

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE <b>W-19800</b>	PAGE OF PAGE <b>1 5</b>
2. AMENDMENT/MODIFICATION NO. <b>64</b>	3. EFFECTIVE DATE <b>See Block 16</b>	4. REQUISITION/PURCHASE REQ. NO. <b>N/A</b>	5. PROJECT NO. (If applicable)	
6. ISSUED BY <b>NASA/GSFC/Headquarters Procurement Office</b> <b>Mail Code 210.H, Attn: Michael Allen</b> <b>Greenbelt, MD 20771-0001</b>		7. ADMINISTERED BY (If other than Item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (No. Street, county, State and ZIP: Code) <b>Science Applications International Corporation</b> <b>7980 Science Applications Court</b> <b>CV-48</b> <b>Vienna, VA 22183</b>		<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NO. <input type="checkbox"/> 9B. DATED (SEE ITEM 11) <input type="checkbox"/> 10A. MODIFICATION OF CONTRACT/ORDER NO. <b>W-19800</b> <input type="checkbox"/> 10B. DATED (SEE ITEM 13) <b>May 3, 2000</b>		
CODE <b>52302</b>	FACILITY CODE			

### 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATA SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and data specified.

### 12. ACCOUNTING AND APPROPRIATION DATA (If required)

See following page. **BNC: HAT**

### 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(✓)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER Specify type of modification and authority) <b>52.212-4 (c) Contract Terms and Conditions - Commercial Items and 52.232-22 Limitation of Funds (April 1984)</b>

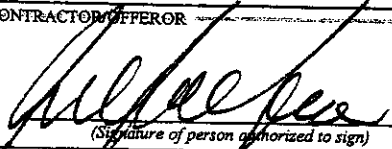
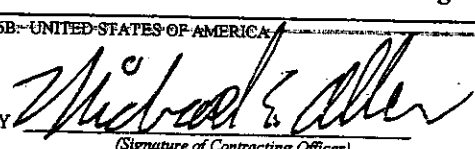
E. IMPORTANT: Contractor      is not, X is required to sign this document and return 3 copies to the issuing office.

### 14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this modification is to incorporate revisions to Subtask Order Statement of Work with each associated equitable adjustment and include additional funding for continued performance, establishes \$779,139 in earned award fee for the fifth evaluation period 6/01/02 through 11/30/02, revises the Award Fee Payment Schedule, provides additional funding for continued performance and corrects cost and fee funded errors made on previous modifications.

Accordingly,

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) <b>Jennifer Kupec, Senior Contracts Manager</b>		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) <b>Michael E. Allen, Contracting Officer</b>	
15B. CONTRACTOR OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED <b>4-9-03</b>	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED <b>April 9, 2003</b>

**1. 10.0 SPECIAL REQUIREMENTS FOR HEADQUARTERS OFFICES**

Pursuant to SOW Section 10.2 **Tasking Process**, NASA issues revised subtask as follows:

a) **10.94 (CLIN 0201AC-BL)** (See Table A for task value and award fee adjustment). The revised 10.94 Statement of Work is hereby incorporated as *Attachment A*.

b) **10.53 (CLIN 0201AC-AQ)** (See Table A for task value and award fee adjustment). The revised 10.53 Statement of Work is hereby incorporated as *Attachment B*.

c) **10.18 (CLIN 0201AC-BW)** (See Table A for task value and award fee adjustment). The revised 10.18 Statement of Work is hereby incorporated as *Attachment C*.

d) **10.19 (CLIN 0201AC-BX)** (See Table A for task value and award fee adjustment). The revised 10.19 Statement of Work is hereby incorporated as *Attachment D*.

e) **10.96 (CLIN 0201AC-BN)** (See Table A for task value and award fee adjustment). The revised 10.96 Statement of Work is hereby incorporated as *Attachment E*.

f) **10.68 (CLIN 0201AC-AW)** (See Table A for task value and award fee adjustment). The revised 10.68 Statement of Work is hereby incorporated as *Attachment F*.

The period of performance for those subtask identified above continues from the effective date of this modification through May 31, 2003.

2. The Award Fee payment schedule in the Performance Evaluation Plan is revised as follows:

**ATTACHMENT III-A TO PEP FOR  
Task Order No. W-19800 with SAIC**

**EVALUATION PERIODS AND MAXIMUM  
AVAILABLE AWARD FEE FOR EACH PERIOD**

<u>Period Number</u>	<u>Start Date</u>	<u>End Date</u>	<u>Maximum Available Award Fee</u>	<u>Earned Award Fee</u>
1	May 30, 2000	November 30, 2000	\$ 687,564.50	\$566,553.00
2	December 1, 2000	May 31, 2001	\$ 778,056.00	\$672,240.00
Option One				
3	June 1, 2001	November 30, 2001	\$ 790,528.00	\$711,475.00
4	December 1, 2001	May 31, 2002	\$ 868,467.00	\$783,357.00
Option Two				
5	June 1, 2002	November 30, 2002	\$ 844,129.50	<b>\$779,139.00</b>
6	December 1, 2002	May 31, 2003	\$ 844,129.50	
Option Three				
7	June 1, 2003	November 30, 2003	\$ 258,430.65	
8	December 1, 2003	May 31, 2004	\$ 258,430.65	
Option Four				
9	June 1, 2004	November 30, 2004	\$ 234,215.83	
10	December 1, 2004	May 31, 2005	\$ 234,215.83	

**B.4 ESTIMATED COST AND AWARD FEE**

1. The estimated cost of all 10.0 subtasks (0201AC-AC through 0201AC-BV) is \$49,659,318.03. The maximum available award fee is \$2,767,583.37. Total estimated cost and maximum award fee is \$ \$52,426,901.40. Specific estimated costs are as follows in Table 1

	<u>From</u>	<u>By</u>	<u>To</u>
Estimated Cost	\$29,975,841.42	\$0.00	\$29,975,841.42
Earned Award Fee Period 1-3	\$798,999.14	\$0.00	\$798,999.14
Earned Award Fee - Period 4	\$265,908.57	\$0.00	\$265,908.57
Earned Award Fee - Period 5	\$250,593.58	\$0.00	\$250,593.58
Unevaluated Award Fee Period 5 & 6	\$271,499	\$0.00	<u>\$271,499</u>
Maximum Available Award Fee			\$1,587,000.29
Total Estimated Cost Plus Award Fee			\$31,562,841.71

**B.5, CONTRACT FUNDING**, is revised as follows:

(a). For purposes of payment of cost, exclusive of fee, in accordance with the Limitation of Funds clause, the total amount allotted by the Government to subtask 0201AC-AA (Core) is **\$31,872,644.42**.

(b). For purposes of payment of cost, exclusive of fee, in accordance with the Limitation of Funds clause, the total amount allotted by the Government to subtasks 0201AC-AC through 0201AC-BV is **\$43,776,326.75**. This allotment covers the following estimated period of performance 30 May 2000-(see Table A estimated date at which allotment expires)

(c) An additional amount of **\$4,583,864.32** is obligated under this contract (CLIN 0201AC-AB) for payment of fee.

