

# ACITS-3 FORM

## PART 1 - TASK ORDER INFORMATION

<b>Contract No:</b> NNA13AB88C		<b>Contract Title:</b> ACITS 3 NASA AMES		
<b>Date:</b> 9/5/2017		<b>Task Title:</b> Code I Special Projects		
<b>Task Order No.:</b> I51	<b>Task Mod No.:</b> Original	<b>Service Request No.:</b>	<b>Customer Code:</b> NASA/Ames Research Center	<b>SOW Reference:</b> C3.1.1.1, C3.1.2, C3.1.3
<b>Order Type:</b> Cost Plus Fixed Fee		<b>Funding Level:</b> Subtask Level Funding		
<b>Task Requester Email:</b> (b) (6)		<b>Name:</b> Grace De Leon		<b>Phone:</b> (b) (6)
<b>Financial Manager Email:</b> (b) (6)		<b>Name:</b> Rafael Medina		<b>Phone:</b> (b) (6)
<b>Computer Security Officer Email:</b> (b) (6)		<b>Name:</b> John Nguyen		<b>Phone:</b> (b) (6)
<b>Task previously covered by another contract other than predecessor to incumbent? (If YES, provide in SOW)</b>				<b>YES</b>
<b>Does the task require access to government databases? (If YES, indicate in SOW)</b>				<b>NO</b>
<b>SECTION 508, ELECTRONIC AND INFORMATION TECHNOLOGY ACCESSIBILITY COMPLIANCE (EITAC)</b>				
<b>Does the task include EIT items? (Please review the EITAC documentation)</b>				<b>NO</b>
<p>Upon receipt of this task order request, the contractor shall review the task requirement(s) and inform the Government, as part of its task order/modification response, any discrepancies between standards initially cited and those the contractor proposes to deliver to the Government. Examples of discrepancies include ODCs for which some other standard might be or become applicable and, as a result, require citation in the task order, as well as any cited standards that the contractor believes is not applicable (provide rationale). Note: If, by mistake, the task, including and ODC of the task, should not meet an applicable standard not cited by the requester, it is the requester, not the contractor who is a fault; and the requester must find a way (e.g., by modifying the task request) to bring the task into compliance. In such cases the requester shall complete the required agency forms (or equivalent) before the task order/modification is approved.</p>				
<b>GOVERNMENT FURNISHED EQUIPMENT (GFE)</b>				
<p>Government will provide all appropriate equipment and software necessary for the performance of this task unless otherwise noted in this task order. The contractor, in accordance with the contract can acquire equipment not presently available as GFE. Equipment identified as task unique will be expensed to the task in accordance with ASRC Federal Accounting policy, and will be defined as GFE in the Government inventory. All other equipment purchases will be depreciated and become contractor property. The contractor shall follow agency rules regarding assignment of government owned equipment and other government supplied equipment. The contractor shall provide information, such as, Property Assignments, Property Location and Unused Equipment, upon request.</p>				
<b>AFFIRMATIVE PROCUREMENT (See <a href="http://www.epa.gov/cpg/products.htm">http://www.epa.gov/cpg/products.htm</a>)</b>				
<p>The item(s) being purchased are NOT on any of the EPA's Comprehensive Procurement Guideline lists. - AND -</p> <p>They meet the minimum recycled/recovered content.</p>				
<b>COTR SIGNATURE:</b> Kirsten Nagel (9/12/2017)			<b>CO SIGNATURE:</b> Anjennette Contreras-Rodriguez (9/12/2017)	

# ACITS-3 FORM (Continued)

PART 2 - TASK ORDER PLAN PROPOSAL				
<b>Contract No:</b> NNA13AB88C		<b>Contract Title:</b> ACITS 3 NASA AMES		
<b>Date:</b> 9/5/2017		<b>Task Title:</b> Code I Special Projects		
<b>Task Order No.:</b> I51	<b>Task Mod No.:</b> Original	<b>Service Request No.:</b>	<b>Customer Code:</b> NASA/Ames Research Center	<b>SOW Reference:</b> C3.1.1.1, C3.1.2, C3.1.3
<b>Order Type:</b> Cost Plus Fixed Fee		<b>Funding Level:</b> Subtask Level Funding		
Categories	Current Request	Prior Cumulative Estimate Without Current Request	Total Cumulative Task Estimate	
Onsite Hours	(b) (4)			
Offsite Hours				
Total Hours				
Onsite Labor				
Offsite Labor				
Subtotal ARTS Labor				
Teammate/Subcontractor Labor				
Subtotal Teammate/Sub Labor				
Total Labor				
Materials				
Equipment				
Travel				
Training				
Miscellaneous				
Other Direct Costs Subtotal				
Total Cost				
PMO				
Fee				
Total Price				

