Standard Form

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 34

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 09-01-2006	2. CONTRACT NO. (If any): GS-23F-0092K
3. ORDER NO.: NNG06WA07Z	4. REQUISITION/REFERENCE NO: NNG06143557Q
5. ISSUING OFFICE (Address correspondence to): NASA/GSFC/Wallops Flight Facility, Wallops Island Virginia 23337	7. TO: Code 210.W
a. NAME OF CONTRACTOR: Computer Sciences Corporation- Federal Sector- Civil Group	
b. COMPANY NAME: Computer Sciences Corporation- Federal Sector- Civil Group	
c. STREET ADDRESS: 7700 Hubble Drive	
d. CITY: Lanham / e. STATE: MD / f. ZIP CODE: 20706	
9. ACCOUNTING AND APPROPRIATION DATA: N/A	

6. SHIP TO:
a. NAME OF CONSIGNEE
b. STREET ADDRESS
c. CITY / d. STATE / e. ZIP CODE
f. SHIP VIA

8. TYPE OF ORDER

☐ a. PURCHASE — REFERENCE YOUR: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.

☐ b. DELIVERY -- Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

10. REQUISITIONING OFFICE

11. BUSINESS CLASSIFICATION (Check appropriate box(es))

☐ a. SMALL ☒ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ g. SERVICE-DISABLED VETERAN-OWNED
☐ d. WOMEN-OWNED ☐ e. HUBZone ☐ f. EMERGING SMALL BUSINESS

12. F.O.B. POINT

13. PLACE OF a. INSPECTION	13. PLACE OF b. ACCEPTANCE	14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	16. DISCOUNT TERMS
		N/A	As stated is Subtask	

17. SCHEDULE (See reverse for Rejections)

ITEM NO (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
1	The Contractor shall provide Professional Engineering Services in accordance with Special Item Number (SIN) 871-1 through 871-6, under GSA Contract GS-23F-0092K, and in accordance with the following Blanket Purchase Agreement (BPA) Task Order and Statement of Work (Attachment A), for Wallops Engineering Support.			Task Order	MIN: $500K MAX: $40M	

18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.		
SEE BILLING INSTRUCTIONS ON REVERSE	21. MAIL INVOICE TO: a. NAME: SEE CLAUSE 18, PAGE 10 , OF THE TASK ORDER			17(h) TOT. (Cont. pages)
	b. STREET ADDRESS (or P.O. Box)			17(i) GRAND TOTAL
	c. CITY / d. STATE / e. ZIP CODE			

22. UNITED STATES OF AMERICA BY (Signature)

23. NAME (Typed): Mickey M. Merritt
TITLE: CONTRACTING/ORDERING OFFICER

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (REV. 4/2006)
Prescribed by GSA/FAR 48 CFR 53.213(f)

1. *DELIVERABLE REQUIREMENTS (GSFC 52.211-90) (OCT 1988)*

The Contractor shall perform and/or deliver the following:

1. Engineering Services Support in accordance with the Statement of Work (Attachment A) and Subtask Orders.

2. Subtask Plans in accordance with Clause 28, Subtask Order Procedures.

3. Reports in accordance with Clause 6, Reports of Work.

4. Onsite personnel reports in accordance with Clause 22, Onsite Contractor Personnel-Identification, Reporting and Checkout Procedures.

5. Safety and Health Plan reporting in accordance with Clause 25, Safety and Health-Additional Requirements and Clause 1852.223-70, Safety and Health incorporated by reference.

6. IT Security Plan, Risk Assessment Plan, and FIPS 199 Assessment in accordance with Clause 35, Security Requirements for Unclassified Information Technology Resources (1852.204-76).

7. Organizational Conflicts of Interest Avoidance Plan in accordance with Clause 36, Access to Sensitive Data.

8. Property Reports in accordance with Clause 12, Reports of Contractor Acquired Government Property, and Clause 26, Financial Reporting of NASA Property in the Custody of Contractors.

9. Government vehicle reporting in accordance with Clause 16, Government Provided Motor Vehicles, Clause 17, Report of NASA GSFC Vehicles, and Clause 21, Federal Automotive Statistical Tool Reporting.

10. Any other reports as mandated by the clauses in this BPA Task Order, as well as any other mandated by State and Federal laws and regulations.

(End of clause)

2. *SUPPLEMENTAL SUBTASK ORDERING PROCEDURES*

(a) When the Government issues a request for a "subtask plan" to the Contractor in accordance with the Clause entitled "Subtask Ordering Procedure" of this Blanket Purchase Agreement (BPA) Task Order, the Contractor shall prepare its estimate of the labor hours, labor categories and other direct costs required to perform the subtask order requirements. The Contractor shall use the labor categories and fixed loaded labor rates listed in Attachment B to calculate the proposed price to perform the subtask order requirements.

(b) The Contractor agrees that only those appropriate labor rates found in the Attachment B shall be used to calculate the proposed fixed price or ceiling price for all subtask orders issued in accordance with the "Subtask Ordering Procedure" clause of this BPA Task Order. The Contractor's proposed approach/pricing of the representative subtasks set forth in its proposal for award of this BPA Task Order shall be used as reference by the Contracting Officer in negotiating subtasks with the Contractor which are issued under this BPA Task Order, but only to the extent portions of a representative task are relevant to portions of a subtask actually issued.

(c) The Government may issue Firm Fixed Price or Time and Materials subtask orders under this BPA Task Order. The type of subtask to be issued will be specified by the Government when the request for a "subtask plan" is issued to the Contractor.

(End of clause)

3. *MINIMUM/MAXIMUM ORDERS*

The Government guarantees to issue one or more subtask orders for an amount not less than $500,000.00 under this BPA Task Order. There will be no further obligation on the part of the Government to issue additional subtask orders thereafter. The maximum quantity ordered under this BPA Task Order shall not exceed $40,000,000.00. The maximum amount may be adjusted unilaterally by the Government on an annual basis. Historic, current, and/or projected workload requirements will be used to determine the amount of upward adjustment. In no event will the adjusted maximum amount exceed 20% of the original maximum amount. All subtask orders placed under the BPA Task Order will be applied to the guaranteed minimum and maximum amount.

(End of text)

4. *SCOPE OF WORK (GSFC 52.211-91) (FEB 1991)*

The Contractor shall provide the personnel, materials, facilities, and equipment (except as may be expressly stated in this BPA Task Order or subsequent Subtask Orders) necessary to perform and to furnish the items specified in Clause 1, Deliverable Requirements of this BPA Task Order in accordance with Attachment A, Statement of Work entitled Wallops Flight Facility Engineering Services, and subtask orders issued hereunder.

(End of clause)

5. *BPA TASK ORDER*

This BPA Task Order for Professional Engineering Services is entered into pursuant to the terms and conditions of GSA's Master Federal Supply Schedule Contract 871 for Professional Engineering Services (PES) and Contractor's FSS Contract No. GS-23F-0092K, and FAR 8.404. The following contract items may be ordered under this contract. All orders placed against this contract are subject to the terms and conditions of the contract, and those terms and conditions contained herein:

Special Item Numbers (SINS)	Description
SIN 871-1	Strategic Planning for Technical Programs/Activities

SIN 871-2	Concept Development and Requirements Analysis
SIN 871-3	System Design, Engineering, and Integration
SIN 871-4	Test and Evaluation
SIN 871-5	Integrated Logistics Support
SIN 871-6	Acquisition and Life Cycle Management

(End of text)

6. *REPORTS OF WORK*

a. Monthly Progress Reports. The Contractor shall submit a monthly progress report for work performed on each subtask order accomplished during the performance period. Reports shall be in narrative form and brief and informal in content. They shall include a quantitative description of overall progress, an indication of any current problems which may impede performance and proposed corrective action, and a discussion of the work to be performed during the next monthly reporting period. Each NASA Subtask Monitor shall receive directly from the Contractor a copy of his/her monthly progress reports for his/her respective subtasks, including travel itinerary and items purchased.

b. A Monthly Subtask Summary Chart shall be provided. The chart shall denote the costs associated with each time and materials type subtask. The summary shall include the subtask number, current monthly costs, inception to date (ITD) labor hours expended by labor category multiplied by schedule rates, cumulative labor hours expended by labor category multiplied by schedule rates plus one month plan, estimate at completion, ITD planned hours, ITD on-site actual hours, ITD off-site actual hours plus subcontractor hours, and ITD total actual hours. This information shall also be submitted in an electronic format using Microsoft Excel.

c. A monthly cost summary shall be provided. The chart (single page) showing the planned and actual labor categories used for each time and materials type subtask, on-site direct labor hours, off-site direct labor hours, subcontract hours, and total on-site direct labor costs, off-site direct labor costs, and subcontract costs. Other direct costs shall include an itemized list for purchases of materials, travel, and miscellaneous costs.

d. A monthly Roster of Employees report shall be provided showing personnel by labor category, subtask order, and location for each employee supporting the requirements. This report shall be provided in an electronic format using Microsoft Excel.

e. The Contractor shall, at the written request of the Contracting Officer or his/her duly authorized representative, prepare such special reports as may be required in support of the effort being performed under this BPA Task Order. Such reports shall be prepared in the format and distributed as specified in the subtask order.

f. Submission. The Contractor shall submit the reports required by this clause as follows:

Copies	Addressee	Mail Code
1	Contracting Officer	210.W

1	Contracting Officer's Technical Representative (COTR)	500.W
1	Contract Resource Analyst	501

The reports, technical manuals, or special publications required to be furnished the Government under this BPA Task Order shall be submitted in reducible form. Reproduction shall be in one color on standard quality and weight paper; art work and illustrations shall be used only to serve a functional purpose. Electronic reporting is acceptable.

Monthly reports shall be submitted by the 15th day of the month following the month being reported. If the subtask order is issued beyond the middle of a month, the first monthly report shall cover the period from issuance of the subtask until the end of the following month.

(End of text)

7. TRAVEL AND PER DIEM

Transportation for off-center performance will normally be furnished by the Contractor. However, the Government may elect to provide transportation through the use of Government-owned conveyances.

The Contractor shall travel in accordance with Federal Travel Regulations and will be reimbursed in accordance with lowest customary standard coach airfares and Government allowances cited for per diem and other associated travel costs.

The Contractor shall acquire collision damage insurance for car rentals in foreign countries or outside the Continental United States.

(End of text)

8. ACCEPTANCE--SINGLE LOCATION (GSFC 52.246-92) (SEPT 1989)

The Contracting Officer or authorized representative will accomplish acceptance at NASA, Goddard Space Flight Center, Wallops Flight facility, Wallops Island, VA 23337. For the purpose of this clause, the Contracting Officer's Technical Representative, Lissette Martinez, is the authorized representative. The Contracting Officer reserves the right to unilaterally designate a different Government agent as the authorized representative. The Contractor will be notified by a written notice or by a copy of the delegation of authority if different representative is designated.

If this is a fixed price type contract, acceptance shall be deemed to have occurred constructively--for the sole purpose of computing an interest penalty that might be due the Contractor under the Prompt Payment Act--on the 30th day after the Contractor has delivered the supplies or services in accordance with the terms and conditions of the contract. In the event that actual acceptance occurs within the constructive acceptance period, the determination of an interest penalty shall be based on the date of the actual acceptance.

(End of clause)

9. *INSPECTION SYSTEM RECORDS (GSFC 52.246-102) (OCT 1988)*

The Contractor shall maintain records evidencing inspections in accordance with the Inspection clause of this BPA Task Order for three (3) years after delivery of all items and/or completion of all services called for by the BPA Task Order.

(End of clause)

10. PLACE OF PERFORMANCE--SERVICES (GSFC 52.237-92) (OCT 1988)

The services specified by this BPA Task Order shall be performed at the following location(s): NASA, Goddard Space Flight Center, Wallops Flight Facility, Wallops Island, VA 23337, and other locations as specified by subtask order.

(End of clause)

11. EFFECTIVE PERIOD

The effective ordering period is 5 years from the effective date of the BPA Task Order.

(End of text)

12. REPORTS OF CONTRACTOR ACQUIRED GOVERNMENT PROPERTY (GSFC 52.245-93) (JULY 2006)

Refer to subparagraph (b)(3) of NASA FAR Supplement clause 1852.245-71, "Installation Accountable Government Property--Alternate I" of this BPA Task Order.

(a) Definition. "Controlled equipment" means all equipment with an acquisition cost of $5,000 or more, that has an estimated service life of 2 years or more, which will not be consumed or expended in an experiment, and selected items of equipment with an acquisition cost less than $5,000 that are designated, and identified as sensitive by Appendix C of NPR 4200.1E and by the GSFC Information and Logistics Management Division, Supply and Equipment Management Branch, Code 273.

(b) Property, regardless of value, shall not be purchased on the account of the Government unless authorized by the terms of the contract or approved by the Contracting Officer, including compliance by the contractor with the Subcontracts clause of this contract. Further, any purchase of equipment shall not be made until the equipment has been screened though the NASA Equipment Management System (NEMS) in accordance with NASA FAR Supplement clause 1852.245-70.

(c) Immediately after the purchase of any controlled equipment, the Contractor shall submit a GSFC Form 20-4, Shipping Document, to the GSFC Supply and Equipment Management Branch, Code 273, for the purpose of entry of the controlled equipment data into NEMS. A copy of the GSFC Form 20-4,

shall also be provided to the GSFC General Accounting Department, General Ledger Section, Code 157, within 5 working days. The GSFC Form 20-4, or other form acceptable to the GSFC Supply and Equipment Management Branch, must contain all of the data elements necessary to establish accountability, including both the BPA Task Order number and the Contractor's purchase order number under which the equipment was purchased.

(d) The Contractor shall submit, on a quarterly basis, a report of all property acquired by the Contractor under the BPA Task Order during the reporting period and to which the Government has title, regardless of acquisition value. This report must be submitted within 30 calendar days after the end of each calendar year quarter; i.e., January 30, April 30, July 30, and October 30. Submittal shall be to the Contracting Officer and to the Supply and Equipment Management Officer, Code 273. For acquisitions of controlled equipment, the list shall include item description, acquisition date, acquisition value, manufacturer, model, serial number, location of the items, and GSFC property number. For all other acquisitions, the list shall include item description, quantity, cost, and location of the items. Controlled equipment previously reported on GSFC Form 20-4's or on other forms shall be included in the quarterly reports. Negative reports shall be submitted, if applicable.

(e) If the Contractor maintains a stock inventory of installation accountable Government property with a minimum average value of $75,000, the Contractor shall comply with NPR 4100.1D. The Contractor shall submit a monthly NASA Form 1489, Analysis of Inventory Report, and a NASA Form 1324, Semi-Annual Report of Personal Property Management Operations (for which periods end March 31 and September 30) within 5 working days of the end of the reporting periods. These reports shall be submitted to the Supply and Equipment Management Officer, Code 273, with a copy to the Contracting Officer.

(End of clause)

13. PROPERTY CLAUSE APPLICABILITY--ON-SITE AND OFF-SITE (GSFC 52.245-96)(JULY 2004)

(a) Performance of this BPA Task Order requires that contractor personnel and any furnished and/or acquired government property be located at both Government controlled and managed premises (on-site) and at contractor controlled and managed premises (off-site). The requirements for control and accountability of government property differ depending upon the location of the property. The applicability of the clauses in this contract to on-site and to off-site locations is indicated below.

(b) Clauses applicable to both on-site and off-site locations.

FAR clause 52.245-5, "Government Property (Cost Reimbursement, Time-and-Material, or Labor-Hour Contracts" except that paragraph (e) does not apply to on-site locations.

NASA FAR Supplement clause 1852.245-70, "Contractor Requests for Government-Owned Equipment".

GSFC clause 52.245-92, "Repair or Replacement of Government Property--Special Conditions", if included.

GSFC clause 52.245-97, "Contractor Acquired Property--NASA Conditions".

(c) Clauses applicable only to off-site locations.

NASA FAR Supplement clause 1852.245-73, "Financial Reporting of NASA Property in the Custody of Contractors"

NASA FAR Supplement clause 1852.245-76, "List of Government-Furnished Property", if included.

(d) Clauses applicable only to on-site locations.

NASA FAR Supplement clause 1852.245-71, "Installation-Accountable Government Property (Alternate I)".

NASA FAR Supplement clause 1852.245-77, "List of Installation- Accountable Property and Services".

GSFC clause 52.245-93, "Reports of Contractor Acquired Government Property"

(End of clause)

14. FREQUENCY AUTHORIZATION (1852.223-71) (DEC 1988)

(a) Authorization of radio frequencies required in support of this BPA Task Order shall be obtained by the Contractor or subcontractor in need thereof.

(b) For any experimental, developmental, or operational equipment for which the appropriate frequency allocation has not been made, the Contractor or subcontractor shall provide the technical operating characteristics of the proposed electromagnetic radiating device to the Contracting Officer during the initial planning, experimental, or developmental phase of contractual performance. Procedures furnished by the Contracting Officer shall be followed in obtaining radio frequency authorization.

(c) This clause including this paragraph (c), shall be included in all subcontracts which call for developing, producing, testing, or operating a device for which a radio frequency authorization is required.

(End of clause)

15. CONTRACTOR REQUESTS FOR GOVERNMENT-OWNED EQUIPMENT (1852.245-70) (JUL 1997)

(a) "Equipment," as used in this clause, means commercially available items capable of stand-alone use, including those to be acquired for incorporation into special test equipment or special tooling.

(b)(1) Upon determination of need for any Government-owned equipment item for performance of this contract, the contractor shall provide to the contracting officer a written request justifying the need for

the equipment and the reasons why contractor-owned property cannot be used, citing the applicable FAR or contract authority for use of Government-owned equipment. Equipment being acquired as a deliverable end item listed in the contract or as a component for incorporation into a deliverable end item listed in the contract is exempt from this requirement.
(2) The contractor's request shall include a description of the item in sufficient detail to enable the Government to screen its inventories for available equipment or to purchase equipment. For this purpose, the contractor shall (i) prepare a separate DD Form 1419, DOD Industrial Plant Equipment Requisition, or equivalent format, for each item requested and (ii) forward it through the contracting officer to the Industrial Property Officer at the cognizant NASA installation at least 30 days in advance of the date the contractor intends to acquire the item. Multiple units of identical items may be requested on a single form. Instructions for preparing the DD Form 1419 are contained in NASA FAR Supplement 1845.7102. If a certificate of nonavailability is not received within that period, the contractor may proceed to acquire the item, subject to having obtained contracting officer consent, if required, and having complied with any other applicable provisions of this contract.

(c) Contractors who are authorized to conduct their own screening using the NASA Equipment Management System (NEMS) and other Government sources of excess property shall provide the evidence of screening results with their request for contracting officer consent. Requests to purchase based on unsuitability of items found shall include rationale for the determined unsuitability.

(End of clause)

16. GOVERNMENT PROVIDED MOTOR VEHICLES (GSFC 52.245-91) (JULY 2006)

(a) Authorized users. The installation provided property and services listed in NASA FAR Supplement clause 1852.245-77 include the use of GSFC motor pool vehicles. The Contractor shall submit to the Contracting Officer, at least 20 days in advance, a list of employees intended to use the vehicles. The list shall include the type and class of State drivers license that each employee possesses. After review of the list, the Contracting Officer will provide the list to the Greenbelt Motor Pool Dispatch Office, Code 279 or to the Wallops Dispatch Office, Code 230.W, as appropriate. The motor pool dispatcher will use the list to ensure that only Contractor employee(s)on the Contracting Officer's approved list are provided vehicles and will confirm that the Contractor employee has a valid State license for the type of vehicle being requested. Any changes to the list must also be submitted to the Contracting Officer.

(b) Restrictions and conditions. The following shall apply to the use of Government provided motor vehicles:

(1) Title 41 CFR 102-34.230. Also, home to work/work to home transportation is not authorized.
(2) The Motor Vehicle Safety requirements stated in subchapter 6.3 of NPR 8715.3, NASA Safety Manual.
(3) The use of hand-held wireless (cellular) phones is prohibited when driving motor vehicles owned, leased, or rented by the Federal Government.

