

Attachment J-2
Award Fee Evaluation Plan
For
Information Management and
Communications Support (IMCS)

AWARD FEE EVALUATION PLAN
INFORMATION MANAGEMENT COMMUNICATION SUPPORT
SIGNATURE PAGE

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1 **Section I, Introduction**

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3 The NASA Information Management Communication Support (IMCS) contract is the primary
4 provider of information technology and communication services for the Kennedy Space Center
5 (KSC). The mission is to provide service excellence, expertise, and leadership to assure mission
6 success for its customers. The services provided include voice, video, data communications,
7 server operations, application and web development, writing, printing, publishing, reproduction,
8 and library management.

9

10 The Award Fee Evaluation Plan defines the process by which the Government will encourage
11 and reward the contractor for safe, high quality, cost effective performance in fulfilling contract
12 requirements. The Award Fee evaluation process is composed of an objective as well as a
13 subjective assessment by the Government.

14

15 The utilization of award fee permits the Government to focus on overall operational and cost
16 performance and to emphasize those aspects of critical milestone achievements essential to reach
17 performance objectives. The fee is intended to facilitate contractor performance by encouraging
18 the contractor to meet or exceed information technology and communication service level
19 support, stimulate overall process improvement initiatives, and encourage effective
20 Government/contractor and contractor/contractor working relationships and cooperation.

21

22 Each fee evaluation rating is discrete and final. Unearned fee in a given period is lost and cannot
23 be reassessed or moved into subsequent fee evaluation periods for consideration. An overall
24 performance evaluation and fee determination of zero shall be made for any evaluation period in
25 which there is a major breach of safety or security as defined in the NASA FAR Supplement
26 (NFS) 1852.223-75, Major Breach of Safety or Security.

27

28 Nothing in this Award Fee Evaluation Plan shall be construed as a waiver of contractor
29 obligations or Government rights described in the Inspection of Services contract clauses.

30

31

32 **Section II, Evaluation Procedures**

33

34 A. Award Fee Criteria

35

36 The Government will use objective and subjective criteria as a basis for arriving at Award Fee
37 score. Objective metrics will be used to measure the contractor's performance and assist the
38 Government in the Award Fee evaluation process. The contractor's performance as measured
39 by established metrics, and the Government's subjective assessment will be used to arrive at an
40 overall award fee score.

41

42 The award fee criteria consists of three categories (1) Subjective Performance in areas such as
43 process improvement, customer satisfaction, and management effectiveness, areas of emphasis,
44 and Indefinite Delivery / Indefinite Quantity (ID/IQ) Task Order Performance; (2) Objective

1 performance metrics emphasizing safety and health, technical performance standards (Metrics),
2 and the health of the KSC system infrastructure; and (3) Cost Control focusing on contract cost,
3 variance analysis / mitigation /cost management effectiveness.

4
5 Award fee will be determined semiannually in accordance with the Kennedy Documented
6 Procedure (KDP)-KSC-P-2402, Award Fee Evaluation Process. The Award Fee Board (AFB) is
7 responsible for evaluating the contractor's overall performance for the award fee evaluation
8 period. The Contracting Officer's Technical Representative (COTR) will be the focal point for
9 the accumulation and development of Award Fee evaluation reports, reviews, and presentations.
10 Performance metrics and Areas of Emphasis (AoEs) will be established for each evaluation
11 period and communicated by the Contracting Officer to the contractor at least 30 days prior to
12 the start of the evaluation period.

13
14 The contractor's performance will be assessed at the mid-point of each evaluation period.
15 Contractor performance levels which require remedial attention, or which may adversely affect
16 Award Fee ratings, will be made known to the contractor by the COTR.

17
18 Within 30 calendar days, from the end of each evaluation period, the COTR will prepare a
19 summary report on the evaluation of the contractor's performance based on, but not limited to, all
20 Government surveillance data, AoEs information, and contractor furnished data. The contractor
21 will be furnished a copy of the evaluation report for the period. Within 5 working days after
22 receipt of evaluation report, the contractor may submit in writing to the COTR additional data
23 relevant to the performance evaluation. The contractor also has the option of making a
24 presentation to the Fee Determination Official (FDO) on that period's performance.

25
26 The final determination of the award fee amount payable to the contractor will be made by the
27 NASA/KSC FDO on a semi-annual basis, in accordance with the timetables outlined in the
28 IMCS contract, the performance evaluation criteria established in this plan, and the
29 recommendations provided by the AFB. Only the award fee performance evaluation factors set
30 forth in this plan shall be used to determine award fee scores.

31 32 B. Award Fee Performance Factors

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35 Table AF-1 summarizes the Award Fee Factors and the associated point allocation.
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Table AF-1: Award Fee Point Allocation Table

Award Fee Factors	Point Allocation
Subjective Evaluation Factors <ul style="list-style-type: none"> • Areas of Emphasis • Process Improvement • Customer Satisfaction • Management Effectiveness • ID/IQ Task Order Performance 	50
Objective Evaluation Factors <ul style="list-style-type: none"> • Safety & Health • Technical Performance Standards • Health of KSC System Infrastructure 	25
Cost Control Evaluation	25
Total Points	100

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The Subjective Performance Evaluation will be based on the Government evaluators’ opinions and impressions of the quality of the contractor’s performance with regard to the following factors: responsiveness to Areas of Emphasis, process improvement initiatives, customer satisfaction feedback, management effectiveness in maintaining excellent business relationships with the Government and other organizations at KSC, and overall responsiveness to contract requirements, including ID/IQ Task Order performance. The maximum possible score that the contractor may receive for subjective performance standards is 50 points.

The Objective Performance Evaluation will be based on a quantitative measurement of the contractor’s performance against the predefined metrics defined in Attachment J-1, Appendix 5. The maximum possible score that the contractor may receive for meeting performance metrics is 25 points. If the contractor meets or exceeds all of the performance metrics, a 100% score will result and the contractor will receive all 25 objective performance points. If the contractor fails to meet one or more of the performance metrics, then the objective performance points will be reduced based on the Government’s opinion of the significance, severity, and impact of the failure.

The Cost Control Evaluation will be based on the contractor’s actual incurred costs measured against the contract’s negotiated estimated costs. The maximum possible score the contractor may receive for cost control is 25 points. The maximum score will be awarded only when the contractor achieves a cost underrun, subject to the following conditions:

1
2 If the contractor's average score for all other evaluation factors is 81 or greater (very good
3 or excellent) and it achieves a cost underrun, the contractor may receive up to the
4 maximum score for cost control, depending on the Government's opinion regarding the
5 size of the underrun.

