ACITS3 TASK ORDER FORM

PART I - TASK ORDER INFORMATION - CIVIL SERVANT

Contract No.: NNA13AB88C	**Contract Title:** Ames Consolidated Information Technology Services (ACITS3) Contract			
Task Title: IT Security Support			**Start Date:** October 1, 2014	**End Date:** September 30, 2015
Task Order No. I16	**Task Mod No.**	**Service Request No.**	**Customer Code** Code IS	**SOW Reference** C.3.1.1.7 and C.3.1.6.3
TASK REQUESTER EMAIL: (b) (6)		NAME: Ernest Lopez		PHONE: (b) (6)
FINANCIAL MANAGER EMAIL: (b) (6)		NAME: Onike Love		PHONE: (b) (6)
COMPUTER SECURITY OFFICER EMAIL: (b) (6)		NAME: Alex Eiser		PHONE: (b) (6)

TASK PREVIOUSLY COVERED BY ANOTHER CONTRACT OTHER THAN PREDECESSOR TO INCUMBENT? (If YES, provide in SOW) NO

DOES THE TASK REQUIRE ACCESS TO GOVERNMENT DATABASES? (If YES, indicate in SOW) YES

SECTION 508, ELECTRONIC AND INFORMATION TECHNOLOGY ACCESSIBILITY COMPLIANCE (EITAC)

DOES THE TASK INCLUDE EIT ITEMS (Please review the EITAC documentation) No, the task does not include EITAC items.

Upon receipt of this task order request, the contractor shall review the task requirement(s) and inform the Government, as part of its task order/modification response, any discrepancies between standards initially cited and those the contractor proposes to deliver to the Government. Examples of discrepancies include ODCs for which some other standard might be or become applicable and, as a result, require citation in the task order, as well as any cited standards that the contractor believes is not applicable (provide rationale). Note: If, by mistake, the task, including and ODC of the task, should not meet an applicable standard not cited by the requester, it is the requester, not the contractor who is a fault; and the requester must find a way (e.g., by modifying the task request) to bring the task into compliance. In such cases, the requester shall complete a revised ARC form 789 (or equivalent) before the task order/modification is approved.

GOVERNMENT FURNISHED EQUIPMENT (GFE)

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

AFFIRMATIVE PROCUREMENT (See http://www.epa.gov/cpg/products.htm)

The item(s) being purchased are NOT on any of the EPA's Comprehensive Procurement Guideline lists. - AND -
They meet the minimum recycled/recovered content.

TASK DESCRIPTION - STATEMENT OF WORK - REQUIREMENTS
Please enter this information on pages 2, 3, and 4.

COTR SIGNATURE: KIRSTEN NAGEL Digitally signed by KIRSTEN NAGEL DN: c=US, o=U.S. Government, ou=NASA, ou=People, cn=KIRSTEN NAGEL, 0.9.2342.19200300.100.1.1=knagel Date: 2014.08.26 19:28:08 -07'00'

CO SIGNATURE: ANJENNETTE CONTRERAS-RODRIGUEZ Digitally signed by ANJENNETTE CONTRERAS-RODRIGUEZ DN: c=US, o=U.S. Government, ou=NASA, ou=PIV, 0.9.2342.19200300.100.1.1=acontre, cn=ANJENNETTE CONTRERAS-RODRIGUEZ Date: 2014.08.04 21:01:56 -07'00'

PART 2 - TASK ORDER PLAN PROPOSAL - CONTRACTOR

CATEGORIES	CURRENT REQUEST	PRIOR CUMULATIVE ESTIMATE WITHOUT CURRENT REQUEST	TOTAL CUMULATIVE TASK ESTIMATE
Labor Hours:	(b) (4)		
Labor:			
ODC Subcontracting:			
ODC Material:			
ODC Travel:			
ODC Training:			
Program Mgt Cost:			
Fee:			
Totals:			

PART 3 - APPROVAL SUMMARY - BOTH

APPROVED BY	SIGNATURE AND DATE		EMAIL ADDRESS	PHONE
1. TECH AREA MGR.:	(b) (4), (b) (6)	09/16/2014	(b) (4), (b) (6)	(b) (4), (b) (6)
2. BUSINESS MGR.:		09/16/2014		
3. PROGRAM MGR.:		09/17/2014		
4. TASK REQUESTER:	ernest.m.lopez@nasa.gov Digitally signed by ernest.m.lopez@nasa.gov DN: cn=ernest.m.lopez@nasa.gov Date: 2014.09.29 14:50:51 -07'00'	09/29/2014	(b) (6)	(b) (6)
5. DIVISION LEVEL:	GRACE DE LEON Digitally signed by GRACE DE LEON DN: c=US, o=U.S. Government, ou=NASA, ou=People, cn=GRACE DE LEON, 0.9.2342.19200300.100.1.1=gdeleon Date: 2014.09.29 15:38:37 -07'00'	09/29/2014		
6. COTR:	KIRSTEN NAGEL Digitally signed by KIRSTEN NAGEL DN: c=US, o=U.S. Government, ou=NASA, ou=People, cn=KIRSTEN NAGEL, 0.9.2342.19200300.100.1.1=knagel Date: 2014.09.30 01:39:08 -07'00'	09/30/2014		
7. CO:	ANJENNETTE CONTRERAS-RODRIGUEZ Digitally signed by ANJENNETTE CONTRERAS-RODRIGUEZ DN: c=US, o=U.S. Government, ou=NASA, ou=PIV, 0.9.2342.19200300.100.1.1=acontre, cn=ANJENNETTE CONTRERAS-RODRIGUEZ Date: 2014.09.30 08:57:48 -07'00'	09/30/2014		