(End of clause)

17. REPORT OF NASA-GSFC VEHICLES (GSFC 52.251-90) (JUL 2006)

The Contractor shall prepare a monthly report using GSFC Form 26-5 "Report of NASA/GSFC Vehicles" for each general purpose motor vehicle that is assigned and provided to the Contractor under the terms of this BPA Task Order. "Assigned" means provided to the Contractor for a period of 30 or more consecutive days.

The report shall be submitted to the Logistics and Transportation Management Branch, Code 274, with a copy to the Contracting Officer. The report(s) are due no later than the 15th day of the month following the reporting month.

(End of clause)

18. INVOICES – SUBMISSION OF (GSFC 52.232-95) (AUG 2000)

Invoices shall be prepared in accordance with the Prompt Payment Provision of the GSA Master Federal Supply Schedule Contract 871 and submitted to the Cost and Commercial Accounts Department, Code 155, NASA/Goddard Space Flight Center, Greenbelt, MD 20771. For purposes of the Prompt Payment Act, the above office is considered to be the "Designated Billing Office" and the "Designated Payment Office".

(End of clause)

19. INSTALLATION ACCOUNTABLE GOVERNMENT PROPERTY (1852.245-71) (NOVEMBER 2004)ALT I (NOVEMEBER 2004)

(a) The Government property described in the clause at 1852.245-77, List of Installation- Accountable Property and Services, shall be made available to the Contractor on a no-charge basis for use in performance of this BPA Task Order. This property shall be utilized only within the physical confines of the NASA installation that provided the property. Under this clause, the Government retains accountability for, and title to, the property, and the Contractor assumes the following user responsibilities:

1. Notify the cognizant property custodian, COTR, and the installation Security Officer immediately if theft of Government Property is suspected or property cannot be located.

2. Identify Government property equipment that is no longer considered necessary for the performance of the contract.

3. Ensure that equipment is turned in to the Property Disposal Officer through the cognizant property custodian when no longer needed. This is the only acceptable procedure for disposal of Government property.

4. Do not relocate Government property within Government premises or remove Government property from Government premises without written approval.

The contractor shall establish and adhere to a system of written procedures for compliance with these user responsibilities. Such procedures must include holding employees liable, when appropriate, for loss, damage, or destruction of Government property.

(b)(1) The official accountable recordkeeping, physical inventory, financial control, and reporting of the property subject to this clause shall be retained by the Government and accomplished by the installation Supply and Equipment Management Officer (SEMO) and Financial Management Officer. If this contract provides for the contractor to acquire property, title to which will vest in the Government, the following additional procedures apply:

(i) i) The contractor shall not utilize the installation's central receiving facility for receipt of Contractor-acquired property. However, the Contractor shall provide listings suitable for establishing accountable records of all such property received, on a quarterly basis, to the Contracting Officer and the Supply and Equipment Management Officer;

(ii) The contractor shall furnish a copy of each purchase order, prior to delivery by the vendor, to the installation central receiving area:

(iii) The contractor shall establish a record of the property as required by FAR 45.5 and 1845.5 and furnish to the Industrial Property Officer a DD Form 1149 Requisition and Invoice/Shipping Document (or installation equivalent) to transfer accountability to the Government within 5 working days after receipt of the property by the contractor. The contractor is accountable for all contractor-acquired property until the property is transferred to the Government's accountability.

(iv) Contractor use of Government property at an off-site location and off-site subcontractor use require advance approval of the contracting officer and notification of the SEMO. The contractor shall assume accountability and financial reporting responsibility for such property. The contractor shall establish records and property control procedures and maintain the property in accordance with the requirements of FAR Part 45.5 until its return to the installation.

(2) After transfer of accountability to the Government, the contractor shall continue to maintain such internal records as are necessary to execute the user responsibilities identified in paragraph (a) and document the acquisition, billing, and disposition of the property. These records and supporting documentation shall be made available, upon request, to the SEMO and any other authorized representatives of the contracting officer.

(End of clause)

20. LIST OF INSTALLATION ACCOUNTABLE PROPERTY AND SERVICES(1852.245-77) (JULY 1997)

In accordance with the clause at 1852.245-71, Installation-Accountable Government Property, the Contractor is authorized use of the types of property and services listed below, to the extent they are available, in the performance of this contract within the physical borders of the installation which may include buildings and space owned or directly leased by NASA in close proximity to the installation, if so designated by the Contracting Officer.

(a) Office space, work area space, and utilities. Government telephones are available for official purposes only; pay telephones are available for contractor employees for unofficial calls.

(b) General- and special-purpose equipment, including office furniture.

(1) Equipment to be made available is as follows: Equipment to be made available is listed in Attachment F - 1, Installation Accountable Government Property.

The Government retains accountability for this property under the clause at 1852.245-71, Installation-Accountable Government Property, regardless of its authorized location.
(2) If the Contractor acquires property, title to which vests in the Government pursuant to other provisions of this contract, this property also shall become accountable to the Government upon its entry into Government records as required by the clause at 1852.245-71, Installation-Accountable Government Property.
(3) The Contractor shall not bring to the installation for use under this contract any property owned or leased by the Contractor, or other property that the Contractor is accountable for under any other Government contract, without the Contracting Officer's prior written approval.
(c) Supplies from stores stock.
(d) Publications and blank forms stocked by the installation.
(e) Safety and fire protection for Contractor personnel and facilities.
(f) Installation service facilities: The Contractor will be provided with Government Motor Vehicles. The Contractor will be provided with network access to the NASA campus network. Network access will be provided as a Network Attached Device per NASA/ODIN specifications. See the ODIN reference at the CIO page as follows:

http://www.odin.nasa.gov/html/Services/Desktop.html

Such access provides network connectivity for interchange of specified products, but does not include:

Workstations or servers (except as provided as installation accountable property under the BPA Task Order), and maintenance/upgrades of same office automation software or workstations;

Maintenance or administration of networks;

Renewal of licenses for software or operating systems;

Other IT services or products necessary for office automation or technical initiatives associated with the performance of duties under this BPA Task Order.

(g) Medical treatment of a first-aid nature for Contractor personnel injuries or illnesses sustained during on-site duty.
(h) Cafeteria privileges for Contractor employees during normal operating hours.
(i) Building maintenance for facilities occupied by Contractor personnel.
(j) Moving and hauling for office moves, movement of large equipment, and delivery of supplies. Moving services shall be provided on-site, as approved by the Contracting Officer.
(k) The user responsibilities of the Contractor are defined in paragraph (a) of the clause at 1852.245-71, Installation-Accountable Government Property.

(End of clause)

21. FEDERAL AUTOMOTIVE STATISTICAL TOOL REPORTING (1852.223-76)(JULY 2003)

If authorized to operate Government-owned or –leased vehicles, including interagency fleet management system (IFMS) vehicles or related services in performance of this contract, the Contractor

shall report the data describing vehicle usage required by the Federal Automotive Statistical Tool (FAST) by October 15 of each year. FAST is accessed through http://fastweb.inel.gov/.

(End of clause)

22. ONSITE CONTRACTOR PERSONNEL—IDENTIFICATION, REPORTING, AND CHECKOUT PROCEDURES (GSFC 52.204-99) (AUG 2003)

(a) The Contractor shall designate a representative (point of contact) for the purposes of this clause. The Contractor shall notify the GSFC Security Division, Code 240, Attention: Locator and Information Tracking System (LISTS) Manager, and the Contracting Officer's Technical Representative (COTR) of the designated representative within 15 calendar days of award of this contract. The GSFC maintained LISTS contains work and home location and contact information for personnel that have permanent NASA/GSFC identification badges. The Contractor may contact the LISTS Manager, Tel 301-286-2306 for assistance regarding LISTS.

(b) The Contractor must apply for permanent NASA/GSFC identification badges for those employees who will be employed by the contractor onsite for at least six months. The GSFC Security Division will consider permanent identification badges for other employees of the Contractor on a case by case basis, such as employees that are not resident onsite, but must frequently visit. For each employee, the Contractor must complete and submit a GSFC Form 24-27, "LISTS Form", and a NASA Form 531, "Name Check Request". The forms are available from GSFC Stores Stock or online via NASA and GSFC systems. The GSFC Form 24-27 must be signed by the COTR or the Contracting Officer. The COTR will resolve any housing or access issues, review the forms for accuracy and completeness, and return the signed forms to the Contractor. The Contractor shall forward the form(s) to the GSFC Security Division, Code 240, for the necessary checks, issuance of identification badges, and subsequent data entry into the LISTS. Arrangements for fingerprinting employees will be handled by representatives of the GSFC Security Division's ID Section.

(c) The Contractor shall submit an annotated LISTS Report each month. The GSFC LISTS Manager will furnish a LISTS print-out to the Contractor no later than the end of each month. The Contractor shall annotate this provided report to correct and update the information as follows:

(1) Draw a line through the names of employees who are no longer employed by the contractor or that no longer work onsite under the contract, and;
(2) Make handwritten changes to any other incorrect data.

The annotated LISTS Report shall be separately submitted to the GSFC Security Division, Code 240, Attention: LISTS Manager, and to the COTR by the 10th calendar day of the month.

(d) The Contractor shall ensure that all personnel who have NASA/GSFC issued identification, keys or other property who leave its employ or that no longer work onsite, process out through the GSFC Security Division, Code 240. Employees must return all GSFC issued identification and any Government property no later than the last day of their employment. The Contractor shall establish appropriate procedures and controls to ensure this is accomplished. Failure to comply may result in the exercise of Government rights to limit and control access to Government premises, including denial of access and invalidation of NASA issued badges and identification.

(End of clause)

23. GOVERNMENT PREMISES—PHYSICAL ACCESS AND COMPLIANCE WITH PROCEDURES (GSFC 52.211-95) (JULY 2006)

(a)(1) The Contractor must apply for permanent NASA/GSFC Identification Badges for those employees that will be employed by the Contractor and that will be resident for at least six months at GSFC or at locations controlled by GSFC, such as GSFC leased space. Other personnel may be issued a temporary badge. All personnel must conspicuously display the GSFC badge at, or above, the waistline. Refer to GSFC clause 52.204-99, "Onsite Contractor Personnel—Identification, Reporting, and Checkout Procedures" for permanent Identification Badge issuance procedures.

(2) Visits by foreign nationals are restricted and must be necessary for the performance of the contract and concurred with by the Contracting Officer or by the Contracting Officer's Technical Representative. Approval of such visits must be approved in advance in accordance with GPR 1600.1.

(3) Access to the GSFC may be changed or adjusted in response to threat conditions or special situations.

(b) While on Government premises, the Contractor shall comply with requirements governing the conduct of personnel and the operation of the facility. These requirements are set forth in NASA-wide or installation directives, procedures, and announcements. The following cover many of the requirements:

(1) Coordinated Harassment/Discrimination Inquiry Guidelines <http://internal.gsfc.nasa.gov/directives/security.html>
(2) GMI 1152.9, Facilities Coordination Committee
(3) GPR 1600.1, GSFC Security Manual
(4) GPR 1700.1, Occupational Safety Program
(5) GPR 1700.2, Chemical Hygiene Plan
(6) GPR 1800.1, GSFC Smoking Guidelines
(7) GPR 1800.2, Occupational Health Program
(8) GPR 1860.1, Ionizing Radiation Protection
(9) GPR 1860.2, Laser Radiation Protection
(10) GPR 1860.3, Radio Frequency Radiation Safety
(11) GPR 1860.4, Ultraviolet and High Intensity Light Radiation Protection
(12) GPR 2570.1, Radio Frequency Equipment Licensing
(13) GPD 8500.1, Environmental Program Management
(14) GPR 8710.2, Emergency Preparedness Program for Greenbelt
(15) GPD 8715.1, GSFC Safety Policy
(16) GPR 8715.1, Processing of NASA Safety Reporting System (NSRS) Incident Reports

Copies of the current issuances may be obtained at <http://gdms.gsfc.nasa.gov> or from the Contracting Officer. The above list may be modified by the Contracting Officer to include additional issuances pertaining to the conduct of personnel and the operation of the facility.

(c) The Contractor may not use official Government mail (indicia or "eagle" mail). Contractors found in violation could be liable for a fine of $300 per piece of indicia mail used. However, the Contractor is allowed to use internal GSFC mail to the extent necessary for purposes of the contract.

(End of clause)

24. Reserved

25. SAFETY AND HEALTH--ADDITIONAL REQUIREMENTS (GSFC 52.223-91) (NOV 2005)

(a) Other safety and health requirements. In addition to compliance with all Federal, state, and local laws as required by paragraph (d) of NFS clause 18-52.223-70, the Contractor shall comply with the following: None

(b) Reporting. The immediate notification and prompt reporting required by paragraph (d) of NFS clause 1852.223-70 shall be to the Goddard Space Flight Center Safety and Environmental Division, Code 250, Tel 301-286-6296 and to the Contracting Officer. This should be a verbal notification and confirmed by FAX or E-Mail. This notification is also required for any unsafe or environmentally hazardous condition associated with Government-owned property that is provided or made available for the performance of the BPA Task Order.

(End of clause)

26. FINANCIAL REPORTING OF NASA PROPERTY IN THE CUSTODY OF CONTRACTORS (1852.245-73) (OCT 2003)

(a) The Contractor shall submit annually a NASA Form (NF) 1018, NASA Property in the Custody of Contractors, in accordance with the provisions of 1845.505-14, the instructions on the form, subpart 1845.71, and any supplemental instructions for the current reporting period issued by NASA.

(b)(1) Subcontractor use of NF 1018 is not required by this clause; however, the Contractor shall include data on property in the possession of subcontractors in the annual NF 1018.
(2) The Contractor shall mail the original signed NF 1018 directly to the Goddard Space Flight Center (GSFC), General Accounting Department, General Ledger Section, Code 157, Greenbelt, MD 20771, unless the Contractor uses the NF 1018 Electronic Submission System (NESS) for report preparation and submission.
(3) One copy shall be submitted (through the Department of Defense (DOD) Property Administrator if contract administration has been delegated to DOD) to the following address:

Goddard Space Flight Center, Supply and Equipment Management Branch, Code 273, Greenbelt, MD 20771--unless the Contractor uses the NF 1018 Electronic Submission System (NESS) for report preparation and submission.

(c)(1) The annual reporting period shall be from October 1 of each year through September 30 of the

following year. The report shall be submitted in time to be received by October 15. The information contained in these reports is entered into the NASA accounting system to reflect current asset values for agency financial statement purposes. Therefore, it is essential that required reports be received no later than October 15. Some activity may be estimated for the month of September, if necessary, to ensure the NF 1018 is received when due. However, contractors' procedures must document the process for developing these estimates based on planned activity such as planned purchases or NASA Form 533 (NF 533 Contractor Financial Management Report) cost estimates. It should be supported and documented by historical experience or other corroborating evidence, and be retained in accordance with FAR Subpart 4.7, Contractor Records Retention. Contractors shall validate the reasonableness of the estimates and associated methodology by comparing them to actual activity once that data is available, and adjust them accordingly. In addition, differences between the estimated cost and the actual cost must be adjusted during the reporting period. Contractors shall have formal policies and procedures, which address the validation of NF 1018 data, including data from subcontractors, and the identification and timely reporting of errors. The objective of this validation is to ensure that information reported is accurate and in compliance with the NASA FAR Supplement. If errors are discovered on NF 1018 after submission, the contractor shall immediately contact the cognizant NASA Center Industrial Property Officer (IPO) to discuss corrective action.
(2) The Contracting Officer may, in NASA's interest, withhold payment until a reserve not exceeding $25,000 or 5 percent of the amount of the BPA Task Order, whichever is less, has been set aside, if the Contractor fails to submit annual NF 1018 reports in accordance with 1845.505-14 and any supplemental instructions for the current reporting period issued by NASA. Such reserve shall be withheld until the Contracting Officer has determined that NASA has received the required reports. The withholding of any amount or the subsequent payment thereof shall not be construed as a waiver of any Government right.

(d) A final report shall be submitted within 30 days after disposition of all property subject to reporting when the contract performance period is complete in accordance with (b)(1) through (3) of this clause.

(End of clause)

27. LIST OF GOVERNMENT-FURNISHED PROPERTY (1852.245-76) (OCT 1988

For performance of work under this BPA Task Order, the Government will make available the following Government property:

See Attachment F – 2.

The Contractor shall use this property in the performance of this BPA Task Order at the contractor's facility and at other location(s) as may be approved by the Contracting Officer. Under the FAR 52.245 Government Property clause of this contract, the Contractor is accountable for the identified property.

(End of clause)

28. SUBTASK ORDERING PROCEDURE

(a) Only the Contracting Officer may issue subtask orders to the Contractor, providing specific authorization or direction to perform work within the scope of the BPA Task Order and as specified in the schedule. The Contractor may incur costs under this BPA Task Order in performance of subtask orders and subtask order modifications issued in accordance with this clause. No other costs are authorized unless otherwise specified in the BPA Task Order or expressly authorized by the Contracting Officer.

(b) All work under the BPA Task Order shall be authorized by written or electronic subtask orders.

(c) Prior to issuing a subtask order, the Contracting Officer shall provide the Contractor with the following data:

(1) A functional description of the work identifying the objectives or results desired from the contemplated subtask order.

(2) Proposed performance standards to be used as criteria for determining whether the work requirements have been met.

(3) A request for a subtask plan from the Contractor to include the technical approach, period of performance, appropriate cost information, and any other information required to determine the reasonableness of the Contractor's proposal. At a minimum, the proposal shall include the following information:

(a) How the contractor proposes to accomplish the effort, including a description of the specific skill makeup of the performing team members.
(b) Order estimate, including the mix of labor categories and levels, hours, and rates at or below those contained in the pricing schedules for the requested period of performance.
(c) Any additional input as required by the requested subtask plan.

(d) For non-urgent subtasks; within _6__ working days after receipt of the Contracting Officer's Request for Subtask Plan, the Contractor shall submit a subtask plan conforming to the request. For subtasks designated by the Government to be urgent; within _2__ working days after receipt of the Contracting Officer's Request for Subtask Plan, the Contractor shall submit a subtask plan conforming to the request. When multiple urgent requests are submitted, the Contractor will negotiate with the Government to prioritize the response time for each request.

(e) After review and any necessary discussions, the Contracting Officer may issue a subtask order to the Contractor containing, as a minimum, the following:

(1) Date of the order.

(2) Federal Supply Schedule Contract Number, BPA Task Order Number, and Subtask Order Number.

(3) Functional description of the work identifying the objectives or results desired from the subtask order, including special instructions or other information necessary for performance of the subtask.

(4) Performance standards, and where appropriate, quality assurance standards.
(5) Maximum dollar amount authorized (ceiling or fixed price).
(6) Any other resources (travel, materials, equipment, facilities, etc.) authorized.
(7) Delivery/performance schedule including start and end dates.
(8) If funding is by individual subtask order, accounting and appropriation data.

(f) The Contractor shall provide acknowledgment of receipt to the Contracting Officer within 3 working days after receipt of the subtask order. Subtask Orders under this BPA Task Order shall be issued at the sole option of the Government. The Government reserves the right to not award a subtask order after requesting a subtask order estimate. Bid and proposal costs shall not be a direct charge to this BPA Task Order or to any other Government contract.

(g) The contractor shall submit the technical and cost proposals via electronic means.

(h) If time constraints do not permit issuance of a fully defined subtask order in accordance with the procedures described in paragraphs (a) through (d), a subtask order which includes a ceiling price may be issued.

(i) The Contracting Officer may amend subtasks in the same manner in which they were issued.

(j) In the event of a conflict between the requirements of the subtask order and the Contractor's approved subtask plan, the subtask order shall prevail.