## ACITS-3 FORM (Continued)

### PART 3 - APPROVAL SUMMARY

<b>Contract No:</b> NNA13AB88C		<b>Contract Title:</b> ACITS 3 NASA AMES		
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<b>Order Type:</b> Cost Plus Fixed Fee		<b>Funding Level:</b> Subtask Level Funding		
<b>Approved By</b>	<b>Name</b>	<b>Date</b>	<b>Email</b>	<b>Phone</b>
1. COTR De Leon	Kirsten Nagel	9/12/2017	(b) (6)	(b) (6)
2. CO De Leon	Anjennette Contreras-Rodriguez	9/12/2017	(b) (6)	(b) (6)

### ACITS-3 FORM (Continued)

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**Task Background:**

The overall requirement of this task is to support Code I special projects and special operational areas. The task will provide support in nearly all aspects of these projects as required by the various projects.

That support may consist of:

- > Project Management
- > System Development
- > IT System Engineering
- > System Administration
- > End-user support
- > Outreach
- > Strategic Partnership development support
- > Technical writing

(b) (7)(E)

The EI Business Office shall:

- > Provide the Task Requester with IT technical input required for updating and revising all Reimbursable Space Act Agreements (RSAA), Non Reimbursable Space Act Agreements (NRSAA), Non Reimbursable Arc Agreements (RSAA) and Memorandum of Understandings (MoU) between

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External Interface (b) (7)(E) and outside (peer and participant) networks. These agreements allow NASA networks to communicate to outside networks.

- > Provide the functional interface between the AIX and the current and potential user community to insure both stable operation and future growth.
- > Provide the interface between the Ames user community and the external world for problem resolution by working through the NOC.
- > Notify the Task Requester of all customer and internal systems planned for de-activation immediately upon notification from customers, or as noted internally, to support on-going facility space allocation planning.
- > Facilitate the removal of all de-activated customer equipment from the facility not-to-exceed 30 days from service deactivation, or expiration of a Space Act Agreement.
- > Provide support and consultation to the Ames NICS SME and CIO for all WAN activities.
- > Participate in technical forums and meetings in support of AIX business such as NICS F2F and working group meetings, North American Network Operators Group (NANOG) and DREN.
- > Obtain CENIC IT Network Agreement
- > Provide ability to buy additional waves on the CENIC network at attractive prices
- > Provide ability to purchase use of CENIC's commodity ISP services.

(b) (7)(E)

**Statement of Work - Requirements, part 1:**

> Provide Layer 2 (VLAN) connectivity to Internet2's ION service, enabling dynamic dedicated circuits in support of periodic need for high capacity links to researchers at academic institutions enables NASA to make use of short term 100GbE interconnection for technology evaluation and demonstration purposes. Such demonstrations can facilitate network research under the OCIO Communications Emerging Technology group or facilitate activities that take place at the annual Supercomputing conferences under the HEC

(b) (7)(E)

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(b) (7)(E)

**(Charge Point 004) - IT Infrastructure Project:**

**Scope:** The scope of this task includes activities necessary for Code I to deliver quality IT infrastructure services to Ames Research Center.

**Objectives:** Provide project management, coordination, systems engineering and technical contribution/oversight to a variety of IT infrastructure initiatives spanning computational and telecommunications systems, applications, IT facilities and associated systems, infrastructure lifecycle management, and applied IT security. Develop project plans, schedules and technical papers. Prepare and deliver project reviews. Coordinate, communicate and collaborate with customers, researchers, vendors and external entities to ensure a high quality level in all activities. The project management and systems engineering activities assigned to this task are:

1. Proposing and engineering CoF and recapitalization projects to maintain and enhance the facilities used by Code I to provide critical IT services to the Center.
2. Provide engineering, technical reviews, planning and project management relative to the planned (b) (7)(E) restore Electrical Reliability Project.
3. Develop and maintain a Facilities Manual containing all relevant information about Code I's facilities (b) (7)(E)
4. Fire Alarm Control System: Provide technical requirements, engineering oversight and project management for replacement of (b) (7)(E) Fire Alarm Control System.
5. IT Facilities Planning: Prepare requirements and plans for renovation and modification of the ARC's IT infrastructure facilities to meet current and future IT service requirements. This includes conducting analysis and capacity planning efforts, and the definition of facility requirements and project scope for the initiation of Construction of Facilities projects to accomplish the needed improvements.
6. Ames CIO Support: Provide support for the Ames CIO in the conduct of technical analyses, conduct of IT project reviews, and preparation of technical documents associated with new IT initiatives and policies, as required.

