

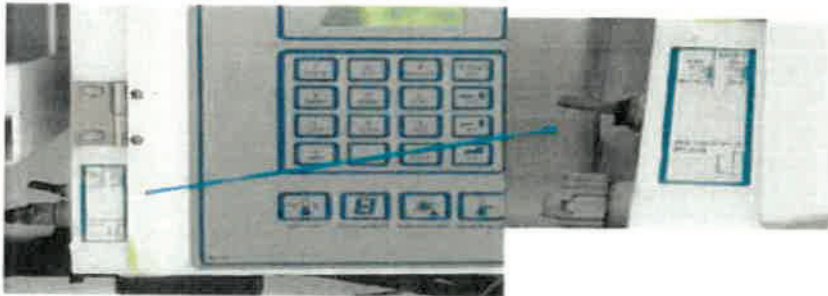
**Title: Facilities Rounds Support for
DPU Trailers**

Number: OA-BOSS-TOSC-01

Revision: 0

Date: 04/01/2019

No.	Task / Description	Responsible Organization
1.0	Purpose and Scope	BOSS/TOSC
1.1	PAE-SGT Partners LLC (PSP) and Jacobs Technology require an interface between the Base Operations and Spaceport Services contract (BOSS) and the Test and Operations Support Contract (TOSC), respectively. The purpose of this agreement is to define the respective responsibilities of BOSS and TOSC Emergency Management Personnel. Additionally, this agreement should define the respective TOSC and BOSS Responsible Individuals (RI) and contact information for each interface, service or support.	BOSS/TOSC
2.0	Background	BOSS/TOSC
2.1	The two Dual Purpose Units (DPU) trailers, located inside the south side-controlled area of the SSPF, are used to store flight hardware batteries. The DPU trailers incorporate redundant refrigeration units located on the fore (end with tractor pin) and aft ends of each trailer. BOSS Facilities rounds and switching support is required in monitoring internal environmental conditions of the TOSC DPU trailers.	BOSS/TOSC
3.0	Period of Performance	BOSS/TOSC
	This OA will be effective upon signature completion until it is amended by one or more of the entities entering into this agreement, or either the BOSS or TOSC contract ends.	BOSS/TOSC
4.0	BOSS Contract Responsibilities	BOSS
4.1	The following procedure provides the necessary steps to ensure the DPU's internal environmental conditions are monitored and appropriate notifications are made should a temperature anomaly occur.	BOSS
4.2	BOSS Facility Rounds Technician/DPU Monitoring Instructions: Each DPU unit has a unique stenciled equipment number. 1. M7.0360B (West) 2. M7-0360C (East) M7-0360B (West) DPU ACCEPTABLE TEMPERATURE RANGE is +32° F to +50° F. This range covers the operation of the West unit	BOSS

	as it is performing now. M7-0360C (East) DPU ACCEPTABLE TEMPERATURE RANGE Is +32° F to +50° F. This range covers the operation of the East unit as it is performing now. Any changes to the temperature range being monitored will require submission/approval of an email from TOSC Logistics Myron Griffin (Primary) or Heather Hayduk (Alternate) or Jim Whitaker (Alternate) to the BOSS Duty Office whom will notify the BOSS plant operator of the changes. Twice per shift, approximately every four (4) hours, the BOSS plant operator will view the Andover console system to monitor DPU trailer internal temperatures. The BOSS plant operator will record all temperatures, dates and times in the Facilities Rounds Log Sheet (KSC form 50-106), located at the Industrial Area Chiller. If any temperature is outside the acceptable range the facilities rounds technician will: 1. Call the BOSS Duty Office at phone number 321-861-5050 and provide the details of the DPU trailer cooling unit anomaly including the DPU number and temperature.	
4.3	The BOSS Duty Office will: 1. Call the TOSC Security Desk at 321-867-6609 and provide the details of the DPU anomaly including the DPU number and temperature. 2. Notify TOSC Logistics Myron Griffin (Primary) at W:321-861-5924 or C:321-360-6256 or Heather Hayduk (Alternate) at W:321-861-5337 or C:321-289-0329 or Jim Whitaker (Alternate) at W:321-861-0090 or C:321-289-6916 that the DPU with associated trailer number has experienced an issue with an onboard cooling unit. The Duty Office will provide the temperature reading taken and pass along details provided by the plant operator.	BOSS
4.4	DPU Switching Instruction for BOSS Facilities Technician(s): Note: <u>Do not</u> attempt to troubleshoot any failed DPU.  If the DPU cooling unit is not operational as required (indicated by out of range trailer internal temperatures on the cooling unit control	BOSS