(End of clause)

29. LIMITATION OF FUNDS (FIXED-PRICE CONTRACT) (1852.232-77) (MAR 1989)

(a) Each subtask order will be incrementally funded through the BPA Task Order. It is anticipated that from time to time additional funds will be allocated to the BPA Task Order until the total price of the subtask orders is allotted. The parties contemplate that the Government will allot funds to this BPA Task Order in accordance with the following schedule:

SCHEDULE FOR ALLOTMENT OF FUNDS

Date As executed by Subtask Order	Amounts As determined by Subtask Order

(b) The Contractor agrees to perform or have performed work on issued subtask orders up to the point at which, if this BPA Task Order is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) if that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the subtask order orders. The Contractor is not obligated to continue performance of the work beyond that point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount from time to time allotted to the BPA Task Order, anything to the contrary in the Termination for Convenience of the Government clause notwithstanding.

(c) (1) It is contemplated that funds presently allotted to this contract will cover the work to be performed as determined by each subtask order.

(2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed as determined by each task order, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the BPA Task Order is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the BPA Task Order.

(3) (i) The notice shall state the estimated date when the point referred to in subparagraph (2) above will be reached and the estimated amount of additional funds required to continue performance to the date specified in subparagraph (1) above, or an agreed date substituted for it.

(ii) The Contractor shall, 60 days in advance of the date specified in subparagraph (1) above, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the BPA Task Order for a further period as may be specified in the BPA Task Order or otherwise agreed to by the parties.

(4) If, after the notification referred to in subdivision (3)(ii) above, additional funds are not allotted by the date specified in subparagraph (1) above, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this BPA Task Order on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

(d) When additional funds are allotted from time to time for continued performance of the work under this BPA Task Order, the parties shall agree on the applicable period of performance to be covered by these funds. The provisions of paragraphs (b) and (c) above shall apply to these additional allotted funds and substituted date pertaining to them, and the BPA Task Order shall be modified accordingly.

(e) If, solely by reason of the Government's failure to allot additional funds in amounts sufficient for the timely performance of this BPA Task Order, the Contractor incurs additional costs or is delayed in the performance of the work under this BPA Task Order, and if additional funds are allotted, an equitable adjustment shall be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the items to be delivered, or in the time of delivery or both.

(f) The Government may at any time before termination, and, with the consent of the Contractor, after notice of termination, allot additional funds for this contract.

(g) The provisions of this clause with respect to termination shall in no way be deemed to limit the rights of the Government under the Default clause of this GSA Master Contract. The provisions of this Limitation of Funds clause are limited to the work on and allotment of funds for the items set forth in paragraph (a) above. This clause shall become inoperative upon the allotment of funds for the total price of said work except for rights and obligations then existing under this clause.

(h) Nothing in this clause shall affect the right of the Government to terminate this BPA Task Order pursuant to the Termination for Convenience of the Government clause of this BPA Task Order.

(End of clause)

30. RELEASE OF SENSITIVE INFORMATION (1852.237-73) (JUNE 2005

(a) As used in this clause, "sensitive information" refers to information, not currently in the public domain, that the Contractor has developed at private expense, that may embody trade secrets or commercial or financial information, and that may be sensitive or privileged.

(b) In accomplishing management activities and administrative functions, NASA relies heavily on the support of various service providers. To support NASA activities and functions, these service providers, as well as their subcontractors and their individual employees, may need access to sensitive information submitted by the Contractor under this contract. By submitting this proposal or performing this contract, the Contractor agrees that NASA may release to its service providers, their subcontractors, and their individual employees, sensitive information submitted during the course of this procurement, subject to the enumerated protections mandated by the clause at 1852.237-72, Access to Sensitive Information.

(c)(1) The Contractor shall identify any sensitive information submitted in support of this proposal or in performing this contract. For purposes of identifying sensitive information, the Contractor may, in addition to any other notice or legend otherwise required, use a notice similar to the following:

Mark the title page with the following legend:

This proposal or document includes sensitive information that NASA shall not disclose outside the Agency and its service providers that support management activities and administrative functions. To gain access to this sensitive information, a service provider's contract must contain the clause at NFS 1852.237-72, Access to Sensitive Information. Consistent with this clause, the service provider shall not duplicate, use, or disclose the information in whole or in part for any purpose other than to perform the services specified in its contract. This restriction does not limit the Government's right to use this information if it is obtained from another source without restriction. The information subject to this restriction is contained in pages [insert page numbers or other identification of pages].

Mark each page of sensitive information the Contractor wishes to restrict with the following legend:

Use or disclosure of sensitive information contained on this page is subject to the restriction on the title page of this proposal or document.

(2) The Contracting Officer shall evaluate the facts supporting any claim that particular information is "sensitive." This evaluation shall consider the time and resources necessary to protect the information in accordance with the detailed safeguards mandated by the clause at 1852.237-72, Access to Sensitive
Information. However, unless the Contracting Officer decides, with the advice of Center counsel, that reasonable grounds exist to challenge the Contractor's claim that particular information is sensitive,

NASA and its service providers and their employees shall comply with all of the safeguards contained in paragraph (d) of this clause.

(d) To receive access to sensitive information needed to assist NASA in accomplishing management activities and administrative functions, the service provider must be operating under a contract that contains the clause at 1852.237-72, Access to Sensitive Information. This clause obligates the service provider to do the following:

(1) Comply with all specified procedures and obligations, including the Organizational Conflicts of Interest Avoidance Plan, which the contract has incorporated as a compliance document.

(2) Utilize any sensitive information coming into its possession only for the purpose of performing the services specified in its contract.

(3) Safeguard sensitive information coming into its possession from unauthorized use and disclosure.

(4) Allow access to sensitive information only to those employees that need it to perform services under its contract.

(5) Preclude access and disclosure of sensitive information to persons and entities outside of the service provider's organization.

(6) Train employees who may require access to sensitive information about their obligations to utilize it only to perform the services specified in its contract and to safeguard it from unauthorized use and disclosure.

(7) Obtain a written affirmation from each employee that he/she has received and will comply with training on the authorized uses and mandatory protections of sensitive information needed in performing this contract.

(8) Administer a monitoring process to ensure that employees comply with all reasonable security procedures, report any breaches to the Contracting Officer, and implement any necessary corrective actions.

(e) When the service provider will have primary responsibility for operating an information technology system for NASA that contains sensitive information, the service provider's contract shall include the clause at 1852.204-76, Security Requirements for Unclassified Information Technology Resources. The Security Requirements clause requires the service provider to implement an Information Technology Security Plan to protect information processed, stored, or transmitted from unauthorized access, alteration, disclosure, or use. Service provider personnel requiring privileged access or limited privileged access to these information technology systems are subject to screening using the standard National Agency Check (NAC) forms appropriate to the level of risk for adverse impact to NASA missions. The Contracting Officer may allow the service provider to conduct its own screening, provided the service provider employs substantially equivalent screening procedures.

(f) This clause does not affect NASA's responsibilities under the Freedom of Information Act.

(g) The Contractor shall insert this clause, including this paragraph (g), suitably modified to reflect the relationship of the parties, in all subcontracts that may require the furnishing of sensitive information.

(End of clause)

31. CONDITIONS FOR THE PERFORMANCE OF COMMERCIAL AND MARKETING ACTIVITIES

1. For the purpose of this BPA Task Order, commercial and marketing activities are defined as any activities which are to be performed using Government Furnished Property/Installation Accountable Government Property (GFP/IAGP) and/or WESC contractor personnel which are not covered by an BPA subtask order in accordance with Attachments A, Statement of Work w/appendix.

(a) To perform any activities as defined herein, the Contractor shall submit a plan for the performance of such efforts to the Contracting Officer. This plan shall be approved in writing by the Contracting Officer and other Government personnel so designated by the Contracting Officer, as necessary, prior to the commencement of any of the proposed activities. The approval shall be effected as soon as possible based on the nature and extent of the plan, and shall include, as applicable, any terms and conditions applicable to the performance of such efforts. The performance of commercial and marketing activities shall be planned and executed, to the maximum extent practicable, within the contract periods defined elsewhere in this schedule. All activities under this clause shall be performed in accordance with the Center's or WFF's safety, health, environmental, and other applicable installation policies and procedures. The Government shall not provide funding for commercial work. In addition to the furnishing of the plan, each customer use of IAGP must be approved by the Government. The Government has the unilateral right to not approve a particular use. Use of GFP/IAGP shall be scheduled through the manager identified under individual subtask orders.

(b) The contractor's use of such property for such purposes shall not exceed 25 percent of the work in the work area, and shall be subject to the terms and conditions for this BPA Task Order, as well as the following terms and conditions. Unless otherwise specifically provided, any inconsistency between the BPA Task Order's terms and conditions, and those set forth below shall be resolved in favor of the BPA Task Order's terms and conditions.

(c) Neither the Contractor, its subcontractors, nor its customers may make any representation in any promotional, advertising, or other material which may be construed as an endorsement by NASA, Goddard Space Flight Center or Wallops Flight Facility of any product or service resulting from the contractor's non-Government use of the designated property, or which may seek to obtain commercial advantage by the fact of Wallop's approval of this arrangement.

d) Payments to the Government for the use of property shall be in the form of a credit listed on the monthly report under the subtask for the calibration laboratory no later than 60 days after completion of work.

(e) The Government recognizes the benefit it derives from the contractor's non-Government use of designated property through rental receipts under this contract and that this benefit through the contractor's ability to provide non-Government use services to its customers is dependent upon the reliability of the contractor's access to the designated property. The Government will use reasonable efforts in attempting to mitigate any conflict with the contractor regarding its non-Government use of designated property.

(f) This approval shall be effective for a period of one year, but may be extended by the Government. The Contracting Officer shall have the authority at any time to withdraw the permission granted by this clause for non-Government use of the designated property, in whole or in part, either due to (1) termination of any portion of this BPA Task Order, (2) removal of any designated property from this BPA Task Order as Government-furnished property, (3) actual or projected use of any such property for non-government use which may or will negatively affect performance under this BPA Task Order, however such effect need not rise to the level of the contractor's default with respect to any duty owed under this BPA Task Order, (4) any use which adversely affects non-contract Wallops operations, or (5) the contractor's failure to comply with any provision of this BPA Task Order related to non-Government use, whether or not a material requirement of the BPA Task Order.

2. The following terms and conditions shall apply to the contractor's non-Government use of the designated property.

a. Non-Government use of the designated property may not interfere with the contractor's performance of any requirements under this BPA Task Order nor may it interfere with the Government's right of access to, and use of, said property which the Government hereby reserves. Such requirements include support of NASA's mission, the WESC requirements, WFF tenant interests, and the planned current and future use of the property. The contractor may not use any of its non-Government work being performed by such use of the designated property as a basis for challenging the Government's issuance of work requirements as being outside the scope of this BPA Task Order.

b. At the termination of the BPA Task Order period, the use of GFP/IAGP or any other Government property shall be as negotiated with NASA consistent with the terms of FAR 52.245-5(1), Government Property (Cost-Reimbursement, Time & Materials or Labor Hour Contracts). It is NASA's intent to the maximum extent practicable to honor the completion of any commercial activities however, commercial use of GFP/IAGP shall cease at the expiration of this BPA Task Order.

3. The contractor may pursue non-Government use through subcontractors under this BPA Task Order. However any arrangement with outside customers must reflect the limitations of the Government's liability as set forth herein with regard to all such use. This arrangement shall not be construed as a third party beneficiary arrangement for any subcontractor or customer, and the contractor shall provide express notice to each subcontractor and customer that the United States bears no liability with regard to any such arrangement.

4. The Government shall have no obligation to maintain the operational status of the facilities located at Wallops Flight Facility for purposes of enabling non-Government use at any particular time. The government will make reasonable effort to notify the contractor in advance of any condition, which may affect its non-Government use, such as, but not limited to, power outages and emergency or unusual facility access restrictions.

5. In the event the contractor's non-Government use of the designated property adversely affects any Wallops operation, the COTR shall notify the contractor and the contractor shall immediately

implement the remedial action directed by the Contracting Officer, which may include suspension of the specific non-Government use.

6. The Contractor is under no obligation to make any payment to the Government except for its actual non-Government use of the designated property. The contractor need not request termination of this approval in the event of the absence of non-Government use, although the contracting office may withdraw the subject approval for such lack of non- Government use.

7. The contractor shall be required to schedule in advance all technical, safety and schedule matters as well as maintain an inventory of consumable items separate from those used for the Government. Commercial work shall not interfere with Government Requirements The Contractor shall annotate in the monthly reports to the COTR all usage of the designated property, including both Government as well as non-Government use occurring the prior month and that projected for the upcoming month. Additionally, the Contractor must provide advance notice necessary to enable such non-Government use, such as, but not limited to, clearances required from Wallops for customer access to the designated property and receipt of the Contractor's customer property necessary for the non-Government use. It is the sole responsibility of the Contractor to make such arrangements and to provide adequate time therefore. While the COTR will assist the Contractor with difficulties it may have in making such arrangements with Wallops organizations, the Government specifically declines to warrant the success of any such effort and further shall have no liability for the failure of any such arrangement, regardless of the negligence, gross negligence or willful misconduct of the United States.

8. The Government shall have the right to request revision of any projected schedule and the contractor shall promptly respond with a revised plan satisfactory to the Government. The Government will provide its rationale for requesting revision.

9. The Government shall not be responsible for enhancement or modification of any of its facilities in order to facilitate the contractor's non-Government use of the designated property While the contractor may submit proposals therefore, which must be fully funded by the contractor, the Government is under no obligation to approve such proposals. Any consideration of such proposals by the Government must include the purpose for which specific property that was furnished by the Government for contract performance; augmentation of Government property solely for non-Government use unrelated to contract requirements would not be appropriate.

10. The Government shall not be responsible for providing, nor shall the Contractor use any property, such as consumables, necessary for the contractor's non-government use of the designated property, except that the Government shall be the only source for providing water, heat and electricity. Furthermore, the Government shall not be responsible for providing any technical expertise or support required by the contractor for operations of said property or provision of services to the contractor's customers.

11. The Government shall have no obligation to protect any non-NASA data related to the contractor's non-Government use of the designated property. Likewise, in recognition that the Government property is located in areas which are held open for public viewing, Wallops Flight

Facility shall have no obligation to protect any data or property from viewing, photographing or other recording by anyone. The contractor shall be solely responsible for protecting any property or work in process, which it determines appropriate or necessary .It is the responsibility of the contractor to secure and separate all commercial work in process. There shall be no classified work, or other restriction, requiring the government's assistance for the contractor's implementation, without prior written notice to the Government and advance written consent by the Contracting Officer.

12. The contractor shall indemnify and hold-harmless the United States from any third party liability arising under the Federal Tort Claims Act or any other authority, out of the performance of, or failure to perform, any aspect of the contractor's non-Government use of the designated property, whether or not caused by the negligence, gross negligence or willful misconduct of employees of the United States. The contractor shall obtain insurance to cover this liability with the United States not being a named insured. The contractor shall provide proof of insurance as required by, and for the approval of, the Contracting Officer prior to undertaking activity required to be covered by such insurance, and proof of insurance each time such insurance is changed or renewed. At any time such insurance shall lapse, the contractor shall immediately cease activity required to be covered by such insurance. The cost of such insurance shall not be a direct charge to the contract.

13. The contractor shall not file any claim against the United States for any matter concerning its performance of, failure to perform, breach or other matter related to the contractor's non-Government use of the designated property. The contractor's sole remedy for any such matters shall be the immediate, unilateral termination of this arrangement under this contract. The United States shall not be liable for any damage or injury suffered by the contractor or its representatives, regardless of cause, and the contractor hereby expressly waives any rights it might otherwise have under the Federal Tort Claims Act in consideration for the Government's agreement to authorize non-Government use. The contractor shall obtain, in writing, and provide such to the Government 14 days prior to commencement of activities at Wallops associated with a non-Government use, such a waiver of claims against the United States, from each customer, and each entity involved with such customer having an interest in any service provided by the contractor through its non-Government use of any of the said property.

14. The contractor shall be liable to Wallops for direct damages resulting from any damage to, or loss of, Wallops' property related to its non-Government use of the designated property, unless caused solely by the negligence, gross negligence or willful misconduct of Goddard employees and/or employees of, other Wallops' contractors, subcontractors or other affiliates but excluding the contractor and its subcontractors and other affiliates. The contractor shall either make payment for replacement or repair of such damaged property in amount directed by the Contracting Officer, or make other arrangements such as actual repair or replacement in lieu of payment, as directed by the Contracting Officer. Payment shall be due within 30 days of written demand made by the Contracting Officer.

15. The following charges are hereby established. The contractor shall provide the Government with an estimate for each project using the applicable rates. The rates shall apply for the duration of performance of the marketing task. The Contractor shall not charge the government for use of Contractor Personnel in performing commercial work.

Equipment	Hourly Rate
AMPLIFIER	$0.52
ANALYZER	$1.96
CALIBRATOR	$1.18
CAPACITANCE/INDUCTANCE	$0.39
COMPUTER/DISPLAY	$0.13
COUNTER	$0.74
DC REFERENCE	$0.51
GENERATOR	$0.98
MECHANICAL/DIMENSIONAL	$1.72
METER, POWER	$0.29
MULTIMETER	$0.57
OSCILLOSCOPE	$0.32
PRESSURE	$0.55
RECORDER	$0.35
RESISTANCE	$1.66
SCALES/WEIGHTS	$0.71
SUPPLY	$0.27
TEMPERATURE	$0.28
TESTER	$0.24
TIMING	$0.37
TORQUE	$3.99

Note: These charges are interim rates and subject to revision by the Government with written notice to the contractor.

16. Within 30 days of completion of work, the contractor will submit actual costs for the project to the Contracting Officer.

17. Any dispute associated with this clause and/or the contractor's exercise of its authority for non-Government use of the designated property shall be subject to final decision by the Contracting Officer, which decision shall not be subject to the Disputes paragraph of 52.212-4 or to any other legal remedy other than the contractor's unilateral right to terminate this arrangement under this modification without advance notice.

18. Foreign support and/or access may be allowed only if consistent with law, rule and regulation and only if approved in advance by the COTR following the COTR'S receipt of necessary approvals within NASA.

(End of Clause)

32. TYPE OF SUBTASK ORDERS

It is anticipated that all subtask orders issued under this BPA Task Order shall be accomplished either on a Time and Materials with ceiling price or a fixed price basis. The Time and Materials ceiling price

shall be based on estimated quantities of services at the rates set forth in the price schedules contained herein. The contractor shall not exceed the established price stated in each subtask. The Contracting Officer shall require valid and sufficient reasons for any change in the established price. Any changes to the established price will be issued in writing and authorized by the Contracting officer in advance of the Contractor exceeding the subtask order established price.

(End of text)

33. SUBTASK ORDER LIMITATIONS

a. Minimum Order. When the Government requires supplies or services covered by a subtask order in the amount of less than $1,000.00, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the subtask order. However, the Contractor may, if willing to accept smaller subtask orders, specify a smaller amount in their subtask plan. If a smaller amount is offered, it is mutually agreed that the Contractor will accept such subtask orders and specify the smaller minimum order limitation in the subtask order price.

b. Maximum Order. The Contractor is not obligated to honor any subtask order exceeding the maximum subtask order limitation of $5,000,000.00.

c. Notwithstanding paragraph b above, the Contractor shall honor any subtask order exceeding the maximum order limitation in paragraph b, unless the subtask order(s) is returned to the ordering office within 5 working days after issuance, with written notice stating the Contractor's intent not to item(s) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

(End of text)

34. CRITICAL POSITIONS

The Contractor's critical positions assigned to the performance of this contract are set forth in Attachment C. If during the performance of this contract, the Government issues subtask order(s), or the Contractor revises its approach, which requires any changes to the critical positions identified in the attachment, the Attachment may be modified appropriately by mutual agreement of the parties to this contract. Further, whenever in the opinion of the Contractor it may be necessary to employ individuals who do not meet the position qualifications and experience requirements shown in the Attachment, a waiver may be granted by the Contracting Officer upon written request by the Contractor, substantiated by appropriate data and information to support the assignment of such personnel.

