National Aeronautics and Space Administration

Logistics Management Newsletter

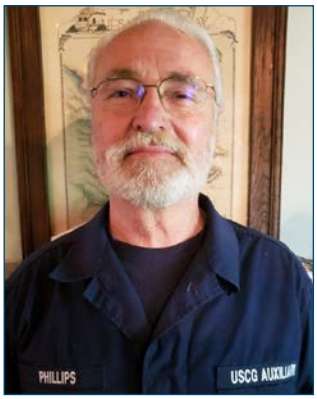
FROM THE LOGISTICS MANAGEMENT DIVISION

FY21 | ISSUE 3 JULY 2021

Welcome. This newsletter is brought to you by the Logistics Management Division (LMD). Its purpose is to keep you abreast of the latest business practices and to share information about ongoing logistics management initiatives and events. It also introduces interim policy letters, which shall be incorporated in forthcoming updates of NASA Procedural Directives and Procedural Requirements.

A FAREWELL NOTE FOR JEROME PHILLIPS

It is with bittersweet sentiment that the Logistics Management Division (LMD) bids farewell to Jerry Phillips, who will retire at the end of June. Jerry has supported LMD for the past 12 years as a support contractor and has impacted just about every function within LMD.



Jerry Phillips will be retiring at the end of June.

The Space Shuttle Program (SSP) was originally scheduled to shut down in September 2009. Anticipating a large volume of SSP property to disposition, the LMD Director developed a program to ensure that important items from SSP were protected and equitably dispositioned to the broad community of NASA Exhibit Managers, NASA Visitor Centers, museums, schools, universities, libraries, and planetariums.

Jerry was hired to spearhead an artifact-prescreening process, which led to the development of the "Prescreening Module" or "Module." During his tenure, over 13,000 items of historical and educational importance have been allocated to 3,680 schools, 403 universities, and 104 museums

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throughout the United States and its territories. From Space Shuttle tiles to Apollo-era items, Jerry was instrumental in finding each item a home. As a true NASA ambassador, Jerry participated in numerous outreach events promoting the Artifacts program.

Jerry's influence on LMD policy reviews and subsequently NASA Logistics business practices was more far-reaching. Jerry served as a sounding board for many initiatives and provided valuable insight and advice to the director and program managers on a broad range of topics. His candor, feedback, and expertise on diverse asset management topics that he provided to LMD program managers made a significant impact to Logistics NASA Policy Directives (NPDs) and NASA Procedural Requirements (NPRs). His research and proactive work were crucial to implementing Radio Frequency Identification (RFID) technology to manage and control equipment across all NASA Centers, and to creating, releasing, and later enhancing NASA Forms 893 and 894, which are fundamental to the success of the equipment management program.

We could continue to describe all the good that Jerry brought to NASA Logistics, but we will end by saying that Jerry became a pillar for the success of most logistics functions. Jerry, the entire LMD staff congratulate you on your retirement, and we wish you all the best as you sail into retirement.

ARTICLE OF INTEREST

Miguel A. Rodriguez

We recommend reading John Krukowsky's May 29, 2020, article published in *Supply Chain Best Practices* magazine. Krukowsky interviewed Mark Wiese, logistics element manager for NASA's Gateway Program, who shared insights of "how NASA will keep astronauts supplied and about NASA's supply chain best practices."

https://retailandhospitalityhub.com/supply-chain/nasa-is-developing-a-supply-chain-to-the-moon-and-beyond/

LIFE-CYCLE LOGISTICS SUPPORT AND SUPPLY CHAIN (LCLS&SC) MANAGEMENT PROGRAM

Vince Cappello, LMD Deputy Director and LCLS&SC Program Manager

The Logistics Management Division will be leading a collaborative effort over the next year to update the NPD 7500.1D Program and Project Life-Cycle Logistics Support Policy and the NASA Life-Cycle Support Guidebook. We will also create and coordinate a new training framework that will provide updated training resources for those interested in or practicing life-cycle logistics and inservice engineering. Some of the focus areas for the updates and training will be supply chain industrial modeling and simulation, additive manufacturing, commercial product life-cycle management concepts, sustainment planning, and engineering methodologies, to name just a few.

