Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request

Task Order No. 2 (provided by the COTR)
Task Title: **Mars Exploration Program Assessment and Redefinition Support**
NASA Requester: [redacted] Mail Stop: _____ Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: .....Management ☒ .....Scientific ☐ .....Technical	☒
IV.	Administrative Support	☒
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s): To select the Mars '03 mission concept(s) and to recast the Mars Program Architecture for the period 2005-2020, consistent with the expected Mars Surveyor Program budget forecast.

Brief Description of Requested Support: The following areas of contractor support are requested-
1) Senior technical and management expertise to support the Mars Flight Project selection reviews,
2) Independent LCC assessments of proposed Mars missions, including orbital, lander, and sample return missions,
3) Technical and programmatic assessments of future Mars mission, payload, & subsystem implementation options,
4) Definition and evaluation of alternative Mars program architectures for the period 2005-2020,
5) Participation, administration, and documentation support for a Mars Exploration Workshop,
6) Graphics and findings documentation support to the Mars program redefinition initiative.

Requested Key Staff (Optional):
1) [redacted]
2) Consultants: [redacted]

Schedule

Milestones	Dates
1. Start Date	1. July 3, 2000
2. Fast-Track '03 Study Reviews at JPL	2. July 6-7 and 10-11, 2000
3. Mars '03 Selection Support at NASA HQ	3. July 13-14, 2000
4. Mars Exploration Workshop at LPI	4. July 18-20, 2000
5. Mars Architecture Reviews	5. August-September 2000
6. Ad hoc Progress Reviews	6. As requested (3-4 expected reviews)
5. Completion Date	7. December 31, 2000

Deliverable(s)

1. Planning and assessment inputs and presentations (as required, including the '03 mission selection)
2. Independent LCC estimates and risk assessments (as required, including the '03 mission options and MSR)
3. Revised Mars Architecture Definition Presentation
4. Final Memo Summary Report

Task 2

Description of Work to be Performed

Task Objective(s):

Utilizing capabilities not available at NASA Headquarters, the Contractor will serve as an integral member of NASA's Environmental Assessment (EA) Preparation Team. In this role the Contractor will extract pertinent materials from existing NEPA and environmental documentation being prepared for filing with the State of Hawaii, revise that material consistent with the formatting and content requirements for NASA EAs, and integrate analyses being prepared for NASA's EA by other members of the EA Team. The Contractor will work, as appropriate, with MCM Planning, the California Association for Research in Astronomy(CARA)/Keck Observatory, the Institute for Astronomy at the University of Hawaii, the Jet Propulsion Laboratory (JPL) and the NASA HQ codes in the collection, updating, and integration inputs prepared by the Contractor and other members of the EA Team into a NASA Draft EA.

As necessary, the Contractor may be asked to support public meeting(s) with interested parties concerning the EA.

The Contractor would also support the development of NASA responses to public and agency comments on the NASA Draft EA. If, after reviewing responses, NASA believes that preparation of a NASA Final EA is appropriate, the Contractor will prepare such an EA. SAIC would also prepare a preliminary version of a Finding of No Significant Impact, if NASA staff intends to make such a recommendation.

The State Draft Environmental Assessment (EA) has been prepared by MCM Planning (MCM) for the California Association for Research in Astronomy (CARA). This draft has been reviewed by the Keck Project and others at [redacted] and reviewed here at HQ by [redacted], [redacted] and [redacted]. The current version of the State EA which has been prepared by MCM Planning will be provided in electronic form to the Contractor in a timely manner. The Contractor will meet with [redacted] and others to review the areas that need correction or additional information and determine the people or organizations who have been given the responsibility of drafting additional information (CARA, JPL, HQ, etc.). At NASA direction, the Contractor may need to engage specified subcontractors to develop certain types of environmental information.

The lead NASA person for this work is [redacted] (Code S). All direction as to the nature and scope of the EA is to come from [redacted] except to the extent that he delegates certain responsibilities to other NASA staff. The NASA EA may be used by MCM Planning to correct/update the current draft State EA so that the final two documents (the State EA and the Federal EA) are consistent.

Expertise Required:

Technical NEPA Document Integration and Production; Technical NEPA Document QA

Expected Results:

Draft and Final EA's with content and format consistent with NASA EA requirements per NPG 8580.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request
Task Order No. 4
Task Title: Assessment of Office of Earth Science Laser Program
NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)		
I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	X☐
III.	Studies: .....Management ☐ .....Scientific ☐ .....Technical	☐
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):

The Office of Earth Sciences has established a panel of experts to conduct an independent assessment of the laser system development for the Office of Earth Science's three planned free-flyer missions. Based on the panel's assessment of the laser development in those missions, the panel is to identify key tall-pole technology areas, and make recommendations on where investments should be made to mitigate risks. The panel will also address the current laser development practices, so that the "best practices" and any lessons learned from improper practices can be applied to other technologies and programs. The panel will also provide an assessment of the current state-of-the-art technology infrastructure to design and manufacture the class of active instruments that is unique to the Office of Earth Science missions.

Brief Description of Requested Support:

SAIC is requested to coordinate and support an assessment of the Office of Earth Science's laser system development program. The meeting shall take place in Washington D.C. on July 27-28, 2000. Stipends will not be paid to laser experts. SAIC shall do the following:

1) Provide 7 Laser Experts (consultants).
2) Arrange for meeting room that will accommodate 20 people
3) Provide secretarial/meeting support along with needed computer hardware for typing, presentation development, and etc.
4) Provide a point-of-contact for Ms. Christyl Johnson to coordinate assessment arrangements

Requested Key Staff (Optional):

Secretary/Meeting Support
Laser Experts 1-7

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request

Task Order No. 5
Task Title: **Studies and Workshops in Support of NASA's Planetary Protection Office**
NASA Requester: [redacted] Mail Stop: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations ☐
II. Assessments ☐
III. Studies: Management ☐ Scientific ☑ Technical ☑
IV. Administrative Support ☑
V. Information Management ☐

Description of Work to be Performed

Task Objective(s): To provide studies of planetary protection requirements, and underlying models and data, in support of the NASA Planetary Protection Office. Provide logistical and other administrative support for workshops on planetary protection topics, as necessary, including by not limited to the sample sterilization workshop explained on the attached document, and participate in the workshop studies.

Expertise Required: Logistical and administrative support capabilities. Scientific and technical expertise in modeling of space and planetary environments. Knowledge of recent NRC recommendations.

Expected Results: Successful workshops and written products. Sustaining support for PPO activities.

Schedule

Milestones	Dates
1. Start Date	1. 21 AUG 2000 OR ASAP THEREAFTER
2. Conduct sample sterilization workshop	2. 3RD OR 4TH QUARTER CY 2000
3. Initiate modeling and requirements support activities	3. ASAP / BY 30 SEP 2000
4. Provide task status and planning report for FY2001	4. 15 DEC 2000
5. Completion Date	5. TBA / SUSTAINING

Deliverable(s)

1. Sample sterilization workshop support, participation, and report preparation assistance
2. Modeling support and scientific and technical studies of proposed planetary protection reqs.
3. Studies in support of future planetary protection requirements development and planning activities

Type Task Order

☒ CPFF ☐ FFP

Funding (Optional)

FY 2000, $144.1K

Concurrence: [redacted] Approval: [redacted]

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # Request

Task Order Request
Task Order No. ___6____ Task Title: Independent Confirmation Assessment of the Swift Gamma Ray Burst MIDEX (Swift) NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Code [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations ☐
II.	Assessments ☒
III.	Studies: .....Management ☐ .....Scientific ☐ .....Technical ☐
IV.	Administrative Support ☐
V.	Information Management ☐

Description of Work to be Performed
Task Objective(s): Conduct an Independent Confirmation Assessment of the Swift mission following the guidelines of the Confirmation Assessment Process of the Space Science Support Office authored by Cindy Daniels and Dated November 10, 1998. The Independent Confirmation Assessment will report formally to the Deputy Associate Administrator of Space Science and informally to officials at the Goddard Space Flight Center and at NASA Headquarters. David Gilman of SSSO will act as the chairman of the Independent Confirmation Assessment.
Expertise Required: Expert knowledge of X-ray, gamma-ray, and ultraviolet space flight instrumentation, expert knowledge of spacecraft, expert knowledge of systems engineering, expert knowledge of space flight operations, expert knowledge of cost assessment, and expert knowledge of management practices.
Expected Results: An independent assessment of the readiness of Swift to proceed beyond preliminary design into detailed design, development, launch, and operations.
Specific name requests: None

Schedule	
Milestones	Dates
Confirmation Assessment Plan draft due	September 12, 2000
Kick off	Mid-September, 2000
Mission Design Review at GSFC	End of September, 2000
Draft presentation	October 18, 2000
Report to Deputy AA for OSS	End of October, 2000

Deliverable(s)
Confirmation Assessment plan as a Microsoft Word document Presentation on the findings of the Independent Confirmation Assessment as a Microsoft Word document

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request #7

Task Order Request

Task Order No. 7
Task Title: ESSP Independent Conformation Review

NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☐
II. Assessments..... ☒
III. Studies: .....Management ☐ .....Scientific ☐ .....Technical ☐
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s):
Provide technical/management expertise for an independent conformation review

Brief Description of Requested Support:
Listen to ten days of project review presentations. Ask relevant questions. Provide feedback to me at the conclusion of each day. Provide a short written summary of conclusions, emailed to me 5 days after the completion of the reviews. Two individuals possessing multiple years technical and management experience in flight spacecraft and instrument design, fabrication, integration, and test are needed.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address)	Expected Contribution
1. [redacted]	Will be supplied	
2. [redacted]	Will be supplied	
3.		

Note: Include resumes of requested consultants if possible

Schedule

Milestones	Dates
1. Start Date ...September 18.....	1. Sept 18-22, PICASSO-CENA @ Langley
2.	2. Sept 25-29, CloudSat @ JPL
3.	3.
4.	4.
5. Completion Date ...October 6.....	5.

Deliverable(s)

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request

Task Order No. 8 (provided by the COTR)
Task Title: **Mars 2003 Environmental Impact Statement Support**
NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted]
HQ
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: Management ☐ Scientific ☐ Technical	☐
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s): To assist with obtaining required approvals for launch of the Mars 2003 mission, through demonstration of documented EIS NEPA compliance.

Brief Description of Requested Support: Utilizing capabilities not available at NASA Headquarters, the Contractor shall prepare the Draft and Final Environmental Impact Statements (EIS) for the Mars 2003 mission. Specifically the Contractor shall serve as an integral member of the NASA EIS team with responsibility for critical technical NEPA compliance review of all inputs prepared by the team for the EIS, and shall integrate those inputs, including inputs prepared by the Contractor, into the document. In addition the Contractor shall prepare technical inputs required for NEPA notices that must be published at various points in the process. The Contractor shall maintain a master mailing list for use in distributing the NEPA notices and the draft and final EIS documents, and shall assist NASA in packaging the documents for mailing to recipients.

Requested Key Staff (Optional):

Schedule

Milestones	Dates
1. Start Date	1. Sept. 6, 2000
2. Draft EIS	2. Feb. 16, 2001
3. Final EIS	3. June 29, 2001
4. Technical ROD analyses	4. August 6, 2001
5. Completion Date	5. August 17, 2001

Deliverable(s)

1. Draft EIS - copy master
2. Final EIS - copy master
3. Technical ROD analyses

Space Science Studies and Assessments
Contract No, NAS1-00095

Task Order ***Request***

Task Order

Request Task Order No. _9 (provided by the COTR)
Task Title: Mars Exploration Program Assessment and Redefinition Support

NASA Requester: [redacted] Org: [redacted]

Relevant Conttract SOW SeWon(s)

Proposal and Mission Concept Evaluations..... . ..... , ... []

Assessments..... ' . .....