(End of text)

35. SECURITY REQUIREMENTS FOR UNCLASSIFIED INFORMATION TECHNOLOGY RESOURCES (1852.204-76) (NOVEMBER 2004)(Deviation)

(a) The Contractor shall be responsible for information and information technology (IT) security when the Contractor or its subcontractors must obtain physical or electronic (i.e., authentication level 2 and

above as defined in National Institute of Standards and Technology (NIST) Special Publication (SP) 800-63, Electronic Authentication Guideline) access to NASA's computer systems, networks, or IT infrastructure, or where information categorized as low, moderate, or high by the Federal Information Processing Standards (FIPS) 199, Standards for Security Categorization of Federal Information and Information Systems, is stored, generated, or exchanged by NASA or on behalf of NASA by a contractor or subcontractor, regardless of whether the information resides on a NASA or a contractor/subcontractor's information system.

(b) IT Security Requirements.

(1) Within 30 days after contract award, a Contractor shall submit to the Contracting Officer for NASA approval an IT Security Plan, Risk Assessment, and FIPS 199, Standards for Security Categorization of Federal Information and Information Systems, Assessment. These plans and assessments, including annual updates shall be incorporated into the contract as compliance documents.

(i) The IT system security plan shall be prepared consistent, in form and content, with NIST SP 800-18, Guide for Developing Security Plans for Federal Information Systems, and any additions/augmentations described in NASA Procedural Requirements (NPR) 2810, Security of Information Technology. The security plan shall identify and document appropriate IT security controls consistent with the sensitivity of the information and the requirements of Federal Information Processing Standards (FIPS) 200, Recommended Security Controls for Federal Information Systems. The plan shall be reviewed and updated in accordance with NIST SP 800-26, Security Self-Assessment Guide for Information Technology Systems, and FIPS 200, on a yearly basis.

(ii) The risk assessment shall be prepared consistent, in form and content, with NIST SP 800-30, Risk Management Guide for Information Technology Systems, and any additions/augmentations described in NPR 2810. The risk assessment shall be updated on a yearly basis.

(iii) The FIPS 199 assessment shall identify all information types as well as the "high water mark," as defined in FIPS 199, of the processed, stored, or transmitted information necessary to fulfill the contractual requirements.

(2) The Contractor shall produce contingency plans consistent, in form and content, with NIST SP 800-34, Contingency Planning Guide for Information Technology Systems, and any additions/augmentations described in NPR 2810. The Contractor shall perform yearly "Classroom Exercises." "Functional Exercises," shall be coordinated with the Center CIOs and be conducted once every three years, with the first conducted within the first two years of contract award. These exercises are defined and described in NIST SP 800-34.

(3) The Contractor shall ensure coordination of its incident response team with the NASA Incident Response Center and the NASA Security Operations Center.

(4) The Contractor shall ensure that its employees, in performance of the contract, receive annual IT security training in NASA IT Security policies, procedures, computer ethics, and best practices in accordance with NPR 2810 requirements. The Contractor may use web-based training available from NASA to meet this requirement.

(5) The Contractor shall provide NASA, including the NASA Office of Inspector General, access to the Contractor's and subcontractors' facilities, installations, operations, documentation, databases, and personnel used in performance of the contract. Access shall be provided to the extent required to carry out IT security inspection, investigation, and/or audits to safeguard against threats and hazards to the integrity, availability, and confidentiality of NASA information or to the function of computer systems operated on behalf of NASA, and to preserve evidence of computer crime. To facilitate mandatory reviews, the Contractor shall ensure appropriate compartmentalization of NASA information, stored

and/or processed, either by information systems in direct support of the contract or that are incidental to the contract.

(6) The Contractor shall ensure that all individuals who perform tasks as a system administrator, or have authority to perform tasks normally performed by a system administrator, demonstrate knowledge appropriate to those tasks. Knowledge is demonstrated through the NASA System Administrator Security Certification Program. A system administrator is one who provides IT services, network services, files storage, and/or web services, to someone else other than themselves and takes or assumes the responsibility for the security and administrative controls of that service. Within 30 days after contract award, the Contractor shall provide to the Contracting Officer a list of all system administrator positions and personnel filling those positions, along with a schedule that ensures certification of all personnel within 90 days after contract award. Additionally, the Contractor should report all personnel changes which impact system administrator positions within 5 days of the personnel change and ensure these individuals obtain System Administrator certification within 90 days after the change.

(7) When the Contractor is located at a NASA Center or installation or is using NASA IP address space, the Contractor shall --

(i) Submit requests for non-NASA provided external Internet connections to the Contracting Officer for approval by the Network Security Configuration Control Board (NSCCB);

(ii) Comply with the NASA CIO metrics including patch management, operating systems and application configuration guidelines, vulnerability scanning, incident reporting, system administrator certification, and security training; and

(iii) Utilize the NASA Public Key Infrastructure (PKI) for all encrypted communication or non-repudiation requirements within NASA when secure email capability is required.

(c) Physical and Logical Access Requirements.

(1) Contractor personnel requiring access to IT systems operated by the Contractor for NASA or interconnected to a NASA network shall be screened at an appropriate level in accordance with NPR 2810 and Chapter 4, NPR 1600.1, NASA Security Program Procedural Requirements. NASA shall provide screening, appropriate to the highest risk level, of the IT systems and information accessed, using, as a minimum, National Agency Check with Inquiries (NACI). The Contractor shall submit the required forms to the NASA Center Chief of Security (CCS) within fourteen (14) days after contract award or assignment of an individual to a position requiring screening. The forms may be obtained from the CCS. At the option of NASA, interim access may be granted pending completion of the required investigation and final access determination. For Contractors who will reside on a NASA Center or installation, the security screening required for all required access (e.g., installation, facility, IT, information, etc.) is consolidated to ensure only one investigation is conducted based on the highest risk level. Contractors not residing on a NASA installation will be screened based on their IT access risk level determination only. See NPR 1600.1, Chapter 4.

(2) Guidance for selecting the appropriate level of screening is based on the risk of adverse impact to NASA missions. NASA defines three levels of risk for which screening is required (IT-1 has the highest level of risk).

(i) IT-1 -- Individuals having privileged access or limited privileged access to systems whose misuse can cause very serious adverse impact to NASA missions. These systems include, for example, those that can transmit commands directly modifying the behavior of spacecraft, satellites or aircraft.

(ii) IT-2 -- Individuals having privileged access or limited privileged access to systems whose misuse can cause serious adverse impact to NASA missions. These systems include, for example, those that can transmit commands directly modifying the behavior of payloads on spacecraft, satellites or

aircraft; and those that contain the primary copy of "level 1" information whose cost to replace exceeds one million dollars.

(iii) IT-3 -- Individuals having privileged access or limited privileged access to systems whose misuse can cause significant adverse impact to NASA missions. These systems include, for example, those that interconnect with a NASA network in a way that exceeds access by the general public, such as bypassing firewalls; and systems operated by the Contractor for NASA whose function or information has substantial cost to replace, even if these systems are not interconnected with a NASA network.

(3) Screening for individuals shall employ forms appropriate for the level of risk as established in Chapter 4, NPR 1600.1.

(4) The Contractor may conduct its own screening of individuals requiring privileged access or limited privileged access provided the Contractor can demonstrate to the Contracting Officer that the procedures used by the Contractor are equivalent to NASA's personnel screening procedures for the risk level assigned for the IT position.

(5) Subject to approval of the Contracting Officer, the Contractor may forgo screening of Contractor personnel for those individuals who have proof of a --

(i) Current or recent national security clearances (within last three years);

(ii) Screening conducted by NASA within the last three years that meets or exceeds the screening requirements of the IT position; or

(iii) Screening conducted by the Contractor, within the last three years, that is equivalent to the NASA personnel screening procedures as approved by the Contracting Officer and concurred on by the CCS.

(d) The Contracting Officer may waive the requirements of paragraphs (b) and (c)(1) through (c)(3) upon request of the Contractor. The Contractor shall provide all relevant information requested by the Contracting Officer to support the waiver request.

(e) The Contractor shall contact the Contracting Officer for any documents, information, or forms necessary to comply with the requirements of this clause.

(f) The Contractor shall insert this clause, including this paragraph (f), in all subcontracts when the subcontractor is required to –

(1) Have physical or electronic access to NASA's computer systems, networks, or IT infrastructure; or

(2) Use information systems to generate, store, or exchange data with NASA or on behalf of NASA, regardless of whether the data resides on a NASA or a contractor's information system.

(End of clause)

36. ACCESS TO SENSITIVE INFORMATION (1852.237-72)(JUNE 2005)

(a) As used in this clause, "sensitive information" refers to information that a contractor has developed at private expense, or that the Government has generated that qualifies for an exception to the Freedom of Information Act, which is not currently in the public domain, and which may embody trade secrets or commercial or financial information, and which may be sensitive or privileged.

(b) To assist NASA in accomplishing management activities and administrative functions, the Contractor shall provide the services specified elsewhere in this contract.

(c) If performing this contract entails access to sensitive information, as defined above, the Contractor agrees to -

(1) Utilize any sensitive information coming into its possession only for the purposes of performing the services specified in this contract, and not to improve its own competitive position in another procurement.

(2) Safeguard sensitive information coming into its possession from unauthorized use and disclosure.

(3) Allow access to sensitive information only to those employees that need it to perform services under this contract.

(4) Preclude access and disclosure of sensitive information to persons and entities outside of the Contractor's organization.

(5) Train employees who may require access to sensitive information about their obligations to utilize it only to perform the services specified in this contract and to safeguard it from unauthorized use and disclosure.

(6) Obtain a written affirmation from each employee that he/she has received and will comply with training on the authorized uses and mandatory protections of sensitive information needed in performing this contract.

(7) Administer a monitoring process to ensure that employees comply with all reasonable security procedures, report any breaches to the Contracting Officer, and implement any necessary corrective actions.

(d) The Contractor will comply with all procedures and obligations specified in its Organizational Conflicts of Interest Avoidance Plan, which this contract incorporates as a compliance document.

(e) The nature of the work on this contract may subject the Contractor and its employees to a variety of laws and regulations relating to ethics, conflicts of interest, corruption, and other criminal or civil matters relating to the award and administration of government contracts. Recognizing that this contract establishes a high standard of accountability and trust, the Government will carefully review the Contractor's performance in relation to the mandates and restrictions found in these laws and regulations. Unauthorized uses or disclosures of sensitive information may result in termination of this contract for default, or in debarment of the Contractor for serious misconduct affecting present responsibility as a government contractor.

(f) The Contractor shall include the substance of this clause, including this paragraph (f), suitably modified to reflect the relationship of the parties, in all subcontracts that may involve access to sensitive information

(End of clause)

37. REPAIR OR REPLACEMENT OF GOVERNMENT PROPERTY--SPECIAL CONDITIONS (GSFC 52.245-92) (SEP 1998)

(a) Government property categorized as facilities (defined at FAR 45.301 and NASA FAR Supplement 1845.301) has been provided for the performance of this contract.

(b) Except as specified in paragraph (e) below, the Government will not authorize the replacement of any defective Government property as a direct reimbursable cost under this contract. Replacement shall be at no cost to the Government except as may be permitted by FAR 31.205-11, "Depreciation." However, the Government may authorize and reimburse the repair of defective Government property as stated in paragraph (c). If repair is not approved by the Contracting Officer, the Contractor agrees to replace any defective Government property with property owned or leased by the Contractor. However, such Contractor property need not be identical to the replaced property. Further, replacement may be waived by the Contracting Officer provided the Contractor submits a written request and demonstrates

to the satisfaction of the Contracting Officer that the capability to perform the contract in an acceptable and efficient manner is not degraded.

(c) The Government may reimburse the reasonable direct cost for the repair of any Government property for which repair is determined to be an acceptable alternative. In accordance with FAR clause 52.245-5, the Contractor is required to have an approved maintenance/repair program for Government Property. The criteria in this program shall be used to determine when the contractor is required to request approval from the Contracting Officer for repair or replacement of Government property. However, in the absence of a Government approved maintenance/repair program, the Contractor must submit each repair request to the Contracting Officer. When the maintenance program requires the Contractor to inform the Contracting Officer of the need for a repair/replacement decision, the Contractor shall notify the Contracting Officer, in writing, and provide a "not to exceed" dollar amount for the repair of the property and a rationale as to why repair is the best alternative considering the age of the property, the nature of the defect(s), and the criticality of the property to the accomplishment of the requirements of the contract. If the Contracting Officer agrees that the property is still needed for contract performance and that repair is an acceptable alternative, the Contracting Officer may authorize the repair. If the Contracting Officer considers that repair is not an acceptable alternative, the Contracting Officer shall notify the Contractor and the replacement equipment or needed equivalent capability shall be provided by the Contractor in accordance with paragraph (b) above. This decision by the Contracting Officer shall not be subject to the Disputes clause of this contract.

(d) In the event that the Contractor is not selected in a subsequent recompetition of this requirement and the facility items replaced as contractor property are not needed for any other purpose, the Contractor is encouraged to offer to sell to the successor contractor any facility items that the successor contractor chooses to buy, at a fair and reasonable price.

(e) This clause shall not apply to the following items: ODIN provided computer equipment and Government vehicles.

(End of clause)

38. CLAUSES INCORPORATED BY REFERENCE

(52.245-1) PROPERTY RECORDS (APR 1984)

(52.245-5) GOVERNMENT PROPERTY (COST-REIMBURSEMENT, TIME-AND-MATERIAL, OR LABOR-HOUR CONTRACTS)(MAY 2004) (DEVIATION) (SEP 1999)--(g)(5) of the clause shall read as follows: "The contractor shall notify the contracting officer upon loss or destruction of, or damage to, Government property provided under this contract, with the exception of low value property for which loss, damage, or destruction is reported at contract termination, completion, or when needed for continued performance. The Contractor shall take all reasonable action to protect the Government property from further damage, separate the damaged and undamaged Government property, put all the affected Government property in the best possible order, and furnish to the Contracting Officer a statement of--" The balance of (g)(5) is unchanged.

(1852.215-84)	OMBUDSMAN (OCT 2003)--ALTERNATE I (JUNE 2000) The installation Ombudsman is Dorothy C. Perkins, Goddard Space Flight Center, Mailstop 100, Greenbelt, MD 20771, Business Phone: 301 286-5066, Fax 301 286-1714, E-mail address: Dorothy C. Perkins@nasa.gov
(1852.223-70)	SAFETY AND HEALTH (APR 2002)
(1852.223-75)	MAJOR BREACH OF SAFETY OR SECURITY (FEB 2002)
(1852.242-72)	OBSERVANCE OF LEGAL HOLIDAYS (AUG 1992)-ALTERNATE II (OCT 2000)

(End of By Reference Section)

39. Reserved

40. NASA 8 PERCENT GOAL. (1852.219-76) (JULY 1997)

(a) **Definitions.**

"**Historically Black Colleges or University,**" as used in this clause, means an institution determined by the Secretary of Education to meet the requirements of 34 CFR Section 608.2. The term also includes any nonprofit research institution that was an integral part of such a college or university before November 14, 1986.

"**Minority institutions,**" as used in this clause, means an institution of higher education meeting the requirements of section 1046(3) of the Higher Education Act of 1965 (20 U.S.C. 1135d-5(3)) which for the purposes of this clause includes a Hispanic-serving institution of higher education as defined in section 316(b)(1) of the Act (20 U.S.C. 1059c(b)(1)).

"**Small disadvantaged business concern,**" as used in this clause, means a small business concern that (1) is at least 51 percent unconditionally owned by one or more individuals who are both socially and economically disadvantaged, or a publicly owned business having at least 51 percent of its stock unconditionally owned by one or more socially and economically disadvantaged individuals, and (2) has its management and daily business controlled by one or more such individuals. This term also means a small business concern that is at least 51 percent unconditionally owned by an economically disadvantaged Indian tribe or Native Hawaiian Organization, or a publicly owned business having at least 51 percent of its stock unconditionally owned by one or more of these entities, which has its management and daily business controlled by members of an economically disadvantaged Indian tribe or Native Hawaiian Organization, and which meets the requirements of 13 CFR 124.

"**Women-owned small business concern,**" as used in this clause, means a small business concern (1) which is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women, and (2) whose management and daily business operations are controlled by one or more women.

(b) The NASA Administrator is required by statute to establish annually a goal to make available to small disadvantaged business concerns, Historically Black Colleges and Universities, minority institutions, and women-owned small business concerns, at least 8 percent of NASA's procurement dollars under prime contracts or subcontracts awarded in support of authorized programs, including the space station by the time operational status is obtained.

(c) The contractor hereby agrees to assist NASA in achieving this goal by using its best efforts to award subcontracts to such entities to the fullest extent consistent with efficient contract performance.

(d) Contractors acting in good faith may rely on written representations by their subcontractors regarding their status as small disadvantaged business concerns, Historically Black Colleges and Universities, minority institutions, and women-owned small business concerns.

(End of clause)

41. LIST OF ATTACHMENTS (GSFC 52.211-101) (OCT 1988)

The following attachments constitute part of this BPA Task Order:

Attachment	Description	Date	No. of Pages
A.	Statement of Work	3/14/2006	15 pages
B.	Price Schedules	6/22/2006	7 pages
C.	List of Critical Positions	6/22/2006	1 page
D.	Safety and Health Plan	6/22/2006	48 pages
E.	I/T Security Plan (Submitted 30 days after BPA Task Order Award)		
F.1	Installation Accountable Government Property		7 pages
F.2	Government Furnished Property		2 pages
G.	Organizational Conflicts of Interest Avoidance Plan (Submitted 30 days after BPA Task Order Award)		
H.	Risk Assessment (Submitted 30 days after BPA Task Order Award)		
I	FIPS 199, Standards for Security Categorization of Federal Information and Information Systems, Assessment (Submitted 30 days after BPA Task Order Award)		

(End of clause)

Attachment A - SOW

3/14/06

Statement of Work (SOW)
Wallops Flight Facility
Engineering Services Contract

1.0 Scope

1.1 Introduction. NASA has a need for engineering services to support activities at the Goddard Space Flight Center's Wallops Flight Facility (WFF). The purpose of this SOW is to convey the type and scope of the efforts required.

1.2 Breadth of Support. The Contractor shall provide the labor, material and equipment to support a wide range of engineering and technical support services for the WFF, including but not limited to support in the following areas: Systems Engineering, Electrical Engineering, Software Engineering, Mechanical Engineering, Guidance/Navigation and Control Systems, Ground Operations and System Safety, Flight Safety, Range. Safety, Institutional Safety, Metrology, Project Management and Support, Facilities Engineering. Support shall be provided for WFF activities including Applied Engineering and Technology Directorate, Suborbital and Special Orbital Projects Directorate, Hydrospheric and Biospheric Sciences Laboratory, Facilities Management Branch, and Ground Network activities. Support will be required in all General Services Administration (GSA) Schedule 871 Professional Engineering Services Special Item Numbers.

2.0 General Requirements

2.1 Management and Administration

2.1.1 Personnel Administration and Management

The Contractor shall provide for the management and support of its personnel. This includes the necessary training, guidance, and supervision of qualified personnel to accomplish task orders. The Contractor is responsible for ensuring that all personnel maintain current and appropriate professional certifications for their position descriptions.

2.1.2 Contract Administration and Management

The Contractor shall establish processes and assign appropriate resources to effectively administer the contract. Contract administration shall be conducted electronically via computer systems comparable to Agency-provided Task Order Management System (TOMS). The system shall be

ready for implementation during the phase-in period. The Contractor shall provide training to all personnel, Civil Servant and Contractor, involved in using the system.

2.1.3 Subcontract Management
The Contractor shall be responsible for any subcontract management necessary to perform work, and shall be responsible and accountable for Subcontractor performance on each subtask order.