**Statement of Work - Requirements, part 2:**

**(Charge Point 005) - IT On The Go Product Distribution System Maintenance and Operations**  
Provide technical support, IT systems engineering, and IT systems administration for the maintenance and operations of the IT On The Go System. Systems engineering will be completed and transitioned into the production environment.

Provide project management (see attached work breakdown structure), integration to IT environment, procurement, installation, testing, training, operations, maintenance of supplies (not purchased on this contract) and user data for the IT On the GO - product distribution

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<b>Task Order No.:</b> 151	<b>Task Mod No.:</b> Original	<b>Service Request No.:</b>	<b>Customer Code:</b> NASA/Ames Research Center	<b>SOW Reference:</b> C3.1.1.1, C3.1.2, C3.1.3
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system. IT On the GO is an automated self-service IT product distribution system that enables employees to get IT products (purchased on SEWP, Pcard, etc), like laptop batteries, power cords, USB drives, etc. in less than a minute, any time of the day. The IT On the Go will be located in the ITSC help desk in building N233A requiring no purchase orders and with immediate availability.

**Requirements:**

- > Provide technical requirements definition to be used for the configuration, integration and purchase of the system
- > Procurement of a system that provides a powerful software platform that manages the employee authentication, notification of product and costing, distribution of CIO pre-approved products, IT supply management and content, and a touchscreen which provides information on items and usage instructions
- > Provide testing, training and deployment and maintenance of the system
- > Build interfaces to enterprise IT systems or data warehouses to pull the data, authenticate and track requests
- > Provide support for the capabilities required to integrate the system into the AMES IT environment (including PIV-card (NASA specific smart card technology) programming, Launchpad application set up, local database design (CMDB), NASA Employee Database (NED) access, Reporting tools, email notification, and payment processing)
- > Set up systems in two locations, requires network connections and software programming for authentication and IT supply management (this will ensure that the requests can be tracked to each approved employee)
- > Provide automated software programming solutions in order to deliver 1) details on products, 2) information back to our IT folks on depletion of items, inventory changes and system issues (i.e. item does not drop down, incorrect purchases)
- > Management of operations reporting to pull data and track usage and supply requirements
- > Development of IT processes and policies for return of items etc., and IT lifecycle workflows for incorporating the service into our service delivery model.

(b) (7)(E)

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(b) (7)(E)

**(Charge Point 008) - CIO Initiatives**

This is a charge point to track special training events.

**(Charge Point 009) - SCIF Conversion and Accreditation**

This Statement of Work defines the requirement to provide project support of the assessment, design, conversion, and accreditation of the Sensitive Compartmented Information Facility (SCIF). The Project Manager will support the conversion activities of the SCIF with other contractors and NASA civil servants. The contractor will serve as a project liaison and is responsible for assisting the Code I project lead in meeting schedule and cost deliverables according to the project plan and ensure that the SCIF meets the requirements defined in ICD 705.

**SCIF Upgrade and Information Technology Systems and materials procurement**

Provide upgrade of existing secured room to current SCIF regulations. This requires trained IT personnel to upgrade all information technology systems. Construction of vestibule and removal of door/installation of wall will not be performed on this contact but will be performed by the Ames Facilities group.

**Government Furnished Property:**

Government will provide all appropriate equipment and software necessary for the performance of this task unless otherwise noted in this task order. The contractor in accordance with the contract can acquire equipment not presently available as GFE. Equipment identified as task unique will be expensed to the task in accordance with ACITS3 accounting policy, and will be defined as GFE in the Government inventory. All other equipment purchases will be depreciated and be contractor property. The contractor shall follow NASA Ames rules regarding movement and assignment of government owned equipment and ODIN supplied equipment and provide information upon request for the following: Property Assignments, Property Location, and Unused Equipment.