Descri tion of Work to be Performed	
Program-Lave! 0bjective(s): *To* Select the Mars '03 mission concept(s) and to	recast the Mars Program Architecture
for the period ***2005-2020*** consistent with the expected Mars Surveyor Pr ram	budget forecast.
Brief Descriotion of Requested Support The following areas of contractor support *are* requested	
1) *1)* Senior technical and management expertise to support the Mars Flight Project selection reviews.	
2) Independent LCC assessments of proposed Mars missions, including orbital, lander, and sample return missions,	
3) Technical and programmatic assessments of future Mars mission, payload, & subsystem implementation options,	
4) Definition and evaluation of alternative Mars program architectures for the period 2005-2020,	
5) Participation, administration, and documentation support for a Mars Exploration Workshop,	
6 G hits and findi s documentation support to the Mars _ram redefinition initiative.	
Requested Key Staff (Optional):	
1) [redacted]	
2 Consultants: [redacted]	

Schedule

Milestone	Date
1. Start Date	1. July 3, 2000
2. Fast-Track '03 Study Reviews at JPL..... ..,	2. July 6=7 and 10-11, 2000
3. Mars '03 Selection Support at NASA HQ.....	3. July 13-14, 2000
4. Mars Exploratfon Workshop at LPI.....	4. July 18-20, 2000
5. Mars Architecture Reviews.....	5. August-September 2000
6. Ad hoc Progress Reviews.....	6. As requested (3-4 expected
5. Completion Date	7. December 31, 2000

Deliverable(s)

1. Planning and assessment inputs and presentations (as required, including the '03 mission selection)

2. Independent LCC estimates and risk assessments (as required, including the '03 mission options and MSR)
3. Revised Mars Architecture Definition Presentation

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #9 Request

Task Order Request
Task Order No. 9
Task Title: Mars Express/Beagle 2 Critical Design Review
NASA Requester: [redacted] Mail Stop: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations ☐
II.	Assessments ☒
III.	Studies: Management ☐ Scientific ☐ Technical ☐
IV.	Administrative Support ☐
V.	Information Management ☐

Description of Work to be Performed
Task Objective(s): Support the implementation of the Mars Express/Beagle 2 Critical Design Reveiw
Expertise Required: [redacted]- expertise: Systems Engineering/ATLO
Expected Results: Participation in the development of the CDR evaluation and assessment of the project readiness to proceed into flight implementation. CDR recommendations are to be delivered to NASA and ESA. The task assumes 3 weeks of [redacted] time (1-week Prep + 1-week at the Review in England + 1-week follow-up). Reasonable Travel expenses are authorized. Period of Performance = 15 September - 31 December 2000 Name Request Consultant: [redacted]—contact information on [redacted] was provided to SAIC last month.

Schedule	
Milestones	Dates
Beagle 2 CDR	September 25-29, 2000
CDR Evaluation and out-brief	No later than 31 December, 2000

Deliverable(s)
[redacted] participation as a consultant on an independent review of the Beagle-2 Lander at Astrium in Stevenage, UK, September 25-29, 2000, [redacted] assist in the preparation of the Board Report. The Independent review Team may identify issues or problems, and suggest solution paths. But determining and validating the solutions and implementing them is the sole responsibility of ESA and/or the Mars Express/Beagle-2 Project.

Type Task Order	
☐ CPFF	XX☐ FFP

Funding (Optional)
$ __K

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request

Task Order No. 12
Task Title: **Advanced Technology Concepts and Assessments**
NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: .....Management	☒
	.....Scientific	☐
	.....Technical	☒
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s): To support technical management and coordination of advanced technology development efforts within the Office of Space Science.

Brief Description of Requested Support: The increased frequency with which smaller cost-capped missions are being selected and flown creates new challenges for the HQ Program Office, and program and project managers at the Field Centers charged with new technology development. The challenges are different for HQ and Center program managers and the contractor is tasked with assisting both levels by translating technical and management information into the required perspective. The contractor will work closely with the Technology Director, OSS, NASA HQ, his staff and other Program Executives covering all activities associated with OSS advanced technology development. Further, the contractor will support communication and coordination with NASA Field Centers involved in OSS technology development, and will assist in the preparation of key documents, presentations and programmatic analyses.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address)	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible

Schedule

Milestones	Dates
1. Start Date	1. ~~October 1, 2000~~ Oct. 14, 2000
2. Completion Date	2. March 1, 2001

Deliverable(s)

1. Field Center Trip Report .... January 5, 2001
2. Interim Report .... January 31, 2001
3. Final Report .... March 1, 2001

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request # 15

Task Order Request
Task Order No. 15 Task Title: ESIP Federation Management Study NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations ☐
II.	Assessments ☐
III.	Studies: .....Management ☒ .....Scientific ☒ .....Technical ☐
IV.	Administrative Support ☐
V.	Information Management ☐

Description of Work to be Performed
Program-Level Objective(s): Through a combination of management and scientific study activities, assist the ESIP Federation in attaining its goal of becoming a self-sustaining organization.
Brief Description of Requested Support: The ESIP Federation has been existence for over two years, and has made great strides in developing a self-governing organization. Through products and services developed by member ESIP's, the Federation has become more visible as a key entity in promoting Earth Science data and applications. Two key areas where contractor support is requested in the coming year are: 1) via management study activities assist the NASA Task Requestor and Federation Officers in further refining the current self governing structure into an officially-recognized self-sustaining organization, and 2) through scientific study activities continue to assist the NASA Task Requestor and Federation members in promulgating Earth Science data and applications to communities that are not historically users of such data.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address)	Expected Contribution
1. [redacted]	[redacted]	Task Lead
2.		
3.		
Note: Include resumes of requested consultants if possible		

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #16 Request

Task Order Request
Task Order No. 16 Task Title: University Earth System Science Announcement of Opportunity Downselect NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Phone: [redacted] Fax: [redacted] [redacted] Email: [redacted]

Relevant Contract SOW Section(s)
I. Proposal and Mission Concept Evaluations ☒ II. Assessments ☐ III. Studies: Management ☒ Scientific ☐ Technical ☒ IV. Administrative Support ☒ V. Information Management ☒

Description of Work to be Performed
Program-Level Objective(s): Perform a Downselect Evaluation on UnESS Concept Study Reports and report results back to the UnESS Evaluation Executive Committee
Brief Description of Requested Support: 1. Receive from PI's and distribute UnESS Concept Study Reports to Evaluators and SmallSat analyst. 2. Perform compliance check on UnESS Concept Study Reports 3. Provide preliminary questions to PI's through SSSO that will be used in Site Visits one week prior to visit. Questions should be from AO Evaluations and Concept Study Report quick evaluations. Cannot have a major weakness if a question and answer, or clarification has not been requested. 4. Provide secure site for PI to place Concept Study Reports and Evaluators to retrieve Concept Study Reports 5. Attend/participate in kickoff/site visit meeting for UnESS Downselect process 6. Perform a detailed technical and management analysis/evaluation of 5 UnESS Concept Study Reports assisted by LaRC SmallSat analyst. (Use NASA Teleconferencing Service for all telecons.) 7. Report results to UnESS Evaluation Executive Committee during a 5 day meeting in Washington D.C. 8. Produce briefing book for presentation to Selecting Official 9. Support presentation of UnESS Evaluation Executive Committee results to Selecting Official. 10. Support debriefings as necessary. 11. Provide technical administrative support to UnESS Evaluation Executive Committee and LaRC's Space Science Support Office during Downselect Process. 12. Provide snacks for evaluation meetings as appropriate.

Requested Consultant Expertise (Optional)

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 17 Request

Task Order Request
Task Order No. 17 Task Title: Information System for TMCO Evaluations NASA Requester: [redacted] Org: [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations ☒
II.	Assessments ☐
III.	Studies: Management ☐ Scientific ☐ Technical ☐
IV.	Administrative Support ☐
V.	Information Management ☐

Description of Work to be Performed
Program-Level Objective(s): Develop a web-based system for remotely entering evaluation comments during the TMCO evaluation of proposals.
Brief Description of Requested Support: Support a workshop on requirements for an information management system for TMCO evaluations. Starting with the attached draft requirements for web evaluations and using the results of the workshop, document the requirements for the TMCO information management system for approval by the initiator. Design a web-based system that evaluators can use with popular web browsers to enter and update their evaluation comments on one or more evaluations forms. The system should be capable of automatically aggregating evaluation comments into "fat" forms for use in group evaluation telecons. The system should be capable of integrating with the information system of the NASA Headquarters peer review contract so that all evaluation reports can be assembled. The system should also be easily reconfigured to support additional evaluations. A system concept should be presented to SSSO and then implemented so there is a working system ready for UnESS downselect by February 15, 2000. Make revisions to the system as needed in order to work out problems uncovered during the UnESS evaluation.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1. [redacted]	[redacted]	Workshop participant
2. [redacted]	[redacted]	Workshop participant
3. [redacted]	[redacted]	Workshop participant
Note: Include resumes of requested consultants if possible.		

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 18 Request

Task Order Request

Task Order No. 18
Task Title: MIDEX 01 Explorer Evaluation Preparation
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	X
II.	Assessments	☐
III.	Studies: Management ☐ Scientific ☐ Technical ☐	
IV.	Administrative Support	X
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):
The purpose of this task is to prepare for the MIDEX 01 Explorer evaluation process.

Brief Description of Requested Support:
Work with the Explorer Acquisition Manager to prepare for the MIDEX 01 Explorer evaluation. This task includes, at a minimum, definition of the MIDEX 01 AO preparation and evaluation schedules, assistance during the preparation of the draft MIDEX 01 AO including appendixes and revisions as applicable, preparation of the draft MIDEX 01 Evaluation Plan, and preparation and implementation of the Explorer Program Library with revisions as applicable.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. [redacted]	[redacted]	See description of requested support.
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. November 27, 2000
2. Completion Date	2. July 31, 2001

Deliverable(s)

1. MIDEX 01 AO preparation and evaluation schedule definitions. Both printed and electronic versions are required.
2. Draft MIDEX 01 AO including appendixes, and revisions as applicable. Both printed and electronic versions are required.
3. Draft MIDEX 01 Evaluation Plan. Both printed and electronic versions are required.
4. Explorer Program Library established at specified internet web site, with revisions as applicable.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 19 Request

Task Order Request
Task Order No. 19 Task Title: Space InfraredTelescope Facility (SIRTF) External Independent Readiness Review NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)		
I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: Management ☐ Scientific ☐ Technical ☐	
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):
Conduct an External Independent Readiness Review (EIRR) of the SIRTF mission following the guidelines of the External Independent Readiness Review (EIRR) Policy Guidelines of the Space Science Support Office. This document is available via the web at http://lso.larc.nasa.gov/currentprojs.html. The SIRTF EIRR will report formally to the Deputy Associate Administrator of Space Science and the SIRTF Program Executive. [redacted] will act as the point of contact in the Space Science Support Office.