2.2 Formulation Support - The Contractor shall support formulation activities by providing concept studies, feasibility studies, preliminary schedule and cost estimates, risk assessments, and requirements definition.

2.3 Quality Management

2.3.1 Quality Management System
The Contractor's quality system shall be compliant with ISO 9001. The Contractor shall follow the GSFC Quality Management System when providing on-site support using GSFC procedures. Further quality requirements may be specified within a subtask order.

2.3.2 Configuration Management
The Contractor shall provide configuration management services throughout the life cycle of products provided within the scope of this Statement of Work and as specified within a subtask order.

2.3.3 Reviews
The Contractor shall conduct and support reviews of products and services provided consistent with the project supported and as specified within a subtask order. Reviews may include independent reviews, peer reviews, and system reviews such as concept reviews, requirements reviews, preliminary or critical design reviews, pre-environmental reviews, airworthiness reviews, mission readiness reviews, or range readiness reviews.

2.4 Systems Engineering – The Contractor shall provide systems engineering support for all phases of project development. The Contractor shall provide support to: review, analyze, document, and control system interfaces, requirements, and configurations; conduct trade-studies and support the definition of systems; and identify and produce plans to control risk.

2.5 Electrical Systems - Electrical systems support shall be required for conception, analysis, design, development, integration, testing, and operations of communications and electrical systems applications. Support is integrated with that of appropriate mission designers and may require development of orbital or suborbital electrical and communication systems using current and advanced technology.

2.5.1 Electrical Systems Design and Analysis

The Contractor shall provide electrical design and analysis for spacecraft, scientific balloons, launch vehicles, instrument/science research systems, aircraft, ground network systems, and ground support equipment systems. Support is required for the following areas:

- Flight electronics: The Contractor shall provide design and analysis for flight data systems and related components.
- Component Technologies and radiation effects: The Contractor shall provide expertise to determine environmental effects on Electrical, Electronic, and Electromechanical (EEE) components and systems. The Contractor shall support designers in the selection, application, and testing of EEE components.
- Flight power systems: The Contractor shall provide design and analysis of systems required for energy storage, distribution, management, and conditioning.
- Instrumentation systems: The Contractor shall provide design and analysis of systems supporting fixed and mobile range control centers, range safety data processing, real-time telemetry data and control functions, instrumentation power systems, radar, timing, radio communications, and command/destruct systems.
- Ground systems: The Contractor shall provide design and analysis support for ground systems required for test and operations of flight systems. These systems include those required for ground network technology development as well as various electrical ground support equipment, such as flight system simulators, power support simulators, data and RF simulation equipment, and umbilical consoles.
- Microwave systems: The Contractor shall provide design and analysis support for RF, microwave, millimeter wave and higher frequency components and systems for communications and instrument applications. These systems support telemetry, command, and tracking of launch and flight operations, and include antennas,

antenna systems, receivers, transmitters, and other RF systems.

2.5.2 Electrical Systems Integration and Test
The Contractor shall perform integration and testing of electrical systems, including complete functional and environmental testing and verification. This testing shall be performed at all levels of assembly, and may include thermal-vacuum, vibration, magnetic, and EMI/EMC testing.

2.5.3 Electrical Systems Manufacturing
The Contractor shall provide manufacturing and assembly of electrical systems including breadboards, engineering models, protoflight, flight, ground support, and wiring and fiber optic harnesses.

2.5.4 Electrical Systems Operations
The Contractor shall provide checkout and short-term deployment operations support for flight and ground systems listed above.

2.6 Software Systems - Software engineering support shall be required in the areas of conception, analysis, design, development, rapid prototyping, integration, testing, documentation, user support, and administration of a wide variety of software systems and applications. Support is integrated with that of appropriate mission planners and may require the deployment of flight systems, ground systems, engineering tools, institutional, administrative, or enterprise tools using current or advanced technologies. Development environments vary from handheld systems to high-end platforms using a variety of desktop, workstation, or embedded/real time operating systems, including but not limited to Windows XP, Server 2003, UNIX, Linux Red Hat, Apache and MAC OS 10. Development tools and languages are, likewise, selected based on applicability to missions or requirements. Supporting functions such as configuration management, certified system administration, and other functions associated with development activities are likewise included.

2.6.1 Software Systems Conceptualization, Design, Development, and Analysis
The Contractor shall provide software support for spacecraft, balloons, launch vehicles, ground systems, aircraft, engineering analysis systems, institutional, administrative, enterprise systems, and outreach systems. Support is required in the following areas and sub-disciplines:

- Software and Data Systems Engineering: The Contractor shall provide technical consultation on data

systems-related operational concepts, architectures, and life-cycle costs. It also provides consultation and implementation of software process improvements and applicable standards.

- Flight Software: The Contractor shall provide end-to-end life cycle products and services associated with embedded software for spacecraft, scientific instruments, control systems, and flight components.
- Mission Applications Systems: The Contractor shall provide end-to-end life cycle products and services associated with the support of real-time and non-real time systems supporting Exploration Systems, Space Operations, Science, and Aeronautics Research missions. It develops mission and science planning and scheduling tools, guidance navigation and control software and related systems.
- Flight Data and Ground Data Systems: The Contractor shall provide end-to-end life cycle products and services associated with the support of flight data and ground data systems used for integration, test, and operation of orbital and sub-orbital missions.
- Computing Environment Tools and Applications: The Contractor shall provide end-to-end life cycle products and services associated with the support of institutional, administrative, enterprise and outreach tools including advanced web applications, databases, and engineering and administrative toolsets.
- Data Management and Analysis: The Contractor shall provide end-to-end life cycle products and services associated with the support of science data algorithm development, processing, archival, distribution, display, visualization, and analysis.
- Advanced Architectures and Systems: The Contractor shall provide end-to-end life cycle products and services associated with the exploration, evaluation, and development of state of the art software tools and technologies which will improve the effectiveness and reduce the costs of NASA activities and future missions. The Contractor will at times work in partnership with NASA, other government, academic, and industry personnel to solve high risk information systems technology challenges.
- Modeling and Simulation: The Contractor shall provide end-to-end life cycle products and services associated with three dimensional modeling and simulation of launch and range vehicle trajectories and range support assets.

2.6.2 Products

Products resulting from Software Development activities are activity-dependent and may include, but are not limited to: feasibility analyses, requirements analyses, preliminary designs, critical designs, flowcharts, object diagrams, pseudo-code, source code, test plans, user documentation, architecture descriptions, Interface Control Documents (ICD's), training materials, cost analyses, trade studies, prototype systems, web sites, presentations, white papers, quality assurance procedures, development metrics, and development tools.

2.6.3 Standards

The Contractor shall meet applicable standards for development of software at the Software Engineering Institute Capability Maturity Model Level 3. The Contractor shall meet the ISO 9001 requirements for information systems development described by the Goddard Information Systems Division Product Development Handbook. The Contractor shall apply the NASA Software Safety Standards as appropriate to assigned tasks. The Contractor shall apply verification and validation techniques which, at a minimum, meet the requirements of the NASA Software Verification and Validation, as outlined in NASA Software Engineering Requirements.

The Contractor shall meet applicable standards for development of software and purchases of hardware and software incompliance with FAR Part 39.2, Electronic and Information Technology (EIT) Section 508 Accessibility Standards and specifically 1194.21 Software applications and operating systems, 1194.22 Web-based intranet and internet information and applications, 1194.25 Self contained, closed products, and 1194.26 Desktop and portable computers.

2.6.4 Certifications

In addition to any other requirements of this contract, all individuals who perform tasks as a system administrator or have authority to perform tasks normally performed by system administrator shall be required to demonstrate knowledge appropriate to those tasks. This demonstration, referred to as the NASA System Administrator Security Certification, is a NASA funded two-tier assessment to verify that system administrators are able to –

1. Demonstrate knowledge in system administration for the operating systems for which they have responsibility.

2. Demonstrate knowledge in the understanding and application of Network and Internet Security.

Certification is granted upon achieving a score above the certification level on both an Operating System test and the Network and Internet Security Test. The Certification earned under this process will be valid for three years. The criteria for this skills assessment has been established by the NASA Chief Information Officer. The objectives and procedures for this certification can be obtained by contacting the IT Security Awareness and Training Center at (216) 433-2063.

A system administrator is one who provides IT services, network services, files storage, web services, etc. to someone else other than themselves and takes or assumes the responsibility for the security and administrative controls of that service or machine. A lead system administrator has responsibility for information technology security (ITS) for multiple computers or network devises represented within a system; ensuring all devices assigned to them are kept in a secure configuration (patched/mitigated); and ensuring that all other system administrators under their lead understand and perform ITS duties. An individual that has full access or arbitrative rights on a system or machine that is only servicing themselves does not constitute a "system administrator" since they are only providing or accepting responsibility for their system. An individual that is only servicing themselves is not required to obtain a System Administrator Certification.

2.7 Mechanical Systems Engineering – Mechanical systems support shall be required for conception, analysis, design, fabrication, integration, testing, deployment, maintenance, and certification of mechanical and payload carrier systems, mechanisms, electro-mechanical systems and related ground support and test equipment. The Contractor shall develop appropriate Interface Control Documents (ICD's), Specification Documents, Verification Test Plans, and Work Order Authorizations as required. The Contractor shall prepare presentations and present at various Preliminary Design Reviews, Critical Design Reviews and Technical Peer Reviews.

2.7.1 Mechanical and Structural Design and Analysis
The Contractor shall perform mechanical design studies, and provide designs and drawings of spacecraft, carriers, aircraft instruments, balloons, science instruments, and mechanical

ground support equipment (including launchers and instrumentation trailers).

The Contractor shall perform stress and margin of safety analyses of hardware structures, mechanisms, electromechanical devices, composite structures and balloon envelope structures. Classical, finite element, and kinematic analyses shall be required. The Contractor shall also perform selected random vibration, frequency response, vibroacoustic, and aerodynamic analyses to simulate test and flight related events and environments. The Contractor shall provide Finite Element Models of mechanical structures.

The Contractor shall produce detailed design, assembly, installation, layout and fabrication drawings (two and three-dimensional as required) of mechanical hardware in Computer Aided Design (CAD) format, fully compatible with the current releases of Pro-Engineer, AutoCAD/Mechanical Desktop/Inventor, and I-DEAS.

2.7.2 Thermal Engineering

The Contractor shall perform thermal analysis and design for spacecraft, carriers, balloon vehicles, balloon payloads, and instruments using manual methods and current release of Thermal Desktop.The Contractor shall develop analytical models representing conductive, radiative, and convective heat transfer; determine heat fluxes, temperature distributions, and gradients for hardware components; develop plans and procedures to support thermal environmental testing and model validation testing; provide specifications for thermal subsystem components and coatings; and provide contamination engineering support to determine contamination requirements, develop contamination control plans, analyze and test to verify compliance.

2.7.3 Materials Engineering

The Contractor shall provide materials engineering and analysis to support characterization of composites, metals, and balloon and other thin films. The Contractor shall fabricate test articles and experimental films, and shall develop and perform various tests such as tensile, creep, brittleness, pressure, ultraviolet and permeability tests. The Contractor shall provide analysis of test data, reliability and quality assurance, and technical documentation support.

The Contractor shall also provide materials engineering to support selection of materials and lubricants used in flight and ground systems.

2.7.4 Manufacturing

The Contractor shall provide flight and non-flight hardware fabrication and assembly of structures, components, mechanisms, and thermal systems for spacecraft, carriers, balloon, aircraft interface, and mechanical ground support equipment (including launcher systems).

2.7.5 Integration and Test

The Contractor shall perform integration and testing of mechanical systems at various levels of assembly, including complete functional and environmental testing and verification. This testing may include functional tests, mass properties, fit checks, alignments, deployment tests, vibration tests, modal surveys, acoustic tests, load tests, or thermal-vacuum/thermal-balance tests.

The Contractor shall also support integration and testing of mechanical systems at various launch sites.

The Contractor shall support the operations and maintenance of general environmental test facilities, such as thermal-vacuum test facilities.

2.7.6 Launcher and Launch Vehicle Systems

The Contractor shall support operations, maintenance, testing, and certification of rocket launcher systems, ground handling equipment, and firing circuit consoles. The Contractor shall also support launch pad and launch vehicle assembly and launch operations, and logistics.

2.8 Guidance, Navigation, and Control Systems

2.8.1 GN&C System Development

The Contractor shall provide support for conception, analysis, design, fabrication, integration, testing, and operations of GN&C systems including: attitude/trajectory determination and control systems for space vehicles (flight and ground), balloons, and aircraft; guidance systems for launch vehicles; flight propulsion systems; components, sensors and actuators; and, GN&C technology

demonstration products in the areas of autonomous systems, components, and attitude systems.

2.8.2 GN&C Analysis
The Contractor shall develop GN&C algorithms and perform associated analysis including: attitude and orbital dynamics studies; rocket trajectory and performance analysis, including six degree of freedom and flexible body dynamics; high speed and low speed aerodynamics analysis; thermodynamics and trajectory analysis as it relates to performance and design of lighter-than-air flight vehicles with application to terrestrial and planetary flight scenarios; and, Global Positioning System applications for navigation, differential navigation, and attitude determination.

2.9 Ground Operations and System Safety

2.9.1 Ground Operations Safety - provides for the assessment and documentation of risks and hazards associated with the ground processing of rockets and their payloads, aircraft-borne scientific experiments, scientific balloons and their payloads, and various other projects involving hazardous systems and/or hazardous operations. This process is documented in 803-PG-8715.1.13, Ground Safety Process. The Contractor shall:

- Compile information relevant to energetic materials and their systems, high pressure systems, hazardous chemicals and their systems, stored energy devices, any other hazardous system, and the electrical circuitry required to activate that hazardous system,
- Review the information and procedures for compliance of the aforementioned systems to the design requirements in the latest release of the Wallops Range Safety Manual.
- Document these efforts in a ground safety plan, but other forms of documentation shall be compiled by the ground safety analyst, including: risk analysis reports, hazard analysis reports, procedure and system approval memoranda, safety engineering notes, and other forms of documentation.

The Contractor may be assigned as the Operations Safety Supervisor for hazardous operations. In this capacity, the Contractor shall implement approved ground safety plan(s) for that operation and/or mission.

2.9.2 System Safety - addresses the functionality and reliability of flight systems, whose failure during flight may adversely affect public safety. The greatest portion of this system safety effort is directed towards the certification and check out of launch vehicle flight termination systems. This process is documented in 803-PG-8715.1.5, Range Safety System Certification Process. The Contractor shall:

- Employ the following analytical techniques during the systems safety analysis effort: failure modes and effects analysis, fault tree analysis, preliminary hazards analysis, sneak circuit analysis, and other techniques,
- Review acceptance and qualification test reports on flight termination system components for compliance to the Wallops Range Safety Manual.,
- Function as the System Safety Officer in support of the Range Safety Officer during actual operations by monitoring the health and status of these flight termination systems,
- Participate in technical interchange meetings, such as design reviews, to gather the information necessary to conduct their analysis.

2.10 Flight Safety - provides for the assessment and documentation of hazards and resulting risks associated with the flight of aerospace vehicles and payloads. This involves performing flight safety analyses for a wide range of vehicle types including expendable launch vehicles, sounding rockets, missiles, scientific balloons, aircraft, and remotely piloted vehicles. This process is documented in 803-PG-8715.1.12, Flight Safety Process.

To satisfy the flight safety requirements, the Contractor shall:

- Define data requirements and collect vehicle and mission data,
- Evaluate these data and enter them into trajectory, impact casualty expectation, and hazard area probability computer programs, using both 3-degree (3D) and 5-degree (5D) of freedom models,
- Document the results of these analyses in a Risk Analysis Report,
- Maintain existing computer programs and develop new software,
- Generate and maintain population and performance databases,
- Develop mission graphics systems for real-time monitoring of vehicles during missions,
- Prepare a Flight Safety Plan, which includes responsibilities, flight profiles and dispersions, hazard areas, flight limits, and flight termination criteria,
- Generate wind weighting data,
- Load this data into the real-time wind weighting system,
- Generate collision avoidance data, and

- Formulate and document contingency plans.

As a member of the Project Team, the Contractor shall:
- Represent the flight safety group at team meetings and reviews,
- Present flight safety results and issues at reviews,
- Serve on project and range review panels,
- Conduct wind weighting operations,
- Operate mission graphics computers, and
- Function as an assistant Flight Safety Officer during launch operations.

2.11 Range Safety – The NASA Range Safety Officer is responsible for the certification of safety critical range systems. To assist in this effort, the Contractor shall:
- Develop requirement documents and test plans for certification efforts, develop simulations for testing new or modified systems, and analyze and publish test results,
- Research innovative technologies and techniques to improve Range Safety Processes,
- Support NASA training development,
- Support mission simulation training as part of the mission team certification,
- Serve on teams as designated by the NASA Range Safety Officer.

2.12 Institutional Safety – Institutional safety generally encompasses occupational safety and health and emergency preparedness. The Contractor shall:
- Conduct occupational safety and health (OSH) surveys at WFF,
- Populate and maintain information in databases documenting compliance with recognized standards,
- Develop OSH training and awareness programs,
- Prepare and distribute safety alerts, awareness information, and NASA lessons-learned data,
- Perform safety analysis of institutional operations and facility designs and site planning of explosive storage and operating areas,
- Investigate accident and injury reports, and
- Inspect that corrective actions have been taken.

2.13 Metrology –The Contractor shall provide analytical, mechanical and electronic support in the installation, maintenance, repair, overhaul, troubleshooting, calibration, modification, construction, cleaning, and testing of inspection, measurement and test equipment. The Contractor shall manage calibration laboratory equipment and standards, and institute configuration management of manuals, standards and forms. The Contractor shall enter information into the Met/Track Database to document actions taken on equipment as prescribed by GPR 8730.1.

Calibration and Metrology and 500-PG-8730.1.1, Calibration and Metrology Process at Wallops Flight Facility

2.14 Project Management Support - The Contractor shall provide programmatic and project management support to the Range and Mission Management Office for various projects including range operations, aircraft operations, and missions requiring deployed personnel and assets. Personnel providing these services shall have appropriate experience in project management leadership and have demonstrated this capability. The Contractor shall ensure that their personnel are adequately trained and are able to demonstrate an understanding of the NASA project management processes including NPR7120.5, NASA Program and Project Management.

The Contractor shall provide:

- Resources analysis and management for various Wallops projects, range scheduling support, and technical documentation support,
- Technical review and engineering consultation support,
- Clerical support, and
- Information Technology (IT) systems security support.

2.15 Resource Management Support - The Contractor shall be capable of supporting the Suborbital and Special Orbital Projects Resources Management Office with evaluation and analysis of financial data, and development and preparation of reimbursable packages.

2.16 Facilities Engineering Support –The Contractor shall provide inspection services to the Facilities Management Branch of the Wallops Flight Facility, and assistance on maintenance and operational issues. Specifically, the Contractor shall: participate in the development and monitoring of major facilities projects from conception through final acceptance; perform field inspection of construction, repair and modification projects; providing guidance on O&M issues; prepare small maintenance contracts; and provide assistance in the preparation of specifications and reports, as well as escorting Contractors, suppliers and vendors due to increased security requirements. Provide facility assessment services for facility conditions, recording collateral equipment and Report of Conditions, to include verification of floor plans and dimensions.

3.0 Specific Requirements. Specific requirements and deliverables will be defined through Subtask Orders as set forth in *section 11* of the Task Order Terms and Conditions entitled "Subtask Order Procedures".