**4. ACCOUNTING AND APPROPRIATION DATA**

The funds added by this modification also update Block 21 of the SOLICITATION, OFFER AND AWARD, SF33. The accounting and appropriations and funding data for this modification, by subCLIN, is as follows:

A. NA

PR	Task	PLI	ALI	G/L Acct	Commit Item	BA	WBS	Internal Order	Cost Ctr	Fund Ctr	Fund	Amount
00006381	10.94	12	10	6100.2529	2520	10	10-771-80-00	FC300204	10JAA00	10-771	SAT292003D	\$15,000
00006339	10.12	13	10	6100.2330	2330	10	10-323-96-00	FC300600	10QAA00	10-323	HSF542003D	\$39,119
00006786	10.68	14	10	6100.2529	2520	10	10-771-80-00	FC100101	10JAA00	10-771	SAT292003D	\$65,569
00008182	10.96	15	10	6100.2529	2520	10	10-789-40-00	FC300204	10CAA30	10-789	HSF542003D	\$78,919
00008182	10.96	15	10	6100.2529	2520	10	10-789-40-00	FC300204	10CAA30	10-789	HSF542003D	\$57,272
00008572	10.53	16	10	6100.2529	2520	10	10-789-30-00	FC300204	10CFA20	10-789	HSF542003D	\$465,586
00008572	10.53A	16	10	6100.2529	2520	10	10-789-30-00	FC300204	10CFA20	10-789	HSF542003D	\$33,666
00009084	10.15	17	10	6100.2529	2520	10	10-575-83-00	FC300204	10MAA01	10-575	HSF522002D	\$28,832
00009084	10.19	18	20	6100.2529	2520	10	10-575-83-00	FC300204	10MAA01	10-575	HSF522002D	\$129,743
00009084	10.86	19	30	6100.2520	2520	10	10-771-76-00	FC300204	10MAA01	10-771	SAT292003D	\$237,500

00009084 10.86A 19 2 6100.2520 2520 10 10-771-76-00 FC300204 10MAA01 10-771 SAT292003D \$12,500

B. The following is an Administrative Change *adjusts* previously obligated **COST to FEE** within the same task order from Modification No. 62, dated January 7, 2003 and Modification No. 57, dated August 16, 2002, respectively.:

Line Item	Task Order	Procurement Request	Fund Source	Appropriation Symbol	Object Class	UPN/HPN	Office/Fin Code	IMS	AMOUNT
0201AC-BN	10.96A	10-08467	29	802/30110	2529	749-30	CAA00	30-02-0	(\$120,000.00)
0201AC-BN	10.96	10-08467 [obligated by Mod # 62]	29	802/30110	2529	749-30	CAA00	30-02-0	\$120,000.00
Line Item	Task Order	Procurement Request	Fund Source	Appropriation Symbol	Object Class	UPN/HPN	Office/Fin Code	IMS	Costs
0201AC-BT	10.81	10-08149	29	802/30110	2529	722-90-57	RMA00	30-02-04	(\$32,000.00)
0201AC-BT	10.81A	10-08149	29	802/30110	2529	722-90-57	RMA00	30-02-04	\$3,000.00
0201AA-BI	10.91A	10-08149	29	802/30110	2529	722-90-57	RMA00	30-02-04	\$29,000.00

C. The following is an Administrative Change which *CORRECTS* the allocation of funds previously obligated on Modification No. 30, dated June 15, 2001:

Line Item	Task Order	Procurement Request	Fund Source	Appropriation Symbol	Object Class	UPN/HPN	Office/Fin Code	IMS	Costs
0201AB-AB	Award Fee	10-05941	43	801/20112	2529	77110340.31	CIA00	30-02-04	(164,621.00)
0201AB-AL	10.46A	10-05941	43	801/20112	2529	77110340.31	P/CI	30-02-04	9,157.40
0201AB-AN	10.48A	10-05941	43	801/20112	2529	77110340.31	JX	30-02-04	4,353.75
0201AB-AQ	10.53A	10-05941	43	801/20112	2529	77110340.31	CFA	30-02-04	52,645.95
0201AB-AR	10.57A	10-05941	43	801/20112	2529	77110340.31	BAA	30-02-04	14,992.65
0201AB-AS	10.58A	10-05941	43	801/20112	2529	77110340.31	JAA	30-02-04	1,339.20
0201AB-AV	10.66A	10-05941	43	801/20112	2529	77110340.31	BAA	30-02-04	1,672.65
0201AB-AW	10.68A	10-05941	43	801/20112	2529	77110340.31	JAA	30-02-04	2,351.25
0201AB-AX	10.69A	10-05941	43	801/20112	2529	77110340.31	AO	30-02-04	656.10
0201AB-BD	10.86A	10-05941	43	801/20112	2529	77110340.31	II	30-02-04	4,280.40
0201AB-BE	10.87A	10-05941	43	801/20112	2529	77110340.31	COA	30-02-04	5,040.90
0201AB-BF	10.88A	10-05941	43	801/20112	2529	77110340.31	CIA	30-02-04	14,423.40
0201AB-BG	10.89A	10-05941	43	801/20112	2529	77110340.31	CIA	30-02-04	13,348.80
0201AB-BH	10.90A	10-05941	43	801/20112	2529	77110340.31	BR	30-02-04	829.80
0201AB-BJ	10.92A	10-05941	43	801/20112	2529	77110340.31	B/AO10	30-02-04	4,951.80
0201AB-BK	10.93A	10-05941	43	801/20112	2529	77110340.31	JAA	30-02-04	2,137.50
0201AB-BL	10.94A	10-05941	43	801/20112	2529	77110340.31	JAA	30-02-04	854.55
0201AB-BN	10.96A	10-05941	43	801/20112	2529	77110340.31	CAA30	30-02-04	31,584.90

## 5. Total Funding Changes by Subtask Per Modification 64

	FROM	BY	TO
10.00	\$31,872,644.42	\$0	\$31,872,644.42
10.00A (task 10.53 fee) \$	4,625,668.48	\$33,666.00	\$ 4,659,334.48
10.00A (task 10.86 fee) \$	42,873.25	\$12,500.00	\$ 55,373.25
10.00A (task 10.81 fee) \$	66,417.00	(\$3,000.00)	\$ 63,417.00
10.00A (task 10.91 fee) \$	14,000.00	\$29,000.00	\$ 43,000.00
10.00A (task 10.96 fee)	\$426,122.90	(\$120,000)	\$306,122.90
10.94	267,050.00	15,000.00	\$ 282,050.00
10.12	\$1,498,957.41	\$39,119.00	\$ 1,538,076.41
10.68	243,415.11	65,569.00	\$ 308,984.11
10.96	3,386,406.07	256,190.63	\$ 3,642,596.70
10.53	4,914,297.16	465,586.00	\$ 5,379,883.16
10.15	2,846,832.16	28,832.00	\$ 2,875,664.16
10.19	- 0 -	129,743.00	\$ 129,743.00
10.86	1,063,975.00	237,500.00	1,301,475.00

6. All other terms and conditions remain unchanged.

(END OF MODIFICATION 64)