6
7 If the average numerical score for all other factors is 80 or less but at least 61 (good or
8 satisfactory) and an underrun is achieved, a contractor will only be rewarded for the cost
9 underrun as if the contractor had met the estimated costs.

10
11 If the average score for all other factors is less than 61, the contractor will receive a cost
12 control point score of 0.

13
14 In the event of a cost overrun that was within the control of the contractor, the cost control points
15 will be reduced based on the Government's opinion of the significance of the overrun, as well as
16 the contractor's efforts to control or mitigate the overrun. A significant cost overrun that was
17 within the control of the contractor will result in a point score of 0.

18 19 C. Award Fee Roles and Responsibilities

20
21 The following organizational structure has been established in accordance with KDP-KSC-P-
22 2402, Award Fee Evaluation Process, for administering the award fee process:

23
24 Fee Determination Official- The FDO is responsible for the final determination of the award fee
25 score and amount of fee. The FDO signs the award fee determination letter for the evaluation
26 period specifying the amount of award fee determined, as well as, the basis for that
27 determination. The FDO is the Chairperson of the AFB which is comprised of key staff
28 members. The FDO for the IMCS Contract is the Deputy Director of KSC. The FDO may
29 designate an alternate FDO when appropriate.

30
31 Award Fee Board (AFB) - The AFB is the advising board responsible for the semiannual review
32 and evaluation of the contractor's overall performance. The AFB reviews and considers the
33 summary evaluation report prepared by the COTR and the contractor's self-assessment and
34 assists the FDO in making the FDO's unilateral award fee determination. Changes to the AFB
35 require the approval of the FDO.

36
37 Contracting Officer (CO) - The CO is responsible for the overall administration of the IMCS
38 contract. The CO is responsible for ensuring performance of all necessary actions for effective
39 contracting and compliance with the terms of the contract. The IMCS CO reviews, approves, and
40 transmits the AoE letter to the contractor, AFB members, and the technical performance
41 monitors at least 30 days prior to the start of each award fee period. The CO advises the AFB on
42 award fee rating standards, policies and procedures; attends all AFB meetings as a non-voting
43 member; modifies the contract to reflect the contractor's earned award fee and prepares any FDO
44 approved changes to the award fee plan.

1
2 Contracting Officer's Technical Representative (COTR) - The COTR is delegated by the CO
3 with the responsibility for monitoring the contractor's technical performance and delivery of the
4 final products and/or services. The COTR also serves as the performance evaluation coordinator
5 and focal point for the accumulation and development of all award fee evaluation reports,
6 reviews, and presentations to include presenting a recommended score to the AFB and FDO.
7 The COTR reviews and validates technical inputs received from the performance evaluation
8 monitors and provides written documentation concerning performance problems to the CO for
9 resolution. The COTR submits a preliminary award fee report summary to the contractor and
10 asks if the contractor desires to make a self assessment presentation to the AFB. The COTR
11 includes, in the award fee package provided to the AFB, contractor responses to the
12 Government's preliminary award fee report summary. The scheduling and coordinating of AFB
13 meetings is performed by the COTR.

14
15 Performance Evaluation Monitors - Performance evaluation monitors are technical specialists
16 intimately familiar with specific assigned areas of responsibility. Appointed by the Director,
17 Information Technology and Communication Services, performance evaluation monitors provide
18 continuous evaluation of the contractor's performance. The monitors meet regularly with the
19 appropriate contractor management representatives to discuss performance issues and promptly
20 identify, in writing, performance problems to the COTR. Performance evaluation monitors also
21 develop and submit candidate AoEs to the COTR.

22 23 Section III. Changes in Plan Coverage

24
25 The award fee plan and related performance standards may be revised unilaterally by the
26 Government prior to the beginning of any evaluation period as long as the CO notifies the
27 contractor, in writing, of any such changes 30 days prior to the start of the relevant evaluation
28 period. Any changes occurring within the evaluation period shall require mutual agreement of
29 the Government and contractor.

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- 2 Section IV Enclosures
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- 5 Table AF-2: Identifies the members of the Award Fee Board
- 6 Table AF-3: Identifies the numerical ranges and adjective definitions, and associated numerical ranges
- 7 to be used to define the various levels of performance under the contract.
- 8 Table AF-4: Displays the Point Conversion Chart to be used for Award Fee determination under
- 9 the contract.
- 10
- 11 Table AF-5: Provides the Performance Standards and Expectations in Attachment J-1, Appendix
- 12 5 of the IMCS contract.

<u>Board Title</u>	<u>Code</u>	<u>Position</u>
FDO	AA-A	Center Deputy Director
Chair	IT	Director of Information Technology and Communication Services
Voting	GG	Chief Financial Officer
Voting	LX	Director, Constellation Project Office
Voting	NE	Director, Engineering Directorate
Voting	OP	Director of Procurement
Voting	PH	Director of Shuttle Processing
Voting	SA	Director of Safety and Mission Assurance
Voting	TA	Director of Center Operations
Voting	UB	Director of ISS Payload Processing
Voting	VA	Manager, Launch Services Program
Advisory	CC	Chief Counsel
Advisory	OP	Contracting Officer
Advisory	IT	Contracting Officer's Technical Representative
Support	OP	Award Fee Board Recorder

1 **Table AF-3** NUMERICAL RANGES AND ADJECTIVE DEFINITIONS

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In accordance with NFS 1816.405-2, Award Fee Evaluation Scoring, the following standard adjectival ratings and the associated numerical scores shall be used to define the various levels of performance under the contract.

ADJECTIVE RATING	RANGE OF POINTS	DESCRIPTION
Excellent	100 - 91	Of exceptional merit; exemplary performance in a timely, efficient and economical manner; very minor (if any) deficiencies with no adverse effect on overall performance.
Very Good	90 - 81	Very effective performance, fully responsive to contract; contract requirements accomplished in a timely, efficient and economical manner for the most part; only minor deficiencies.
Good	80 - 71	Effective performance; fully responsive to contract requirements; reportable deficiencies, but with little identifiable effect on overall performance.
Fair/Satisfactory	70 - 61	Meets or slightly exceeds minimum acceptable standards; adequate results; reportable deficiencies with identifiable, but not substantial, effects on overall performance.
Poor/Unsatisfactory	60 - 0	Does not meet minimum acceptable standards in one or more areas; remedial action required in one or more areas; deficiencies in one or more areas, which adversely affect overall performance.