Expertise Required:
Expert knowledge of Infrared Astronomy, Instrumentation, and detectors. Also optics, structures and dynamics, mechanical and electrical systems, project management, spacecraft subsystems and systems engineering, flight and ground software development.

Brief Description of Requested Support:
Experts on the task will attend project reviews through out the year. Not all of the SIRTF EIRR will need to attend every review. Attendance is based on the subject area reviewed. However, major project reviews such as PDR, CDR and bi-quarterly reviews are attended by the entire team.
A schedule of the planned project reviews for this task are attached along with the expected number of participants at the review. Also, once a year the expert designated as the Chair will present a summary of the team findings for the year to the Deputy AA of OSS. Experts attending project reviews must write a report after each review and provide a copy to the Chair, and the Technical Coordinator. The Technical Coordinator will write consolidated team reports for major reviews, and assist the Chair in developing the yearly presentation to the Deputy AA, maintain a schedule of EIRR review activities and keep all EIRR members informed of any schedule changes to the schedule project reviews, maintain a database of open and closed actions, archive reports electronically and in hardcopy form, schedule and conduct telecons with the project management, the program executive and the Chair to review and status on open actions. The Technical Coordinator will brief the SSSO on any EIRR process problems and propose changes to the EIRR process document and if approved by the SSSO, make the changes to the EIRR process document. The Technical Coordinator will also brief the SSSO on significant SIRTF project problems and make recommendations on changes in the SSSO AO, TMCO or confirmation review process to reveal the issue earlier in the acquisition, assessment, and review process.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1.See Attached		
2.		

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 21 Request

Task Order Request

Task Order No. 21
Task Title: Joule Concept Study Evaluation
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... X
II. Assessments..... ☐
III. Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☐
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s):
The purpose of this task is to evaluate the Joule Concept Study.

Brief Description of Requested Support:
Prepare for and implement an evaluation of the Joule Phase A Concept Study Report and present findings to a NASA Voting Panel. This task will include staffing the evaluation team, developing an evaluation plan, conducting a kickoff telecon, conducting a 2-day TMC review at LaRC, conducting a 2-day site visit at GSFC, and providing written evaluation findings and associated report. Joule has recently been selected as a mission of opportunity under the SMEX '99 AO and is scheduled to fly on the Japanese Astro-E2 mission.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. [redacted]	[redacted]	Evaluation Lead
2. [redacted]		Executive Secretary
3. [redacted]		Instrument Evaluator
4. [redacted]		Systems Engineering
5. [redacted]		Technical Evaluator
6.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. December 4, 2000
2. Begin Evaluation	2. February 1, 2001
3. Conduct TMC and Site Visit	3. February 2001
4. Completion Date	4. April 30, 2001

Deliverable(s)

1. List of Joule evaluators.
2. Joule concept study evaluation plan and schedule in both printed and electronic formats.
3. Written evaluation findings and associated report in both printed and electronic formats.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 22 Request

Task Order Request

Task Title: Independent Cost Analysis
NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☒
II. Assessments..... ☐
III. Studies: .....Management ☐ .....Scientific ☐ .....Technical ☒
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s): The purpose of this task is to analyze the costs of up to 8 proposed project costs. The effort will support the Discovery Program Office by highlighting areas of cost proposals with cost risk and which require corrective action through negotiation with the proposers.

Brief Description of Requested Support: The contractor is requested to provide cost analysis support to develop and demonstrate a process with attendant products to satisfy the specific needs of the Discovery Program Office (DPO) for proposed project cost analysis. This will be done by first analyzing at least one prior selected Discovery mission for which full project data is known and providing the results to the DPO. Upon approval of the process and products by the DPO, analysis will then be completed upon the Downselected proposed projects with the data provided from the projects during Downselection. The actual analysis will be conducted in 4 steps: 1. Analysis of project data; 2. Identify Project WBS Elements with cost risk; 3. Estimate Cost Impact for Elements with Identified Cost Risk; and 4. Provide Cost Risk Impact Summaries. The results are provided to the DPO and Evaluation Team and may require iteration.

The support will include the following meetings:
(1) Cost Kick-Off Meeting.....SSSO, LaRC.....1 day.....all members
(2) Cost Process Demonstration Meeting.....SSSO, LaRC.....1 day.....all members
(3) Cost Findings Briefing to DPO.....JPL.....2 days all members

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address)	Expected Contribution

Note: Include resumes of requested consultants if possible

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 24 Request

Task Order Request
Task Order No. 24 Task Title: Gravity Probe B (GPB) External Independent Readiness Review NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations..... ☐
II.	Assessments..... ☒
III.	Studies:.....Management ☐ .....Scientific ☐ .....Technical ☐
IV.	Administrative Support..... ☐
V.	Information Management..... ☐

Description of Work to be Performed
Program-Level Objective(s): Conduct an External Independent Readiness Review (EIRR) of the GPB mission following the guidelines of the External Independent Readiness Review (EIRR) Policy Guidelines of the Space Science Support Office. This document is available via the web at http://lso.larc.nasa.gov/currentprojs.html. The GPB EIRR will report formally to the Deputy Associate Administrator of Space Science and the GPB Program Executive. [redacted] will act as the point of contact in the Space Science Support Office.
Expertise Required: Expert knowledge of systems and spacecraft engineering, propulsion, control systems, pointing systems, attitude control, thermal systems and cryogenics. Also, program and project management, systems engineering, flight operations, safety, reliability and quality assurance.
Brief Description of Requested Support: Experts on the task will attend project reviews through out the year. Not all of the GPB EIRR will need to attend every review. Attendance is based on the subject area reviewed. However, major project reviews such as the Payload Acceptance Review and Launch – 1 year review will be attended by the entire team. A schedule of the planned project reviews for this task are attached along with the expected number of participants at the review. Also, once a year the expert designated as the Chair will present a summary of the team findings for the year to the Deputy AA of OSS. Experts attending project reviews must write a report after each review and provide a copy to the Chair, and the Technical Coordinator. The Technical Coordinator will write consolidated team reports for major reviews, and assist the Chair in developing the yearly presentation to the Deputy AA, maintain a schedule of EIRR review activities and keep all EIRR members informed of any schedule changes to the schedule project reviews, maintain a database of open and closed actions, archive reports electronically and in hardcopy form, schedule and conduct telecons with the project management, the program executive and the Chair to review and status on open actions. The Technical Coordinator will brief the SSSO on any EIRR process problems and propose changes to the EIRR process document and if approved by the SSSO, make the changes to the EIRR process document. The Technical Coordinator will also brief the SSSO on significant GPB project problems and make recommendations on changes in the SSSO AO, TMCO or confirmation review process to reveal the issue earlier in the acquisition, assessment, and review process.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1.See Attached		
2.		

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #25 Request

Task Order Request

Task Order No. 25
Task Title: ACCESS Mission Development Independent Assessment Plan
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical	☐
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):
The purpose of the task is to assess the capabilities of the Korea Aerospace Research Institute to develop and manufacture the Payload Support and Interface Module (PSIM) for the ACCESS mission and Goddard Space Flight Center's plans for managing the joint PSIM development for the ACCESS mission.

Brief Description of Requested Support:
Prepare for and implement an Independent Assessment of the ACCESS Mission Development by recognized experts, documenting findings and recommendation in a written report. This task will include participating in a planning teleconference, attending briefings in Taejon, Korea and Greenbelt, MD, and writing Phase I, II and final reports. The Executive Secretary will gather the Phase I and II reports to produce a draft Independent Assessment Report and after consensus a final Independent Assessment Report. The Executive Secretary will gather lessons learned and present applicable findings to the SSSO, and update the Independent Assessment Process document to reflect approved changes. See attached Independent Assessment Plan for additional details.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. TBD		Executive Secretary & Management
2. TBD		Systems Engineering
3. TBD		Technical/Engineering
4. TBD		Integration and Test (Dean Eppler or Steve Voels)
5. TBD		Safety, Reliability & Quality Assurance
6. TBD		Cost and Schedule

Note: Include resumes of requested consultants if possible.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 26 Request

Task Order Request

Task Order No. 26
Task Title: Solar Probe Technical Management Cost and Other Factors (TMCO) Assessment
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: _____ Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☒
II. Assessments..... ☐
III. Studies:.....Management ☐ .....Scientific ☐ .....Technical ☐
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s):
Conduct an evaluation of the Technical, Management, Cost, and New Technology plans submitted as part of each proposal to the Solar Probe portion of the Deep Space System AO.

Brief Description of Requested Support:
The contractor shall provide instrument development specialist for 6 different instrument types, thermal analysis expertise, project management expertise, cost analysis, mission impact analysis, and spacecraft accommodation assessment expertise and an executive secretary. These experts will review 5 proposals, participate in a Kickoff telecon January 8 at 2pm, and attend the TMCO meetings at Langley on Jan 23-24. Some follow-up cost assessment and accommodation assessment may be requested in February. All experts will provide evaluation comments in their area of expertise on forms C and D. The mission impact expert will address the mission impact criteria in section 4.2.3 of the AO and present a summary for each proposal of the individual and suite resources proposed versus the spacecraft capability. The project management expert will be responsible for finalizing the content of Form C and the new technology portion of form D. The project management expert will also prepare a summary power point presentation that includes one page for each proposal with the grade for each proposal and rationale for the grade with additional details in the notes view. The project management expert is also required to attend the Science Peer Panel review the week of Jan 29 in Washington D.C. The executive secretary will prepare forms C and D and the Power point presentation and provide other logistical support for the TMCO.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. TBD	TBD	Magnetometer
2. TBD	TBD	Solar Wind Plasma Analyzer
3. TBD	TBD	Solar Energetic Particles
4. TBD	TBD	Coronagraph
5. TBD	TBD	Extreme Ultra Violet Energy
6. TBD	TBD	Magnetograph

Schedule

Milestones	Dates
1. Start Date	1. Jan 2, 2001
2. TMCO Plenary	2. January 23 - 24
3. Final Form C and D	3. January 26
4.	4.
5. Completion Date	5. April 30, 2001

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 27 Request

Task Order Request

Task Order No. 27
Task Title: Spreadsheet for Travel Plans
NASA Requester: Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☐
II. Assessments..... ☐
III. Studies:.....Management ☐ .....Scientific ☐ .....Technical ☐
IV. Administrative Support..... ☒
V. Information Management..... ☒

Description of Work to be Performed

Program-Level Objective(s):
Enable effective management of travel budget for space flight programs

Brief Description of Requested Support:
Develop Microsoft Excel spreadsheets and associated macros in order to meet the attached "Travel Database Requirements"

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.NA		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. January 19, 2001
2. Fully populated spreadsheets in an Excel "workbook" with macros delivered and ready for use	2. February 16, 2001
3. Draft documentation complete and delivered	3. March 15, 2001
4. Excel "workbook" revisions and documentation complete and delivered	4. May 31, 2001
5. Completion Date	5. June 29, 2001

Deliverable(s)

1. Excel "workbook" populated with travel data and containing macros for effective management of travel requirements
2. Documentation on how to use the spreadsheets in the workbook and how to set up another year's travel plans

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 28 Request

Task Order Request
Task Order No. 28
Task Title: Pluto-Kuiper Belt Mission Evaluation
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)		
I.	Proposal and Mission Concept Evaluations	X
II.	Assessments	☐
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☐	
IV.	Administrative Support	X
V.	Information Management	☐

Description of Work to be Performed
Program-Level Objective(s): The purpose of this task is to support the Pluto-Kuiper Belt Mission evaluation process.
Brief Description of Requested Support: Work with the Pluto-Kuiper Belt (PKB) Mission Acquisition Manager to implement and accomplish the PKB Mission proposal evaluation process through the selection anticipated in May or June 2001. This task includes, at a minimum, administrative support during the draft AO cycle including revisions as applicable; preparation of the draft PKB Evaluation Plan; preparation and implementation of the PKB Acquisition Homepage and Program Library with revisions as applicable; timely compliance check of up to 8 proposals per AO requirements; independent technical and management evaluations by up to 15 senior technical SAIC and consultant personnel of up to 8 PKB proposals prior to the scheduled TMC Plenary; cost estimates (including independent life-cycle cost estimates, cost ranges, and associated cost risks) by at least 3 independent cost models prior to the face-to-face TMC Plenary; participation by the same group of senior technical SAIC and consultant personnel (including cost personnel) plus administrative support by 1 to 2 individuals at the face-to-face TMC Plenary (up to a 5 day duration); technical and administrative support throughout the entire TMCO and selection process including mission/trajectory analyses of proposals prior to the TMC Plenary, a TMC sensitivity study using Expert Choice or other designated software, and special technical analyses as required to resolve post-TMC proposal issues; TMC representation support by up to 3 senior technical SAIC and consultants at the face-to-face Science Peer Review Plenary; and technical support by 1 individual during debriefings to all proposers.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		
Note: Include resumes of requested consultants if possible.		