Over the next year, we plan to examine and collaborate with industry leaders to understand how commercial logistics methods and philosophies have influenced their processes and how some of those concepts might be adopted for our life-cycle support and supply chain management transformation.

Additionally, an evolving area is the commercial space industry and its methods and best practices for life-cycle logistics and supply chain management. Over the next year, we plan to examine and collaborate with industry leaders to understand how commercial logistics methods and philosophies have influenced their processes and how some of those concepts might be adopted for our life-cycle support and supply chain management transformation. We also intend to collaborate with other Government agencies and academic institutions as logistics community-of-practice meetings and seminar events resume after being paused due to COVID-19.

We are looking for your help. If you would like to share ideas or collaborate, or you have questions in this area, please contact me at *vincent.e.cappello@nasa.gov*.

Below are some helpful links if you would like to learn more about life-cycle support and supply chain management:

https://www.nasa.gov/offices/LMD/programs/support_and_supply_chain

https://www.dau.edu/training/career-development/logistics/

CURRENT NASA LIFE-CYCLE LOGISTICS ELEMENTS

- Maintenance Concept and Planning
- Design Interface
- Supply Support
- Support and Test Equipment
- Manpower, Personnel, and Training
- Logistics Information Management
- Technical Data
- Packaging, Handling, Storage, and Transportation
- Facilities

The life-cycle logistics discipline is critical to our missions' and projects' success by ensuring that flight hardware systems and associated ground systems provide required operational availability at minimum life-cycle cost.

PROPERTY DISPOSAL PROGRAM

Sharrief Wilson, Program Manager

Excess Personal Property Status

For the end of the third quarter of FY21, NASA Centers have successfully completed the disposition process for 28,403 disposal cases, representing a total acquisition cost of $388,650,493. There are 53,216 disposal cases still pending disposition. This volume has remained relatively consistent over the past several years. Improvements in "through-flow" will require Centers to consider multiple methods to dispose of their excess property, including first-in, first-out (FIFO).

According to the FIFO method, goods that are entered into the warehouse inventory first are disposed of (processed) first; as additional goods are entered into the warehouse inventory, they are placed at the end of the line for disposition. This means that at the end of a fiscal year, the items that remain on the active inventory list should be those that were the most recently introduced into the inventory.

During a recent Property Disposal Officer (PDO) meeting, the PDOs were surveyed about the current status of operations at each of the Centers. While most of the Centers were operating at 50 percent, there has been a decline in sales and property removals, as access to the Centers is still limited. The removal of items that have approved transfer orders and successful bids will need to be prioritized for removal as Center operations increase. Below are suggested points of emphasis as operations resume to 100 percent:

Warehouse at Glenn Research Center

- Center PDOs should resume quarterly inventories and focus on older disposal cases and items that are pilferable.
- Center PDOs should work on the transfer of property that has not been shipped or picked up due to the lack of availability of recipients to access the Center.

- Center PDOs should prioritize items in "Surplus" status that have value for General Services Administration (GSA) sales to build lots that will benefit the Government surplus program.
- Center PDOs should evaluate the amount of electronic waste that can be picked up and coordinate with UNICOR for recycling.
- Center PDOs should work with Equipment Management to support NASA employees returning to work and support the need to process any excess property that has not been excessed to disposal due to the pandemic.

GSA System Changes

GSA is undergoing a system modernization to replace and combine systems, including GSAXcess, GSA Sales, CFL, and AAMS. The new system will roll out on or near the start of the fiscal year. Absent from this rollout with be the NASA Artifact Screening module and the Computers for Learning module. While the Computers for Learning module will return during FY22, GSA will no longer support the NASA Artifact module. LMD is looking for ways to fill this gap with internal programming from NASA's Office of the Chief Information Officer (OCIO).