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1 **Table AF-4** POINT CONVERSION CHART

Award Fee Points		Percentage (%) of Available Fee
100	Excellent	100.0
99		99.0
98		98.0
97		97.0
96		96.0
95		95.0
94		94.0
93		93.0
92		92.0
91		91.0
90	Very Good	90.0
89		89.0
88		88.0
87		87.0
86		86.0
85		85.0
84		84.0
83		83.0
82		82.0
81		81.0
80	Good	80.0
79		79.0
78		78.0
77		77.0
76		76.0
75		75.0
74		74.0
73		73.0
72		72.0
71		71.0
70	Fair/Satisfactory	70.0
69		69.0
68		68.0
67		67.0
66		66.0
65		65.0
64		64.0
63		63.0
62		62.0
61		61.0
60 and below	Poor/Unsatisfactory	0.0

1 NOTE: The award fee scale is a linear scale between a rating of 61 and 100; with the percentage
2 of award fee earned being the same as the performance rating. A performance rating below 61
3 will result in no award fee earned for that semiannual period. The award fee earned is
4 determined by applying the numerical score percentage for the period to the award fee pool.
5 (Example: a score of 85 yields an award fee of 85% of the award fee pool.) The award fee score
6 shall be assigned in whole numbers (i.e., no decimals).
7
8

Contract Attachment J-3 (CLIN 003)									
Task Order #	As of TO Mod #	Title of Task Order	Cost	Allotted Award Fee	TO Total Value	Total Obligation to Date	Scheduled Completion Date	Actual Completion Date	Applied to Award Fee Period

PRICING SCHEDULE- CLIN 004																											
CATALOG OF PRODUCTS AND SERVICES- DOD/AF MULTIMEDIA SUPPORT																											
SUB-CLIN	DESCRIPTION OF PRODUCTS AND SERVICES	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	
			FY 09	FY 09	FY 09	FY 09	FY 10	FY 10	FY 10	FY 10	FY 10	FY 10	FY 10	FY 11	FY 11	FY 11	FY 11	FY 11	FY 12	FY 12	FY 12	FY 12	FY 12	FY 12	FY 13	FY 13	FY 13
A	DVD LAUNCH VIDEO in 480P from 16mm Motion Film-to-Digital Transfer: includes planning, set-up and operation of a high-speed capable motion film camera and lens with full film load mounted on launch pad, tower, or pad perimeter, imaging a pre-selected area of the vehicle, engine, or umbilical release, activated during early start/lift-off, imaging 24-400 frames per second, playback at 30/60 frames per second, with film retrieval, film processing, and digitizing. DVD Product and file management are required within 5 work days after imaging.	PKG																									
B	DVD LAUNCH VIDEO in 720P from 16mm Motion Film-to-Digital Transfer: includes planning, set-up and operation of a high-speed capable motion film camera and lens with full film load mounted on launch pad, tower, or pad perimeter, imaging a pre-selected area of the vehicle, engine, or umbilical release, activated during early start/lift-off, imaging 24-400 frames per second, playback at 30/60 frames per second, with film retrieval, film processing, and digitizing. One HD Product and file management are required within 5 work days after imaging.	PKG																									
C	DVD LAUNCH VIDEO in 1080P from 16mm Motion Film-to-Digital Transfer: includes planning, set-up and operation of a high-speed capable motion film camera and lens with full film load mounted on launch pad, tower, or pad perimeter, imaging a pre-selected area of the vehicle, engine, or umbilical release, activated during early start/lift-off, imaging 24-400 frames per second, playback at 30/60 frames per second, with film retrieval, film processing, and digitizing. One HD Product and file management are required within 5 work days after imaging.	PKG																									
D	DVD LAUNCH VIDEO in 480P from 35mm Motion Film-to-Digital Transfer: includes planning, set-up and operation of a high-speed capable motion film camera and lens with full film load mounted on tracking instrument, line of sight imaging during the early start/lift-off of a launch vehicle and trajectory until loss of visibility or end of film load, imaging 32-96 frames per second, playback 30/60 frames per second, film retrieval, with film processing, and digitizing. DVD Product and file management are required within 5 work days after imaging.	PKG																									
E	DVD LAUNCH VIDEO in 720P from 35mm Motion Film-to-Digital Transfer: includes planning, set-up and operation of a high-speed capable motion film camera and lens with full film load mounted on tracking instrument, line of sight imaging during the early start/lift-off of a launch vehicle and trajectory until loss of visibility or end of film load, imaging 32-96 frames per second, playback 30/60 frames per second, with film retrieval, film processing, and digitizing. One HD Product and file management are required within 5 work days after imaging.	PKG																									
F	DVD LAUNCH VIDEO in 1080P from 35mm Motion Film-to-Digital Transfer: includes planning, set-up and operation of a high-speed capable motion film camera and lens with full film load mounted on tracking instrument, line of sight imaging during the early start/lift-off of a launch vehicle and trajectory until loss of visibility or end of film load, imaging 32-96 frames per second, playback 30/60 frames per second, with film retrieval, film processing, and digitizing. One HD Product and file management are required within 5 work days after imaging.	PKG																									
G	DVD LAUNCH VIDEO in 480P from High-Resolution Video Camera and Tracker: includes planning, camera/lens/tracker set-up and line of sight imaging during the early start/lift-off of a launch vehicle and trajectory until loss of visibility including minor editing, sound and titling. One down-converted DVD Product and file management are required within 5 work days after imaging.	PKG																									
H	DVD LAUNCH VIDEO in 720P from High-Resolution Video Camera and Tracker: includes planning, camera/lens/tracker set-up and line of sight imaging during the early start/lift-off of a launch vehicle and trajectory until loss of visibility including minor editing, sound and titling. One HD Product and file management are required within 5 work days after imaging.	PKG																									
J	DVD LAUNCH VIDEO in 1080P from High-Resolution Video Camera and Tracker: includes planning, camera/lens/tracker set-up and line of sight imaging during the early start/lift-off of a launch vehicle and trajectory until loss of visibility including minor editing, sound and titling. One HD Product and file management are required within 5 work days after imaging.	PKG																									
J	DVD of High-Resolution Scans of Still Launch Images: 16-bit uncompressed TIFF and JPG optimized copies scanned from processed medium format film: includes set-up and operation of a Sequencing Film Camera imaging 3-10 frames per second with remote or sound/light start at ignition or lift-off during the first 10 seconds of a vehicle launch from ignition to subject moving out-of-frame, documentary wide to close-up shot near launch pad, allowing for 2X-3X vehicle height image space above pre-launch nose cone, with film retrieval, film processing, and digitizing. One Photo DVD Product and file management are required within 5 work days after imaging.	PKG																									
K	DVD of High-Resolution 4x5-inch Digital Back Camera Exposures: 16-bit uncompressed TIFF and JPG optimized copies of 1-3 still shots per set-up (Range Instrumentation, launch hardware, vehicle on pad or non-launch events) including appropriate protective housing, camera start, memory, mount, camera, lenses and supplementary lighting as required. One Photo DVD Product and file management are required within 5 work days after imaging.	PKG																									
L	DVD of High-Resolution Fixed Still Camera Launch Images: 16-bit uncompressed TIFF and JPG optimized copies from Camera Raw Files, acquired with a fixed-mounted 12MP or greater Digital Camera and professional lens: includes set-up and operation of a remote or sound-actuated Camera, imaging for a static pre-launch pad shot during set-up and continuous sequencing at 1 or more frames per seconds of the first 10 seconds of a vehicle launch allowing for 2X-3X vehicle height image framing space above pre-launch nose cone, with film retrieval and digital processing, includes web page posting and emailing of 3 sample JPG images within 24 hours of launch. One Photo DVD Product and file management are required within 5 work days after imaging.	PKG																									