ACITS3 TASK ORDER FORM (Continued)

Contract No.: NNA13AB88C	Contract Title: Ames Consolidated Information Technology Services (ACITS3) Contract			
Task Title: IT Security Support			Start Date: October 1, 2014	End Date: September 30, 2015
Task Order No. I16	Task Mod No.	Service Request No.	Customer Code Code IS	SOW Reference C.3.1.1.7 and C.3.1.6.3
PRICING Cost Plus Fixed Fee		FUNDING LEVEL TASK LEVEL		

TASK DESCRIPTION - STATEMENT OF WORK REQUIREMENTS

The IT Security Division (Code IS) provides technical support to the Ames Research Center's Chief Information Security Officer (CISO) and the Applied IT Directorate (Code I) services. This support helps provide a secure IT environment across the whole Ames Research Center. The IT Security Division is also responsible for design and development of secure infrastructure for delivery of services deployed by other Divisions within the Applied IT Division.

The goal of this task is to provide technical support to the Information Technology (IT) Security Division (Code IS) in the day-to-day security operations of Ames Research Center. This includes threat analysis, vulnerabilities assessment, monitoring and detection of potential intrusions, logging of hostile activities in multiple operating systems and server environments, forensics, incident response, penetration testing and preservation of evidence. An additional goal of this task is to support efforts in maintaining and improving the security of the IT environment across the entire Center, and evaluating new technologies that can support this effort through the newly formed IT Security Innovation Lab.

Specific Task Requirements:

Operational IT Security Support

The Ames operational security staff is responsible for the day-to-day security of the Center. This includes incident handling and response, vulnerability assessment scans, intrusion detection system monitoring, threat mitigation, security awareness and training, system administration and maintenance of security tools and monitoring systems, modification and testing of CIS, USGCB and FDCC configurations and application scripts, and anything else related to IT security.

Penetration Testing

The Ames operational security staff is responsible for conducting regular Penetration Tests on the Ames infrastructure. This includes dumpster diving, social engineering, vulnerability scans, phishing exercises and physical audits. The purpose of this exercise is to review the status and posture of the center's security. The task should provide the resources in order to conduct the quarterly tests, mitigate the problems, generate a findings report and finally provide guidance and recommendations through BOF's, whitepapers, etc.

New Security Products Evaluation

As new product categories are identified, the task will investigate their potential usefulness to improve the security posture of Ames and NASA. Well defined and proven procedures for new product evaluation will be employed to provide information and guidance to Ames management regarding these new or improved technologies.

Incident Response and Forensics Function

The security operations team provides incident response and forensics capabilities for the Center and other Parties of interest to include OIG and Legal Office.

Vulnerability and Patch Management Migration

Code IS is managing the center's migration of both KACE (formerly Patchlink) and McAfee MVM (Formerly FoundStone) systems to their new hardware and software versions. The task will perform the planning, analysis, testing, and execution of the migration effort.

Innovation Lab Support

The Ames operational security staff will assist with the creation, operations, and projects of the IT Innovation Lab. The task will be responsible for maintaining test equipment and virtual computing configurations of the lab. Projects will include product reviews, white paper reports, new security technology research, trending and similar tasks both designated by the appropriate Innovation Lab lead or presented by the IT Operations Staff and approved by the designated lead. Projects will be evaluated for both Ames use consideration as well over Agency use cases and reported appropriately.

DART/MERT Involvement

NASA Ames Research Center Disaster Assistance & Rescue Team (DART) participation in support of emergencies/disasters or Center-sponsored events to provide the Center with emergency response capability during and immediately after a natural disaster or an industrial or technological incident. Assist local, state or national communities if requested. Participation in DART training-related activities. This work is expected to take at most 10% of the single individuals annual work hours during training, and 5% thereafter.

Assessment and Authorization (A&A)

The task will provide support for the C&A/A&A program under the direction of the current CAO. Work to be performed will include annual IT

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Security Plan review and updates, Contingency Plan testing, testing of controls, assessment and authorization support for internal, external and common controls.

Operational IT Security Support
This task will provide systems administration and security analyst support to the ARC operational IT security staff as follows:

1. SQL database maintenance and backup for McAfee MVM.
2. Computer maintenance and backup for McAfee MVM, Reconnex, Nessus, and Cenzic.
3. Support the operation of the existing Ames IDS systems, i.e., monitor the IDS logs for threat activity, and maintain and apply new software upgrades to the IDS.
4. Support IT security incident handling such as computer virus outbreaks and system compromises.
5. Support vulnerability assessment scanning activity using various scanning and monitoring systems.
6. Assist with penetration tests of the Ames Network. This includes, but is not limited to, scanning systems, sniffing sensitive traffic, assessing physical security of systems and utilizing social engineering techniques to gain access to sensitive information.