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General Services Administration Online Auction Sales

So far this fiscal year, NASA Centers have netted a total of $258,985 in sales proceeds from General Services Administration (GSA) online auctions of personal property: (a) $137,886 in net sales proceeds under the exchange/sale authority and (b) $121,099 in net surplus sales proceeds. It is important to understand that sales proceeds under the exchange/sales authority shall be used, in whole or in part, for the acquisition or replacement of property (as required by Federal Management Regulation [FMR] 102-39, Replacement of Personal Property Pursuant to the Exchange/Sale Authority).

The net sales proceeds from the sale of surplus personal property through GSA online auctions can be used to defray NASA expenses related to the sale of the surplus property in accordance with FMR 102-38.295-300, Disposition of Proceeds, and NASA Procedural Requirement 4300.1C, section 5.5.2, and can include the following:

a. expenses associated with warehouses and storage,
b. sales preparation,
c. environmental services,
d. demilitarization services,
e. advertising and appraisals,
f. security and transportation of property,
g. labor or contract costs related to the sale of the property, and
h. NASA Centers' established overhead rates for these functions.

Centers should ensure that they are tracking the cost associated with completing sales, as NASA does not have sales proceed retention authority.

New NASA Artifact Module in Development

Jerome Phillips, LMI Logistics Support

September 1, 2021, will mark the 12-year anniversary of the GSA/NASA Artifact Module, which allocated more than 13,000 items of historical and educational importance to 3,680 schools, 403 universities, and 104 museums throughout the United States and its territories. However, the GSA program will be undergoing significant upgrade and will no longer support the current version of the module after September 30. The Logistics Management Division (LMD) and the Office of Communications, along with the Agency Applications Office and the NASA Web developers, are working on the development of a replacement module. LMD will provide updates as the project progresses.

LIBRARY MANAGEMENT PROGRAM

Robert Sherouse, Program Manager

The NASA Library and your local library staff continue work to modernize and improve the library and research experience. The NASA Library operates from 11 geographically separate locations, functioning as one library with one mission. Modernization plans include formalizing library structures, access, policy, procurement, core services, staffing, and budget. This includes providing industry-standard reference search capability, as well as better visualizations, and ultimately tearing down stovepipes that impede access to critical research content.

NUMBER OF LOCATIONS FROM WHICH THE NASA LIBRARY OPERATES

Unlike traditional libraries many of you may have experienced in yesteryear, NASA Library content is split between 97 percent virtual (electronic) and 3 percent physical. That is, in a physical library, you will "see" 3 percent or less of the library; the other 97 percent is virtual. The virtual library is vast and accessible anywhere from the convenience of a computer, tablet, or other web-connected device.

PERCENTAGE OF NASA LIBRARY CONTENT THAT IS AVAILABLE ELECTRONICALLY

The next time you do an internet search using your approved NASA device, keep in mind that your search results may include content provided from NASA's $7 million subscription portfolio or from digitized NASA materials cataloged and indexed by a librarian or archivist. These collections are ever-growing, and it is time-consuming work for librarians to ensure your continued ability to discover and access these materials.

Too much remains "hidden" behind Center firewalls, impeding broader access. To tear down institutional stovepipes and improve access to content, we are consolidating management and procurement controls. This will reduce contract workload and provide leverage to drive down costs. So far, we have consolidated 6 percent of our subscriptions, saving about $230,000 a year. The pace of procurement consolidation will accelerate as funding platforms are stabilized and as MAP facilitates library budget visibility.

The visible and remaining 3 percent of our reference collection is composed of physical print and film materials. Large portions of these physical materials need to be digitized to facilitate preservation, provide more effective virtual access, and reduce costs related to physical storage and handling. Unfortunately, a portion of the physical collection cannot be digitized because of licensing and copyright restrictions. Most of the physical collection is highly specialized content that relates specifically to a Center's mission. Librarians at Langley Research Center (LaRC) curate the Nation's largest and most comprehensive aeronautical reference collection. The collection is maintained at LaRC because that is where researchers physically depend on and interact with the collection. In contrast, Johnson Space Center (JSC) curates and maintains an astrobiology collection. Similarly, specialized collections at Goddard Space Flight Center (GSFC) include