SUB-CLIN	DESCRIPTION OF PRODUCTS AND SERVICES	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE
			FY 09	FY 09	FY 09	FY 09	FY 10	FY 10	FY 10	FY 10	FY 10	FY 10	FY 10	FY 11	FY 11	FY 11	FY 11	FY 11	FY 12	FY 12	FY 12	FY 12	FY 12	FY 12	FY 12	FY 12
_M	DVD of High-Resolution Tracking Still Camera Launch Images: 16-bit uncompressed TIFF and JPG optimized copies from Camera Raw Files, image acquisition with a 12MP or greater Digital Camera and professional telephoto lens mounted on a mobile tracker; includes set-up and operation of Camera on a tracking instrument, imaging for continuous sequencing at 1 or more frames per seconds during the first 30-60 seconds of a vehicle launch, with file retrieval and digital processing. Includes web page posting or emailing of 3 sample JPG images within 24 hours of launch. One Photo DVD Product and file management are required within 5 work days after imaging.	PKG																								
_N	DVD of High-Resolution Still Camera Images: 16-bit uncompressed TIFF and JPG optimized copies from Camera Raw Files, tripod or hand-held image acquisition with a 12MP or greater Digital Camera and professional telephoto lens and lighting; includes set-up and operation of Camera in studio or during a location event up to a 4-hour period, with file retrieval and digital processing. Includes web page posting or emailing of JPG images within 24 hours of imaging if requested. One Photo DVD Product and file management are required within 5 work days after imaging.	PKG																								
_O	DVD of Unprocessed High-Resolution Still Camera Images: Camera Raw Files and JPG files, tripod or hand-held image acquisition with a 12MP or greater Digital Camera and professional telephoto lens and lighting; includes set-up and operation of Camera in studio or during a location event up to a 4-hour period, with file retrieval and transferring to one Photo DVD. No image file management is included. Product is required within 5 work days after imaging.	PKG																								
_P	DIGITAL CAMERA EXPOSURES, Unprocessed Image Files: Camera Raw Files and/or JPG files as requested on customer-provided compatible Memory Card, tripod or hand-held image acquisition with a 12MP or greater Digital Camera and professional telephoto lens and lighting; includes set-up and operation of Camera in studio or during a location event. Immediate release of Memory Card to customer's designee after shooting. No image file management is included.	PRODUCTIVE HOUR																								
_Q	PASSPORT PHOTOGRAPHY: provided in CCAFS Building 1605 studio, includes required number of properly sized photos up to 4 per package charge, and immediate release to customer after processing/printing during event. Scheduling is available 0800-1600 during work days.	PKG																								
_R	PORTRAITURE OR FULL-LENGTH PHOTOGRAPHY: Civilian and Military poses, provided in CCAFS Building 1605 studio; includes on-site computer screen proof selection(s) during the event, or 4-exposure choices emailed as encrypted JPG files, or one 8x10 paper print containing 4 proofs available for customer review in person within 5 work days. Finished Product enlargement print(s) not included. Scheduling is available 0800-1600 during work days.	PKG																								
_S	PHOTOGRAPHIC PAPER PRINT: 4x5-inch or 4x6-inch print from film or digital files, full-frame or slightly cropped, borderless, choice of matte, semi-gloss, or glossy. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_T	PHOTOGRAPHIC PAPER PRINT: 5x7-inch print from film or digital files, full-frame or slightly cropped, borderless, choice of matte, semi-gloss, or glossy. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_U	PHOTOGRAPHIC PAPER PRINT: 4x10, 8x10 or 8.5x11-inch print from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_V	PHOTOGRAPHIC PAPER PRINT: 8x10 or 8.5x11-inch print from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Mounted on 11x14 foamcore or matboard. Image file management and research are included in price. End product is required within 5 work days.	EACH																								
_W	PHOTOGRAPHIC PAPER PRINT: 11x14-inch print from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_X	PHOTOGRAPHIC PAPER PRINT: 11x14-inch print from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Mounted on 16x20 foamcore or matboard. Image file management and research are included in price. End product is required within 5 work days.	EACH																								
_Y	PHOTOGRAPHIC PAPER PRINT: 16x20-inch print from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_Z	PHOTOGRAPHIC PAPER PRINT: 16x20-print from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Mounted on 22x28 foamcore or matboard. Image file management and research are included in price. End product is required within 5 work days.	EACH																								
_AA	PHOTOGRAPHIC PAPER PRINT: 18x24-inch from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_BB	PHOTOGRAPHIC PAPER PRINT: 18x24-inch print from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Mounted on 24x32 foamcore or matboard. Image file management and research are included in price. End product is required within 5 work days.	EACH																								
_CC	PHOTOGRAPHIC PAPER PRINT: 24x30 or 24x32-inch print from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_DD	PHOTOGRAPHIC PAPER PRINT: 24x30 or 24x32-inch print from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Mounted on 30x40 foamcore or matboard. Image file management and research are included in price. End product is required within 5 work days.	EACH																								