Subtask CLIN	Task	Contract Value Cost		Contract Value Fee		Current Funding	Current Funding	Est End Date of Funding
		From	To	By	To			
0201AB-B5	10.02		\$79,578.00	\$0.00	\$4,249.00	\$79,578.00	\$4,249.00	closed
0201AB-BR	10.03		\$59,571.00	\$0.00	\$3,826.00	\$59,571.00	\$3,826.00	closed
0201AB-AC	10.04		\$49,604.41	\$0.00	\$2,988.85	\$49,604.41	\$4,037.12	closed
0201AC-AD	10.06		\$123,018.53	(\$121.04)	\$7,914.95	\$79,046.01	\$5,775.93	April 25, 2003
0201AC-AE	10.08		\$2,941,792.51	(\$2,881.11)	\$176,517.30	\$3,107,222.51	\$132,776.81	May 31, 2003
0201AC-BU	10.16		\$311,228.00	(\$666.97)	\$17,324.00	\$120,800.00	\$9,200.00	no date
0201AC-BV	10.17		\$149,833.00	(\$344.96)	\$8,959.00	\$149,833.00	\$9,000.00	May 31, 2003
0201AA-AI	10.30		\$3,307,199.00	(\$1,959.80)	\$181,250.80	\$2,978,155.00	\$227,554.09	May 31, 2003
0201AC-AH	10.33		\$1,021,430.20	\$0.00	\$24,382.00	\$243,385.76	\$24,382.24	closed
0201AC-AJ	10.34		\$799,569.53	(\$747.90)	\$45,982.65	\$794,679.53	\$38,489.48	May 31, 2003
0201AC-AK	10.41		\$1,328,148.13	(\$1,381.86)	\$84,121.55	\$1,163,315.13	\$59,452.30	May 31, 2003
0201AC-AL	10.46		\$1,073,592.45	(\$1,217.60)	\$67,695.00	\$86,477.40	\$65,839.15	May 31, 2003
0201AC-AM	10.47		\$2,001,403.06	(\$2,083.86)	\$120,801.00	\$1,687,012.71	\$96,019.29	March 28, 2003
0201AC-AN	10.48		\$531,795.49	(\$517.29)	\$34,573.75	\$519,921.00	\$39,011.59	May 31, 2003
0201AB-AO	10.51		\$74,422.00	\$0.00	\$2,978.04	\$74,422.00	\$3,246.00	May 31, 2003
0201AC-AP	10.52		\$677,842.80	(\$652.88)	\$41,741.00	\$652,880.60	\$47,423.80	May 31, 2003
0201AC-AR	10.57		\$1,393,107.56	(\$1,082.16)	\$85,954.85	\$1,192,547.20	\$85,336.45	March 28, 2003
0201AB-AS	10.58		\$83,285.93	\$0.00	\$5,050.20	\$83,285.93	\$6,240.57	no date
0201AB-AT	10.61		\$2,696,382.00	(\$2,287.21)	\$152,272.10	\$2,646,630.74	\$169,690.13	May 31, 2003
0201AC-AU	10.62		\$712,942.77	(\$1,055.05)	\$41,793.07	\$652,328.43	\$38,638.57	May 31, 2003
0201AC-AV	10.66		\$146,239.77	(\$121.74)	\$9,139.65	\$123,307.77	\$7,945.58	May 31, 2003
0201AB-AX	10.69		\$355,281.85	\$0.00	\$21,736.10	\$207,677.36	\$16,938.74	May 31, 2003
0201AC-AY	10.78		\$1,856,701.43	\$0.00	\$51,185.00	\$1,639,285.00	\$57,328.66	closed
0201AC-BC	10.82		\$253,941.00	(\$291.91)	\$16,327.60	\$216,858.00	\$11,871.90	March 28, 2003
0201AC-AZ	10.83		\$684,771.26	(\$622.93)	\$40,704.85	\$688,062.25	\$37,636.49	December 6, 2002
0201AB-BA	10.84		\$686,757.52	\$0.00	\$33,852.80	\$607,601.43	\$33,851.57	no date
0201AC-BB	10.85		\$806,907.87	(\$423.81)	\$47,081.90	\$534,048.49	\$39,018.51	May 31, 2003
0201AC-BE	10.87		\$1,240,346.88	(\$1,511.89)	\$58,559.90	\$1,083,052.50	\$44,980.40	April 25, 2003
0201AC-BF	10.88		\$1,030,782.58	(\$821.36)	\$61,991.40	\$504,030.00	\$63,393.40	February 28, 2003
0201AC-BG	10.89		\$1,791,438.20	(\$2,196.04)	\$107,324.80	\$1,097,000.00	\$71,348.80	April 25, 2003
0201AB-BH	10.90		\$51,492.00	\$0.00	\$3,146.80	\$38,281.00	\$2,548.80	no date
0201AB-BJ	10.92		\$625,142.00	\$0.00	\$39,943.58	\$625,142.00	\$45,028.30	no date
0201AC-BK	10.93		\$139,069.00	(\$162.01)	\$9,356.50	\$139,134.00	\$11,039.50	May 31, 2003
0201AC-BL	10.95		\$10,591.00	\$0.00	\$659.00	\$2,971.00	\$763.00	closed
0201AB-BN	10.97		\$150,042.00	\$0.00	\$9,152.30	\$150,042.00	\$9,153.00	no date
0201AC-BP	10.98		\$8,215.35	(\$203.13)	\$8,012.22	\$112,241.00	\$7,611.04	May 31, 2003
0201AC-BQ	10.99		\$515,229.00	(\$464.77)	\$29,306.00	\$422,270.00	\$27,730.00	May 31, 2003
Total Task Orders		\$9,428,826.20	\$1,278,371.00	\$49,859,318.03	\$2,721,012.55	\$43,776,326.75	\$2,857,844.24	

\* (See NOTE 3)  
\* (See NOTE 4)

\* (See NOTE 2)

\* (See NOTE 5)

\* (See NOTE 1)

\* (See NOTE 4)

NOTE 1:

		Cost	Fee	
10.94	Old Contract Value	\$252,754.00	\$18,085.00	
	Revised SOW Pricing	\$41,126.00	\$2,982.00	MOD 64 accepts the new SOW with the associated cost & fee.
	New Contract Value	<u>\$293,880.00</u>	<u>\$21,067.00</u>	

NOTE 2:

		Cost	Fee	
10.53	Old Contract Value	\$5,113,891.16	\$299,778.95	
	Revised SOW Pricing	\$465,586.00	\$33,666.00	MOD 64 accepts the new SOW with the associated cost & fee.
	New Contract Value	<u>\$5,579,477.16</u>	<u>\$333,444.95</u>	

NOTE 3:

		Cost	Fee	
10.18	Old Contract Value	\$0.00	\$0.00	
	SOW Pricing	\$320,345.00	\$21,008.00	MOD 64 accepts the new SOW with the associated cost & fee.
	New Contract Value	<u>\$320,345.00</u>	<u>\$21,008.00</u>	

NOTE 4:

		Cost	Fee	
10.19	Old Contract Value	\$0.00	\$0.00	
	SOW Pricing	\$148,191.00	\$10,384.00	MOD 64 accepts the new SOW with the associated cost & fee.
	New Contract Value	<u>\$148,191.00</u>	<u>\$10,384.00</u>	

NOTE 5:

		Cost	Fee	
10.96	Old Contract Value	\$3,706,407.00	\$257,271.70	
	Revised SOW Pricing	\$289,159.00	\$21,612.00	MOD 64 accepts the new SOW with the associated cost & fee.
	New Contract Value	<u>\$3,995,566.00</u>	<u>\$278,883.70</u>	

NOTE 6:

		Cost	Fee	
10.68	Old Contract Value	\$355,774.00	\$22,442.00	
	Revised SOW Pricing	\$13,964.00	\$1,012.00	MOD 64 accepts the new SOW with the associated cost & fee.
	New Contract Value	<u>\$369,738.00</u>	<u>\$23,454.00</u>	

**NASA Headquarters Management Assessment Division  
ADP/T Applications Support  
Description of Work**

**10.94 NASA HQs Management Assessment Division ADP/T Applications Support**

**10.94.1 General**

The Vendor shall perform the tasks specified below in providing supplemental ADP/T support services to the Office of Management Systems, Management Assessment Division. These ADP/T services shall include the conversion of the CATS Client Server Application to Web-based application with additional functionality. The current CATS application has four modules; Office of Inspector General (OIG), General Accounting Office (GAO), Federal Managers' Financial Integrity Act (FMFIA) and Defense Contract Auditing Agency (DCAA).