### ACITS-3 FORM (Continued)

<b>Contract No:</b> NNA13AB88C		<b>Contract Title:</b> ACITS 3 NASA AMES		
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<b>Order Type:</b> Cost Plus Fixed Fee		<b>Funding Level:</b> Subtask Level Funding		
<b>Specific Deliverables and Deliverable Dates</b>				
<b>No.</b>	<b>Type of Deliverable</b>	<b>Description of Deliverable</b>		<b>Date Required</b>
1.	Performance	External Interface - Ensures all outages are responded to and resolved in a timely manner to minimize outages		
2.	Performance	External Interface - Support the TIC Project Annual DHS TCV Assessment Planning Briefing		
3.	Performance	External Interface - Provide input for TIC project documents as needed		
4.	Performance	External Interface - Coordinate with NICS to implement AIX network changes as needed to meet TIC requirements		
5.	Performance	CENIC will participate in status meetings quarterly to discuss networking upgrades		
6.	Performance	CENIC will provide NASA with updated network drawings annually		
7.	Performance	SCIF Ensure the secure rooms meet all applicable regulations and are complete and ready for Certification by Authorizing Official		
8.	Performance	Cyber Range - Participate in planning and coordination meetings and workshops		

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<b>Order Type:</b> Cost Plus Fixed Fee		<b>Funding Level:</b> Subtask Level Funding		
<b>Travel, Training, and Materials Requirements</b>				
<b>No.</b>	<b>Type of Requirement</b>	<b>Description</b>		<b>Date Required</b>
1.	Travel	2 Trips for 1 person for External Interface in support of Communications Services and AIX		
2.	Training	ITIL Training		
3.	Training	PMP Training		
4.	Material	Provide for monthly and/or yearly maintenance for PAIX services		
5.	Travel	3 Trips for 1 person in support of CIO initiatives		
6.	Material	SCIF Project - IT equipment TBD as project progresses		
7.	Material	Cyber Range Project - Hardware/Software Systems specific to Cyber Security		
8.	Training	Customer Service Group Training as required by the CIOs office.		
9.	Material	Provide CENIC High speed data connections, cross connects, co-location services		
10.	Training	Certified Information Systems Security Professional (CISSP) group training		
11.	Training	3 Conferences for 1 person in support of CIO Initiatives		

### ACITS-3 FORM (Continued)

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<b>Order Type:</b> Cost Plus Fixed Fee		<b>Funding Level:</b> Subtask Level Funding		
<b>Charge Points</b>				
<b>Charge Number</b>	<b>Description</b>			
001	Task Management			
002	External Interface			
003	Planetary Ventures			
004	IT Infrastructure Projects			
005	IT On The Go System Maintenance and Operations			
006	Cybersecurity Supply Chain Support			
007	Cybersecurity Range			
008	CIO Initiatives			
009	SCIF Conversion and Accreditation			

## ACITS-3 FORM (Continued)

<b>Contract No:</b> NNA13AB88C	<b>Contract Title:</b> ACITS 3 NASA AMES			
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**IT Security Requirements:**

a. Are this task's activities covered under an organizational IT Security Plan?: YES

b. Does this task support applications that have been designated as a "Special Management Attention" application?: YES

If yes, please describe:

c. Is specialized security training required?: NO

If yes, specialized training requirements are described as follows:

d. Is a security clearance needed for any personnel on this task? YES

If yes, what level of clearance is required?:

Yes, Top Secret required for External Interface primary support.

e. IT Security Deliverables associated with this task:

- IT Risk Assessment: NO
- IT Security Plan: NO
- IT Contingency Plan: NO
- IT Security Vulnerability Test Results: NO
- Results of Periodic IT Security Reviews: NO
- Other Documentation as Follows: Report of Status of IT Security Plan, Contingency Plan, and Risk Assessment of Critical Services: NO
- Other Documentation:

## ACITS-3 FORM (Continued)

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**IT Security Requirements (Continued):**

f. Periodic reviews of IT Security measures are necessary. What is the role of the contractor under this task in areas such as review of user accounts, account management, data backup and restoration, use of warning banner, use of encryption, vulnerability scanning, and security tools?

g. In the event of an IT Security incident associated with systems and data under this Task, the Chief Information Security Official, the Security Operations Center (SOC), and the Task Requester are to be notified immediately by the contractor. In order to ensure full coordination, the following individuals also are to be notified:

Title	Name	Phone
System Owner (Responsible for the applicable IT Security Plan)	Milt Checchi	(b) (6)
Organization's Computer Security Official	John Nguyen	
Alternate System Owner	William Notley	

### ACITS-3 FORM (Continued)

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**Are there any other IT Security requirements?:**

In the event of an IT Security Incident associated with systems and data under this Task, the Ames Chief Information Security Official, the Security Operations Center (SOC), and the Task Requester will be notified immediately by the contractor. In order to ensure full coordination, the following individuals will also be notified in the event of an IT Security Incident: