

ACITS-3 FORM

PART I – TASK ORDER INFORMATION

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|---|----------------------------------|--|------------------------------------|--|
| Contract No: NNA13AB88C | | Contract Title: ACITS 3 NASA AMES | | |
| Date: 9/1/2015 | | Task Title: Code VC IT Support | | |
| Task Order No.: V21 | Task Mod No.: Original | Service Request No.: | Customer Code: NASA/Ames | SOW Reference: C.3.1.12, C.3.1.4 |
| Task Requester Email: (b) (6) | | Name: Jerry Colen | | Phone: (b) (6) |
| Financial Manager Email: (b) (6) | | Name: Xiao Lu Xiong | | Phone: (b) (6) |
| Computer Security Officer Email: (b) (6) | | Name: Jerry Colen | | Phone: (b) (6) |
| | | Name: | | Phone: |
| | | Name: | | Phone: |
| | | Name: | | Phone: |
| 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 |
| <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> | | | | |
| GOVERNMENT FURNISHED EQUIPMENT (GFE) | | | | |
| <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> | | | | |
| AFFIRMATIVE PROCUREMENT (See http://www.epa.gov/cpg/products.htm) | | | | |
| <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> | | | | |
| COTR SIGNATURE: | | CO SIGNATURE: | | |

ACITS-3 FORM (Continued)

| PART 2 - TASK ORDER PLAN PROPOSAL | | | | |
|-----------------------------------|--|--|------------------------------------|--|
| Contract No: NNA13AB88C | Contract Title: ACITS 3 NASA AMES | | | |
| Date: 9/1/2015 | Task Title: Code VC IT Support | | | |
| Task Order No.: V21 | Task Mod No.: Original | Service Request No.: | Customer Code: NASA/Ames | SOW Reference: C.3.1.12, C.3.1.4 |
| 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 | | | | |
|--------------------------------|--------------------------------|--|-----------------------------|--|
| Contract No: NNA13AB88C | | Contract Title: ACITS 3 NASA AMES | | |
| Date: 9/1/2015 | | Task Title: Code VC IT Support | | |
| Task Order No.: V21 | | Task Mod No.: 0 | Service Request No.: | SOW Reference: C.3.1.12, C.3.1.4 |
| Approved By | Name | Date | Email | Phone |
| 1. COTR Colen | Kirsten Nagel | 9/4/2015 | (b) (6) | (b) (6) |
| 2. CO Colen | Anjennette Contreras-Rodriguez | 9/4/2015 | | |

ACITS-3 FORM (Continued)

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| Contract No: NNA13AB88C | | Contract Title: ACITS 3 NASA AMES | | |
| Date: 9/1/2015 | | Task Title: Code VC IT Support | | |
| Task Order No.: V21 | Task Mod No.: 0 | Service Request No.: | Customer Code: NASA/Ames | SOW Reference: C.3.1.12, C.3.1.4 |
| # of P&H Cost Plus Fixed Fee | | Funding Level: Task Level Funding | | |
| Task Background: | | | | |

ACITS-3 FORM (Continued)

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| Contract No: NNA13AB88C | | Contract Title: ACITS 3 NASA AMES | | |
| Date: 9/1/2015 | | Task Title: Code VC IT Support | | |
| Task Order No.: V21 | Task Mod No.: 0 | Service Request No.: | Customer Code: NASA/Ames | SOW Reference: C.3.1.12, C.3.1.4 |
| Task Order Description: Mobile Application Development and System Administration | | | | |

ACITS-3 FORM (Continued)

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| Contract No: NNA13AB88C | Contract Title: ACITS 3 NASA AMES | | | |
| Date: 9/1/2015 | Task Title: Code VC IT Support | | | |
| Task Order No.: V21 | Task Mod No.: 0 | Service Request No.: | Customer Code: NASA/Ames | SOW Reference: C.3.1.12, C.3.1.4 |
| General Scope of Work: Provide iOS and Android mobile application design, development, programming, testing, release and ongoing support. (b) (7)(E) (b) (7)(E) Provide server & desktop system administration support for all non-ACES systems, printers and other devices/peripherals in the division. This includes managing server infrastructures and data-center operations across multiple platforms (Linux, Windows, Windows Server and MacOS X) and software (b) (7)(E) (b) (7)(E) Effectively plan, install, configure and optimize the IT infrastructure to consistently achieve high availability, performance and security. Assist in the development, support, updating and maintenance of the division IT Security plan. Provide website programming, development, serving and maintenance. Provide script (PHP) creation and database development programming (MySQL) and support. | | | | |

ACITS-3 FORM (Continued)

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| Date: 9/1/2015 | | Task Title: Code VC IT Support | | |
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Personnel Skill Sets:

(b) (7)(E)

(b) (7)(E)

System Administration with Linux, Windows Server 2008 (and up) and Mac OS X.

(b) (7)(E)

IT Security plan development, support, updating and maintenance.

Script creation using PHP and database development programming (MySQL).

ACITS-3 FORM (Continued)

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| Task Order No.: V21 | Task Mod No.: 0 | Service Request No.: | Customer Code: NASA/Ames | SOW Reference: C.3.1.12, C.3.1.4 |
| <p>Government Furnished Property:</p> <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 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.</p> | | | | |

ACITS-3 FORM (Continued)

| Contract No: NNA13AB88C | | Contract Title: ACITS 3 NASA AMES | | |
|--|---------------------------|---|------------------------------------|--|
| Date: 9/1/2015 | | Task Title: Code VC IT Support | | |
| Task Order No.: V21 | Task Mod No.: 0 | Service Request No.: | Customer Code: NASA/Ames | SOW Reference: C.3.1.12, C.3.1.4 |
| Specific Deliverables and Deliverable Dates | | | | |
| No. | Type of Deliverable | Description of Deliverable | Date Required | |
| 1. | Performance | Provide two updates of the NASA mobile iOS apps supported under the task as needed | 09/30/2016 | |
| 2. | Performance | Provide two updates of the NASA mobile Android apps supported under the task as needed | 09/30/2016 | |
| 3. | Performance | Maintain Code V IT security plan | 09/30/2016 | |
| 4. | Performance | Deliver monthly updates to the document Standard Operating Procedures for the NASA App iOS | 09/30/2016 | |
| 5. | Performance | Deliver monthly updates to the document Standard Operating Procedures for the NASA App Android | 09/30/2016 | |
| 6. | Performance | Deliver monthly updates to the document Standard Operating Procedures for the NASA App backend servers and infrastructure | 09/30/2016 | |
| 7. | Performance | Deliver 2 updates to the document Standard Operating Procedures for the NASA App Code VC servers | 09/30/2016 | |

ACITS-3 FORM (Continued)

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| Task Order No.: V21 | Task Mod No.: 0 | Service Request No.: | Customer Code: NASA/Ames | SOW Reference: C.3.1.12, C.3.1.4 |
| Work Breakdown Structure (WBS) Charge Points | | | | |
| Charge Point | Title | | | |
| 001 | Mobile Application Development and System Administration | | | |

ACITS-3 FORM (Continued)

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IT Security Requirements:

a. Are this task's activities covered under an organizational IT Security Plan?: NO

b. Does this task support applications that have been designated as a "Special Management Attention" application?: NO
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?: NO
If yes, what level of clearance is required?:

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:

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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) | Dolores Beasley | (b) (6) |
| Organization's Computer Security Official | Jerry Colen | |
| Alternate System Owner | | |