**10.94.2 Web-based Applications Development Requirements**

**10.94.2.1 Conversion and Migration of Client Server Application to Web-Based Application**

The vendor shall create a new, Web-based application that has all the capability of the current client-server CATS application. This capability includes on-line help. This application will be migrated to the standard HQ architecture for Web-based applications. Data migration will include existing CATS data to the new application excluding FMFIA data. Existing data from the ISO9001 Non-Conformance Reporting (NCR) module will also be migrated into the new CATS NCR module.

**10.94.2.2 Modify/Add/Delete Functionality - OIG Module**

**10.94.2.2.1 OIG Assignment Level**

1. Add capability for status field (active, draft, final) to change automatically, based on information that is entered.
2. Link the closing date field to the status field. When date is filled in, the status changes to closed.
3. When an unresolved recommendation and audit becomes resolved, the red flag should come off at the assignment level too (currently the flag comes off at the recommendation level).

**10.94.2.2.2 OIG Report Level**

1. Add capability to track (and report) response due dates to OIG final reports.
2. Link report type field to status field at assignment level.
3. Move date field for entrance conference from report level to assignment level.



4. Automated E-mail notification based on Management Response Due Date.

#### **10.94.2.2.3   OIG Recommendation Level**

1. Automated E-mail notification based on Projected Management Final Action Due Date.

#### **10.94.2.2.4   OIG Enhanced Reports**

1. "OIG Audit Recommendations Open Over 12 Months" – add counts at end (totals and numbers for each Center and Code. Sort by the organization responsible for the recommendation (verses the lead entity).
2. "OIG Audit Recommendations Unresolved After 6 Months" – add counts at end (totals and numbers for each Center and Code. Sort by the organization responsible for the recommendation (versus the lead entity).
3. "Active OIG Audit Assignments by Lead Entity – for Both Centers & Codes" by Code and Center – add counts at end; by Code and Center, and totals.
4. "OIG Final Reports Issued in FY..." - add choice of sorts (e.g., sort by report number).
5. "Corrective Actions from OIG Audits Open or Unresolved" – add status (in addition to or rather than the whole recommendation); corrective printing overlaps.

#### **10.94.2.2.5   OIG New Reports/Charts**

1. Response due dates to OIG final reports (similar to report for responses to draft reports).
2. Total open recommendations, plus number of drafts and number of finals (include counts at end of report).
3. Total non-concurs, plus number of draft non-concurs and final non-concurs (all, not just > 6 months) (include counts at end of report).
4. Total concurs, plus number of draft and final concurs (include counts at end of report).
5. Provide a report that ages open recommendations for final reports; sort by organization responsible for recommendations.

#### **10.94.2.3   Modify/Add/Delete Functionality - GAO**

1. Add report: final reports issued by Fiscal Year
2. Add report for tracking responses to draft and final reports (like OIG module).
3. Add status for "Draft Report Issued"
4. Job Number Level: Change date fields to read:
  1. Start Date

2. Entrance Date
3. Exit Date
4. Draft Report
5. Draft Response Due
6. Final Report
7. Final Response Due
5. Job Number Level: Add ALR to responsible tab.
6. Report Level: Add report type
7. Automated E-mail based on Draft Response Due
8. Automated E-mail based on Final Response Due

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**10.94.2.4 Modify/Add/Delete Functionality - FMFIA**

The FMFIA module in the current application is no longer needed. It should not be migrated to the Web application. The existing FMFIA data in the current application should be discarded.

**10.94.2.5 Modify/Add/Delete Functionality - DCAA**

The DCAA module functionality will not change.

**10.94.2.6 New Modules**

**10.94.2.6.1 General Tracking Module**

The vendor shall design a web-based General Tracking Module within the CATS environment for the purpose of generic tracking of information and reporting purposes. The module will include an auto generated electronic mail notification capability. The module will provide the following data fields:

1. General Information --
  - a. Today's Date
  - b. Activity Title
  - c. Responsible Organization
  - d. Comments
2. Responsible Parties --
  - a. Point of Contact:
    1. Name
    2. Phone Number
    3. E-Mail Address
  - b. Affected parties – (list within a table)
    1. Name
    2. Phone Number
    3. E-Mail Address
  - c. Tracking Information --
    1. Text Box

3. Action

- a. Action Number
- b. Action title
- c. Action Organization
- d. Action Description (Text Box)
- e. Projected Final Action Date
- f. Actual Final Action Date
- g. Verification Date
- h. Comments (Text Box)

**10.94.2.6.2 Management Control Top Level Module**

This module will be designed similar to the original FMFIA module with the following modifications.

- 1. Replace FMFIA icon button with MGT CTRL icon button. (Place the word MGT above CTRL for crisp appearance.)
- 2. Replace Exploring – FMFIA title/icon with Exploring Management Controls title/icon.
- 3. Replace FMFIA Problem Areas title/icon with Management Control Deficiencies title/icon.
- 4. When manager presses Management Control Deficiencies title/icon, manager should see on left half of screen a tree structure of 3 items as follows:
  - a. Material Weaknesses
  - b. ICC Identified Significant Concerns
  - c. Other Major Deficiencies.
- 5. Each of the above 3 MGT CTRL areas should provide the following screens and data elements:
- 6. Replace Problem Area title tab with Deficiency tab. This deficiency screen will include the following elements:
  - a. Add Control Number
  - b. Title
  - c. Description
  - d. Replace Responsible Manager with Responsible Official
  - e. Name
  - f. Title
  - g. Organization
  - h. Delete Account data element.
- 7. Replace Date title tab with CAP/Schedule. The CAP/Schedule screen will include the following elements:
  - a. Add Corrective Action Plan (text box)
  - b. Replace Identification with Year Identified
  - c. Add Year SIG Elevated
  - d. Add Year SIG Lowered
  - e. Replace Original with Original Target Correction Date
  - f. Add Target Correction Change Date(s)
  - g. Delete Prior
  - h. Replace Completed with Year Closed

- i. Replace Reason for Change with Reason for Target Correction Change Date(s)
  - j. Add Reason for Change in Original CAP
8. Replace Comments tab with Results/Validation tab. The Results/Validation screen will contain the following data elements:
  - a. Replace Validation Process with Results/Measures (text box)
  - b. Replace Results Indicators with Validation Process
  - c. Delete Source of Discovery.