4.0 ACRONYM LIST

CAD	Computer-Aided Design
EEE	Electrical, Electronic, and Electromechanical
EMC	Electromagnetic Compatibility
EMI	Electromagnetic Interference
GN&C	Guidance, Navigation and Control
GPR	Goddard Procedural Requirements
GSA	General Services Administration
GSFC	Goddard Space Flight Center
ICD	Interface Control Document
ISO	International Organization for Standardization
NASA	National Aeronautics and Space Administration
NPR	NASA Procedural Requirements
OSH	Occupational Safety & Health
PG	Procedures and Guidelines
RF	Radio Frequency
SOW	Statement of Work
TOMS	Task Order Management System
WFF	Wallops Flight Facility

5.0 REFERENCE DOCUMENTS

The most current version of the following Government policies, directives, and standards shall be applicable, as required, to the work performed under the contract. Others may be applicable based on the Contractor's approach to meet the contract requirements. This attachment includes all policies, directives, and standards referenced in the SOW for a comprehensive reference.

General Services Administration (GSA) Schedule 871 Professional Engineering Services Special Item Numbers

580-PG8730.3.1, Information Systems Division Product Development Handbook,

NASA-STD-8719.13, NASA Software Safety Standards

NPR 7150.2, NASA Software Engineering Requirements

803-PG-8715.1.13 Ground Safety Process

RSM-2002, Wallops Range Safety Manual dated May 1, 2006

803-PG-8715.1.5 Range Safety System Certification Process

803-PG-8715.1.12 Flight Safety Process

GPR 8730.1, Calibration and Metrology

500-PG-8730.1.1, Calibration and Metrology Process at Wallops Flight Facility

NPR 7120.5 NASA Program and Project Management

FAR Part 39.2, Electronic and Information Technology (EIT) Section 508 Accessibility Standards of the Rehabilitation Act of 1973

- 1194.21 Software applications and operating systems
- 1194.22 Web-based intranet and internet information and applications
- 1194.25 Self contained, closed products
- 1194.26 Desktop and portable computers

Attachment B – Price Schedules

2.5 PRICE SCHEDULES (ATTACHMENT B)

RFP Attachment B.1 – Prime Direct Labor Matrix, Attachment B.2 - Material Handling Fee Matrix by contract year, and Attachment B.3 – Position Qualifications can be found in this Section.

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Attachment B Price Schedules

1. PRIME DIRECT LABOR MATRIX (For All Subtask Orders):

	Basic Task Order (BTO) Hourly Rates									
	BTO Year 1 Rates		BTO Year 2 Rates		BTO Year 3 Rates		BTO Year 4 Rates		BTO Year 5 Rates	
Direct Labor Categories *	ON-SITE	OFF-SITE	ON-SITE	OFF-SITE	ON-SITE	OFF-SITE	ON-SITE	OFF-SITE	ON-SITE	OFF-SITE
Subject Matter Expert (SME) 1										
Subject Matter Expert (SME) 2										
Subject Matter Expert (SME) 3										
Subject Matter Expert (SME) 4										
Engineer 1										
Engineer 2										
Engineer 3										
Engineer 4										
Analyst 1										
Analyst 2										
Analyst 3										
Analyst 4										
Support Personnel 1										
Support Personnel 2										
Support Personnel 3										
Support Personnel 4										

* Direct Labor Categories - The contractor shall provide direct labor loaded rates by the direct labor category, in accordance with the offeror's Position Qualifications in Section J of this attachment.

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NASA # NNG06143557Q
WESC II Task (09/06-08/11)

Attachment B Price Schedules

2. MATERIAL HANDLING FEE MATRIX (For All Time and Materials Subtask Orders)

[redacted] MATERIAL HANDLING FEE

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3. POSITION QUALIFICATIONS (For All Offeror Direct Labor Categories):

Category I – Subject Matter Expert (SME)

Qualifications: Recognized expert who has demonstrated industry and public service leadership in the applicable work area. Possess comprehensive knowledge, primarily in the concept definition phase of the program/project lifecycle. Possess one or more of the following science, engineering or program management disciplines:

Acquisition Management	Logistical Functions
Advanced Technology	Knowledge Management
Business Process Re-engineering	Information Security
Computer/Internet Law	Internet Exploitation
Enterprise Information Systems	Life Cycle Cost Planning & Estimating
Logistical Functions	Physical Security/Force and Infrastructure Protection
Acquisition Management	Strategic Planning
Advanced Technology	Systems Architectural Design
Business Process Re-engineering	Training
Computer/Internet Law	
Enterprise Information Systems	

Skill Level 1 – Ph.D. degree in related discipline plus ten (10) years of related experience; or Masters degree in related discipline plus twelve (12) years of related experience; or Bachelors degree in related discipline plus fourteen (14) years of related experience; or seventeen (17) years of related experience.

Skill Level 2 – Masters degree in related discipline plus ten (10) years of related experience; or Bachelors degree in related discipline plus twelve (12) years of related experience; or fifteen (15) years of related experience.

Skill Level 3 – Masters degree in related discipline plus eight (8) years of experience; or Bachelors degree in related discipline plus ten (10) years of related experience; or twelve (12) to fifteen (15) years of experience.

Skill Level 4 – Masters degree in related discipline plus four (4) years of experience; or Bachelors degree in related discipline plus six (6) years of related experience; or eight (8) to twelve (12) years of related experience.

Substitution – Three years of applicable experience may be substituted for degree.

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Category II – Engineering

Qualifications: Demonstrates sustained level of effort in program/project lifecycles where demonstrated discipline expertise with specialized qualifications is necessary. Expertise in one or more of the science and engineering disciplines below:

Aerospace Engineering	Mathematics
Biology	Mechanical Engineering
Business Process Engineering	Modeling and Simulation Engineering
Business Risk Analysis	Naval Architecture
Chemistry	Network Engineering
Component Design Engineering	Physics
Computer Science	Physical Security/Force and Infrastructure/Protection Engineering
Contingency Planning Analysis	Process Engineering
Electrical Engineering	Software Engineering
Electronic Engineering	Systems Architecture
Healthcare Information Engineering	Systems Engineering
Human Factors Engineering	Test & Evaluation Engineering
Information Engineering	Telecommunications Infrastructure
Information Security Engineering	Training Systems Engineering
Logistics Engineering	Telemetry System Engineering
Marine Engineering	

Skill Level 1 – Masters degree in related discipline plus eight (8) to ten (10) years of related experience; or Bachelors degree in related discipline and twelve (12) to fifteen (15) years of related experience; depending upon engineering discipline, a combination of vocational and/or military certifications plus three (3) to five (5) years experience may be substituted for degree.

Skill Level 2 – Masters degree in related discipline plus four (4) to six (6) years of related experience; or Bachelors degree in related discipline and eight (8) to ten (10) years of related experience; depending upon engineering discipline, a combination of vocational and/or military certifications plus three (3) to five (5) years experience may be substituted for degree.

Skill Level 3 – Bachelors degree in related discipline plus four (4) years of related experience; or eight (8) years of related experience; depending upon engineering discipline, a combination of vocational and/or military certifications plus three (3) to five (5) years experience may be substituted for degree.

Skill Level 4 – Bachelors degree in related discipline plus one (1) year of related experience; or five (5) years of related experience; depending upon engineering discipline, a combination of vocational and/or military certifications plus three (3) to five (5) years experience may be substituted for degree.

Substitution – Three years of applicable experience may be substituted for degree.

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Category III – Analyst

Qualifications: Demonstrates sustained levels of effort in program/project lifecycles where demonstrated analytical skills with specialized qualifications are necessary. Expertise in one or more of the following science, engineering and program management disciplines:

Acoustical Analysis	Physical Security/Force and Infrastructure
Acquisition Management Analysis	Protection Analysis
Computer Systems Analysis	Process Modeling
Cost Estimating/Analysis	Program or Project Analysis
Decision Support System Analysis	Quality Assurance Analysis
Economics	Research Science
Financial System Analysis	Sensor Analysis
Functional Analysis	SIGINT Intelligence Analysis
Imagery Intelligence Analysis	Statistics
Logistics Functional Analysis	Systems Analysis
Military Operations Analysis	Technology Investment Planning
Military Weapon System Analysis	Training System Analysis
Operations Analysis	

Skill Level 1 – Masters degree in related discipline plus eight (8) to ten (10) years of related experience; or Bachelors degree in related discipline and twelve (12) to fifteen (15) years of related experience; depending upon area of technology, a combination of vocational and/or military certifications plus three (3) to five (5) years experience may be substituted for degree.

Skill Level 2 – Masters degree in related discipline plus four (4) to six (6) years of related experience; or Bachelors degree in related discipline and eight (8) to ten (10) years of related experience; depending upon area of technology, a combination of vocational and/or military certifications plus three (3) to five (5) years experience may be substituted for degree.

Skill Level 3 – Bachelors degree in related discipline plus four (4) years of related experience; depending upon area of technology, a combination of vocational and/or military certifications plus three (3) to five (5) years experience may be substituted for degree, or eight (8) years of related experience.

Skill Level 4 – Bachelors degree in related discipline plus one (1) year of related experience; depending upon area of technology, a combination of vocational and/or military certifications plus three (3) to five (5) years experience may be substituted for degree, or six (6) years of related experience.

Substitution – Three years of applicable experience may be substituted for degree.

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Category IV – Support Personnel

Qualifications: Demonstrates sustained levels of effort in program/project lifecycles where specialized support for specific areas of work is necessary. Experience in one or more of the following performance areas:

Acquisition/ Acquisition Management	Maintenance Management
Administrative Support	Maintenance/Repair
	Logistics
Asset/Change Management	Mechanical Systems
Data Entry	Physical Security/Force and Infrastructure
Document Control	Protection Programming
Drafting	Project Control Analysis
Electronics	Response Center/Crisis Center Planning
Graphics Design	Secretarial/ Word Processing
Help Desk Planning	Security
Help Desk Support	Supply Logistics
Independent Verification & Validation	Technical Writing
Information System Security	Test and Evaluation
Instrument/Calibration	Training
Logistics	Warehousing

Skill Level 1 – Bachelors degree in the related discipline plus six (6) years of related experience; or Associates degree in the related discipline plus eight (8) years of related experience; or fourteen (14) years of related experience. Depending upon area of technology, a combination of vocational and/or military certifications plus three (3) to five (5) years experience may be substituted for degree.

Skill Level 2 – Bachelors degree in the related discipline plus three (3) years of related experience; or Associates degree in the related discipline plus five (5) years of related experience; or ten (10) years of related experience. Depending upon area of technology, a combination of vocational and/or military certifications plus three (3) to five (5) years experience may be substituted for degree.

Skill Level 3 – High School diploma (or equivalent) plus appropriate technical training, or vocational and/or military certifications, and one (1) year of related experience.

Skill Level 4 – High School diploma (or equivalent) or vocational and/or military certifications.

Substitution – Three years of applicable experience may be substituted for degree.

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Attachment C – Critical Positions

Position and Reporting	Rationale	Qualifications	Summary of Duties and Responsibilities	Minimum Education and Experience
PM - reports to VP of SIS	Responsible for program success; primary interface to WFF CO/COTR	Extensive knowledge of WFF/NASA business and contracting practices; extensive knowledge of WFF mission; proven remote area staffing skills; intimate knowledge of CSC practices and resources	Responsibility and commensurate authority in all areas of WES BPA Contract operation, including overall contract cost, schedule, and quality performance	BS in engineering; Master's in management; 10 years' Engineering experience; 15 years' management experience
RCE -reports to PM	Responsible for bringing innovation to the contract; working with customers in formulating business vision; managing subcontracts.	Extensive knowledge of WFF mission; Proven record of implementing innovation and formulating business visions; experience in managing subcontracts	Head formal innovation program; be liaison with Corporate for commercial efforts and corporate resources; provide technical administration of subcontracts; assist customers in formulation of business visions, act as back up to PM	BS in engineering and 20 years of related experience; 15 years' engineering experience
SAMs - report to PM	Responsible for STO technical performance; acquiring specific technical skills	Proven track record in STOs management in WFF/WESC work environment; possession of a critical technical expertise to WFF mission; proven staffing skills	Technical performance of STOs; STO planning; primary managerial day-to-day interface with customer for STO in Service Area and projects.	BS in engineering or hard science and 20 years of related experience; 10 years' management experience

Exhibit 7.0-1. Critical Positions. *Excellent task performance is ensured by our critical leadership structure and people.*

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Attachment D – Safety + Health Plan

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GODDARD SPACE FLIGHT CENTER
WALLOPS FLIGHT FACILITY

SAFETY AND HEALTH PLAN

COMPUTER SCIENCES CORPORATION
WALLOPS ENGINEERING SERVICES CONTRACT II
(WES BPA)
WALLOPS FLIGHT FACILITY, WALLOPS ISLAND, VA
23337

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CSC/NASA Requirements Compliance Matrix

Element	NASA Requirement	Goddard Requirement
Section 1 Management Leadership and Employee Participation	NPR 8715.3 Safety Manual NASA STD 8719.11 Fire Protection	GPR 1800.2 Occupational Safety GPR 8715.5 Fire Protection GPR 1700.1 Occupational Health
Section 2 Work Place Analysis	NPR 8715.3 Safety Manual	GPR 1800.2 Occupational Safety
Section 3 Mishap Investigation and Record Analysis	NPR 8621.1 Mishap Close Call Reporting	GPR 8621.1 Mishap Close Call Reporting
Section 4 Hazard Prevention and Control	NPR 8715.3 Safety Manual NPR 1800.2B Occupational Health NPD 8710.5 Pressure Vessels	GPR 1800.2 Occupational Safety GPR 1700.1 Occupational Health GPR 8715.5 Fire Protection GSFC Form 23.4 Hot Work Permit GPR 1700.5 LockOut/TagOut GPR 1700.1 Motor Vehicle Safety GPR 1700.6 Confined Spaces GPR 8710.3 Pressure Vessels
Section 5 Emergency Response	NPD 8710.1 Emergency Preparedness	GPR 8710.2A Emergency Preparedness
Section 6 Safety and Health Training	As required by NPR's listed above	As required by GPR's listed above and also- GPR 1860.1A Ionizing Radiation GPR 1860.3 RF/Microwave Radiation

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Introduction

The objective of the Safety and Health Plan developed for use by the CSC Team is to provide information vital to the health and safety of employees, and to protect and prevent the loss of customer or CSC Team property. This plan describes the policies and organization, safety procedures, education, accident reporting, and record keeping systems that are essential to meet these objectives. This plan provides guidance to all employees using CSC Team facilities and for those employees using customer facilities, where customer processes and procedures do not exist. All participants are expected to follow this plan at either the customer facility or at a contractor facility.

Accident prevention and productivity go together. By eliminating hazards in the workplace, an environment is created where productivity increases, quality is improved, morale is maintained, and the potential for injury is reduced. An effective accident prevention program requires the committed participation of all levels of the organization. This is accomplished through the identification of unsafe acts and conditions through inspections, accident investigations, hazard abatement, safety orientation/training, and development, publication and revision of operating procedures. The goal of the CSC Team is to avoid injury and health problems through employee awareness, education and inspection.

Purpose

This Safety and Health Plan establishes the organizational method and systems to ensure the success of Computer Sciences Corporation accident prevention program at WFF. This plan applies equally to CSC, the prime, and its provisions flow down in our subcontract documentation. This plan will be reviewed periodically by the CSC/WFF Safety Office for any amendments or revisions necessary to ensure compliance with NASA, Federal and State requirements and to achieve the highest level of quality, safety and health, and protection of employees, the public, astronauts and pilots, the NASA workforce, and high-value equipment and property.

CSC has an outstanding corporate safety record, supported by an average claim level which is far below the 1.0 percentage average of the National Council on Compensation Insurance for "major claims" category. Specifically, CSC has achieved an excellent safety record on NASA services contracts. CSC was prime on a contract at the Marshall Space Flight Center for 10 years where the lost time incident rate (LTIR) averaged 0.24 against a target or 0.79 for the life of the contract. CSC earned the MSFC Center Directors Award in 2001 for achieving 2.5 million hours without a lost-time accident.

Recognizing the value that NASA places on Safety, CSC carefully reviewed the safety and health records of subcontractors as part of the selection process. While all CSC subcontractors have equally impressive safety records, several subcontractors perform tasks for NASA that expose them to hazardous operations. Whether performing administrative tasks or designing flight hardware or software, the CSC Team believes that the emphasis that each subcontractor has placed on Safety and Health principles will ensure that every CSC Team member is committed to a strong Safety culture while supporting Wallops.

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1.1 Safety Policy

The safety of government and CSC Team personnel is our highest priority. The CSC Team policy is to develop and maintain a viable safety and health culture. This is a culture that is driven by individual behaviors and interwoven into every activity – taking every reasonable

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precaution to protect the safety and health of the public, astronauts and pilots, the NASA workforce (including contractor employees working on NASA contracts), and high value equipment and property. The CSC Team is committed to provide a safe and healthful workplace for all personnel through awareness and prevention of occupational injuries and illnesses.

The objective of this policy is to fully comply with all applicable Federal and State statutory and regulatory requirements, as well as compliance with NPR 8715.3, NFS 1852.223-73 and applicable NASA Agency-wide and Installation specific policies and/or procedures. CSC has a zero-incident corporate culture which reflects that safety is every employee's responsibility. We will work diligently to ensure that Safety is foremost "Mission First, Safety Always" for each and every CSC Team employee.

1.2 Goals and Objectives

The overall goal of the CSC Safety and Health Program is to minimize injuries, illness, and property damage involving the public, astronauts and pilots, the NASA workforce (including contractor employees working on NASA contracts), and high value equipment and property. In accordance with this goal, the following objectives are established by CSC for the Wallops Blanket Purchasing Agreement:

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Letter of Commitment

The entire CSC Team recognizes that along with Teamwork and Integrity, Safety is a core value at NASA. The CSC Team Safety and Health Plan is established to ensure the safety and health of our employees, our subcontractor employees, and our customers in support of the WFF Engineering contract. The benefit of eliminating hazardous conditions and developing safer ways to work is clear and measurable.

This plan describes the basic safety and health rules that everyone must observe to avoid injury and to protect health. CSC Team management strongly supports all individual and group efforts to improve workplace safety and health for all members working on-site, on location, or off-site at CSC Team facilities. This plan is consistent with our company's values of teamwork and our overarching business ethic of integrity and the CSC Team will emphasize all three values.

All CSC Team employees are encouraged to be actively conscious of safety, health, and environmental issues and to be willing to take the initiative to identify and correct hazards. I urge each of you to become familiar with the safe practices and procedures outlined in this plan and to use them everyday, both on and off the job.

CSC Team employees recognize that when you work safely, you help make WFF the best and safest place to work.

Statement of Commitment to Implement the CSC Team Safety and Health Plan

As Program Manager for this contract, I assume full responsibility for establishing, implementing, and maintaining a comprehensive safety and health program as approved by the customer. I will ensure this contract is performed by all members of the CSC Team in a manner consistent with federal, state, and local regulatory agencies as well as NASA and OSHA standards, to the degree necessary to avoid loss of life, injury to personnel, or property loss.

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1.3.3 Managers and Technical Leads

A key aspect of the CSC approach is that implementation of the CSC Safety and Health program is a line management function. The Safety Officer will provide technical guidance and policy

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1.5 Assignment of Responsibilities

Responsibility for complying with the requirements of the CSC Team Safety and Health Program rests with each individual employee. To achieve the goal of eliminating hazardous conditions in the workplace, specific responsibilities are designated to certain positions as presented below.

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The Safety Officer serves as the focal point for all site-specific safety and health activities and has primary oversight responsibility for the implementation of the Safety and Health Program. Some of the specific responsibilities are as follows:

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- Prepare and submit NASA Form 1627, NASA Mishap Report, to the NASA/WFF Safety Office, and CSC Safety Officer for all mishaps incurred.

e. Employees. All personnel are responsible for performing their functions in a manner that will not result in hazards to themselves or others. Each individual is responsible for acknowledging and following applicable safety work rules, including the use of personal protective equipment as appropriate; requesting information needed to understand and evaluate job-related hazards; promptly reporting all accidents and incidents to their supervisors; and correcting or reporting observed hazardous conditions. Specific responsibilities include:

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h. Fire Prevention Responsibilities. The purpose of this section is to define the responsibilities and establish the procedures that will provide for the protection of CSC/Wallops employees, facilities, and equipment. The implementation of a Fire Prevention Program will, necessarily, be governed by the type of operations and the nature of potentially hazardous materials in the work environment.