AMOUNT SAVED BY CONSOLIDATING 6% OF THE NASA LIBRARY'S SUBSCRIPTIONS

Library at Glenn Research Center

planetary exploration and Earth science. Small physical print collections will continue to exist primarily because of copyright protections and because we cannot procure digitized replacements. By the time you read this library update, we will have consolidated our integrated library catalog (GALAXIE) that provides visibility of library holdings at all 11 library locations. For example, in practice, GALAXIE provides a way for someone at Stennis Space Center (SSC) to seek, locate, and request a loan from any of the 11 physical library locations.

To improve interoperability, library structures and policy have been standardized under a Headquarters Office of Strategic Infrastructure (OSI)/LMD Library Program Manager and under Center Logistics at each Center. This configuration facilitates better span of control, communication, budgeting, and management controls. The changes and process expectations are formalized in a draft policy, NPR 2240, Library Management, that is pending formal NODIS review once MAP KDP-C is completed.

A 2-year effort to implement a single library web portal with embedded "discovery" search and visualization tools has been approved as part of the FY22 OCIO IT Investment Fund (ITIF) process. This will be a 2-3 programming effort, funded by $2.8 million in ITIF funding. The significance of this project is huge; it will completely modernize how researchers search, discover, publish, and visualize reference materials.

Too many researchers and librarians are experiencing user-authentication problems that degrade access to subscribed collections. The root of this problem also poses a risk of license infringements. A fix requires migration away from Internet Protocol (IP) methods that we have used for a couple of decades. This is a global, international authentication problem, and an in-house and a commercial off-the-shelf fix are under consideration. If you are experiencing access issues, please discuss this with your Center Librarian—interim solutions may be available.

There is much more to share about NASA library modernization. Expect additional updates in the next newsletter.

A 2-year effort to implement a single library web portal with embedded "discovery" search and visualization tools has been approved as part of the FY22 OCIO IT Investment Fund (ITIF) process.

MAIL MANAGEMENT PROGRAM

Miguel A. Rodriguez, Program Manager

Simplified Mail Accountability and Reporting Tool—An Update

General Services Administration (GSA) Bulletin FMR G-07, Mail Management, was released to all Heads of Federal Agencies addressing the deployment of the Simplified Mail Accountability and Reporting Tool (SMART) and Temporary Waiver of Federal Management Regulation (FMR) sections 102-192.85–105, Reporting Requirements.

The bulletin informs large Federal agencies that in 2017, GSA waived the annual reporting requirement until the new SMART is deployed.

As you know, Federal agencies must comply with FMR section 102-192 when carrying out Federal agency mail management programs. These regulations exercise GSA's authorities and responsibilities under 44 U.S.C .sections 2901–2906.

In February 2018, after having previously invested resources to decommission a legacy reporting tool and develop the SMART, GSA decided, in coordination with the Office of Management and Budget Memo M-17-26, Reducing Burden for Federal Agencies by Rescinding and Modifying OMB Memoranda (June 15, 2017), to cease development and deployment of the SMART. However, FMR sections 102-192.85–105 reporting requirements were never removed, thus preventing large Federal agencies from complying with the FMR.

NASA was informed that GSA will resume development and deployment of the SMART to promote transparency, provide the Government with an opportunity to examine data that can inform agency mail program policy, and align with GSA's authority to ensure efficient and economical administration of agency mail programs.

The bulletin indicates that large Federal agencies should update internal policies and processes in accordance with this bulletin and **should continue to collect and monitor mail program data internally.**

LMD will develop a standard reporting mechanism to comply with GSA directives to monitor mail management expenditures starting in FY22 until a new GSA SMART reporting tool is released.

KUDOS

Logisticians from NASA's Marshall Space Flight Center (MSFC) continue to excel in support of the Artemis program. They have successfully participated in the planning and execution to move and transport the Space Launch System (SLS) Core Stage Vehicle System from its testing site at Stennis Space Center (SSC) to Kennedy Space Center (KSC) for integration into the SLS system. Below are the details.