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 29 Request

Task Order Request
Task Order No. 29
Task Title: SIM External Review Board
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted] Code [redacted]
Phone: [redacted] Fax: [redacted]
Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations..... ☐
II.	Assessments..... ☒
III.	Studies:.....Management ☐ .....Scientific ☐ .....Technical ☐
IV.	Administrative Support..... ☐
V.	Information Management..... ☐

Description of Work to be Performed
Program-Level Objective(s): Conduct a review of the SIM project to (a) determine if the scientific objectives of the NRC decadal reports can be achieved with the proposed architectures, (b) determine if the proposed architectures will provide targets for the TPF mission, (c) evaluate the relative scientific return of the proposed mission implementations versus the cost differentials, and (d) evaluate the relative probability of success of the proposed mission implementations.
Brief Description of Requested Support: The SIM External Review Board will meet once at JPL during March 2001 for a presentation by the project to the team. The board will provide quick feed-back to NASA Headquarters and to the project manager at JPL of the board's findings. The board will participate in the presentation of the restructured SIM project at NASA Headquarters in April 2001.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1. See Attached List		
2.		
3.		
Note: Include resumes of requested consultants if possible.		

Schedule	
Milestones	Dates
1. Start Date February 28, 2001	1. Feb. 28, 2001
2. _Project presentation_____	2. March 22-23, 2001
3. _Board repsonse_____ _	3. Early April 2001
4. _Presentation at HQ	4. Late April 2001_
5. Completion Date July 1 2001	5. July 1, 2001

Deliverable(s)
1. Board Repsonse _____ 2. Presentation at Headquarters _____ All Deliverables due on dates noted under schedule, above.

Performance Goals/Metrics
1. Technical/Admin Support: Quality of final product requires no modifications or changes; At least monthly progress reports are provided to requester.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 30 Request

Task Order Request

Task Order No. 30
Task Title: ESSP-3 Evaluation Plan Development and Proposal Evaluation
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	☒
II.	Assessments	☐
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical	☐
IV.	Administrative Support	☒
V.	Information Management	☒

Description of Work to be Performed

Program-Level Objective(s):
Support ESSP-3 AO Evaluation process in four phases. Each phase should be costed separately.
Phase I – Support preparation of formal ESSP AO Evaluation Plan
Phase II - Support Step-One ESSP Evaluation
Phase III – TMC Step-Two ESSP Evaluation Subpanel
Phase IV – Support Mission Design Review Process (To be defined at a later date)

Brief Description of Requested Support:
Phase I includes the support for writing of a formal ESSP-3 Evaluation Plan for approval by Headquarters. Formal document will be written using the UnESS Evaluation Plan as a starting point and incorporating ESSP Evaluation processes approved by Headquarters in a bullet format. Support should be from experienced TMC evaluator.
Phase II Develop management evaluations for approximately 20 Step-One proposals and support TMC Chair in Science Panel discussions. Management sections of proposals are approximately 1 page each.
Phase III includes a full TMC evaluation of the Step-Two ESSP AO's. TMC subpanel should be prepared to evaluate 8-10 proposals using telecons, plenary at LaRC, and site visits. (SAIC will not perform cost analysis). Subpanel chair will be required to attend at least 3 additional briefings in Washington D.C.
Phase IV has not been defined at this time and the extent of activity will be defined during the Phase I activity.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. None.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request
Task Order No. _____31__ Task Title: **Sample Receiving Facility Site Selection and Environmental Impact Statement Support** NASA Requester: [redacted] Mail Stop: _____ Org: [redacted] Phone: [redacted] Fax: _____ Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations..... ☐
II.	Assessments..... ☒
III.	Studies: .....Management ☐ .....Scientific ☐ .....Technical ☐
IV.	Administrative Support..... ☐
V.	Information Management..... ☐

Description of Work to be Performed
Program-Level Objective(s): To assist with obtaining required approvals for the NASA Sample Receiving Facility, through demonstration of documented NEPA compliance.
Brief Description of Requested Support: Utilizing capabilities not available at NASA Headquarters, the Contractor shall prepare the Draft and Final Environmental Impact Statements (EIS) for the NASA Sample Receiving Facility (SRF). The SRF is to be used for receipt , handling, testing, and disposition of samples returned to Earth by designated NASA missions. Specifically the Contractor shall serve as an integral member of the NASA SRF EIS team with responsibility for critical technical NEPA compliance review of all inputs prepared by the team for the SRF EIS, and shall integrate those inputs, including inputs prepared by the Contractor, into the document. In addition the Contractor shall prepare technical inputs required for NEPA notices that must be published at various points in the process. The Contractor shall maintain a master mailing list for use in distributing the NEPA notices and the draft and final EIS documents, and shall assist NASA in packaging the documents for mailing to recipients. The overall SRF EIS effort includes two major activities: assistance with site selection for the SRF, and preparation of the SRF EIS and Record of Decision. The entire effort will span more than one Government Fiscal Year, thus the Contractor will provide the required support in a phased manner to coincide approximately with each Government Fiscal Year. This is the first such phased task. The current study work required consists of initiation of the major activities noted above. Assistance with NASA's site selection activities for the SRF will consist of providing Contractor site selection expertise in the development of guidance for NASA's overall site selection protocol to be employed including site selection criteria. Assistance will also be provided with implementation of NASA's site selection protocol. NASA may choose to conduct public meetings in association with its site selection efforts. The Contractor will attend and participate in those public meetings. The Contractor will also initiate preparation of the SRF EIS through development of the required Notice of Intent for publication in the Federal Register, assist with the analysis of public comments received during the public scoping period, and develop an annotated outline of the SRF EIS for review by the NASA SRF EIS Team.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request
Task Order No. 33
Task Title: Mars Exploration Program Programmatic EIS
NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations ☐
II.	Assessments ☒
III.	Studies: .....Management ☐ .....Scientific ☐ .....Technical ☐
IV.	Administrative Support ☐
V.	Information Management ☐

Description of Work to be Performed

Program-Level Objective(s): To assist with obtaining required approvals through demonstration of documented NEPA compliance.

Brief Description of Requested Support:

MASTER PLAN OVERVIEW: In October 2000, NASA announced its revised strategy for the exploration of Mars. That strategy has at its core the search for water on Mars. In implementing its revised strategy, NASA will undertake orbital and surface exploration of Mars with missions that build upon the successes and lessons learned from preceding missions. NASA intends to undertake preparation of a Programmatic EIS (PEIS) for the revised Mars Exploration Program to ensure National Environmental Policy Act (NEPA) compliance.

Accomplishment of the Program-Level Objectives described above for the PEIS support effort is expected to extend over multiple Government Fiscal Years due to both the nature of the work and to the mandated public consultation and review requirements of NEPA. In turn, the key milestones and deliverables associated with the overall effort will extend over the multiyear schedule. Thus, NASA intends to accomplish the required support on approximately a Government Fiscal Year basis. Each successive Fiscal Year (FY) task will reflect the major milestones and deliverables that are intended to be achieved within that Fiscal Year. This approach allows each successive FY task to build upon the accomplishments of the previous FY task(s). Successive FY task(s) can then be refined in terms of milestones and deliverables as well as budget, using the experience and progress achieved in the previous task. The following description of requested support represents the first task in accomplishing the Program-Level Objectives and the overall Master Plan described above.

REQUESTED SUPPORT: Utilizing capabilities not available at NASA Headquarters, the Contractor shall serve as an integral member of the NASA PEIS team with responsibility for critical technical NEPA compliance review of all inputs prepared by the team for the Tier 1 PEIS, and shall integrate those inputs, including inputs prepared by the Contractor, into the document. In addition the Contractor shall prepare technical inputs required for NOI NEPA notice that must be published in the Federal Register, and support the public scoping process for the Tier 1 PEIS. The Contractor shall also prepare a working annotated outline of the PEIS using both internal PEIS Team analyses and inputs received from the public scoping process. Following completion of the annotated outline the Contractor will prepare the first preliminary draft of the PEIS. The Contractor shall also maintain a master mailing list for use in distributing the NEPA notices and the draft and final EIS documents, and shall assist NASA in packaging

Task Order Request

Task Order Request
Task Order No. 34 Task Title: **Mission Success Impediment Analysis** NASA Requester: [redacted] Mail Stop: [redacted] Organization: [redacted] Phone: [redacted] Fax: [redacted] E-mail: [redacted]

Relevant Contract SOW section(s)
I. Proposal and Mission Concept Evaluations.....***No***
II. Assessments.....***Yes***
III. Studies: Management.....***No,*** *Scientific*....***No***, *Technical*....***No***
IV. Administrative Support.....***No***
V. Information Management.....***No***

Description of Work to be Performed
Program-Level Objective(s): To ascertain the major impediments to mission success and analyze how the SSSO evaluation methods could be used to prevent impediments.
Brief Description of Requested Support: SSSO/LaRC is tasked by both the Office of Space Science and the Office of Earth Science at NASA HQ with evaluating proposals for complete mission acquisitions and presenting their findings to the NASA HQ Selection Official. SSSO/LaRC has now performed this role for 5+ years and a significant amount of review data has been generated, and an extensive set of tools and assessment processes have been used. In addition, there now exists a set of missions that have progressed through the entire proposal concept/confirmation review/launch/mission operations life-cycle. Of importance to the SSSO is the feedback of analyzing this historical database to identify impediments to mission success. The purpose of this task is to scope the mission impediment trade-space in order to accurately prepare a longer-term task whose objective would then be to perform a detailed analysis of how SSSO evaluation and assessment tools could be used to prevent mission impediments. The contractor will work closely with the SSSO acquisition managers to investigate the extent of the available data from prior evaluations, and using their unique qualifications, quantify the state of the "corporate knowledge" within the reviewer community. The contractor will also briefly review the SSSO assessment processes and evaluation tools. Once the complete trade-space has been defined, the contractor will prepare recommendations to SSSO for follow-on tasking to perform a detailed assessment.