	panel, onsite inspection or Andover Indication, the BOSS Facility Technician will perform the following: 1. Place the failed DPU cooling unit run switch to the OFF Position and tag the cooling unit out. 2. Ensure both DPU cooling unit run switches for the anomaly affected DPU trailer are in the OFF position. 3. Go to main power control panel for the affected unit and verify the breaker is not tripped. If the breaker is tripped, reset to the closed position. 4. If the breaker will not reset to the closed position: A. Call the BOSS Duty Office at phone number 321-861-5050 and provide the details of the DPU trailer cooling unit anomaly including the DPU number and temperature. B. Wait for additional instructions. WARNING: Under NO circumstances should any attempt be made to energize the suspect DPU cooling unit. 5. After the main feed breaker to the affected DPU trailer has been reset as required, go to the manual transfer switch panel feeding the effected trailer and switch from the now tagged "Out of Service" cooling unit to the back-up unit. (e.g. The forward located cooling unit is bad, manual transfer switch from the fore to the aft.) 6. Go to the new powered DPU cooling unit and switch the run switch to the on position. The cooling unit control panel will indicate a self-diagnostic check is in progress. When diagnostic check is complete the cooling unit will start on its own accord. Note: No adjustments to the control panel are required or authorized. 7. Verify temperature begins to return to the acceptable range.	
4.5	Actions required by the BOSS Facilities Technician should the back-up cooling unit fail to start or the actions taken fail to affect the DPU temperature: 1. Call the BOSS Duty Office at phone number 321-861-5050 and provide the details of the DPU Trailer cooling unit anomaly including the DPU number and temperature. 2. Wait for additional instructions	BOSS
4.6	Actions required by the BOSS Duty Office should the back-up cooling unit fail to start or the actions taken fail to affect the DPU temperature:	BOSS

	Notify TOSC Logistics Myron Griffin (Primary) at W:321-861-5924 or C:321-360-6256 or Heather Hayduk (Alternate) at W:321-861-5337 or C:321-289-0329 or Jim Whitaker (Alternate) at W:321-861-0090 or C:321-289-6916 and provide the details of the DPU anomaly including the DPU number and temperature reading(s). Notify the TOSC Security Desk at 321-867-6609 and provide the details of the DPU anomaly including the DPU number and temperature reading(s).	
4.7	Upon successful DPU re-start, the BOSS Facilities Technician will: 1. Log all actions taken In the Industrial Area Chiller Plant Logbook. 2. Call the BOSS Duty Office at phone number 321-861-5050 with the status.	BOSS
4.8	Upon notification of a successful DPU restart, the BOSS Duty Office will notify the TOSC Logistics POCs, Myron Griffin (Primary) at W:321-861-5924 or C:321-360-6256 or Heather Hayduk (Alternate) at W:321-861-5337 or C:321-289-0329 or Jim Whitaker (Alternate) at W:321-861-0090 or C:321-289-6916 and the TOSC Security Desk at 321-867-6609.	BOSS
4.9	If the BOSS Facilities Technician finds the DPU temperature reading on the unit is within range and determines the temperature anomaly shown on the Andover console was due to a failed temperature probe maintained by the BOSS contractor, BOSS will initiate repair or replacement of failed probe. BOSS will notify TOSC Logistics of the identified cause of the temperature anomaly. BOSS will provide TOSC Logistics with the work order number for the work required to correct the identified concern via email. Upon completion of the repair or replacement of the BOSS temperature probe the Duty Office will provide follow up notification to TOSC Logistics POCs, Myron Griffin (Primary) at W:321-861-5924 or C:321-360-6256 or Heather Hayduk (Alternate) at W:321-861-5337 or C:321-289-0329 or Jim Whitaker (Alternate) at W:321-861-0090 or C:321-289-6916 and the TOSC Security Desk at 321-867-6609.	BOSS
5.0	TOSC Contract Responsibilities	TOSC
5.1	For a failure of the onboard refrigerator unit, TOSC Logistics personnel, Myron Griffin or Heather Hayduk or Jim Whitaker will contact the repair vendor who is to report immediately to the location to troubleshoot and repair the DPU. Vendor response is expected within three (3) hours of notification. Vendor: Thermo King Technician Contact: Matt Paulus (407) 293-7158, (407) 719-2652 or (321) 945-0908 When the Vendor representative arrives on site at KSC, the point of contact will be the BOSS Duty Officer or his designee.	TOSC