#### **10.94.2.6.3 Management Controls Report Level Module**

1. Material Weaknesses
  - A. Add capability to track (and report) Year Identified
  - B. Add capability to track (and report) Target Correction Date
  - C. Add capability to track (and report) Change in Target Correction Date(s)
  - D. Add capability to track (and report) Year Closed
  - E. Add capability to track (and report) Organization
2. ICC Identified Significant Concerns
  - A. Add capability to track (and report) Year Identified
  - B. Add capability to track (and report) Target Correction Date
  - C. Add capability to track (and report) Change in Target Correction Date(s)
  - D. Add capability to track (and report) Year Closed
  - E. Add capability to track (and report) Organization
3. Other Major Deficiencies
  - A. Add capability to track (and report) Year Identified
  - B. Add capability to track (and report) Target Correction Date
  - C. Add capability to track (and report) Change in Target Correction Date(s)
  - D. Add capability to track (and report) Year Closed
  - E. Add capability to track (and report) Organization

#### **10.94.2.6.4 Non-Conformance Reporting (NCR) System Module**

The vendor shall develop a new module within CATS to replace the current Non-Conformance Reporting (NCR) System for the ISO 9001 Program Division. This module shall be integrated with CATS and provide sharing of the various types of audit findings (e.g., IG, GAO, ISO, etc.). The vendor shall populate this module with appropriate existing data from the NCR System.

The vendor will develop the following materials in support of the NCR conversion.

- Draft and Final Requirements Document tailored for NCR
- Draft and Final Design Document tailored for NCR
- Technical materials to support pre-reviews during requirements, design and build phases. Materials will include screen prototypes, text for autogenerated electronic mails, and informational/instructional messages.

The vendor will tailor the CATS common design to reflect NCR system terminology, icons and views.

#### **10.94.3Parameters**

The following parameters are applied to this task:

- A. The Management Assessment Division will provide domain experts to support definition of the business rules and system requirements necessary for the development of this web application.
- B. Management Assessment users, including users at other NASA Installations, will actively participate in government acceptance testing.
- C.
- D. The Vendor will provide a single, user "train the trainers" training session for the application owner and up to four other "trainers". This training will be informal and will orient, instruct, or refresh users on the concepts, technical details, and/or proper operating procedures of the web-converted application.
- E. The contractor shall maintain and upgrade, as needed, both the development and production-computing environment of operating CATS II. CATS II is an Agencywide Web-based application that resides on NASA HQ Host Neptune. The software utilized includes Oracle and Cold Fusion.

#### **10.64.2 10.94.4 Deliverables**

The deliverables include the following:

- A. Web-based CATS application with existing system capabilities, additional functionality and new modules as defined in the Section 10.94.2, Web-based Applications Development Requirements above.

#### **10.94.6 Metrics**

The performance standards specified in 10.3.1 and 10.3.2 are applicable to this task.

**Financial and Administrative Management Systems Development and  
Implementation Support for Headquarters  
Description of Work**

**10.53 Financial Management Systems Support for Headquarters**

**10.53.1 Purpose**

The purpose of this statement of work is to describe the NASA Headquarters requirement for information technology services and related technical support on behalf of the Headquarters administrative management and business community during the periods *prior to* and *subsequent to* the implementation of new electronic tools associated with NASA's Integrated Financial Management (IFM) Program.

**10.53.2 Definitions**

For the purposes of this statement of work the following definitions apply:

"IFM core financial system" means the general ledger accounting/finance application that NASA purchased from SAP America, Inc. (SAP). The IFM core financial system will eventually combine with a suite of related business and administrative management systems or subsystems to form a single, integrated financial management system for the Agency. The complete IFM system will eventually include additional integrated components as follows: a travel management application; a budget formulation application; a procurement management application; a human resources application; and an asset management application.

"IFM Travel Manager" and "IFM Travel Manager system" means Gelco's *Travel Manager Plus*, an automated Commercial Off-the-Shelf Software (COTS) application that provides the capability to support electronic travel document administration. Access to the TM module will be provided via the Web.

The authority that Agencies have to establish integrated financial management systems is documented in Office of Management and Budget Circular A-127, "Financial Management Systems." Circular A-127 is incorporated in this work statement by reference.

The "Integrated Financial Management Program Office (IFMPO)" means the Agency-level NASA organization component that manages the planning, development, scheduling, and related executive level program activities necessary to achieve an Agency-wide integrated financial management system.

"Headquarters financial community" means employees of the NASA Headquarters installation, including employees whose duty station is at another physical location, and whose primary professional functions or duties include managing, using, analyzing, or

working with financial or business and administrative management information. Employees covered by this definition include remotely located functional employees of the Headquarters Office of Inspector General and the functional employees of the NASA Management Office located at the Jet Propulsion Lab.

"Headquarters casual user community" means, in addition to the functional employees identified above, all remaining Headquarters employees whose primary duties do not include managing, using, analyzing, or working with financial or business information.

The Business and Administrative Systems Office (BASO) means the Headquarters organization component responsible for the following: (1) defining and delivering business and administrative systems improvements to the Headquarters financial community and the Headquarters casual user community; (2) providing Headquarters sustaining operations support for the IFM system following the implementation of the IFM core financial system at Headquarters; (3) managing the definition and delivery of IFM core financial system functional support to the Headquarters financial community and the Headquarters casual user community. The BASO reports to the Director of the Headquarters Business Management Division/Code CF.

The term "legacy" system(s) means all active financial systems, subsystems, or mixed systems that support financial functions, financial management responsibilities, or financial services needs of the NASA Headquarters financial or end user communities.

### **10.53.3 General Statement of Requirements**

The Headquarters BASO requires professional information technology and related services to support the definition, design, development, implementation, and sustaining operations & maintenance of selected administrative management systems improvements at Headquarters, including support activities for IFM modules implemented at HQ.

The current work statement authorizes the following: (1) technical support to enable the Headquarters business and administrative management community to participate efficiently and effectively in the IFM Program agenda; and (2) technical support for the evolution and maintenance of the Headquarters business and administrative management community's systems following the implementation of IFM applications.

The current work statement specifies work requirements for the IFM core financial system's pre- and post-implementation activities at Headquarters. This work statement specifically excludes any support required to implement NASA's IFM core financial system within the Headquarters installation. (The IFM core financial system's technical services and support requirements during the Headquarters implementation period are defined explicitly in ISEM task order 10.96.)

Support the vendor provides on behalf of "pre-IFM system implementation" projects, "post-IFM system implementation" projects, or on behalf of extracurricular systems or process improvement projects not explicitly associated with IFM implementations will

enhance the productivity of the Headquarters financial community during the IFM era or will prepare the Headquarters community to participate with IFM more readily.

During the performance period the BASO requires support for the development, maintenance, and enhancement of the following electronic tools:

- (1) Decision support tools, specifically data warehouses to support the analysis of financial data used by the Headquarters financial community in conducting business operations. The HQ Data Reconciliation Warehouse (HQ DRW) is explicitly excluded from this requirement. (See STO 10.96 for further details).
- (2) The Budget Execution Support System (BESS) to support Code CF/CFB Headquarters budget execution responsibilities. BESS will support Code C budget account management, subauthorization management and administration, and will enable Code B to interact more effectively with the Agency's CRCS system.
- (3) The Time and Labor Collection (TLC) system. TLC will require software maintenance and sustaining support. This work statement anticipates that at least one new version of the DOI/Quicktime GOTS application will be implemented during the performance period.
- (4) Following the implementation of the IFM core financial system and the IFM Travel Manager system at Headquarters the BASO will require functional/user help desk, training logistics, table configuration and maintenance, and user account administration services and support.
- (5) The IFM/SAP Business Warehouse (BW). The BW will be the primary source for agency and HQ financial management data downloads, queries and reports. BW queries and reports will require design, development, and sustaining support. The BW may require interface(s) to the HQ Decision Support Warehouse (HQDSW).
- (6) HQ and Agency-level legacy applications that may require modifications or interfaces resulting from the implementation of IFM modules. An example modification includes the necessary change to the General Ledger Accounting System (GLAS) to include Central Office records. An example interface includes the required interface between the NASA Procurement Management System (NPMS) and IFM Core Finance when FAC/F is discontinued.
- (7) Other development or technical-related activities required to support the pre- or post-implementation of IFM modules at HQ, e.g. web pages and web applications.

The HQ FMIS also requires on-going application administration support for the existing Time and Labor Collection system.



The Headquarters Software Management Guide prescribes certain processes and procedures for professional services provided under this task. The Headquarters Software Management Guide is incorporated in this task by reference. Processes and procedures that it prescribes for software or system definition, design, development, configuration, testing, deployment, and acceptance governs work performed under this task.

#### **10.53.4 Critical Deliverables**

1. Complete enhancements to the Headquarters Time and Labor Collection (TLC) system's administrative console (ISEM Service Request 2001-0001638). Provide TLC application administration and maintenance.
  - a) Acceptance criteria: SR 2001-0001638 completed on schedule.
2. Implement a test environment for the Headquarters time and labor collection system.
  - a) Acceptance criteria: New environment established prior to the start of the Federal government's fiscal year 2003.
3. Maintenance of the Headquarters decision support warehouse (HQDSW) such that the decision support, financial management reporting, and related requirements of the Headquarters financial community are fully supported, including Brio reports development and sustaining. The Headquarters DSW is discussed more extensively in the "NASA Headquarters Data Warehouse High-Level Requirements and Strategy Document (Rev 0)," that was delivered on March 8, 2001 (via SR2000-0001039).
  - a) Acceptance criteria: (1) The DSW must contain data that reflects the cumulative results of the previous business day's financial activity (i.e., HQ DSW data will be current as of the previous business day). (2) Provide for up to an average of 25 hours of face-to-face customer support each month on behalf of custom reports development. (3) A documented analysis with recommendations as to the continued need and usage of the DSW subsequent to the HQ implementation of the IFM Business Warehouse (BW).
4. Support the definition of requirements, design and/or redesign of Code CF's budget execution systems needed to supplement the IFM core financial system. This requirement will mitigate risk associated with the arrival of the IFM core financial system. The near-term need is to streamline the budget execution process as it relates to the Financial Transaction Report (FTR) application and the Agency-level CRCS application. The new application, Budget Execution Support System (BESS), will replace the FTR/PR application and interface with the CRCS

application. This requirement will eliminate duplicate data entry into both systems.

- a) Acceptance criteria: the new BESS system is equivalent to or superior to baseline system FTR/PR application that exists as of June 1, 2002 (as judged by a designated panel of Code CF users).
5. Implement changes to TLC to accommodate process changes to timesheet processing as required under SR 2002-0002169.
    - a) Acceptance criteria: Changes will be implemented within the baselined schedule.
  6. Test and evaluate a new version of the TLC DOI/Quicktime software.
    - a) Acceptance criteria: Documented test results from the testing and evaluation of the new TLC DOI/Quicktime software.

Organize an IFM Support Team to provide comprehensive support to HQ users of the IFM core financial system, the IFM Travel Manager system, the SAP/Business Warehouse (BW), and TLC. Support includes help desk, training, table configuration and maintenance, user account administration, and reports design and development.

#### **10.53.5 Metrics**

The performance standards specified in paragraphs 10.3.3 and 10.3.4 are applicable to this task order.

**IT Infrastructure Support for the Columbia Accident Flight 107 (CA)  
Description of Work**

**10.18 IT Infrastructure Support for the Headquarters Contingency Action Team and related organization and boards**

**10.18.1 General**

The Vendor shall provide technical input in support of IT activities relating to daily operations and strategic planning for the Code M Columbia response teams at HQ and the Centers. Activities will include demonstrations, training, on-site support, operation of desktop, web-based and other advanced applications and products.

**10.18.1.1 Routine Support**

The Vendor shall:

- A. Provide daily on-site and/or on-call support (during normal duty and off-duty hours) for activities of the Headquarters Contingency Action Team (HCAT) and related organizations, commissions, and boards and related staff as required.
- B. Demonstrate, configure, and otherwise sustain and operate new and emerging hardware in use by the HCAT and related organizations, commissions, and boards and related staff.
- C. Develop as required presentations, Internet sites, applications, and multimedia products..
- D. Evaluate emerging technologies to recommend enhancements to the HCAT and related organizations, commissions, and boards and related staff.

**10.18.1.2 Strategic Planning Support**

- A. Perform analyses as required in support of HCAT and related organizations, commissions, and boards and related staff initiatives, including White Papers, product reviews, demonstrations, evaluations, network and desktop software testing, hand-held device testing and configuration, IT trends, policy, procedure and implementation strategies, best practices and future directions in IT, including cost and impact analyses, budget analyses, and technical and cultural ramifications of IT decisions.
- B. Prepare necessary materials and facilitate necessary cooperation to enable the analyses called for in A.
- C. Attend Agency-level roundtables, meetings, working groups and other sessions in support of Strategic Planning efforts.

**10.18.2 Deliverables**

Deliverables shall consist of the following:

- A. On-site support.

- B. Demonstrations and established test-beds of new and emerging hardware and software.
- C. Presentations, Internet sites, applications, and multimedia products.
- D. Trip reports, lessons learned and other after-action briefing reports, or White Papers resulting from research into hardware, software, peripherals and devices or any other activity associated with this task order.
- E. Hardware, including desktops and servers, to support HCAT and related groups.
- F. Product reviews, evaluations, and other documentation as required.

#### **10. 18.3 Metrics**

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The performance standards specified in paragraphs 10.3.1, 10.3.2, 10.3.3 and 10.3.4 are applicable to this task order

## **IT Support For The NASA MIS (NMIS)**

### **10.19.1 General**

The vendor shall assist in the requirements analysis, security, development, deployment, training, documentation, administration and maintenance of the NASA MIS (NMIS) and its supporting or successor systems. This effort includes all current and anticipated requirements for Agency-wide MIS functions. Continuous improvement and rapid prototype development methodologies will be used as appropriate.

### **10.19.2 NMIS Development**

The vendor shall perform software application requirements analysis, security, development, deployment, training, documentation, administration and maintenance for current and anticipated requirements related to the NMIS.

#### **10.19.2.1 Deliverables**

- Deployment of Pilot version of the NMIS Application per customer approved schedules
- Deployment of a Pilot version of the NMIS Application Server per customer approved schedules
- Incremental releases of both the pilot and mockup as required by the customer
- Incremental releases of Space Flight Enterprise (SFE) HQ, Center, and Program views per customer-approved schedules
- Routine updates of the NMIS Tracker tool as required
- Meetings at both NASA HQ and Centers as required by customer schedules.
- Integration and disposition of feedback from end users
- Direct end user support as required
- CCB processes as determined by the customer

#### **10.19.3 NMIS Process Support**

The vendor shall assist the SFE to edit, develop, and/or review business process improvements wherever possible in accordance with established best practices related to NASA IT. New and evolving technologies shall be acquired, evaluated, tested, documented, administered and demonstrated for use in the NMIS. The vendor is required to support and attend Agency meetings, industry conferences and related activities necessary to the successful evolution of the NMIS.

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Attachment D

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#### **10.19.4Metrics**

The performance standards specified in paragraphs 10.3.1, 10.3.2, 10.3.3 and 10.3.4 are applicable to this task order.

## **Integrated Financial Management Support for Headquarters Implementation Description of Work**

### **10.96 Integrated Financial Management Support for Headquarters Implementation**

#### **10.96.1 Purpose**

The purpose of this statement of work is to describe the NASA Headquarters requirement for information technology services and related implementation support on behalf of the Agency's Integrated Financial Management (IFM) Program implementation at Headquarters and the Goddard Space Flight Center.

#### **10.96.2 Definitions**

For the purposes of this statement of work the following definitions apply:

"IFM core finance" and "IFM core finance system" means the general ledger accounting/finance application that NASA purchased from SAP America, Inc. (SAP). The IFM core finance system will eventually combine with a suite of related administrative management systems or subsystems to form a single, integrated financial management system for the Agency. The complete IFM system will include the following components: a travel management application; a procurement management application; a human resources application (including a position description application to be implemented separately); a budget formulation application; and an asset management application.

"IFM Travel Manager" and "IFM Travel Manager system" means Gelco's *Travel Manager Plus*, an automated Commercial Off-the-Shelf Software (COTS) application that provides the capability to electronically create and route for review/approval Travel Authorization and Travel Voucher documentation. Access to the TM module will be provided via the Web.

The authority that Agencies have to establish integrated financial management systems is documented in Office of Management and Budget Circular A-127, "Financial Management Systems." Circular A-127 is incorporated in this work statement by reference.

The "Integrated Financial Management Program Office (IFMPO)" means the Agency-level NASA component that manages the planning, development, scheduling, and related program-level activities necessary to achieve an Agency-wide integrated financial management system.

The Headquarters IFM "Implementation Program Office" means the Headquarters component responsible for managing the implementation of the IFM suite of applications at Headquarters. The GSFC IFM "Implementation Program Office" means the Goddard

component responsible for managing the implementation of the IFM suite of applications at Goddard. Discrete IFM applications will be implemented at Headquarters and Goddard as individual projects under the daily management of implementation project managers.

“Headquarters financial community” means employees of the NASA Headquarters installation, including employees whose duty station is at another physical location, and whose primary professional function or duties include managing, using, analyzing, or working with financial or business information. Employees covered by this definition include remotely located functional employees of the Headquarters Office of Inspector General and the functional employees of the NASA Management Office located at the Jet Propulsion Lab.

“Headquarters casual user community” means, in addition to the functional employees identified above, all remaining Headquarters employees whose primary duties do not include managing, using, analyzing, or working with financial or business information.

In addition to the Headquarters financial and casual user communities defined above, the Regional Finance Office (RFO) at the Goddard Space Flight Center provides legacy core finance services (i.e., finance operations) to the Headquarters financial and casual user communities.

The “Headquarters core finance implementation project manager” (HQ CFIPM) means the RFO’s project manager for the implementation of the IFM core finance application at Headquarters. The HQ CFIPM is the general manager for the overall implementation of the IFM core finance application within the Headquarters environment. The “Goddard Space Flight Center’s Core Financial Implementation Project Manager (GSFC CFIPM) refers to Goddard’s CF Project Manager for the implementation of the IFM Core Financial application at GSFC. The GSFC CFIPM is the general manager for the overall implementation of the IFM core finance application within the GSFC environment.

The “Headquarters travel manager implementation project manager” (HQ TMIPM) means the RFO’s project manager for the implementation of the IFM travel manager system at Headquarters. The HQ TMIPM is the general manager for the overall implementation of the IFM travel manager system within the Headquarters environment.

The term “legacy” system(s) means all active financial systems, subsystems, or mixed systems that support financial functions, financial management responsibilities, or financial services needs of the NASA Headquarters or GSFC financial or end user communities.

#### **10.96.3 General Statement of the System Development and Implementation Agenda**

NASA Headquarters requires professional information technology and related services to support the implementation of designated applications during the performance period.



During the performance period the vendor shall support the implementation of the following IFM applications:

- (1) the IFM core finance system;
- (2) the IFM travel manager system;
- (3) The IFM position description system;
- (4) The Budget Formulation system.

The HQ CFIPM requires system development and related support for electronic financial tools that facilitate Headquarters' adoption of IFM systems. Currently Headquarters requires support on behalf of the Headquarters Data Reconciliation Warehouse (HQDRW) that supports the IFM core finance implementation at Headquarters. The NASA Headquarters IFM implementation effort may identify requirements for similar tools during the performance period; vendor support on behalf of definition and development of such tools is specifically authorized via this work statement.

The GSFC CFIPM requires system development and related support for electronic financial tools that facilitate Goddard's adoption of IFM systems. Currently, tools developed by Booz-Allen Hamilton in support of the HQ core finance system implementation have been transitioned to the Goddard core finance system implementation team for the validation the data/applications being converted by the Goddard IFMP migration team. The Goddard IFM implementation effort may identify requirements for tuning of validation tools as necessary to adjust to changing requirements

#### **10.96.4 General Statement of Professional Services Required**

Professional services required by this work statement are defined to mean the following:

- Project management;
- Project planning and control;
- Data cleanup support;
- Data conversion support, especially conversion programming support;
- Validation and quality assurance of legacy files in support of the loading of data into SAP
- Functional/user data configuration support;
- Development of Headquarters legacy system interfaces to or from IFM applications;
- Technical architecture support related to IFMPO-mandated information technology solutions;
- Production deployment and post-deployment support (through deployment's stabilization phase);
- Logistics support within the Headquarters installation for pre-deployment functional user testing and training.

The Headquarters Software Management Guide prescribes certain processes and procedures for professional services provided under this task. The Headquarters Software Management Guide is incorporated in this task by reference. Any additional

requirements that it prescribes for software or system definition, design, development, configuration, testing, deployment, and acceptance governs work performed under this task.

#### **10.96.5 Deliverables (General)**

The vendor shall provide IFM-related critical deliverables on time during the task's period of performance. Timely or 'on time' performance shall be defined as the due date required to enable Headquarters and GSFC to meet the IFMPO's implementation schedule expectations for the Headquarters and GSFC installation. Headquarters and GSFC implementation project managers (e.g., the HQ CFIPM and the HQ TMIPM) will negotiate with the vendor and agree on the delivery schedule for IFM-related critical deliverables to enable the vendor adequate time to perform under this task.