Requested Consultant Expertise (Optional)		
Name	Contact Info	Expected Contribution
1. NA		
Note: Include resumes of requested consultants if possible		

Schedule	
Milestones	**Dates**
1. Start Date: 2. Completion Date:	1. April 30, 2001 2. July 31, 2001

Deliverable(s)	
1. Mid-term briefing to SSSO Management	June 7, 2001
2. Final Report	July 31, 2001

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 35 Request

Task Order Request

Task Order No. 35
Task Title: Mars '05 Evaluation
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☒
II. Assessments..... ☐
III. Studies:.....Management ☐ .....Scientific ☐ .....Technical ☐
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s):
TMCO evaluation of approximately 10 instrument proposals in response to the Mars Reconnaissance Orbiter Announcement of Opportunity

Brief Description of Requested Support:
Assemble evaluation team of experts in technical, management, and cost evaluation, support evaluation kickoff activities, support evaluation telecons and the plenary evaluation meeting at ESSSO. Support evaluation of proposed new technology, including any plenary evaluation meetings at ESSSO. A requirement deserving special note: Provide complete reports on proposal strengths and weaknesses, ready for use in categorization and suitable for use in debriefing, by the end of each plenary evaluation meeting.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. Approx. Aug. 3, 2001
2. Proposals due	2. August 22, 2001
3. TMC plenary session	3. Approx Oct. 1 to 5, 2001
4. New technology plenary session	4. Approx. Oct. 19, 2001
5. Completion Date	5. Approx. Nov. 30, 2001

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 36 Request

Task Order Request
Task Order No. 36
Task Title: Pluto-Kuiper Belt Mission Concept Study Evaluation
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations..... X
II.	Assessments..... ☐
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☐
IV.	Administrative Support..... X
V.	Information Management..... ☐

Description of Work to be Performed
Program-Level Objective(s): The purpose of this task is to support the Pluto-Kuiper Belt (PKB) Mission evaluation process.
Brief Description of Requested Support: Work with the PKB Mission Acquisition Manager to implement and accomplish the PKB Mission Concept Study evaluation process through downselection anticipated in October or November 2001. This task includes, at a minimum, administrative support for revisions to the Guidelines and Criteria for the Phase A Concept Study as applicable; preparation of a draft PKB Concept Study Evaluation Plan to be completed before the TMC Concept Study Evaluation Kickoff Meeting; participation in the TMC Concept Study Evaluation Kickoff Meeting; independent technical and management evaluations of the 2 PKB Concept Study Reports by up to 24 senior technical SAIC and consultant personnel before the TMC Initial Plenary; cost estimates (including independent life-cycle cost estimates, cost ranges, and associated cost risks) by at least 3 independent cost models to be completed before the TMC Initial Plenary; participation by the same group of up to 24 senior technical SAIC and consultant personnel (including cost personnel), plus administrative support by 1 to 2 individuals at the TMC Initial Plenary (3-day duration); participation by a subset of up to 12 of the senior technical SAIC and consultant personnel described above at 2 Site Visits (Applied Physics Laboratory and Lockheed Martin/Denver); participation by the entire group of up to 24 senior technical SAIC and consultant personnel at the TMC Final Plenary (2-day duration); technical and administrative support throughout the entire TMC and downselection process including mission/trajectory analyses of the Concept Study Reports to be completed prior to the TMC Initial Plenary; a post-TMC sensitivity study using Expert Choice or other designated software, and special technical analyses as required to resolve any post-TMC Concept Study issues; TMC representation support by up to 2 senior technical SAIC and consultants at the Science Plenary (if required); and technical support by 1 individual during downselection debriefings to the 2 Concept Study teams.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		
Note: Include resumes of requested consultants if possible.		

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 37 Request

Task Order Request
Task Order No. 37
Task Title: MIDEX 2001 AO
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)		
I.	Proposal and Mission Concept Evaluations	X
II.	Assessments	☐
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☐	
IV.	Administrative Support	X
V.	Information Management	☐

Description of Work to be Performed
Program-Level Objective(s): The purpose of this task is to support the MIDEX 2001 AO evaluation process.
Brief Description of Requested Support: Work with the Explorer Acquisition Manager to implement and accomplish the PKB Mission proposal evaluation process through the selection anticipated in February 2002. This task includes, at a minimum, preparation of a draft MIDEX 2001 AO Evaluation Plan; independent technical and management evaluations by up to 28 senior technical SAIC and consultant personnel of up to 36 MIDEX proposals prior to the scheduled TMC Plenary; cost estimates (including independent life-cycle cost estimates, cost ranges, and associated cost risks) by at least 2 independent cost models prior to the face-to-face TMC Plenary; participation by the same group of senior technical SAIC and consultant personnel (including cost personnel) plus administrative support by 1 to 2 individuals at the face-to-face TMC Plenary (up to a 5 day duration); technical and administrative support throughout the entire TMC and selection process including mission/trajectory analyses of proposals prior to the TMC Plenary, a TMC sensitivity study using Expert Choice or other designated software, and special technical analyses as required to resolve post-TMC proposal issues; TMC representation support by up to 3 senior technical SAIC and consultants at the face-to-face Science Peer Review Plenary; and technical support by 1 individual during debriefings to all proposers.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #39 Request

Task Order Request

Task Order No. _39_
Task Title: Independent Confirmation Assessment for FAME
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: Management ☐ Scientific ☐ Technical ☐	
IV.	Administrative Support	☒
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s): Provide leadership for an Independent Confirmation Assessment for the Full-sky Astrometric Mapping Explorer (FAME)

Brief Description of Requested Support: Provide a leader, three other evaluators, and administrative support for the FAME ICA. The leader will be responsible for organizing the effort of the evaluators from this contract and from other organizations in preparing a report to the Associate Administrator for Space Science on the readiness of FAME to be confirmed. The assessment will include attending the FAME Preliminary Design Review, a business review, the confirmation review, and approximately two other reviews. All meetings will be in the Washington, DC, area. Administrative support will include assisting the leader in the planning of meetings, the distribution of materials, and the coordination of communications.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. ASAP
2. Preliminary Design Review	2. November 13 to 16, 2001
3. FAME business review	3. December 10 to 12, 2001
4. Report to the AA for Space Science	4. December 21, 2001
5. Completion Date	5. March 21, 2001

Deliverable(s)

Task Order Request

Task Order Request
Task Order No. 40 Task Title: **Analysis of the Potential Applications of Earth Science Results and Technologies to the ESE Applications Division Programs** NASA Requester: [redacted] Mail Stop: [redacted] Organization: [redacted] Phone: [redacted] Fax: [redacted] E-mail: [redacted]

Relevant Contract SOW section(s)
I. Proposal and Mission Concept Evaluations.....*No.* *II. Assessments*.....*No* *III. Studies: Management....No, Scientific.....Yes, Technical...No* *IV. Administrative Support*.....*No* *V. Information Management*.....*No*

Description of Work to be Performed
Program-Level Objective(s): To assess Earth Science Enterprise (ESE) science and technology results to determine their potential to support the ESE Applications Division programs.
Brief Description of Requested Support: The Applications Division within the Office of Earth Science at NASA Headquarters is responsible, in part, for the dissemination of NASA-acquired remotely sensed Earth Science data to the broader community of non-scientific-research users. In addition to its own programs which it funds directly, the Applications Division is interested in identifying grants funded by the Science Division within the Office of Earth Science that may have applicability to the Application Division's programs. The purpose of this Scientific Study is for the contractor to identify overlap between these Science Division grants with the Applications Division's theme areas, and provide the Applications Division management with a plan for performing a focused assessment of these grants to identify proposed research that either supports or contributes to the Applications Division's programs.

Requested Consultant Expertise (Optional)		
Name	Contact Info	Expected Contribution
1.		
Note: Include resumes of requested consultants if possible		

Schedule	
Milestones	**Dates**
1. Start Date:	1. October 31, 2001
2. Interim Report:.....	2. December 12, 2001
3. Completion Date:.....	3. February 22, 2002

Deliverable(s)	
1. Briefing to OES Applications Division Management.....	1. December 12, 2001
2. Workshop	2. January 2002
3. Final Report.....	3. February 2002

Space Science Studies and Assessments
Contract No. NAS1-00085
Task Order Request

Task Order Request

Task Order No. 41
Task Title: Mission Acquisition and Strategic Technology Planning Support
NASA Requestor: [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: Management ☒ Scientific ☐ Technical	☒
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program/Task Objective(s): To assist the Office of Space Science in critical strategic planning activity to support:

1. new mission acquisition and technology implementation strategies
2. identification of and investment in the critical technologies necessary to support a unified approach to exploration of the Earth, the Solar System, and the Universe via combined elements of the manned space program and the Space and Earth Science programs

Brief Description of Requested Support: The NASA Office of Space Science (OSS) is investigating new approaches to implementing its mission of space exploration. The first of these is a strategic examination of potential new strategies for mission acquisition and technology implementation. The second is OSS participation in the NASA Exploration Team (NEXT) planning effort that seeks to incorporate elements of the human space program with the Space and Earth Science Programs in order to identify critical technologies needed to implement a unified approach to exploration of the Earth, the Solar System, and the Universe. To assist in this strategic planning, NASA requires the assistance of highly qualified expert individuals who are familiar with the goals of the Agency's exploration programs and who understand the alternatives now under investigation.

Consultant Qualifications Desired (Optional)

Name	Contact Info (phone, email, address)	Expected Contribution
1. [redacted]	[redacted]	Acquisition & Technology Implementation Strategies
2. [redacted]	[redacted]	Coordination of Science Support Groups for NEXT Planning Scenario Meetings

Note: Include resumes of requested consultants if possible

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request

Task Order No. 42
Task Title: Navigator Program Independent Review Team (IRT) Technical Support
NASA Requester: [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations.....	☐
II.	Assessments.....	Yes
III.	Studies: .....Management: Yes .....Scientific: Yes ....Technical	☐
IV.	Administrative Support.....	☐
V.	Information Management.....	☐

Description of Work to be Performed

Program-Level Objective(s):

The Navigator Program: *In Search of New Worlds* (NP) is an element of the Astronomical Search for Origins and Planetary Systems (ASO) Theme of the Space Science Enterprise (SSE), managed by the Office of Space Science (OSS).

Key features of the Navigator Program include:

- Integration of space and ground activities into a cohesive effort to find and characterize the solar systems in our solar neighborhood.
- A multi-project approach to managing risk.
- An integrated approach to engaging and serving the scientific community through development of the Interferometry Science Center (ISC) to support all Navigator projects.

The Navigator Program integrates flight projects as well as ground-based projects, technology development and supporting activities into a cohesive effort directed to the successful implementation of the Terrestrial Planet Finder (TPF) mission.

Flight missions that currently comprise the Program include:

- StarLight
- Space Interferometry Mission (SIM)
- Terrestrial Planet Finder (TPF)

Ground-based projects in the Program include:

- Keck Interferometer Array
- Large Binocular Telescope Interferometer (LBTI), a nulling interferometer instrument on the Large Binocular Telescope operated by the University of Arizona Steward Observatory
- An Interferometry Science Center (ISC) at Caltech, which will have responsibility for science operations, science data processing, proposal management and archiving for most Navigator Program projects. For the Keck Interferometer, the ISC has joint responsibilities in this area with the California Association for Research and Astronomy (CARA). For LBTI, the University of Arizona conducts science operations, with NASA time allocations coordinated by the Navigator

cont'd Task 42

Program Ground Observatory Support Office.

