

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 Security Support		Start Date: November 1, 2013		End Date: September 30, 2014
Task Order No. I06	Task Mod No. Original	Service Request No.	Customer Code Code IS	SOW Reference C.3.1.2
TASK REQUESTER EMAIL: (b) (6)		NAME: Ernest Lopez		PHONE: (b) (6)
FINANCIAL MANAGER EMAIL:		NAME:		PHONE:
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) 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: 2013.10.24 16:25:17-0700

CO SIGNATURE: ANJENNETTE CONTRERAS-RODRIGUEZ

Digitally signed by ANJENNETTE CONTRERAS-RODRIGUEZ
DN: c=US, o=U.S. Government, ou=NASA, ou=People, ou=ANJENNETTE CONTRERAS-RODRIGUEZ, o=U.S.2562.F200000.100.1.1, email=ANJENNETTE.CONTRERAS@NASA.GOV, Date: 2013.10.24 16:25:17-0700

PART 2 - TASK ORDER PLAN PROPOSAL - CONTRACTOR

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:			

PART 3 - APPROVAL SUMMARY - BOTH

APPROVED BY	SIGNATURE AND DATE	EMAIL ADDRESS	PHONE
1. TECH AREA MGR.:	(b) (6), (b) (4)	(b) (6), (b) (4)	(b) (6), (b) (4)
2. BUSINESS MGR.:	(b) (6), (b) (4) 11/21/2013		
3. PROGRAM MGR.:	(b) (6), (b) (4) 11/21/2013		
4. TASK REQUESTER:	ERNEST LOPEZ	(b) (6)	(b) (6)
5. DIVISION LEVEL:	GRACE DE LEON		
6. COTR:	KIRSTEN NAGEL 11/21/13		
7. CO:	ANJENNETTE CONTRERAS-RODRIGUEZ 12/13/13		

ACITS3 TASK ORDER FORM (Continued)

Contract No.: NNA13AB88C		Contract Title: Ames Consolidated Information Technology Services (ACITS3) Contract		
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PRICING Cost Plus Fixed Fee		FUNDING LEVEL TASK LEVEL		
<p>TASK DESCRIPTION - STATEMENT OF WORK REQUIREMENTS</p> <p>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.</p> <p>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.</p> <p>Specific Task Requirements:</p> <p>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.</p> <p>Penetration Testing The Ames operational security staff is responsible for conducting regular Penetration Tests on the Ames infrastructure. (b) (7)(E) he purpose of this exercise is to review the status and posture of the center's security. The task should provide the resources in order to conduct the quarterly tests, mitigate the problems, generate a findings report and finally provide guidance and recommendations through BOF's, whitepapers, etc.</p> <p>New Security Products Evaluation As new product categories are identified, the task will investigate their potential usefulness 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.</p> <p>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.</p> <p>Vulnerability and Patch Management Migration Code IS is managing the center's migration of (b) (7)(E) systems to their new hardware and software versions. The task will perform the planning, analysis, testing, and execution of the migration effort.</p> <p>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.</p> <p>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.</p>				

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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	Schedule	Deliver DRAFT operational plan for Web Proxy. (ConOps)	12/02/2013
5	Schedule	Proof of Concept for Sourcefire Packet Capture	01/24/2014
6	Schedule	Phishing Exercise 1	02/28/2014
7	Schedule	Innovation Lab White Paper 1	03/28/2014
8	Schedule	Annual Testing of controls	06/20/2014
9	Schedule	Phishing Exercise 2	08/29/2014
10	Schedule	Innovation Lab White Paper 2	09/12/2014
11	Performance	Support Cyber Security Awareness Month	
12	Performance	Perform credentialed scans of the center.	
13	Performance	Advanced scripting and coding to support innovation lab project such as SQLBan	
14	Performance	Perform Monthly wireless walk throughs	
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TRAVEL, TRAINING AND MATERIALS REQUIREMENTS

No.	Type of Requirement	Description	Date Required
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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 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:

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

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 specialized security training requirements associated with this task.

If appropriate, specialized training requirements are described as follows:

Incident Response and Forensics.

e. Is a security clearance needed for any personnel on this task? If so, what level of clearance is required?

Secret

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

If appropriate they are described as follows:

Task personnel must maintain expertise in intrusion detection, prevention and analysis tools and techniques.

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

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: Matt Linton

Phone: (b) (6)

Organization's Computer Security Official

Name: Matt Linton

Phone: (b) (6)

Alternate System Owner

Name: Ernest Lopez

Phone: (b) (6)