The following Fire Prevention standards apply to all CSC/Wallops personnel:

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i. First Aid and Emergency Medical Treatment. Every work place must, by law, provide for adequate first aid and emergency medical treatment in the event of employee injury. NASA/Wallops maintains a first aid center, located in building F-160 on the Main Base. Ambulance service and emergency medical treatment service is available to all CSC/Wallops personnel. This service is supplied by the Base Fire Department, 24 hours a day, and will always respond to a call with certified emergency medical technicians (EMTs).

Any injury must be reported to the supervisor, Safety Officer and WFF Safety Office. If there is any question as to the seriousness of the injury, employees will be referred to the Health Unit or a professional medical facility.

Professional emergency medical facilities for use by CSC employees are available at the following locations:

Off Base for Medical Emergencies	
Island Medical Center, Chincoteague, VA	(757) 336-3682
Atlantic Community Health Center, Oak Hall, VA	(757) 824-5676
Peninsula Regional Medical Center, Salisbury, MD	(410) 546-6400
Shore Memorial Hospital, Nassawadox, VA	(757) 442-8000
On Base for Fire, Ambulance, and First Aid	
All Emergency Called in on a Base Phone	911
Cell Phone Users Call	757-824-1333
Security	
Main Base	extension 1319

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j. Safety and Health Committee. The Safety Committee will be under the guidance of the Safety Officer or Assistant Safety Officer. The Committee will be composed of employee representatives and management from various departments and shops throughout the facility. Further details are discussed in section 1.4.

1.6 Provision of Authority

The CSC Team Safety and Health Program will fit within a hierarchy of requirements. This hierarchy will include Federal requirements from OSHA and DOT, NASA and CSC requirements, and applicable state and local regulations. Where there is overlap or conflict among applicable standards, the requirement most protective of worker safety and health will apply. National consensus standards such as National Fire Protection Association (NFPA), National Electric Code (NEC), and American National Standards Institute (ANSI) will be consulted when appropriate. The Safety Representative will assure that the proper authorities are maintained throughout the life of the contract.

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- Employer's First Report of Accident (Figure 1.9-2). This form will also be completed by the employee's supervisor and forwarded to the CSC/Wallops Safety Officer within 24 hours of notification of an injury or illness. This form is used to record specific contributing circumstances to an injury or illness so that remedial action can be taken. It is also used to file Workers Compensation claims and must be forwarded to the Industrial Commission of Virginia within six working days after receiving information that a recordable case has occurred.
- NASA Form 1627, NASA Mishap Report. This form will be completed by the employee's supervisor and forwarded to the CSC Team Safety Officer for concurrence and reporting to the NASA/WFF Safety Office for all accidents and injuries incurred by CSC Team employees that meet the requirements of NPG 8621.1, NASA Mishap Reporting and Investigating and Recordkeeping.

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Figure 1.9-2. Employer's Accident Report

Employer's Accident Report
(formerly: Employer's First Report of Accident)
Virginia Workers' Compensation Commission
1000 DMV Drive Richmond VA 23220
See instructions on the reverse of this form

The boxes to the right are for the use of the insurer	Reason for filing	VWC file number
	Insurer code or PEO Ref. No.	Insurer location
	Insurer claim number	

Employer

1. Name of employer (trading as or doing business as, if applicable)	2. Federal Tax Identification Number	3. Employer's Case No. (if applicable)
4. Mailing address	5. Location (if different from mailing address)	
6. Parent corporation /Policy Named Insured (if applicable) or PEO name	7. Nature of business (NAICS code, if applicable)	
8. Name and Address of Insurer or self-insurer for this claim	9. Policy number	10. Effective date

Time and Place of Accident

11. City or county where accident occurred	12. Date of injury	13. Hour of injury ☐ a.m. ☐ p.m 13a. Time began work ☐ a.m. ☐ p.m	14. Date of incapacity	15. Hour of incapacity
16. Was employee paid in full for day of injury? ☐ Yes ☐ No		17. Was employee paid in full for day incapacity began? ☐ Yes ☐ No		
18. Date injury or illness reported	19. Person to whom reported	20. Name of other witness	21. If fatal, give date of death	

Employee

22. Name of employee (Last, First, Middle)	23. Phone number	24. Sex ☐ Male ☐ Female
25. Address	26. Date of birth	27. Marital status ☐ Single ☐ Divorced ☐ Married ☐ Widowed
	28. Social security number	
29. Occupation at time of injury or illness (SOC code, if applicable)	30. Is worker covered by PEO policy? ☐ Yes ☐ No	31. Number of dependent children ☐

32. How long in current job?	33.Date of Hire	34. Was employee paid on a piece work or hourly basis? ☐ Piece work ☐ Hourly			
35. Hours worked per day ☐	36. Days worked per week ☐	37. Value of perquisites per week	Food/meals	Lodging	Tips / Other
38. Wages per hour $	39. Earnings per week (inc. overtime) $		$	$	$ / $

Nature and Cause of Accident

40. Machine, tool, or object causing injury or illness	41. Specify part of machine, etc.
42. Describe fully how injury or illness occurred	
43. Describe nature of injury or illness, including parts of body affected	43a. Overnight inpatient hospitalization? ☐ Yes ☐ No 43b. Treated in Emergency Room? ☐ Yes ☐ No
44. Physician (name and address)	45. Hospital or Clinic (name and address)

46. Probable length of disability	47. Has employee returned to work? ☐ Yes ☐ No	If yes	48. At what wage?	49. On what date?
50. EMPLOYER: prepared by (name, signature, title)		51. Date		52. Phone number
53. INSURER: (name of processor)		54. Date		55. Phone number
56. THIRD PARTY ADMINISTRATOR (if applicable)	57. Address			58. Phone number

This report is required by the Virginia Workers' Compensation Act

Employer's Accident Report
VWC Form No. 3 (rev. 03/22/02)

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Hazardous Materials Inventory:

Government property and which is within the scope of 29 CFR 1910.1200, "Hazard Communication," and Federal Standard 313 (or FED-STD-313), "Material Safety Data, Transportation Data and Disposal Data for Hazardous Materials Furnished to Government Activities," as revised. The call for this annual inventory is issued by the WFF Safety Office (mail code 803). This information shall provide the following:

- Identity of the material.
- Location of the material by building and room.
- Quantity of each material normally kept at each location.

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Medical records and employee exposure records will be maintained and distributed as specified in 29 CFR 1910.1300 and other applicable Federal and state regulations. This documentation provides the foundation and traceability required to comply with federal, state and local agency reporting requirements, as well as providing the tools for proper management oversight and insight into the Plan's performance.

1.11 Contracting Officer Technical Representative (COTR) Review

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The CSC Team Safety and Health plan policy is for all hazards to be eliminated or controlled to an acceptable level to provide a system that can be developed, tested, operated and maintained safely. The CSC Team will receive approval from the proper authority in accordance with NPR 8715.3 before any residual risk is accepted.

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Close Call Incident Reporting.

Close Call system found in the Code 803 Safety Office Home Page. Employees can also report close calls using NASA Form 1627 and submitting the report directly to the NASA Safety Office.

A Close Call Report is completed and distributed to the appropriate NASA offices for on-site issues. The corrective action is outlined, and those items not fixed immediately are tracked to closure. The report is forwarded to the Safety Officer for recordkeeping and follow-up.

All close calls are investigated by the CSC and NASA Safety offices and assigned a Point of Contact (POC). The POC is responsible for consulting with the close call originator, coordinating with Facilities Maintenance and/or Management, and identifying the root cause of the close call, and ensuring that corrective actions are taken.

NASA Form 1627. A NASA Mishap Report (NASA Form 1627) is submitted for mishaps that occurred on site and meet the predefined criteria. Within 24 hours of the occurrence, a Form 1627 will be completed and submitted to the NASA Safety Office via the CSC Safety Officer. An investigation of the mishap is conducted under CSC supervision to determine the root cause of the mishap. Within 10 days of the occurrence, the form is completed with the corrective action documented. If NASA management deems it necessary to appoint a mishap investigation board, CSC will provide support as requested.

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3.0 Mishap Investigation and Record Analysis

3.1 Mishap Investigation

All mishaps will be investigated in accordance with NASA Mishap Investigation Guidelines. The degree of investigation will be related to the outcome or potential outcome of the incident. Investigations will satisfy the requirements contained in NPR 8621.1a and GPR 8621.1a. All CSC personnel must ensure that the notification and reporting requirements established are followed for every mishap and close call. In the event of a mishap the NASA Safety Office will be notified immediately and NASA form 1627 will be completed within 24 hours of the mishap. An alternative to completing a hard copy form 1627 is to submit an electronic report through the Incident Reporting Information System (IRIS) Quick Incident icon located on the following web page: http://www.wff.nasa.gov/~code803/. Within 10 days of a mishap, the CSC Safety Officer will send the completed form with corrective action documented to the NASA WFF Occupational Safety and Health Group, mail code 803.

Hazards or conditions that are considered to be immediately dangerous to life or health will be reported immediately to the Safety Officer.

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3.2 Trend Analysis

Accident/Incident Summary Reports. OSHA Form No. 300, Log of Occupational Injuries and Illnesses. The basic document on which work-connected employee injuries and illnesses are recorded. This form will be updated currently by the CSC/Wallops Safety Officer, with any recordable injuries or illnesses.

In the event of an accident or mishap (including vehicle accidents, incidents, injuries, fires, and any close calls) the NASA Safety Office will be notified immediately and NASA form 1627 will be completed within 24 hours of the mishap. An alternative to completing a hard copy form 1627 is to submit an electronic report through the Incident Reporting Information System (IRIS) Quick Incident icon located on the following web page: http://www.wff.nasa.gov/~code803/ Information in the IRIS system will be updated at least monthly until the incident is closed by the NASA WFF Safety and Health Group, mail code 803. .

Log of Occupational Injuries and Illnesses.. On February 1 of each year the form containing the injury and illness totals for the previous calendar year (OSHA Form No. 300A, Summary Log of Occupational Injuries and Illnesses) will be posted by the CSC Safety Officer in the CSC Team Program Managers' office until April 30 as required by Title 29 Code of Federal Regulations, Subpart 1904.32(b)(6).

OSHA requires that each employer display an OSHA Workplace Poster in a pertinent location, concerning safety and health protection on the job. The poster explains the protections and

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obligations of employees under the laws of OSHA. In compliance with the OSHA requirement, and as an employer within the State of Virginia, the CSC Team will post a Workers Compensation Notice outside the office of the CSC Business Manager. The CSC Team Safety Officer is responsible for ensuring that the required poster is prominently displayed.

4.1.1 Hazardous Operations

NASA policies as identified in NPR 8715.3 serve as the guide for defining, classifying, and prioritizing hazardous operations.

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- NASA Health Standard (NHS)/IH-1845.2, "Entry Into and Work in Confined Spaces."
- OSHA 29 CFR 1910.146, "Permit Required Confined Spaces."

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- American National Standards Institute (ANSI) Z117.1, "Safety Requirements for Confined Space."
- NIOSH Publication No. 87-113, "A Guide to Safety in Confined Spaces."
- GPR 1700.6 Confined Space Program

- Obtain, complete, and distribute required permits.
- Monitor operations to make sure the requirements in this manual are followed for any operation.
- Provide detailed safety instructions for safe operations to employees who are authorized access to operational areas.
- Identify operations that could be hazardous. Analyze these operations to determine the risk to personnel, equipment, and facilities.

certification.

- Manage a training and certification program for your organization. This includes providing all training and testing necessary to qualify your employees and certifying them after they show they have the necessary knowledge and skills.
- Keep a master list of: all operations that require certified personnel, employees that are certified for those operations, certification examiners, and certification officers in your organization.
- Keep completed certificates and supporting records current. Protect the privacy of employee training records.

Pressure and Vacuum Systems. The CSC Team will comply with NPD 8710.5, "NASA Policy for Pressure Vessels and Pressurized Systems." program for ensuring the structural integrity of pressure vessels and pressurized systems (PV/S) and minimizing the associated mishap potential.

Respiratory Protection. In accordance with the OSHA Safety and Health Standard, 29 CFR 1910.134, has developed a Respiratory Protection Program that

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meets the American National Standards Institute Standard 288.2 "Practices for Respiratory Protection (1992)."

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The CSC TeamSafety and Health plkan requires the employee call the Emergency Services Department (Fire Department) at extension 1300 to get a NASA Form WI-502, "Hot Work Permit". Soldering irons, hot plates, coffee pots, and similar appliances do not require a permit.

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Additional information Regarding Hazardous Operations. Additional information on hazardous operations is available in these documents:

- 29 CFR 1910.38, "Employee Emergency Plans and Fire Protection Plans"
- NPR 8715.3, "NASA Safety Manual"

4.1.4 a. Asbestos Exposure. No operations involving potential exposure to asbestos is anticipated. In the event potential exposure is an issue CSC will follow the Center's Asbestos Control Program GPR 1840.1.

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4.1.4 c. Hazardous Waste. CSC will properly handle and store hazardous wastes as directed by GPR 8500.3A Waste Management.

4.3 Preventive Maintenance

(CSC will maintain all records and services of such equipment according to GPR 8730.1I and PG 8730.1.1).

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Legal Requirements. The CSC Team HCP is structured to comply with OSHA standard 29 CFR 1910.95 Subpart G, Operational Health and Environmental Control – Occupational Noise Exposure. This program is designed for the Site Safety Officer and does not specify every exception and/or rule set forth in the regulation. As such, in all areas that conflict with the OSHA regulation, OSHA will take precedence.

Noise Monitoring. All areas suspected of having noise levels that could constitute the need for a HCP will be monitored with sound measuring instruments.

Only measuring instruments that meet the ANSI specifications will be used.

Employee noise exposure will be computed in accordance with appendix A and Table G-16a of the 29 CFR 1910.95.

Administrative Controls

All audiograms will meet the requirements of appendix C of 29 CFR 1910.95.

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4.4.4 Medical Monitoring Program

. This legal requirement is referenced under the OSHA Hazardous Waste Operations and Emergency Response regulation 29 CFR 1910.120 (f) (2) (ii). Also, operations involving hazardous wastes that are conducted at treatment, storage, and disposal (TSD) facilities regulated by 40 CFR Parts 264 and 265 pursuant to RCRA must implement a medical monitoring program. This requirement is referenced in OSHA Hazardous Waste Operations and Emergency Response regulation 29 CFR 1910.120 (p) (3).

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Employee Participation. CSC/Wallops currently have no employees wearing respirators as required by 1910.134.

In the event of an emergency CSC Team personnel shall contact the WFF Emergency Console and provide them with requested information regarding the emergency.

EMERGENCY CONTACT NUMBERS

For Fire, Explosion, or Environmental	911	Base Phone or
Release Or Medical Emergency	757-824-1333	Cell Phone

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CSC Team personnel will comply with 29 CFR 1910.120 by providing support to the Incident Commander during an emergency. The CSC Team will provide technical information regarding processes, procedures, and hazardous materials as they may relate to an incident.

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6.3 Certification Program Training

The Safety Office will administer a Personnel Certification program for those special skills and/or critical operations required of CSC Team and subcontractor personnel in accordance with NPG 8715.3. Training and performance testing will be documented and entered as evidence into individually assigned record files.

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ATTACHMENT 1: SIGNATURE RECORD

PREPARED BY: **DATE:**

Original Signed By _____

REVIEWED BY: **DATE:**

Original Signed By _____

REVIEWED BY: **DATE:**

Original Signed By _____

APPROVED BY: **DATE:**

Original Signed By _____

ACCEPTED BY: **DATE:**

_____ _____

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ATTACHMENT 2: REVISION RECORD

REVISION	DATE	ORIGINATOR	NATURE

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Attachment F.1 – Installation Accountable Govt Property

Attachment F - 1 Installation Accountable Government Property
NNG06WA07Z

ECN	Acq. Cost	Ident. #	DESCRIPTION	MFG	MODEL	SERIAL NUMBER
1757447	$	N/A	COMPUTER	GATEWAY	BATC	5075782
1944102	$	N/A	COMPUTER	DELL	DIMSENSION XPS	D67B4
1949900	$	N/A	SONIC ANEMOMETER	GILL INSTRUMENTS	1189PC	121
1949901	$	N/A	SONIC ANEMOMETER	GILL INSTRUMENTS	1189PC	119
1951525	$	N/A	DISTROMETER	JOHANNEUM RESEARCH	2-D-VIDEO	OEU-005
1952567	$	N/A	COMPUTER	DELL	MMS	G62QV
2032938	$	N/A	COMPUTER	GATEWAY	TBR2400	13965136
2032939	$	N/A	COMPUTER	GATEWAY	TBR2400	13965137
2032940	$	N/A	COMPUTER	GATEWAY	TBR2400	13965138
2043931	$	N/A	DISDROMETER	DISTROMET LTD	RD-69	1843600
2110999	$	N/A	DISDROMETER	DISTROMET LTD	RD80	1912601
2111000	$	N/A	DISTROMETER	DISTROMET LTD	RD 80	1922601
2112832	$	N/A	LAPTOP	GATEWAY	SOLO9100	BC398520185
2133607	$	N/A	COMPUTER	DELL	GX240	J31TL11
2133608	$	N/A	MONITOR	DELL	1702FP	KR08G1524760226ID7WK
2501040	$	N/A	DISDROMETER	DISTROMET LTD	RD-80	2092502
3010467	$	N/A	COMPUTER	GATEWAY	MFATXNINMZ300L	28292377
3010471	$	N/A	COMPUTER	GATEWAY	MFATXNINNMZ300L	28292378
3010472	$	N/A	MONITOR	GATEWAY	EV530	B5C22687550
3010473	$	N/A	MONITOR	GATEWAY	EV530	B5C226B27547
3013820	$	N/A	DISDROMETER	DISTROMET LTD	RD-69	E.ZIP8
3014295	$	N/A	LAPTOP	DELL	PP05L	BTMB441
3035846	$	N/A	MONITOR	PLANAR	PX212M-S1	A616425H0211K0022
1814744	$	N/A	MONITOR	NEC	MultiSync	P1150
3014260	$	N/A	DESK TOP	DELL	OPTIPLEX GX270	N/A
2033370	$	N/A	MONITOR	NEC	MultiSync	E1100
0183457	$	N/A	TV MONITOR	PANASONIC	N/A	N/A
2045546	$	N/A	MONITOR	VIEWSONIC	N/A	N/A
2521378	$	N/A	PORTABLE RADIO	MA-COM	N/A	N/A
2037209	$	N/A	PRINTER	HP	LASERJET 4050N	USBB143733
2038907	$	N/A	MONITOR	NEC	LCD 1810-1	0500260CA
3014262	$	N/A	COMPUTER	DELL	OPTIPLEX GX270	9R1T141