SUB-CLIN	DESCRIPTION OF PRODUCTS AND SERVICES	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE
			FY 09	FY 09	FY 09	FY 09	FY 10	FY 10	FY 10	FY 10	FY 10	FY 10	FY 11	FY 11	FY 11	FY 11	FY 11	FY 11	FY 12	FY 12	FY 12	FY 12	FY 12	FY 12	FY 12	FY 12
_EE	PHOTOGRAPHIC PAPER PRINT: 30x40-inch print from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Mounted on 30x40 foamcore or matboard. Image file management and research are included in price. End product is required within 5 work days.	EACH																								
_FF	PHOTOGRAPHIC PAPER PRINT: 40x60-inch print from film or digital files, full-frame or slightly cropped, border or borderless, choice of matte, semi-gloss, or glossy. Mounted on 40x60 foamcore or matboard. Image file management and research are included in price. End product is required within 5 work days.	EACH																								
_GG	PHOTO CD: downloads of customer-identified digital image files, quantity up to CD capacity (700 MB) from archives or memory device, in requested optimized file type. No additional processing. Jewel case, labeling and source metadata are included. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_HH	PHOTO DVD: downloads of customer-identified digital image files, quantity up to DVD capacity (4.7 GB) from archives or memory device in requested optimized file type. No additional processing. Jewel case, labeling and source metadata are included. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_II	PHOTO CD: scans of customer-identified film negatives or color slides, 35mm to 4x5, into high-resolution 16-bit TIFF and/or optimized JPG copy digital files per requester, quantity up to CD capacity (700 MB). Cleaning, dust removal, processing levels and color balancing included. Jewel case, labeling and source metadata are also included. Image file management and research are included in price. End product is required within 5 work days.	EACH																								
_JJ	PHOTO DVD: scans of customer-identified film negatives or color slides, 35mm to 4x5, into high-resolution 16-bit TIFF and/or optimized JPG copy digital files per requester, quantity up to DVD capacity (4.7 GB). Cleaning, dust removal, processing levels and color balancing included. Jewel case, labeling and source metadata are also included. Image file management and research are included in price. End product is required within 5 work days.	EACH																								
_KK	PHOTO CD: scans of customer-provided prints into high-resolution 16-bit TIFF digital files and/or optimized JPG copy digital files per requester, quantity up to CD capacity (700 MB). Cleaning, dust removal, processing levels and color balancing included. Jewel case, labeling and source metadata are also included. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_LL	PHOTO DVD: scans of customer-provided prints into high-resolution 16-bit TIFF digital files and/or optimized JPG copy digital files per requester, quantity up to DVD capacity (4.7 GB). Cleaning, dust removal, processing levels and color balancing included. Jewel case, labeling and source metadata are also included. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_MM	WEB-POSTED and/or EMAILED STILL IMAGES: upon request, post or send up to 12 image files per unit service charge, as JPG files from still camera or scanned still image files, or from current year's archived images, interpolated or cropped for 8x10 or 8.5x11-inch printing at 72 or 300 dpi per customer's choice. Image file management and research are included in price. Emailing (encrypted if requested) and/or Web-Posting Services are required within 5 work days. Web-posted images, if requested, are to be available for at least 30 days after posting and notifying customer.	EACH																								
_NN	VHS CASSETTE TAPE: copied from existing video tape or converted from digital files. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_OO	SVHS CASSETTE TAPE: copied from existing video tape or converted from digital files. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_PP	BETA SP CASSETTE TAPE: copied from existing video tape or converted from digital files. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_QQ	CD DUPLICATE: copied from working or archived digital files or CD. Image file management and research are included in price. End product is required within 5 work days.	EACH																								
_RR	DVD: copied and/or converted from working or archived video tapes, digital files or DVD. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_SS	DVD DL: copied and/or converted from working or archived video tapes, digital files or DVD DL. Image file management and research are included in price. End product is required within 5 work days	EACH																								
_TT	HD DVD: copied and/or converted from working or archived video tapes, digital files, Blu-Ray or HD DVD. Image file management and research are included in price. End product is required within 5 work days. Image file management and research are included in price. End product is required within 5 work days.	EACH																								
_UU	BLU-RAY DVD: copied and/or converted from working or archived video tapes, digital files, Blu-Ray or HD DVD. Image file management and research are included in price. End product is required within 5 work days. Image file management and research are included in price. End product is required within 5 work days.	EACH																								
_VV	DVD STRINGOUT MASTER in 480P: includes combining up to 25 existing video clips in order of customer's requested sequence with minor edits, titles, and fades, to DVD. Includes Image Adjustments, Menu Icons, Labels, and one DVD. No more than 1 hour per DVD. Image file management and research are included in price. End product is required within 5 work days.	PKG																								
_WW	DVD STRINGOUT MASTER in 720P: includes combining up to 25 existing video clips in order of customer's requested sequence with minor edits, titles, and fades, to DVD. Includes Image adjustments, Menu Icons and Labels. Limited to no more than 1 hour per DVD. Includes one DVD. Image file management and research are included in price. End product is required within 5 work days.	PKG																								