Brief Description of Requested Support:

The OSS and the Independent Program Assessment Office (IPAO) have formed an Independent Review Team (IRT) to provide an unbiased independent analysis capability to review the formulation and implementation of the Navigator Program and its associated projects. The IRT is responsible for independent review of the analysis, definition, design, development, operations and termination plans for the projects within the NP. During the formulation and implementation phases of NP's projects, the IRT will provide an independent assessment of the probability of meeting program technical objectives on schedule and within cost. The IRT will also assess the mission risks and measures available to mitigate those risks. The IRT will evaluate the following, as a minimum:

a. Progress against technical development plans and technical performance metrics
b. Progress against risk areas and adequacy of risk management plans
c. Compliance with current, signed Formulation Authorization Documents and/or Program Commitment Agreement
d. Adequacy of budget (total and phasing) and schedule, including adequate reserve allocations (financial and schedule).
e. Adequacy of workforce plan
f. Adequacy of facilities usage plans
g. Compatibility with NASA policy and procedures (NASA Strategic Plan, NPD 7120.4, NPG 7120.5, etc.)
h. Additional objectives may be added based on the current state of the program.

Specifically, the following items of support are requested. Note, that the individual sub-task elements incorporate the anticipated FY02 effort in total. As noted in each item, the HQ OSS, and the IPAO will be individually responsible for specific sub-tasks.

OSS Sub-task: Interferometer Science Center (ISC) Core Capability Science Delivery - Initial Confirmation Assessment (ICA) @ JPL January 23, 2002: Provide a leader and two other evaluators for the ISC ICA. The leader will be responsible for coordinating the actions of the evaluators from this contract and from other organizations in preparing a report to: 1) The NP Program Executive and NP Program office, 2) briefing the JPL PMC, and 3) briefing the Associate Administrator for Space Science on the readiness of ISC to be confirmed. The assessment will include an assessment of the transition of ISC from Phase A to Phase B and will include the likelihood of successful transition and associated risk areas.

OSS Sub-task: Large Binocular Telescope Interferometer (LBTF) Confirmation Review @ HQ: The LBTI has had its ICA performed during November at JPL. The Conformation Review briefing to OSS Senior Management is scheduled for the week of January 28, 2002 at NASA HQ. Provide a leader and 6 evaluators to attend the briefing.

OSS Sub-task: StarLight Initial Confirmation Assessment (ICA) @ JPL February, 2002: Provide a leader and 8 evaluators for the ICA to be performed during the StarLight Mission Definition Review during February, 2002. The leader will be responsible for coordinating the actions of the evaluators from this contract and from other organizations in preparing a report to: 1) The NP Program Executive and NP Program office, 2) briefing the JPL PMC, and 3) briefing the Associate Administrator for Space Science on the readiness of StarLight to be confirmed. The ICA will include an assessment of the transition of StarLight from Phase A to Phase B and will include the likelihood of successful transition and associated risk areas.

OSS Sub-task: TPF Special Independent Assessment of Draft Technology Plan @ JPL May, 2002: Provide a leader and three evaluators for the assessment of the draft TPF technology plan. The leader will be responsible for coordinating the actions of the evaluators from this contract and from other organizations in preparing a report to: 1) The NP Program Executive and NP Program office, 2) briefing the JPL PMC, and 3) briefing the Associate Administrator for Space Science on the TPF Technology Plan. The assessment and briefing products will focus on quality of planning, thoroughness, risk areas, applicability to Program goals and likelihood of success of the TPF Technology Plan.

OSS Sub-task: SIM Special Independent Assessment of Technical Milestones @ JPL July, 2002: Provide a leader

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 44 Request

Task Order Request

Task Order No. 44
Task Title: Small Explorer Downselection
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☒
II. Assessments..... ☐
III. Studies:.....Management ☐ .....Scientific ☐ .....Technical ☐
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s):
Perform a technical, management, cost, and other factors evaluation of Small Explorer mission concept studies

Brief Description of Requested Support:
Support the evaluation of the 7 SMEX mission concept studies with telecon evaluations, an initial plenary session, site visits by a portion of the team, followed by a final plenary session. All concept study reports and evaluation findings are to be filed in the proposal storage room in Building 1151.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. February 12, 2002
2. First plenary session	2. April 1 to 5, 2002
3. Final plenary session	3. TBD, late June 2002
4. Completion Date	4. September 30, 2002

Deliverable(s)

1. Electronic and written evaluations of 7 SMEX mission concepts

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 46 Request

Task Order Request
Task Order No. 46
Task Title: NGST AO
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)		
I.	Proposal and Mission Concept Evaluations	X
II.	Assessments	☐
III.	Studies: Management ☐ Scientific ☐ Technical ☐	
IV.	Administrative Support	X
V.	Information Management	☐

Description of Work to be Performed
Program-Level Objective(s): The purpose of this task is to support the NGST AO evaluation process.
Brief Description of Requested Support: Work with the Next Generation Space Telescope (NGST) Acquisition Manager to implement and accomplish the NGST Near-Infrared Camera (NIRCam) evaluation process through the selection anticipated in June 2002. This task includes, at a minimum, preparation of a draft NGST NIRCam Proposal Evaluation Plan; independent technical and management evaluations by up to 14 senior technical SAIC and consultant personnel of up to 4 NGST NIRCam proposals prior to the scheduled TMC Plenary; cost estimates (including independent life-cycle cost estimates, cost ranges, and associated cost risks) by at least 2 independent cost models prior to the face-to-face TMC Plenary; participation by the same group of senior technical SAIC and consultant personnel (including instrument/imaging and cost personnel) plus administrative support by 1 individual at the face-to-face TMC Plenary (planned 3 day duration); technical and administrative support throughout the entire TMC and selection process, a TMC sensitivity study using Expert Choice or other designated software, special technical analyses as required to resolve post-TMC proposal issues; TMC representation support by up to 4 senior technical SAIC and consultants at the face-to-face Science Peer Review Plenary; and technical support by 1 individual during debriefings to all proposers.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1. [redacted]	[redacted]	Instrument/Imaging
2. [redacted]	[redacted]	Management
3. [redacted]	[redacted]	Technical Editing
Note: Include resumes of requested consultants if possible.		

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #47 Request

Task Order Request
Task Order No. 47
Task Title: Mars Scout 2002 Proposal Evaluation
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)		
I.	Proposal and Mission Concept Evaluations	x
II.	Assessments	☐
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☐	
IV.	Administrative Support	x
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):

The purpose of this task is to support the planning of the Mars Scout 2002 evaluation process. The objective is to provide an independent assessment and evaluation of the technical, management, cost, and other factors portions of each proposal submitted in response to the OSS Mars Scout 2002 Announcement of Opportunity. For purposes of sizing this effort, it has been assumed that there will be 30- full-mission proposals and 10-Mission-of-Opportunity proposals to evaluate.

Cont'd Task 47

Brief Description of Requested Support:
Work with the Mars Acquisition Manager to plan and implement the Mars Scout 2002 evaluation process beginning no later than Announcement of Opportunity release (April) and ending at Selection (November 2002). The task includes, at a minimum, work in 4 subtask areas as follows:

Subtask 1: Assist in the planning and execution of the evaluation process by: development of an evaluation plan; preparing for and supporting the Preproposal Conference; performing an independent technical and management assessment of all Scout 2002 proposals prior to the scheduled TMC Panel reviews; conducting a compliance check for costs, schedules, technical, and programmatic limitations from the AO; providing administrative/logistical support for all telecons and meetings during the evaluation process; and performance of a TMC Sensitivity Study using the Expert Choice software of final evaluation results.

Subtask 2: Perform a fully independent life-cycle cost estimate for each of the AO proposals. These estimates will include all life-cycle elements from Phase B through Phase E (and extended mission Phase F when applicable), will be generated with an approach (models, reference cost data, and analogies) that is entirely independent of the proposers's estimation sources. At least 2 separate parametric model estimates will be generated. They will also provide a probable range of cost for each proposed project based on input assumptions relative to the heritage and use of existing systems. Included in each Life-Cycle Cost estimate will be an assessment of cost risk that will identify cost drivers in each proposed implementation approach. All estimates must be completed prior to the scheduled TMC Panel Meeting.

Subtask 3: All proposals will be given a thorough TMCO review. SAIC will provide this review through senior technical contractors and consultants for the TMC Panels who are experienced in instrument development, key spacecraft subsystems (e.g.; power, data management, attitude control, etc), flight operations, and development project management. Each of (typically) three TMC Subpanels evaluates a portion of the received proposals, using established evaluation forms identifying strengths and weaknesses of the approach, and then consolidates its findings with other Subpanels during the TMC Panel Meeting to determine the groupings of proposals which have low, medium, or high implementation risk.

Subtaks 4: Provide technical evaluations for the AO proposals. The scope of this task includes specialist review and analysis for: 1) mission/trajectory analysis of all proposals; 2) propellant and/or entry/reentry analysis of all proposals; 3) instrument technical support of the Science Panel; 4) technology review and analysis of all proposals; 5) specialist review and analysis for all proposals; and 6) technical back-up support to briefings and debriefings to both NASA management and proposal teams.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		
Note: Include resumes of requested consultants if possible.		

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #_48_ Request

Task Order Request
Task Order No. 48 Task Title: Reliability Engineering for a Spacecraft Tool (REST) NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations.....X
II.	Assessments.....☐
III.	Studies:.....Management ☐ .....Scientific ☐ .....Technical ☐
IV.	Administrative Support.....☐
V.	Information Management.....☐

Description of Work to be Performed
Program-Level Objective(s): Produce a value added tool to be used by the Evaluation Team in their evaluation/assessment of the proposal and mission concept.
Brief Description of Requested Support: The requested support is to take the existing feasibility effort called Version 5.0 of the Reliability Engineering for a Spacecraft Tool (REST) and produce a value added reliability tool that aids in determining whether a spacecraft mission is Low, Medium or High risk that is annually updated to add new technologies, recent failures and improve the overall usefulness of the tool.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
[redacted]	[redacted]	Convert government generated risk checklists into a reliability tool. Future efforts will be to "maintain" the currency of the tool and make improvements based on customer (Evaluator) feedback.
2.		
3.		
Note: Include resumes of requested consultants if possible.		

Schedule	
Milestones	Dates
1. Start Date: 3/01/02	1. 3/1/02
2. Generate software Version 6.0	2. 4/30/02
3. Work with Evaluation Team to identify and validate critical risks and probability values	3. 7/31/02
4. Generate software Version 7.0 with a full text retrieval capability	4. 11/15/02
5. Completion Date: final report w/recommendations & conclusions	5. 11/30/02

Deliverable(s)
1. SW Version 6.0 2. SW Version 7.0 3. SW modules with document retrieval capability.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #49 Request

Task Order Request
Task Order No. 49
Task Title: Hubble Space Telescope (HST) Independent Review Team (IRT)
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted]
Email: [redacted]

Relevant Contract SOW Section(s)		
I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: Management ☐ Scientific ☐ Technical ☐	
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):

The Independent Review Team (IRT) for the Hubble Space Telescope (HST) operates in accordance with IRT policy and directives from the Office of the NASA Chief Engineer. The annual Independent Implementation Review (IIR) is conducted by the IRT. In addition to the required annual review, the IRT will conduct additional reviews according to the review policy as defined in the Terms of Reference document, and as requested for special situations by the Office of Space Science (OSS). The IRT will primarily address the upcoming servicing mission, focusing on SM-4, currently scheduled for CY 2004. In addition, the IRT will also address the HST end-of-mission scenario (planned for CY2010); this area will be addressed as necessary and as directed by OSS until the conclusion of SM4. After that point the end-of-mission scenario shall become the dominant consideration of the IRT.

