule				02/28/2015	
55	Schedule				04/24/2015	
56	Schedule				03/27/2015	

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No.	Type of Deliverable	Description of Deliverable			Date Required	Row Controls
57	Schedule	(b) (7)(E)			04/24/2015	
58	Schedule				05/29/2015	
59	Performance					
60	Schedule				11/14/2014	
61	Schedule				11/14/2014	
62	Schedule				10/24/2014	
63	Schedule				12/11/2014	
64	Schedule				11/07/2014	
65	Schedule				12/05/2014	
66	Schedule				02/20/2015	
67	Schedule				01/16/2015	
68	Schedule				02/27/2015	
69	Schedule				04/24/2015	
70	Schedule				03/27/2015	
71	Schedule				10/24/2014	
72	Schedule				11/21/2014	
73	Schedule				10/31/2014	
74	Schedule				11/14/2014	
75	Schedule				05/22/2015	
76	Schedule				12/11/2014	
77	Schedule				06/19/2015	
78	Schedule				01/30/2015	
79	Schedule				01/30/2015	
80	Schedule				01/30/2015	
81	Performance					
82	Performance					
83	Schedule				12/18/2014	
84	Schedule				01/23/2015	
85	Schedule				03/06/2015	
86	Schedule				05/21/2015	
87	Schedule				10/10/2014	
88	Schedule				11/21/2014	
89	Schedule				12/12/2014	
90	Schedule				05/01/2015	
91	Schedule				12/12/2014	

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No.	Type of Deliverable	Description of Deliverable			Date Required	Row Controls
92	Schedule	(b) (7)(E)			03/31/2015	
93	Schedule				01/30/2015	
94	Performance					
95	Schedule				06/30/2015	
96	Schedule				07/31/2015	
97	Schedule				05/01/2015	
98	Performance					
99	Schedule				11/14/2014	
100	Schedule				03/20/2015	
101	Schedule				01/09/2015	
102	Schedule				01/09/2015	
103	Schedule				01/27/2015	
104	Schedule				02/27/2015	
105						
TRAVEL, TRAINING AND MATERIALS REQUIREMENTS						
No.	Type of Requirement	Description			Date Required	Row Controls
1	Travel	(b) (7)(E)			11/10/2014	
2	Travel				01/19/2015	
3	Travel				12/15/2014	
4	Travel				02/23/2015	
5	Travel				04/13/2015	
6	Travel				04/27/2015	
7	Travel				02/23/2015	
8	Travel				12/08/2014	
9	Travel				06/15/2015	
10	Training				TBD	
11	Material				TBD	
12	Training				TBD	
13	Training				TBD	
14						
15						
16						
17						
18						

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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:

Task must execute all activities described in System Security Plan.

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, all personnel, charging to charge points 002, 003, 004 005 and 006 are required to have, at minimum, a SECRET security clearance.

Some positions will require TOP SECRET and SENSITIVE COMPARTMENTED INFORMATION (TS/SCI) clearance as identified by the Task Requester.

f. There are other IT Security requirements associated with this ACITS3 Task.

If appropriate they are described as follows:

All SOC data and systems must be protected in accordance with the SOC SSP. Information shall be disclosed only to persons with a valid need-to-know as determined by the Information System Owner or designee.

g. There are 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

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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: Kenneth Freeman

Phone

(b) (6)

Organization's Computer Security Official

Name: Chris Ishisoko

Phone

Alternate System Owner

Name: John Wang

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				