NASA Barge Pegasus Preparation for Core Stage Shipment

By Joyce W. Meier, Manager, MSFC Logistics Services Office

NASA's Space Launch System (SLS) is an advanced launch vehicle that provides the foundation for human exploration beyond Earth's orbit. MSFC Logistics provided outstanding teamwork in the planning/execution/lifting/moving of the SLS Core Stage (CS) Vehicle from the B2 Test Stand at SSC and delivery to KSC. The SLS configuration uses the CS with four RS-25 engines, assembled at the Michoud Assembly Facility (MAF) in New Orleans. The first CS will support the Artemis I mission to send this spacecraft to an orbit around the Moon. Before the CS could be integrated into the SLS rocket at KSC, the CS underwent two Green Run tests at SSC.

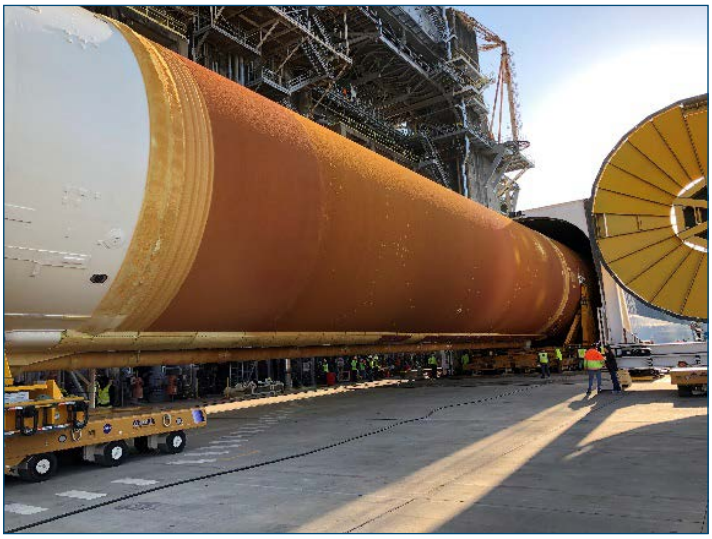
Post–Green Run, this team was responsible for the removal of the CS from the B2 Test Stand, integration into the Ground Support Equipment (GSE) at SSC, loading onto the NASA barge Pegasus, and conducting barge transport to KSC. This process began when the team transported the GSE and other support hardware from MAF to SSC using the NASA barge Pegasus and over-the-road trucking. The Ground Transportation team staged the Multi-Purpose Transport System (MPTS), GSE, and other support equipment and tooling on the tarmac to prepare for the removal of the CS from the B2 Test Stand. The team was responsible for the initial test and checkouts of the lifting hardware prior to beginning the de-integration of the CS from the B2 Test Stand. Once Boeing had lifted the CS (9 inches) from the Solid Rocket Booster (SRB) hold-down fixture, the MSFC Logistics team successfully lifted the CS out of the test stand and lowered it to the tarmac.

Once the CS was lowered to the tarmac, the team rotated the CS from vertical to horizontal, swapped out the flight and Green Run inserts with the ground-to-flight (G2F) inserts, and integrated the CS in the MPTS.

After removing the forward lifting spider from the CS, the Ground Transportation team worked together with the Marine Operations team to load and secure the CS onto the NASA barge Pegasus. Once the CS

SLS Core Stage removal from SSC B2 Test Stand

SLS Core Stage rotated and integrated into the Multi-Purpose Transportation System



SLS Core Stage loading into Pegasus at SSC

SLS Core Stage early-morning departure from SSC

was loaded and secure, Pegasus departed SSC for a 6½-day open-water trip to KSC.

After CS departed SSC, the Ground Transportation team lead a large effort to prep and load the remaining GSE and lifting hardware for an over-the-road shipment to KSC.