SUB-CLIN	DESCRIPTION OF PRODUCTS AND SERVICES	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE	UNIT	UNIT PRICE	SLIP CHARGE	SCRUB CHARGE	RUSH CHARGE
			FY 09	FY 09	FY 09	FY 09	FY 10	FY 10	FY 10	FY 10	FY 10	FY 10	FY 11	FY 11	FY 11	FY 11	FY 11	FY 11	FY 12	FY 12	FY 12	FY 12	FY 12	FY 12	FY 12	FY 12
_XX	DVD STRINGOUT MASTER in 1080P: includes combining up to 25 existing video clips in order of customer's requested sequence with minor edits, titles, and fades, to DVD. Includes Image adjustments, Menu Icons and Labels. Limited to no more than 1 hour per DVD. Image file management and research are included in price. End product is required within 5 work days.	PKG																								
_YY	DVD OF HIGH-RESOLUTION VIDEO IMAGING in 480P: includes up to one hour of recording per package, with HD Video camera handheld or steadied on a tripod during imaging: includes set-up and operation of camera in studio or on location per event or itinerary covering up to a 8-hour period, with file retrieval and transfer to DVD. No out-of-camera editing is included except fades, titles, and labeling. (Covered events may be pre-launch, launch, Public Affairs or Range activity, awards and ceremonies, or aerial videography.) Includes transferring to one DVD. Image file management and research are included in price. End product is required within 5 work days.	PKG																								
_ZZ	DVD OF HIGH-RESOLUTION VIDEO IMAGING in 720P: includes up to one hour of recording per package, with HD Video camera handheld or steadied on a tripod during imaging: includes set-up and operation of camera in studio or on location per event or itinerary covering up to a 8-hour period, with file retrieval and transfer to DVD. No out-of-camera editing is included except fades, titles, and labeling. (Covered events may be pre-launch, launch, Public Affairs or Range activity, awards and ceremonies, or aerial videography.) Includes transferring to one HD DVD. Image file management and research are included in price. End product is required within 5 work days.	PKG																								
_AAA	DVD OF HIGH-RESOLUTION VIDEO IMAGING in 1080P: includes up to one hour of recording per package, with HD Video camera handheld or steadied on a tripod during imaging: includes set-up and operation of camera in studio or on location per event or itinerary covering up to a 8-hour period, with file retrieval and transfer to DVD. No out-of-camera editing is included except fades, titles, and labeling. (Covered events may be pre-launch, launch, Public Affairs or Range activity, awards and ceremonies, or aerial videography.) Includes transferring to one HD DVD. Image file management and research are included in price. End product is required within 5 work days.	PKG																								
_BBB	LAUNCH MULTIMEDIA PACKAGE, DVD MASTER FILE in 480P: includes combining all video clips, quick-look video, alert video, and selected still images acquired during a supported launch, as well as copying or converting recorded video from Eastern Range Technical Services (ERTS) contractor-operated instrumentation into one File. Also includes minor edits, titles, and fades. Include no more than one-year of contractor-accessible digital file storage per master and supporting clips. Edited string-out may exceed 1 hour but no more than 2 hours. Includes one DVD. DVD copies or Video Cassette copies charged separately. Requires Range Multimedia Manager's approval. Image file management and research are included in price. End product is required within 5 work days.	PKG																								
_CCC	LAUNCH MULTIMEDIA PACKAGE, DVD MASTER FILE in 720P: includes combining all video clips, quick-look video, alert video, and selected still images acquired during a supported launch, as well as copying or converting recorded video from Eastern Range Technical Services (ERTS) contractor-operated instrumentation into one File. Also includes minor edits, titles, and fades. Include no more than one-year of contractor-accessible digital file storage per master and supporting clips. Edited string-out may exceed 1 hour but no more than 2 hours. Includes one DVD. DVD copies or Video Cassette copies charged separately. Requires Range Multimedia Manager's approval. Image file management and research are included in price. End product is required within 5 work days.	PKG																								
_DDD	LAUNCH MULTIMEDIA PACKAGE, DVD MASTER FILE in 1080P: includes combining all video clips, quick-look video, alert video, and selected still images acquired during a supported launch, as well as copying or converting recorded video from Eastern Range Technical Services (ERTS) contractor-operated instrumentation into one File. Also includes minor edits, titles, and fades. Include no more than one-year of contractor-accessible digital file storage per master and supporting clips. Edited string-out may exceed 1 hour but no more than 2 hours. Includes one DVD. DVD copies or Video Cassette copies charged separately. Requires Range Multimedia Manager's approval. Image file management and research are included in price. End product is required within 5 work days.	PKG																								
_EEE	HD VIDEO SPECIAL EFFECTS AND EDITING SERVICES: includes a mix of minor-to-major editing tasks as described and approved by the customer and available funding estimate- sound effects, royalty-free music, transitions, after-effects, narration, scripting, slide shows, and titles. Also includes up to 3 customer reviews during the process and 1 final down-converted DVD. DVD copies (480P, 720P or 1080P) or Video Cassette copies are charged separately. Requires Range Multimedia Manager's approval. Image file management and research are included in price. End product is required within 5 work days after customer's final product approval.	PRODUCTIVE HOUR at Fully Burdened Rate																								
_FFF	ADDITIONAL FILE MANAGEMENT: requested multimedia image archival tasks not included in price list items.	PRODUCTIVE HOUR at Fully Burdened Rate																								
_GGG	RESERVED FOR ADDITIONAL MULTIMEDIA PRODUCTS																									
_HHH	RESERVED FOR ADDITIONAL MULTIMEDIA SERVICES																									
_III	RESERVED FOR ADDITIONAL MULTIMEDIA PACKAGES																									

PRICING SCHEDULE- CLIN 005											
CATALOG OF PRODUCTS AND SERVICES- DOD/AF RANGE COMMUNICATIONS SUPPORT											
SUB-CLIN	DESCRIPTION OF PRODUCTS AND SERVICES	UNIT	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
			FY 09	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17
_A	DOD LAUNCH RANGE COMMUNICATIONS - Management/Supervision	PRODUCTIVE HOUR at Fully Burdened Rate									
_B	DOD LAUNCH RANGE COMMUNICATIONS - Scientific/Engineering	PRODUCTIVE HOUR at Fully Burdened Rate									
_C	DOD LAUNCH RANGE COMMUNICATIONS - Professional/Administrative	PRODUCTIVE HOUR at Fully Burdened Rate									
_D	DOD LAUNCH RANGE COMMUNICATIONS - Technical	PRODUCTIVE HOUR at Fully Burdened Rate									
_E	DOD LAUNCH RANGE COMMUNICATIONS - Clerical	PRODUCTIVE HOUR at Fully Burdened Rate									
_F	RESERVED FOR ADDITIONAL SUPPORT/MATERIALS/PARTS	EACH	NA	NA	NA	NA	NA	NA	NA	NA	NA

Enclosure to PIC 06-01

PIV Card Issuance Procedures in accordance with FAR clause 52.204-9, Personal Identity Verification of Contractor Personnel

FIPS 201 Appendix A graphically displays the following procedure for the issuance of a PIV credential.