Brief Description of Requested Support:

The fourth servicing mission to the Hubble Space Telescope (HST) will replace the COSTAR with the Cosmic Origins Spectrograph (COS), and replace the WFPC2 instrument with the Wide Field Camera 2. It will also replace or service those spacecraft systems/subsystems required to return the HST to full operational capability, and perform a reboost to higher altitude. The candidate list of spacecraft components to be replaced during these missions include an Aft Shroud Cooling System (ASCS), new batteries, a Fine Guidance Sensor, six Gyros, replacement of insulation, a Data Management Unit cable, and a S-band Single Access Transmitter.

The IRT team shall review all aspects of the preparations for the mission with a focus on the preparation of mission hardware, the operational planning and their integration. The review of the mission hardware shall include the integration, test, and verification activities for the new science instrument and the other spacecraft subsystems manifested to fly on the servicing mission SM4. The review of the operational planning shall include the integrated mission planning at both GSFC and JSC, the adequacy of Shuttle accommodations, crew, training, and the on-orbit implementation plans. The IRT shall also address matters pertaining to the HST end-of-mission, as defined in the Terms of Reference document for this IRT. It is anticipated that end-of mission considerations will be secondary to the SM4 activities. Following the conclusion of SM4 the end-of-mission activities will become the dominant area of interest for the IRT. The contractor shall provide the administrative support necessary for the IRT Team to participate in the subject reviews and to document the Team's assessments and findings in a timely manner.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. See Attached page		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request
Task Order No. 50
Task Title: IPAO Support for Cassini 02 IIA
NASA Requester: [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)		
I.	Proposal and Mission Concept Evaluations.....	☐
II.	Assessments.....	☐
III.	Studies: .....Management: Yes..... Scientific: Yes .... Technical	☐
IV.	Administrative Support.....	☐
V.	Information Management.....	☐

Description of Work to be Performed

Program-Level Objective(s):

•

Brief Description of Requested Support:

Contractor is to provide IPAO support personnel (one) in the performance of the Cassini Program 2002 Independent Implementation Review. The Cassini orbitor was launched in 1997 scheduled to reach Saturn in 2004. The support personnel (1) provided by the Contractor will serve on a team of highly experienced individuals to assess the programmatic and technical risk of the Cassini Program with emphasis on operations readiness and program control.

Contractor's specific support is to assess the following:

a. Program cost
b. Adequacy cost and schedule reserves
c. Adequacy of workforce planning

Duties will include:

a. Attendance at a detailed program review meeting to be held at the Jet Propulsion Laboratory on May 6-8, 2002.
b. Analysis of data/information provided by the Program.
c. Contribution of additional knowledge applicable to Program
d. Submission of findings/comments to review team Chair and Deputy Chair
e. Participation in review team discussions/telecons as required

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address)	Expected Contribution
1. [redacted]	[redacted]	

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 51 Request

Task Order Request

Task Order No. 51

Task Title: Solar Dynamics Observatory Technical Management Cost and Other Factors (TMCO) Assessment

NASA Requester: [redacted] Mail Stop: [redacted]

Org: [redacted]

Phone: [redacted] Fax: _____ Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☒
II. Assessments..... ☐
III. Studies:.....Management ☐ .....Scientific ☐ .....Technical ☐
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s):

Conduct an evaluation of the Technical, Management, and Cost, plans submitted as part of each proposal to the Solar Dynamics Observatory (SDO) AO.

Brief Description of Requested Support:

The contractor shall provide instrument development specialist for 7 different instrument types which are Helioseismic and Magnetic Imager, Atmospheric Imaging Assembly, Spectrometer for Irradiance in the Extreme-Ultraviolet, White Light Coronagraphic Imager, UV/EUV Imaging Spectrometer, Photometric Imaging Telescope and the Helioseismic and Vector Magnetic Imager. Also the contractor will provide project management expertise, cost analysis, and spacecraft accommodation assessment expertise and an executive secretary. These experts will review approximately 8 proposals, participate in a Kickoff telecon TBD, and attend the TMCO meetings at Langley on June 24 – 28, 2002. All experts will provide evaluation comments in their area of expertise on form C. The spacecraft accommodation expert will address the spacecraft accommodation criteria defined in section 7.1 of the AO and present a summary for each proposal of the individual and suite resources proposed versus the spacecraft capability. The project management expert will be responsible for finalizing the content of Form C. The project management expert will also prepare a summary power point presentation that includes one page for each proposal with the grade for each proposal and rationale for the grade with additional details in the notes view. The project management expert is also required to attend the Science Peer Panel review July 9 - 12 in Washington D.C. The executive secretary will prepare forms C and D and the Power point presentation and provide other logistical support for the TMCO.

Some follow-up cost assessment and accommodation assessment may be requested in July - August timeframe and require the participation of the project manager expert, and the cost and s/c accommodation expert.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
[redacted]	[redacted]	Project Management
[redacted]	[redacted]	Cost & S/C Accommodation assessment
3. TBD	TBD	Instrument Specialist 1
4. TBD	TBD	Instrument Specialist 2
5. TBD	TBD	Instrument Specialist 3
6. TBD	TBD	Instrument Specialist 4

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 52 Request

Task Order Request

Task Order No. 52
Task Title: New Frontiers 2002 AO Selection Evaluation
NASA Requester: [redacted] Mail Stop: [redacted]
Phone: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	X
II.	Assessments	☐
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☐	
IV.	Administrative Support	X
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):
The purpose of this task is to support the New Frontiers 2002 AO proposal selection evaluation.

Brief Description of Requested Support:
Work with the New Frontiers Mission Acquisition Manager to prepare, implement, and accomplish the New Frontiers Mission proposal evaluation process through the selection anticipated in the spring of 2003. This task includes, at a minimum, administrative and technical support during the draft AO cycle including revisions as applicable; preparation of the draft New Frontiers Evaluation Plan; remote evaluation website preparation and user support; timely compliance check of up to 10 proposals per AO requirements; independent technical and management evaluations by up to 20 senior technical SAIC and consultant personnel of up to 10 New Horizons proposals prior to the scheduled TMC Plenary; cost estimates (including independent life-cycle cost estimates, cost ranges, and associated cost risks) by at least 3 independent cost models prior to the face-to-face TMC Plenary; participation by the same group of senior technical SAIC and consultant personnel (including cost personnel) at the face-to-face TMC Plenary (up to a 5 day duration); technical and administrative support throughout the entire TMCO and selection process including mission/trajectory analyses of proposals prior to the TMC Plenary; a TMC sensitivity study using Expert Choice or other designated software; special technical analyses as required to resolve post-TMC proposal issues; TMC representation support by up to 3 senior technical SAIC and consultants at the face-to-face Science Peer Review Plenary; technical support by 1 individual during debriefings to all proposers; and post-evaluation archiving of forms, working documents, proposals, and briefing books.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 53 Request

Task Order Request

Task Order No. 53
Task Title: Impediments to Mission Success 2
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☐
II. Assessments..... ☐
III. Studies:.....Management ☒ .....Scientific ☐ .....Technical ☐
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s): Investigate sources of major impediments to mission success and analyze how ESSSO evaluation methods could be used to prevent impediments.

Brief Description of Requested Support: This is a follow-on to Task 24 that provided a framework for investigating sources of impediments to the success of space flight missions. This task will begin the investigation by reviewing written management reports on 10 mission development efforts, interviewing managers at NASA Headquarters, and prepare a report on the findings.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. September 15, 2002
2. Report on initial findings based on written mgmt report	2. November 15, 2002
3. Update plan based on initial interviews	3. December 15, 2002
4. Complete report on findings	4. March 15, 2003
5. Completion Date	5. May 15, 2003

Deliverable(s)

1. Initial report based on written management reports on up to 10 mission development efforts
2. Detailed plan in a presentation format for completing the task
3. Final report on findings

To: [redacted]
Fr: [redacted]

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 54 Request

Task Order No.
Task Title: X-2000 Definition Study
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical	☐
IV.	Administrative Support	☐
V.	Information Management	☐

Program-Level Objective(s):
Redefine X-2000 effort at JPL to support New strategic plan

Brief Description of Requested Support:
Utilize [redacted] to assess current state of X-2000 program and potential changes to align with New strategic plan.

Name	Contact Info (phone, email, address) required	Expected Contribution
1. [redacted]	[redacted]	Lead assessment of X-2000 program
2.	[redacted]	
3.	[redacted]	Cambridge, [redacted] 02142

Note: Include resumes of requested consultants if possible.

Milestones	Dates
1. Start Date	1. [redacted]
2. Briefing to HQ	2.
3. Trip to JPL	3.
4. Briefing to HQ	4.
5. Completion Date	5. 8/23/02

1. Written assessment of current technologies in X-2000
2. Written recommendations for restructuring program
3.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request

Task Order No. 55
Task Title: NPOES Prepatory Project (NPP) Review
NASA Requester: [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations.....	☐
II.	Assessments.....	☒
III.	Studies: .....Management: Yes .....Scientific: Yes ....Technical	☐
IV.	Administrative Support.....	☐
V.	Information Management.....	☐

Description of Work to be Performed

Program-Level Objective(s):

•

Brief Description of Requested Support:
Contractor is to provide IPAO support personnel (one) to serve as the Chair of the NPP Independent Review Team (IRT). The Chair will work with the Deputy Chair in the leadership of a team of highly experienced individuals to assess NPP's readiness to proceed into implementation (Non-Advocate Review), and the programmatic and technical risk of NPP.

Contractor's specific support is to serve as NPP IRT Chair. Duties of the Chair include working with the Deputy Chair in performing the following:

Review Planning
Coordinate with Code B and Program on risk areas
Coordinate Terms of Reference
Coordinate the date and agenda for the review with the Program
Assure Team member availability

Review
Facilitate Team discussion
Assure conduct of comprehensive review
Assure that all checklist items are reviewed
Document Team findings in the report
Allow for minority reports
Monitor performance of team members

Reporting
Present report to IPAO Staff
Present report to Project/Program Mgr/Enterprise
Present report to PMC
Prepare draft PMC minutes and deliver to Exec Secretary, if requested

Closeout
Complete IPAO Quality Survey

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request

Task Order No. 56
Task Title: STEREO IRT
NASA Requester [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	X
II.	Assessments	X
III.	Studies: .....Management: Yes .....Scientific: Yes ....Technical	☐
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):

- Support to the Solar Terrestrial Probes (STP) Program Independent Review Team (IRT)

Brief Description of Requested Support:

a. Instrument Development and Electro Magnetic Compatibility (EMC) Expert (Battel)
b. Software and Ground/Flight Operations Expert (Merwarth)

Participate in telecons prior to and after major milestone reviews
Review electronic documentation prior to and after major milestone reviews
Coordinate their deliverable with other team members and/or project staff
Period of Performance is from time of award till July 31, 2003

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address)	Expected Contribution
[redacted]	[redacted]	Instrument Development & EMC
[redacted]	[redacted]	Software & Ground/Flight Ops.
3. [redacted]		

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request
Task Order No. 57 Task Title: Discovery IRT NASA Requester: [redacted] Org: [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)		
I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	■
III.	Studies: .....Management: Yes .....Scientific: Yes ....Technical	☐
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):

Brief Description of Requested Support: The contractors will be responsible for the independent review of the implementation of the Discovery Program, provide an independent assessment of the probability of meeting program objectives and assess the program risks and measures available to mitigate those risks.