3014184	$	N/A	MONITOR	PROVIEW	900	E9DZD404729U
3013720	$	N/A	LAPTOP	SONY	PCG-8K2R	R3334260
2115297	$	N/A	COMPUTER	DELL	DHM	BTMXC11
1819184	$	N/A	PRINTER	HP	C3917A	JPKL001644
2037257	$	N/A	COMPUTER	DELL	DIMENSION XPS	C2QA6
1626938	$	N/A	MONITOR	NEC	MultiSync	9700894CA
2038341	$	N/A	MONITOR	NEC	LA-2032JMW	9700713CA
2500945	$	N/A	MONITOR	DELL	1905FP	71618 AFWE
3039104	$	N/A	LAPTOP	DELL	PP02X	37273950361
2500947	$	N/A	MONITOR	DELL	2001FP	466334AI1CVL
2500946	$	N/A	MONITOR	DELL	2001FP	466334AI185L
3039106	$	N/A	COMPUTER	DELL	Precision 670	29960902297
3039105	$	N/A	TAPE BACKUP UNIT	CERTANCE	CP3101D-160	JG00070
1816326	$	N/A	Computer	Dell	DCM	95NOW
1816353	$	N/A	Monitor	Dell	D1025HT	7018862
1820288	$	N/A	Computer	HP	C180	US67326185
1820289	$	N/A	Computer	HP	C180	US673261633
1820290	$	N/A	Monitor	HP	A4331D	US01004143
1942837	$	N/A	Monitor	Panasonic	P21	FE6630554
1942933	$	N/A	Monitor	HP	A4331	US01036629
1948672	$	N/A	Computer	Dell	PPL	0009321C-12800-85E-4471
1952319	$	N/A	CD Drive	HP	C4310A	US6837551
1952341	$	N/A	Computer	HP	C240	US68390270
1952342	$	N/A	Monitor	HP	A4576A	JP0108084
1954154	$	N/A	Computer	HP	C200	US68403767
2043001	$	N/A	Monitor	Dell	M781s	MY-0688EN-47603-OAI-A97V
2043002	$	N/A	Computer	Dell	4100	8POG701
2045560	$	N/A	Monitor	HP	D8915	JP03905673
2045561	$	N/A	Computer	HP	C3600	SG10220539
2108013	$	N/A	Computer	Toshiba	PA5253UA	29482144A-1
2108015	$	N/A	Printer	HP	C4172A	USGW179972
2111186	$	N/A	Computer	Dell	WCP	CCLLQO1
2111189	$	N/A	Monitor	Dell	P780	MX-075UXR-47741-172-10X1
2114016	$	N/A	Raid	Promise	ULTRA TRACK1000	L62101600082
2114039	$	N/A	Firewall	Cisco	PIX506	4405470746
2133578	$	N/A	Monitor	Dell	P1130	MX-06D251-47741-24N-60FU
2133579	$	N/A	Computer	Dell	DHM	7XFH11

3010585	$	N/A	Monitor	Dell	P1130	MX-06D251-47741-25G-70C5
3010586	$	N/A	Computer	Dell	DHM	GHYJ11
3010601	$	N/A	Computer	Dell	DHM	DLSVO21
3010602	$	N/A	Monitor	Dell	P1130	MX-06D251-47741-290-602U
3012070	$	N/A	Firewall	Cisco	PIX506	406080431
3012157	$	N/A	Computer	Dell	DHM	6JSF221
3012158	$	N/A	Monitor	Dell	P1130	MX-06D251-47741-2AN-703E
3013715	$	N/A	Raid	Promise	SX8000	LH502N000080
3014299	$	N/A	Printer	Ricoh	CL3000	P9230600466
3035677	$	N/A	Computer	Gateway	600YGR	27179554
3035783	$	N/A	Computer	Dell	DHM	COGR251
0352543	$	N/A	MULTIMETER	Fluke	8505A	4085025
0578227	$	N/A	VOLTMETER	Fluke	8506A	3375027
1185295	$	N/A	CALIBRATOR	Fluke	5700A	5545023
1185296	$	N/A	AMPLIFIER	Fluke	5725A	5565002
1948265	$	N/A	CALIBRATION WEIGH	TROEMNER HENRY INC	N/A	27967
1942922	$	N/A	GAGE BLOCK SET	STARRETT LS	RC81AA	730973
2031935	$	N/A	GAGE BLOCK SET	STARRETT LS	AG16LM	130912
2038291	$	N/A	TORQUE ANALYZER	RYESON CP	PTMC	0996
2038292	$	N/A	CALIBRATION KIT	RYESON CP	10030	4022
2038293	$	N/A	MATERIALS TESTING	INSTRON CORP	4484	C2767
0022948	$	N/A	SIGNAL GENERATOR	HP	8683D	2640A00508
0096854	$	N/A	SPECTRUM ANALYZER	TEKTRONIX	492BP	B030355
0183844	$	N/A	WIDE B & METER CAL	ROTEK INSTRUMENT	710	163
0183879	$	N/A	MODULATION ANALYZ	BOONTON ELECTRONICS	8200	24502BH
0352550	$	N/A	DIGITAL COUNTER	HP	5342A	2636A11011
0455315	$	N/A	SIGNAL RADIO FREQ	HP	86603A	2221A02745
0455318	$	N/A	ELECTRICAL FREQ SY	HP	8660C	2142A04023
1099824	$	N/A	MICRO COMPUTER	ROYAL OAK COMPUTER	3865X	N/A
1340373	$	N/A	PULSE GENERATOR	HP	214B	2902G06495
1344644	$	N/A	MULTIFUNCTION CAL	WAVETEK CORP	9000	27654
1419622	$	N/A	SIGNAL GENERATOR	HP	8648C	3426A00559
1817506	$	N/A	OSCILLOSCOPE	WAVETEK CORP	9500	34377
1942962	$	N/A	SPECTRUM ANALYZER	HP	8563E	3804A08464
0022981	$	N/A	DIGITAL MULTIMETER	DATRON INSTRUMENT	1281	22639-6
0022982	$	N/A	DIGITAL MULTIMETER	DATRON INSTRUMENT	1281	22539-6
0829078	$	N/A	CC TV	BAUSCH & LOMB	JE-3010A	CC1265

0023554	$	N/A	MEASUREMENT STANI	WAVETEK CORP	4920	232085
0084786	$	N/A	OSCILLOSCOPE	TEKTRONIX	2230	B024716
0089336	$	N/A	FUNCTION GENERATC	HP	3325B	2801A01098
0179659	$	N/A	MODULATION ANALYZ	BOONTON ELECTRONICS	8200	19202BG
0179728	$	N/A	FREQUENCY MULTIPLI	HP	940A	858
0262829	$	N/A	OSCILLATOR	HP	83592A	2602A02237
0510856	$	N/A	ELECTRICAL FREQ SYI	HP	8660C	1846A02031
0510858	$	N/A	PLUG-IN UNIT/RF SEC	HP	86603A	1834A01245
1094246	$	N/A	AMPLIFIER	Fluke	5220A	5150012
1094945	$	N/A	REFERENCE STANDAR	Fluke	732A	4955008
1099949	$	N/A	REFERENCE DIVIDER	Fluke	752A	5290202
1334975	$	N/A	TRANSCEIVER	YAESUMUSEN	FT747GX	970261
1340396	$	N/A	ELECTRICAL FREQ ME	HP	4284A	2940J04888
1342829	$	N/A	GPS TIMING RECEIVE	DATUM INC	939055022	1274
1344092	$	N/A	RESISTANCE STANDA	ELECTRO SCIENTIFIC	SR104	430104
1344613	$	N/A	ELECTRONIC COUNTE	HP	5352B	3049A00988
1417246	$	N/A	MODULATION METER	MARCONI ELECTRONICS	2305	007
1419624	$	N/A	PNEUMATIC AMPLIFIE	KING NUTRONICS CORP	3194F	13960
1421422	$	N/A	SIGNAL GENERATOR	HP	8656B	3334U13834
1520270	$	N/A	MICROWAVE COUNTE	HP	5348A	3009A00919
1532340	$	N/A	SPECTRUM ANALYZER	HP	HP8563E	3551A04459
1756604	$	N/A	RESISTANCE BRIDGE	GUILDLINE INSTRUMENT	6675	62722
1811897	$	N/A	MULTIFUNCTION GEN	WAVETEK CORP	4808	33449
1815678	$	N/A	SIGNAL GENERATOR	HP	HP83640B	3614A00267
2031998	$	N/A	NETWORK ANALYZER	HP	8722D	US39150712
1190649	$	N/A	CAMERA	ELMO MFG CORP	EV308	392352
1520283	$	N/A	DISK DRIVE UNIT	MERIDAN DATA INC	NET428Q	12508E
1524022	$	N/A	DISPLAY UNIT	NEC ELECTRONICS USA II	JC2131VMA	5321434DE
1524546	$	N/A	DISPLAY UNIT	SONY CORP OF AMERICA	GDM20D11	2447842
1627160	$	N/A	PRINTER, ADP	HEWLETT-PACKARD CO	C6075A	SG0683310X
1644055	$	N/A	COMPUTER, MICRO	SILICON GRAPHICS INC	CMNA018	690D9A8A
1817535	$	N/A	DISPLAY UNIT	SILICON GRAPHICS INC	GDM17E21	7015371
1819258	$	N/A	COMPUTER, MICRO	SILICON GRAPHICS INC	CMNB014ANT180	08006902D18A
1820209	$	N/A	DISPLAY UNIT	DELL COMPUTER CORP F	D1025HT	8005128
1820213	$	N/A	DISPLAY UNIT	DELL COMPUTER CORP F	D1025HT	8005133
1820214	$	N/A	DISPLAY UNIT	DELL COMPUTER CORP F	D1025HT	8005134
1820333	$	N/A	DISPLAY UNIT	NEC ELECTRONICS USA II	JC2144UMA	7322607DE

1823651	$	N/A	PRINTER, ADP, LASER	HEWLETT-PACKARD CO	C3962A	JPHF154037
1943995	$	N/A	DISPLAY UNIT	DELL COMPUTER CORP F	D828L	84766ABF6
1944009	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	DCM	DHL85
1944011	$	N/A	DISPLAY UNIT	NEC ELECTRONICS USA II	JC2145UMA	7801487DE
1949671	$	N/A	DISPLAY UNIT	NEC ELECTRONICS USA II	JC2145UMA	8200468HE
1949688	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMP	FB2X4
1949689	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMP	FB2X9
1949692	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMP	FB2WY
1949696	$	N/A	DISPLAY UNIT	NEC ELECTRONICS USA II	JC2145UMA	8100697
1952307	$	N/A	DISPLAY UNIT	DELL COMPUTER CORP F	D1626HT	7044781
1954955	$	N/A	PRINTER, ADP, LASER	HEWLETT-PACKARD CO	C2684A	SG89E1203Y
2031914	$	N/A	CAMERA, DIGITAL	SONY CORP OF AMERICA	MVC-FD81	185794
2032048	$	N/A	PROJECTOR, MULTIME	PROXIMA	DP9250	G9502756
2034805	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	SML	4JCU4
2036371	$	N/A	COMPUTER, MICRO	CISCO SYSTEMS INC	PIX 520	18021059
2036415	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMS	74845
2036416	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMS	7480V
2037244	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMP	BU6Y7
2037256	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMS	C2Q5E
2037258	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMS	C2Q61
2037259	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMS	C2Q8U
2037261	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMS	C2Q6A
2038807	$	N/A	CAMERA, VIDEO	SONY CORP	DCRTRV310	1300427
2042667	$	N/A	DISPLAY UNIT	DELL COMPUTER CORP F	M781P	4870107PH4JG
2043022	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	DEMENSION8100	J3JZ901
2043068	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMP	DWL8201
2043110	$	N/A	DIGITAL CAMERA VIDE	CANNON INSTRUMENT C(	OPTURA PI NTSC	2090261245
2043111	$	N/A	DIGITAL CAMERA VIDE	CANNON INSTRUMENT C(	OPTURA PI NTSC	2090261088
2107985	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMS	EUQ9J
2107987	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMS	1LZJH01
2108023	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MMS	HX70M01
2108257	$	N/A	DISPLAY UNIT	DELL COMPUTER CORP F	P780	MX06271R477410CC31KZ
2111080	$	N/A	DISPLAY UNIT	DELL COMPUTER CORP F	1701FP	KR006HRM460217NALS6
2111081	$	N/A	DISPLAY UNIT	DELL COMPUTER CORP F	1701FP	KR006HRM460217NALS9
2111082	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	WHL	D6M1S01
2111083	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	WHL	G6M1S01
2111084	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	WHL	6XTZR01

2111086	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	WCM	1NK3S01
2111096	$	N/A	DISK DRIVE UNIT	DELL COMPUTER CORP F	TH5BA-AQ	9025893
2111140	$	N/A	COMPUTER, MICRO	DELL MARKETING CORP.	PP01X	01K85912961
2112559	$	N/A	COMPUTER, MICRO	APPLE COMPUTER INC	M8493	XB1312W4KSK
2133659	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	DHM	88WKR11
2133670	$	N/A	PRINTER, ADP, LASER	HEWLETT-PACKARD CO	C8052A	JPLGD14136
3010583	$	N/A	DISK DRIVE UNIT	PIONEER ELECTRONIC C(	E99677	AKTT012069WL
3014183	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	DHM	8GW5G31
3014253	$	N/A	COMPUTER, LAPTOP	TOSHIBA AMERICA INC	PORTEGE3500	X3121926PU
3014254	$	N/A	PRINTER, ADP, LASER	HEWLETT-PACKARD CO	C966A1	JPDKD45260
3035686	$	N/A	PRINTER, ADP, LASER	HEWLETT-PACKARD CO	C9149A	USLGY20225
3035716	$	N/A	COMPUTER, NOTEBOC	SONY CORP	PCG-9P1L	C1005YPA
3035717	$	N/A	COMPUTER, NOTEBOC	SONY CORP	PCG-9P1L	C1005YP3
3035786	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	MVT	FW7V251
3035814	$	N/A	DISPLAY UNIT	DELL COMPUTER CORP F	DHP	1JDW851
3035840	$	N/A	DISPLAY UNIT	NEC ELECTRONICS USA II	L182RA	45009491YA
3035841	$	N/A	DISPLAY UNIT	NEC ELECTRONICS USA II	L182RA	43007717YA
3039043	$	N/A	COMPUTER, MICRO	DELL COMPUTER CORP F	DHM	J1JPQ51
3067646	$	N/A	DISK DRIVE UNIT	BUFFALO TECHNOLOGY (	HD-H1.0TGL/R5	45801050515123
3067691	$	N/A	DISK DRIVE UNIT	QUANTUM CORP	TR-S23BAYF	RTF4700146
2038284	$	N/A	COMPUTER	DELL	PRECISION 220	N/A
1754509	$	N/A	MONITOR	GATEWAY	2000	N/A
1954791	$	N/A	Pickup Truck	1999 Dodge	Dakota Sport	N/A
1811894	$	N/A	Pickup Truck	1997 Chevrolet	S-10	N/A
1942886	$	N/A	Van	1998 Dodge	Grand Caravan SE	2B4GP4433WR626028
2521377	$	N/A	PORTABLE RADIO	MA-COM	N/A	N/A
N/A		CAL W591	Multimeter	Fluke	29	N/A
N/A		ODIN 0006	COMPUTER	COMPAQ	DC 7100 CMT	2UA45108N4
N/A		ODIN 0073	MONITOR	HP	1702 P90210	CNN4492VZM
N/A		ODIN 110(	MONITOR	HP	1702	N/A
N/A		ODIN 110(	LAPTOP	COMPAQ	EVO	N620C
N/A		ODIN 110(	SPEAKERS	LABTEC	N/A	N/A
N/A		ODIN 110(	MONITOR STAND	N/A	N/A	N/A
N/A		ODIN 000(	COMPUTER	HP	DC7100	2UA5180MT0
N/A		ODIN 1100(	COMPUTER	COMPAQ	N/A	N/A
N/A		ODIN 0006	COMPUTER	HP COMPAQ	N/A	N/A
N/A		ODIN 0007	MONITOR	HP	N/A	N/A

N/A	ODIN 0006[illegible]	COMPUTER	COMPAQ	N/A	2UA5360BSM
N/A	ODIN 0007[illegible]	MONITOR	HP	1702	N/A
N/A	ODIN 0006[illegible]	COMPUTER	HP	COMPAQ	N/A
N/A	ODIN 1100[illegible]	MONITOR	HP	N/A	N/A
N/A	ODIN 1100[illegible]	COMPUTER	HP	N/A	N/A
N/A	ODIN 1100[illegible]	DOCKING STATION	HP	N/A	N/A
N/A	ODIN 0008[illegible]	LAPTOP	HP	N/A	2UA428P1JC
N/A	ODIN A009[illegible]	REPLICATOR	N/A	N/A	CNU423XBWH
N/A	ODIN ACS1	MONITOR	N/A	N/A	CNC4150NNT
N/A	ODIN IIS00[illegible]	PRINTER	N/A	N/A	USCW098452
N/A	ODIN IIS00[illegible]	SCANNER	N/A	N/A	TW03Y10721
N/A	ODIN 1100[illegible]	LAPTOP	COMPAQ	DC822AV	2UA3500068
N/A	ODIN 0007[illegible]	MONITOR	HP	1702	N/A
N/A	ODIN 0006[illegible]	COMPUTER	HP	7100	N/A
N/A	ODIN 0007[illegible]	MONITOR	N/A	N/A	N/A
N/A	ODIN 0006[illegible]	COMPUTER	N/A	N/A	N/A
N/A	ODIN 0008[illegible]	LAPTOP	COMPAQ	NC8000	N/A
N/A	ODIN 0007[illegible]	MONITOR	HP	N/A	CNC5040LQM

Attachment F.2 – Govt Furnished Property

Attachment F - 2 Government Furnished Property
NNG06WA07Z

ECN	Acq. Cost	ID #	DESCRIPTION	MFG	MODEL	SERIAL NUMBER
0022353	$	N/A	Frequency Counter	HP	5315A	2536A16142
0096872	$	N/A	Multimeter	Fluke	8842A	4871279
0183854	$	N/A	Oscilloscope	Tektronix	2235	B032411
1644267	$	N/A	Firewall	Cisco	PIX506	807260588
1952317	$	N/A	Monitor	HP	C4576A	JP01010844
1954155	$	N/A	Monitor	HP	A4576A	JP01018027
1954834	$	N/A	Radar Control Processer	Sigmet	RCP 02	52
1954835	$	N/A	Radar Video Processer	Sigmet	RVP 7	31
2033319	$	N/A	Monitor	Veiwsonic	1782PS	J45808087
2034328	$	N/A	UPS	Best	UT315A	LB0223
2038858	$	N/A	Spectrum Analyzer	HP	8561EC	3946A00122
2045616	$	N/A	Computer	Dell	WCP	JNWTD01
2111187	$	N/A	Computer	Dell	DHM	COGR251
2114041	$	N/A	Servo Controller	Malibu	1	1
3013713	$	N/A	Servo Controller	Malibu	1	1
3014150	$	N/A	Monitor	HP	P48310	CN323PB633
3014161	$	N/A	Computer	Dell	DHS	51WT931
3014161	$	N/A	Computer	Dell	DHS	51WT931
3014174	$	N/A	Computer	Dell	DHS	FZTHC31
3014247	$	N/A	Oscilloscope	Tektronix	2246	B121299
N/A		CAL W3304	Crystal Detector	Narda	423B	1822A34805
N/A		CAL W3674	Crystal Detector	Narda	N/A	N/A
N/A		CAL W3311	Power Meter	HP	436A	2709A30334
N/A		CAL W3382	Power Meter	HP	436A	1725A01937
N/A		CAL W3586	Thermister Mount	HP	478A	3514A01207
N/A		CAL W3670	10 dB Attenuator	Weinshel	1	BK 1278
N/A		CAL W3672	10 dB Attenuator	Weinshel	1	BK 1409
N/A		CAL W3671	20 dB Attenuator	Weinshel	1	BK 9023
N/A		CAL W3683	20 dB Attenuator	Weinshel	1	BK 9020
N/A		CAL W3681	30 dB Attenuator	Weinshel	1	BE 9103
N/A		CAL W3682	30 dB Attenuator	Weinshel	1	BD 6600

N/A	CAL W3226	Power Meter	HP	432A	1141A08240
N/A	CAL W2659	3 dB Attenuator	HP	8491A	36593
N/A	CAL W3814	10 dB Attenuator	HP	8491A	13949
N/A	CAL W3280	10 dB Attenuator	HP	8491A	45934
N/A	CAL W3436	20 dB Attenuator	HP	8491A	55708
N/A	CAL W3225	30 dB Attenuator	HP	8491A	14824
N/A	CAL W3680	30 dB Attenuator	Weinshel	1	BE9097
N/A	CAL W3244	Multimeter	Simpson	72-2080	N/A