Innovation Lab Support
The overall goal of the Innovation Lab is to research and evaluate new technologies, reach back into the Ames community to showcase current developed technologies and procedures, and document how these technologies could or could not benefit Ames and NASA as a whole. By continuing to stay in touch with bleeding edge IT Security solutions as well identify affected problem areas where a solution is needed the IT Security Operations staff will evaluate and document these new technologies and procedures via product comparisons, product review white papers, and outreach presentations to both the NASA community and public sector.

New Security Products Evaluation
This task will employ standard methods and procedures for the discovery, examination, and evaluation of new security products identified as potentially having value and usefulness in the ongoing efforts to improve security at Ames and across NASA. Product categories identified as relevant will be researched to identify potential vendors, develop a list of requirements based upon reading literature (web sites, whitepapers and industry reviews), vendor presentation and in-house evaluations and testing. The deliverable for such a project is a report that includes a detailed explanation of the processes followed, the requirements developed, the results of evaluation and testing (if done) and a recommendation for product selection (if deemed appropriate for Ames.) The resource estimates allow for one product evaluation of moderate size and complexity.

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SPECIFIC DELIVERABLES AND DELIVERABLE DATES

No.	Type of Deliverable	Description of Deliverable	Date Required	Row Controls
1	Performance	Perform Center-wide IT Security Outreach activities		
2	Performance	Deliver Monthly ARC Threat Report		
3	Performance	Deliver the IMS 30-day Ticket Review and Close-out Report Monthly		
4	Schedule	Phishing Exercise 1	11/15/2014	
5	Schedule	Innovation Lab White Paper 1	1/15/2015	
6	Performance	Support Cyber Security Awareness Month		
7	Performance	Perform credentialed scans of the center.		
8	Performance	Perform Agency external scans		
9	Schedule	Phishing Exercise 2	2/15/2015	
10	Schedule	Phishing Exercise 3	5/15/2015	
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

TRAVEL, TRAINING AND MATERIALS REQUIREMENTS

No.	Type of Requirement	Description	Date Required	Row Controls
1	Training	DerbyCon	9/1/2015	
2	Training	DefCon	8/15/2015	
3				
4				
5				
6				

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WORK BREAKDOWN STRUCTURE (WBS) CHARGE POINTS

Charge Point	Title
001	Ops – C&A/A&A
002	Ops – Sec Engineering / Consulting
003	Ops – Penetration Testing
004	Ops – Innovation Lab
005	Ops – Anti Virus
006	Ops – Content Monitoring / Investigations
007	Ops – Incident Response
008	Ops – Patch Management / Vulnerability Assessment
009	Ops – Security Outreach
010	Ops – Policy / System Administration
011	Ops – Misc
012	Ops – Training
013	Projects – ODC / Materials
014	Task Management

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IT SECURITY REQUIREMENTS

Consistent with NPG 2810.1, the specific IT Security requirements to be delegated to the contractor, under this ACITS3 task are as follows:
(Please address the following topics/questions, if applicable, concerning the intended task).

a. This Task's activities have been identified as being covered under an organizational IT Security Plan. This Task does not support applications that have been designated as a "Special Management Attention" applications. If "Special Management Attention" applications do exist please describe:

b. Periodic reviews of IT Security measures are necessary. What is the role of the ACITS3 contractor under this ACITS3 Task in areas such as review of user accounts, account management, data backup and restoration, use of warning banner, use of encryption, vulnerability scanning, and security tools?
Please describe as appropriate:
The task will provide information for an IT security risk assessment, a security plan, and an IT contingency plan, as needed.

c. Typically, the Task will not be involved with activities that require compliance with NASA's NPG 2810.1 and Ames' APG 2410.1 that define the requirements for reuse, reassignment or accessing of IT assets and/or their release for repair; if such an activity does occur, the Task Requester will be contacted to identify the civil servant who will have oversight and approval for reuse, reassignment or accessing of IT assets and/or their release for repair associated with this task.

d. The Task personnel are trained in NASA's and Ames' policies and procedures relating to IT Security and will participate in the required annually IT security training to maintain proficiency. There are specialized security training requirements associated with this task.

If appropriate, specialized training requirements are described as follows:
Incident Response and Forensics.

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

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

If appropriate they are described as follows:

g. There are specific IT Security Deliverables associated with this ACITS3 Task.

If appropriate they are as follows:

- ☒ IT Risk Assessment
- ☒ IT Security Plan
- ☒ IT Contingency Plan
- ☒ IT Security Vulnerability Test Results
- ☒ Results of periodic IT Security Reviews
- ☒ Other documentation as follows:
  Report of status of IT Security Plan, Contingency Plan, and Risk Assessment of critical services provided by Code I

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

System Owner (Responsible for the applicable IT Security Plan)
Name: Alex Eiser Phone: (b) (6)

Organization's Computer Security Official
Name: Alex Eiser Phone: (b) (6)

Alternate System Owner
Name: Ernest Lopez Phone: (b) (6)

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