SLS Core Stage arrival at KSC

Offload operations at KSC

The Transportation and Logistics Engineering Office utilized lessons learned related to Ground and Marine Operations from previous SLS trips for the Structural Test Article (STA) to MSFC, the SLS Pathfinder Vehicle to SSC and KSC, and the CS to SSC to refine the detailed handling procedures required to move the massive CS. These procedures and standard work practice used to orchestrate the steps required to accomplish the movement of the CS ensured the successful delivery of the article from SSC to KSC.

PERSONNEL TRANSITIONS

Personnel Changes at Goddard Space Flight Center

By Kevin Roberts, GSFC Supply and Equipment Management Officer (SEMO)

Goddard Space Flight Center (GSFC) is pleased to announce the following personnel changes to the GSFC Supply and Equipment Management Branch, effective Sunday, June 6, 2021.

New GSFC Property Disposal Officer—Austin Frazier

Austin Frazier

Austin Frazier has been appointed the GSFC Property Disposal Officer (PDO), taking over the role for Diane Goddard, who recently took a position with the GSFC Supply Management Team. Austin brings with him 6 years of experience as a GSFC Disposal Specialist. In this position, he has consistently provided expert guidance to Center customers on proper disposal processes and procedures. His hands-on approach to complex Center excess efforts has ensured a high level of disposal support to GSFC's employees. We look forward to his continued efforts in implementing Agency disposal policy here at GSFC.

New GSFC Equipment Manager—Melissa Rubilotta

Melissa Rubilotta

Melissa Rubilotta has worked in the Logistics Management Division at Goddard Space Flight Center since 2016 and brings a wealth of knowledge to the Equipment Management community, following in the steps of her predecessor, Linda Wallace, who retired in January 2021. During her time here, Melissa has taken the lead on the GSFC Survey Report program as well as the GSFC Equipment Loan Program. In addition to her work with these initiatives, Melissa has made vast efforts to improve Center equipment processes. She assisted in the creation and distribution of the quarterly Property Custodian Newsletter for all Greenbelt and Wallops Custodians. She also launched the first Property Custodian Training in SATERN in 2020 and continues to assist her counterparts and the Property Custodian community daily. Over the past 5 months, Melissa has worked on her transition into the point of contact for all GSFC Equipment Manager duties and looks forward to her continued work with the Logistics Management Community.

LMD congratulates Austin and Melissa on their new roles. They are valuable members of the Logistics Community, and we look forward to their continued growth and contribution to Goddard's and NASA's mission.

LMD congratulates Austin and Melissa on their new roles.

Personnel Changes at Langley Research Center

By Jennifer Lyon, LaRC SEMO

Leigh Ann Carroll

Langley Research Center (LaRC) is pleased to announce the selection of Leigh Ann Carroll as the Equipment Manager within the Logistics Management Office (LMO), Center Operations Directorate (COD), LaRC, effective March 2021. In this position, Leigh Ann's duties will include analysis, planning, development, implementation, and oversight of the Center Property Management Programs and other various Center institutional logistics responsibilities, including contract surveillance functions. She will mainly serve as the equipment functional manager with responsibility and accountability of Government property as well as resources, facilities, and technical contract oversight responsibilities. In addition, Leigh Ann will be responsible for regulatory compliance and will ensure that Federal, Agency, and local policy and procedures are followed.

Most recently, Leigh Ann has been serving as an administrative assistant in COD. providing excellent support to multiple branches/offices. In addition to her normal administrative duties, Leigh Ann has assisted with special projects such as the Office of Strategic Infrastructure (OSI) MAP, COD Return to On-Site Work Team, COD Continuity of Operations Plan (COOP), Measurement Systems Laboratory (MSL) Core Team, and NASA Technical Library Transition to COD.

Leigh Ann has a background in project and process management. She has excellent communication skills and experience coordinating and executing marketing strategies across teams. Leigh Ann brings a wealth of experience and knowledge to this role, and we are excited for her to have this opportunity.

Leigh Ann lives in Williamsburg, VA, and enjoys running, attending outdoor concerts, and spending time at the beach with her family.

CONTACT US

Your involvement, understanding, and feedback are essential to making the Logistics Management Program a success. Please send us your questions or stories to share by calling or e-mailing:

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