#### **10.96.5.1 Critical IFM Deliverables**

1. Coordinate/collaborate to deliver HQ IT support services for all IFM modules being implemented during the reporting period. This includes the following areas:
  - a. Security – ~~develop/modify Security Plans and Risk Assessments for any applications/systems developed and/or impacted by the implementation of IFM modules.~~ Review/validate security documentation from the IFM Program Office and/or IPO for each module implemented and provide recommendations for HQ specific deployment.
  - b. User Services – ODIN coordination, Account Administration, and Help Desk processes and procedures. Post 'go-live' Help Desk support will be provided under Task 10.53.
  - c. Engineering services – technical architecture, infrastructure, network connectivity support.
  - d. Change Management – support for ~~presentations to IT governing bodies,~~ IT training requirements, general IT support for change management efforts.
2. Applications Development – ~~develop/modify HQ Custom Applications (e.g. HONURS) as needed to support changes in HQ business processes; perform regression testing as needed resulting from required core load changes.~~
3. Support the IFM core finance system's primary implementation contractor in converting Headquarters and Goddard legacy financial data to the new core finance system.
  - a. Acceptance Criteria: Headquarters and Goddard legacy data converted on time to support Headquarters implementation schedule as defined by the IFMPO.
  - b. Acceptance Criteria: ~~Data conversion results will comply with conversion strategy and plan developed by the IFM core finance system's primary implementation contractor.~~

4. Provide a written recommendation and schedule for a legacy data archiving strategy and a tactical data archiving plan for Headquarters legacy data.
  - a. Acceptance Criteria: The data archiving strategy and tactical data archiving plan will be considered accepted based on compliance with strategic guidance provided by the IFMPO.
  - b. Acceptance Criteria: Written recommendations and schedule delivered by the end of the performance period.
5. Deliver comprehensive interfaces from or to (as required) all affected Headquarters legacy systems in time for Headquarters to meet its interface development and implementation responsibilities as defined by the IFMPO for the core finance application.
  - a. Acceptance Criteria: Interfaces available and acceptance testing complete in time to support IFM core finance implementation date at Headquarters.
6. Maintain and enhance the functionality of the Headquarters data reconciliation warehouse (HQ DRW) for IFM core finance implementation, as follows: support the development of up to six new HQ DRW custom reports during the performance period. The Headquarters DRW is discussed more extensively in the "NASA Headquarters Data Warehouse High-Level Requirements and Strategy Document (Rev 0)," that was delivered on March 8, 2001 (via SR2000-0001039).
7. Support the implementation of Gelco's *Travel Manager* at Headquarters in compliance with the IFMPO's schedule guidance.
  - a. Acceptance Criteria: Minimum number of users (as defined by the IFMPO) in all Headquarters Codes to have access to products by the implementation date.
8. Support the implementation of the IFM position description application at Headquarters in compliance with the IFMPO's schedule guidance.
  - a. Acceptance Criteria: Minimum number of users (as defined by the IFMPO) in all Headquarters Codes to have access to products by the implementation date.
9. Support the validation of legacy files in support of the loading of Goddard data into SAP. Provide the following software engineering, analysis and project management support services required to augment the Goddard IFMP team.

A. Project Management:

1. SAIC project team management
2. Manage and schedule "bumps" per master IFMP schedule

3. Risk management (identify risks and present mitigation strategies)
4. Coordinate with other contractor program managers to ensure continuity and progress
5. Attend and participate in status meetings and tagups
6. Attend senior program management meetings

B. Validation – Analysis support

1. Run the SAAR program as scheduled
2. Develop test plans (as needed) in coordination with technical working team members
3. Coordinate tests with subject matter experts (SMEs) and/or government leads (GLs) and legacy coordination team
4. Assist SMEs/GLs in finding errors derived from test runs
5. Run the COCD tool/reports as scheduled
6. Maintain change & configuration management
7. Manage the “bump” process
8. Assist NASA in identifying new derivation rules to support the file load process.
9. Document & track exception files

C. Quality assurance support

1. Provide quality assurance on pre-validated files
2. Provide configuration control
3. Educate the Goddard programming team on the validation & QA process
4. Certification - Review and documentation of load files sent to Marshall
5. Assist SMEs/GLs in the documentation effort by providing templates of expected documentation
6. Work with the “process team” after loads are completed to resolve discrepancies

10. Support the implementation of the IFM Budget Formulation module at Headquarters in compliance with the IFMPO’s schedule guidance.

- a. Acceptance Criteria: Complete the HQ Budget Formulation Communications Plan.

**10.96.5.2 Cost Reporting Requirements**

The Headquarters Implementation Program Office must have the ability to distinguish the costs incurred on behalf of specific activities associated with this work statement. Currently NASA’s requirements for cost reporting are as follows: (1) IFM core finance implementation support services - HQ; (2) IFM travel manager implementation support services; (3) IFM position description implementation support services; and (4) IT related support services; and (5) IFM core finance implementation support services - GSFC. Accordingly NASA requires the vendor to maintain multiple chargelines consistent with this financial reporting structure. Provide the 10.96 task manager with a report of periodic cost accruals associated with these chargelines as the 10.96 task manager and the vendor mutually agree.

10.96.6 Parameters

- No sustaining work for IFM modules already deployed will be covered by Task 10.96 Reprice 03, and
- Legacy data conversion support will be reduced by 2-3 heads following the HQ "go-live" for Core Financial.

10.96.6 Metrics

The performance standards specified in paragraphs 10.3.3 and 10.3.4 are applicable to this task order.

**ISO 9001 SYSTEMS SUPPORT  
DESCRIPTION OF WORK**

**10.68 ISO 9001 Systems Support At Headquarters**

**10.68.1 Purpose**

ADP/T services are required to maintain the systems infrastructure to support ISO 9001 at NASA Headquarters. The vendor will maintain the ISO 9001 System and its modules, and related HQ ISO 9001 WEB pages for the HQS ISO 9001 Project Office. The ADP/T services provided under this sub-task shall include:

- A. Applications Development
- B. WEB Page Development
- C. Sustaining Engineering

***10.68.2 Applications Development and Web Support***

**10.68.2.1 General**

The Vendor shall provide development, sustaining engineering and configuration management for the ISO 9001 application and its four modules and its associated ISO 9001 Web pages. The application currently utilizes the Tango Enterprise product suite (no longer supported by the Tango vendor), Microsoft Access DBMS, and Netscape Enterprise Server. One module will be migrated to the HQS supported suite of products; two modules will be integrated into other applications; and one module will be abandoned. In addition, the vendor shall support the implementation of a Knowledge Information Center (KIC) to support communication within Code J Work Groups.

**10.68.2.2 Requirements**

The Vendor shall maintain and upgrade the ISO 9001 Application, which consists of, the four modules listed below:

1. Document Management System (DMS)
2. Nonconformance Reporting System (NCR)
3. Customer Complaint/Internal Problems (CCIP)
4. Process Improvement Opportunity (PIO) system formerly the QSDN system
5. Knowledge Information Center (KIC)

The Vendor shall maintain and upgrade both a development and production-computing environment to operate these modules at NASA Headquarters (HQ).

The ISO 9001 WEB pages are designed for maximum user viewing, and must be accessible to all NASA users.

**10.68.3 Deliverables**

1. The Vendor shall perform one (1) enhancement to the NCR module during the task order performance period.
2. The Vendor shall migrate the NCR module to the CATS II application.
3. The Vendor shall migrate the DMS application to the NODIS application.
4. The Vendor shall remove the CCIP module and all references to it in ISO web material.
5. The Vendor shall migrate the QSDN module (being renamed the PIO) from the Tango Enterprise Suite to HQ standard architecture.
6. The Vendor shall deliver user documentation for the QSDN/PIO module in the form of on-line help.
7. The Vendor shall deliver 1000 estimated hours of technical support to provide sustaining engineering and maintenance.

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8. The Vendor shall deliver a Knowledge Information Center (KIC) capability.

**10.68.4 Parameters**

User documentation associated with NODIS and CATSII will be sufficient documentation for users of NCR and DMS.

**10.68.5 Metrics**

The performance standards specified in 10.3.1 and 10.3.2 are applicable to this task.