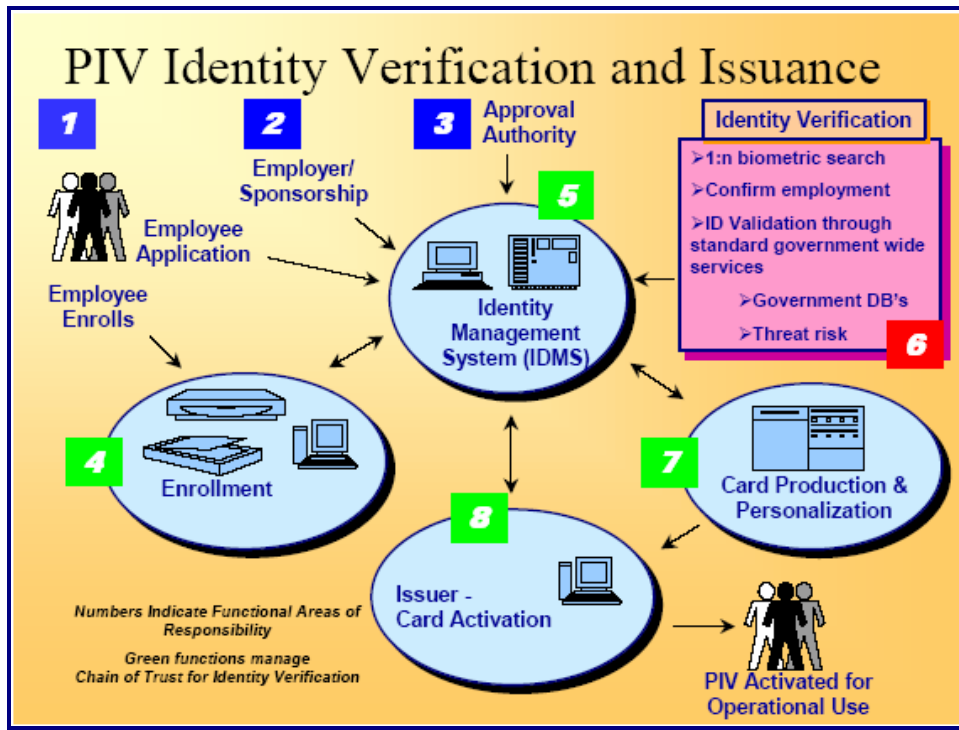


Figure A-1, FIPS 201, Appendix A

The following steps describe the procedures for the NASA Personal Identity Verification Card Issuance (PCI) of a PIV credential:

Step 1:

The Contractor’s Corporate Security Officer (CSO), Program Manager (PM), or Facility Security Officer (FSO) submits a formal letter that provides a list of contract employees (applicant) names requesting access to the NASA Contracting Officer’s Technical Representative (COTR). In the case of a foreign national applicant, approval through the NASA Foreign National Management System (NFMMS) must be obtained for the visit or assignment before any processing for a PIV credential can take place. Further, if the foreign national is not under a contract where a COTR has been officially designated, the foreign national will provide the information directly to their visit/assignment host, and the host sponsor will fulfill the duties of the COTR mentioned herein. In each case, the letter shall provide notification of the contract or foreign national employee’s (hereafter the “applicant”) full name (first, middle and last), social security number (SSN) or NASA Foreign National Management System Visitor Number if the foreign national does not have a SSN, and date of birth. If the contract employee has a current satisfactorily completed

National Agency Check with Inquiries (NACI) or an equivalent or higher degree of background investigation, the letter shall indicate the type of investigation, the agency completing the investigation, and date the investigation was completed. Also, the letter must specify the risk/sensitivity level associated with the position in which each applicant will be working (NPR 1600.1, §4.5 is germane) Further, the letter shall also acknowledge that contract employees may be denied access to NASA information or information systems based on an unsatisfactory background investigation/adjudication. .

After reviewing the letter for completeness and concurring with the risk/sensitivity levels, the COTR/host must forward the letter to the Center Chief of Security (CCS). The CCS shall review the OPM databases (e.g., DCII, PIP, et al.), and take appropriate steps to validate the applicant's investigation status. Requirements for a NACI or other investigation shall be initiated only if necessary.

Applicants who do not currently possess the required level of background investigation shall be directed to the e-QIP web site to complete the necessary background investigation forms online. The CCS shall provide to the COTR/host information and instructions on how to access the e-QIP for each contract or foreign national employee requiring access

Step 2:

Upon acceptance of the letter/background information, the applicant will be advised that in order to complete the investigative process, he or she must appear in-person before the authorized PIV registrar and submit two forms of identity source documents in original form. The identity source documents must come from the list of acceptable documents included in Form I-9, Employment Eligibility Verification, one which must be a Federal¹ or State issued picture identification. Fingerprints will be taken at this time. The applicant must appear **no later than** the entry on duty date.

When the applicant appears, the registrar will electronically scan the submitted documents; any document that appears invalid will be rejected by the registrar. The registrar will capture electronically both a facial image and fingerprints of the applicant. The information submitted by the applicant will be used to create or update the applicant identity record in the Identity Management System (IDMS).

Step 3:

Upon the applicant's completion of the investigative document, the CCS reviews the information, and resolves discrepancies with the applicant as necessary. When the applicant has appeared in person and completed fingerprints, the package is electronically submitted to initiate the NACI. The CCS includes a request for feedback on the NAC portion of the NACI at the time the request is submitted.

Step 4:

¹ A non-PIV government identification badge, including the NASA Photo Identification Badge, MAY NOT BE USED for the original issuance of a PIV vetted credential

Prior to authorizing physical access of a contractor employee to a federally-controlled facility or access to a Federal information system, the CCS will ensure that a check has been performed with the National Crime Information Center (NCIC) and Interstate Identification Index. In the case of a foreign national, a national check of the Bureau of Immigration and Customs Enforcement (BICE) database will be performed for each applicant. If this process yields negative information, the CCS will immediately notify the COTR/host of the determination regarding access made by the CCS.

Step 5:

Upon receipt of the completed NAC, the CCS will update IDMS from the NAC portion of the NACI and indicate the result of the suitability determination. If an unsatisfactory suitability determination is rendered, the COTR will advise the contractor that the employee is being denied physical access to all federally-controlled facilities and Federal information systems.

Based on a favorable NAC and NCIC/III or BICE check, the CCS will authorize the issuance of a PIV federal credential in the Physical Access Control System (PACS) database. The CCS, based on information provided by the COTR/host, will determine what physical access the applicant should be granted once the PIV issues the credential.

Step 6:

Using the information provided by the applicant during his or her in-person appearance, the PIV card production facility creates and instantiates the approved PIV card for the applicant with an activation date commensurate with the applicant's start date.

Step 7:

The applicant proceeds to the credential issuance facility to begin processing for receipt of his/her federal credential.

The applicant provides to the credential issuing operator proof of identity with documentation that meets the requirements of FIPS 201 (DHS Employment Eligibility Verification (Form I-9) documents. These documents **must** be the same documents submitted for registration.

The credential issuing operator will verify that the facial image, and optionally reference finger print, matches the enrollment data used to produce the card. Upon verification of identity, the operator will locate the employee's record in the PACS database, and modify the record to indicate the PIV card has been issued. The applicant will select a PIN for use with his or her new PIV card. Although root data is inaccessible to the operator, certain fields (hair color, eye color, et al.) may be modified to more accurately record the employee's information.

The applicant proceeds to a kiosk or other workstation to complete activation of the PIV card using the initial PIN entered at card issuance.

**ALTERNATIVE FOR APPLICANTS WHO DO NOT HAVE A COMPLETED AND
ADJUDICATED NAC AT THE TIME OF ENTRANCE ON DUTY**

Steps 1 through 4 shall be accomplished for all applicants in accordance with the process described above. If the applicant is unable to appear in person until the time of entry on duty, or does not, for any other reason, have a completed and adjudicated NAC portion of the NACI at the time of entrance on duty, the following interim procedures shall apply.

1. If the documents required to submit the NACI have not been completed prior to EOD, the applicant will be instructed to complete all remaining requirements for submission of the investigation request. This includes presentation of I-9 documents and completion of fingerprints, if not already accomplished. If the applicant fails to complete these activities as prescribed in NPR 1600.1 (Chapters 3 & 4), it may be considered as failure to meet the conditions required for physical access to a federally-controlled facility or access to a Federal information system, and result in denial of such access.
2. Based on favorable results of the NCIC, the applicant shall be issued a temporary NASA identification card for a period not-to-exceed six months. If at the end of the six month period the NAC results have not been returned, the agency will at that time make a determination if an additional extension will be granted for the temporary identification card.
3. Upon return of the completed NAC, the process will continue from Step 5.

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>			1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED <p style="text-align: center;">SECRET</p> b. LEVEL OF SAFEGUARDING REQUIRED <p style="text-align: center;">NONE</p>		
2. THIS SPECIFICATION IS FOR: <i>(x and complete as applicable)</i>			3. THIS SPECIFICATION IS: <i>(x and complete as applicable)</i>		
<input type="checkbox"/>	a. PRIME CONTRACT NUMBER		<input type="checkbox"/>	a. ORIGINAL (Complete date in all cases)	DATE (YYMMDD)
<input type="checkbox"/>	b. SUBCONTRACT NUMBER		<input type="checkbox"/>	b. REVISED (Supersedes all previous specs)	Revision No. DATE (YYMMDD)
<input checked="" type="checkbox"/>	c. SOLICITATION OR OTHER NUMBER NNK07200300R	DUE DATE (YYMMDD)	<input type="checkbox"/>	c. FINAL (Complete Item 5 in all cases)	DATE (YYMMDD)
4. THIS IS A FOLLOW-ON CONTRACT? <input type="checkbox"/> YES <input type="checkbox"/> NO. If Yes, complete the following: Classified material received or generated under _____ (Preceding Contract Number) is transferred to this follow-on contract.					
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: In response to the contractor's request dated _____, retention of the identified classified material is authorized for the period of _____.					
6. CONTRACTOR <i>(Include Commercial and Government Entity (CAGE) Code)</i>					
a. NAME, ADDRESS, AND ZIP CODE		b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>		
TBD					
7. SUBCONTRACTOR					
a. NAME, ADDRESS, AND ZIP CODE		b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip code)</i>		
N/A		N/A	N/A		
8. ACTUAL PERFORMANCE					
a. LOCATION		b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>		
KENNEDY SPACE CENTER (KSC), CAPE CANAVERAL AIR FORCE STATION (CCAFS)			DEFENSE INVESTIGATIVE SERVICE (DIS) 2300 LAKE PARK DRIVE, SUITE 250 SMYRNA, GA 30080-7606		
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT INFORMATION MANAGEMENT AND COMMUNICATIONS SUPPORT (IMCS) CONTRACT FOR KSC.					
10. THIS CONTRACT WILL REQUIRE ACCESS TO:			11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:		
	YES	NO		YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. RESTRICTED DATA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	b. RECEIVE CLASSIFIED DOCUMENTS ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. FORMERLY RESTRICTED DATA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION:			e. PERFORM SERVICES ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(1) Sensitive Compartmented information (SCI)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(2) Non-SCI	<input type="checkbox"/>	<input checked="" type="checkbox"/>	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. SPECIAL ACCESS INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	h. REQUIRE A COMSEC ACCOUNT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. NATO INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	i. HAVE TEMPEST REQUIREMENTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	l. OTHER <i>(Specify)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
k. OTHER <i>(Specify)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			

DD FORM 254 Front

12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the inISPOM or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release

Direct Through (Specify):

JOHN F. KENNEDY SPACE CENTER (KSC)
 ATTN: XA, PUBLIC AFFAIRS
 KSC, FL 32899

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.
 *In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

- A. CLASSIFICATION GUIDANCE WILL BE PROVIDED UNDER SEPARATE COVER.
- B. CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR) IS TBD
- C. CONTRACTING OFFICER (CO) IS MR. SEAN D. HOWE, 321-867-7358, SEB-IT, KSC, FL 32899

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to NISPOM requirements, are established for this contract. (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide any appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.) Yes No

AS A LOING TERM VISITOR, THE CONTRACTOR WILL COMPLY WITH ALL APPLICABLE KSC SECURITY ISSUANCES.

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.) Yes No

INSPECTION OF COPNTRACTOR ACTIVITIES ON KSC AND NASA OFFSITE LOCATIONS IS THE RESPONSIBILITY OF NASA KSC PROTECTIVE SERVI
 INSPECTION OF CONTRACTOR ACTIVITIES ON CCAFS IS THE RESPONSIBILITY OF 45CS/SCBI

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL
 JO ANN BROPHY

b. TITLE
 INDUSTRIAL SECURITY OFFICER

c. TELEPHONE (Include Area Code)
 (321) 867-2453

d. ADDRESS (Include Zip Code)

NASA/KSC
 TA-G, KSC, FL 32899

e. SIGNATURE

17. REQUIRED DISTRIBUTION

- a. CONTRACTOR
- b. SUBCONTRACTOR
- c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- e. ADMINSTRATIVE CONTRACTING OFFICER
- f. OTHERS AS NECESSARY : XA