Contractor's specific support is to serve as a member of the Discovery Program IRT member. Duties of the IRT member include:

1. Reports from each expert after each review attended
2. Integrated team report of major project reviews
3. Contribution of technical and program management knowledge applicable to the Program
4. Support yearly presentation to Code S Management, as requested
5. Travel as required
6. Participate in review team discussions/telecons as required
7. Attendance at a 2-3 day detailed program review
8. Attendance at 1-2 day mission/instrument reviews (1 or 2 per year, as requested)

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address)	Expected Contribution
[redacted]	[redacted]	
[redacted]	[redacted]	

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #__58___ Request

Task Order Request

Task Order No. __58___
Task Title: Feasibility of Searching for Small Asteroids
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☐
II. Assessments..... ☐
III. Studies:.....Management ☐ .....Scientific ☒ .....Technical ☒
IV. Administrative Support..... ☒
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s): Investigate the feasibility of extending the search for near-earth objects beyond NASA's current plans for objects larger than 1 kilometer to sizes smaller than 1 kilometer in diameter.

Brief Description of Requested Support: Support a scientific/technical panel to assess the feasibility and make recommendations for extending the search for near-earth objects to small sizes. The panel will be composed of approximately 12 scientists and engineers who will meet periodically for a period of 9 months and produce a written and oral report on the feasibility, approach and cost of the panel's recommendations. This report shall be presented to the Solar System Exploration Division of the Office of Space Science. This task will provide scientific and technical panel experts in appropriate fields to support the study. NASA Headquarters will name all panel experts. This task will provide 7-8 consultants to the panel membership. A subject knowledgeable executive secretary and cost analysts will also be required to support the task. The executive secretary will support the panel chair in all activities including writing the final report. Travel to nine (9) meetings and approximately two (2) scientific/technical sites will be required. A history file of background material, meeting notes and final report shall be prepared and stored in the Earth and Space Science Support Office vault.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. To be named by NASA		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. August 16, 2002
2. Draft Final Report	2. April 1, 2003
3. Final Report (oral and written)	3. May 1, 2003
4. History File of Study	4. May 15, 2003
5. Completion Date	5. May 15, 2003

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request

Task Order No. 59
Task Title: Pluto-Kuiper Belt (P-KB) Mission Non-Advocate Review
NASA Requester: [redacted] Org: [redacted]
Phone: [redacted] Fax [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations.....	☐
II.	Assessments.....	☒
III.	Studies: .....Management: Yes .....Scientific: Yes ....Technical	☐
IV.	Administrative Support.....	☐
V.	Information Management.....	☐

Description of Work to be Performed

Program-Level Objective(s):

•

Brief Description of Requested Support:
Contractor is to provide IPAO support personnel to serve as an expert to the PK-B Non-Advocate Review (NAR) Team. The findings of these experts will be a contribution to the overall NAR report to NASA management.

Program/Project Management Expert (1)
Contractor's specific support will be tp serve as PK-B NAR project management expert. This individual will be tasked with assessing the relative adequacy of PK-B management team, management processes and tools being used to manage project resources, and overall project risk.

Mission Science Expert (2)
Contractor's specific support will be to serve as PK-B NAR science lead. This individual will be tasked with assessing the relative value of science to be accomplished during the PK-B mission, and likelihood of its success.

Flight Electronics, Power System, and Parts Expert (3)
Contractor's specific support will be to serve as PK-B NAR project management expert. This individual will be tasked with assessing the subsystems listed above, in terms of maturity of designs, readiness to proceed into project implementation.

Duties of this position include:

a. Attendance at a 3-4 day detailed program review
b. Contribution of technical and program management knowledge applicable to Program
c. Participation in review team discussions/telecons as required
d. Travel as required

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 60 Request

Task Order Request

Task Order No. 60
Task Title: Synthetic Aperture Radar Satellite Mission Cost Analysis
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: _____ Email: _____

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☐
II. Assessments..... ☐
III. Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☒
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s):
Perform an independent cost estimate of a generic synthetic aperture radar satellite mission.

Brief Description of Requested Support:
Perform an independent cost estimate of a generic synthetic aperture radar satellite mission, using GFE mission and technical parameters. Aerospace will also perform an independent cost estimate and SAIC and Aerospace must coordinate all ground rules and assumptions (Similar to ESSP-3 AO process). Estimate should be done at the major subsystem level in real year dollars using NASA inflation indices. Assume that the baseline mission is NASA only but perform sensitivity analysis that includes at least one foreign partner and at least one other US government agency partner. Other sensitivity analyses will be required on TBD parameters. Multiple iterations of the estimates between [redacted] and [redacted] will be required to understand the differences between the two independent cost estimates. 50-50 probability of success estimates at the major subsystem level is required. In addition 75% and 90% cost estimates shall be presented using monte carlo or other coordinated techniques. Coordinated analysis results shall be prepared in a presentation format.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1 [redacted]		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. September 4, 2002
2. Presentation Charts	2. October 15, 2002
3. Completion Date	3. October 31, 2002

Deliverable(s)

1. Synthetic Aperture Radar Cost Estimate Analysis Presentation Charts
2. _____
3. _____

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 61 Request

Task Order Request

Task Order No. 61
Task Title: MIDEX Downselection
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	☒
II.	Assessments	☐
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical	☐
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):
Perform a technical, management, cost, and other factors evaluation of MIDEX mission concept studies

Brief Description of Requested Support:
Support the evaluation of the 5 MIDEX concept studies telecon evaluations, an initial plenary session, site visits by a portion of the team, followed by a plenary session. One copy the evaluation findings and five copies of the concept study reports and the site visit materials are to be filed in the proposal storage room in Building 1151.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. October 11, 2002
2. First Plenary Session	2. December 10 to 13, 2002
3. Final Plenary Session	3. February 11 to 14, 2003
4. Completion Date	4. May 30, 2003

Deliverable(s)

1. Electronic and written evaluations of 5 MIDEX mission concepts

Performance Goals/Metrics

1. Technical/Admin Support/Communications: Use of the remote evaluation system
2. Schedule: Delivery of final, debriefable evaluations within 1 week of the end of the final plenary session

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #__62___ Request

Task Order Request

Task Order No. __62___
Task Title: Improve Processes and Tools of Evaluations and Assessments
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	☒
II.	Assessments	☒
III.	Studies: Management ☒ Scientific ☐ Technical ☒	
IV.	Administrative Support	☐
V.	Information Management	☒

Description of Work to be Performed

Program-Level Objective(s): This task provides tools, information management systems, and data bases that will increase the number and quality of the AO's, evaluations, and assessments that can be accomplished by ESSSO.

Brief Description of Requested Support:
This task will provide tools, information management systems, and data bases for the preparation of AO's, the evaluation of proposals and mission concept studies, and the assessment of selected missions. The task will begin with four subtasks. 1. Update and maintain the data base of missions. 2. Create and maintain a data base of strengths and weaknesses found in proposals and mission concept studies. 3. Maintain a system for securely transferring files during the preparation of AO's and the planning of evaluations. 4. Upgrade resources available to evaluators through the remote evaluation system. More tasks will follow as additional tools, data bases, and information resources are found to have value for the area of work in ESSSO covered in this task.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. September 25, 2002
2. Data base of strengths and weaknesses established	2. December 21, 2002
3. Plan for managing system for secure file tranfer	3. December 21, 2002
4. Update to data base of missions	4. January 31, 2003
5. Completion Date	5. October 31, 2003

Deliverable(s)

1. Data base of strenghts and weaknesses found in proposals and mission concept studies
2. Plan for managing secure file transfer system
3. Updated data base of missions and their instruments

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #____63___ Request

Task Order Request

Task Order No. _63_____
Task Title: Assessment of Current Research Efforts and State of the Art World-wide in Key Space Transportation Technologies Including Systems Analysis, Aerothermodynamics, Vehicle Flight Dynamics and Control and Advanced Hypersonic Airbreathing Propulsion

NASA Requester: [redacted]
Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted]
Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☐
II. Assessments..... ☐
III. Studies:.....Management ☐ .....Scientific ☐ .....Technical ☒
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s): Understand the current capabilities and research efforts around the world (including facilities in place or under development) which support development of key space transportation technologies. Specifically, develop a summary of the analytical methods and ground-based test techniques used to quantify the aerodynamics and aerothermodynamics of future reusable launch vehicles, the capabilities of analytical tools used to perform reusable launch vehicle (RLV) conceptual analysis and design, and design and test methodologies for launch vehicle flight dynamics and control. Summarize the current concepts being researched world-wide utilizing advanced hypersonic airbreathing propulsion.

Brief Description of Requested Support: Perform assessment and, at the end of three months, provide a report describing the state of the research and facilities world-wide in aerodynamics and aerothermodynamics and the capabilities of analytical tools to perform RLV conceptual analysis and design. Deliver report at the end of nine months summarizing the state of research and facilities in RLV flight dynamics and controls and advanced hypersonic airbreathing propulsion concepts. Provide a final briefing summarizing the study results.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #__64__ Request

Task Order Request
Task Order No. __64___ Task Title: ESSP-3 Step-3 Evaluation Executive Committee Independent Technical Support NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations..... ☐
II.	Assessments..... ☐
III.	Studies:.....Management ☒ .....Scientific ☐ .....Technical ☒
IV.	Administrative Support..... ☒
V.	Information Management..... ☐

Description of Work to be Performed
Program-Level Objective(s): Provide independent technical and management assessments to the ESSP-3 Evaluation Executive Committee during the ESSP-3 Risk Mitigation Phase and Step-3 Mission Confirmation Review Process.
Brief Description of Requested Support: Independent technical (instrument/spacecraft/mission) and management findings/assessments shall be provided to the ESSP-3 Evaluation Executive Committee during the Risk Mitigation Phase and the following Step-3 Mission Confirmation Review Process phase for ESSP-3. This will be an on-going effort and this task may be funded in phases. Phase 1 will be the Risk Mitigation Phase and all initial task cost shall be based on this phase. Phase 2 will be the Mission Confirmation Review Process phase. During the Risk Mitigation phase, technical and management experts shall attend all quarterly mission reviews at JPL and provide written findings/assessments from each quarterly review within one week of meeting date. Particular attention should be given to findings from the TMC during the Step-2 evaluation process. As required, the Evaluation Executive Committee may assign special assessments. For these special assessments, an estimate of the cost required to conduct the assessment shall be presented to this Task's point-of-contact and the Evaluation Executive Committee Chair within one week of the assignment for a decision to proceed. Additional funds will be made available to conduct these special assignments. Two weeks prior to the Risk Mitigation Final Executive Committee meeting a final report shall be due to the Executive Committee. Phase 2 will consist of special assignments only. The SAIC task lead shall attend at least two Evaluation Executive Committee meetings outside the quarterly reviews. No cost assessments will be required for this task. An electronic (2 C/D's) and hard copy (1) history file of all review presentations and finding/assessment reports shall be maintained in the LaRC ESSSO vault. All sensitive communications between members of this task and the Evaluation Executive Committee shall be done using e-mail and Entrust.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 65 Request

Task Order Request

Task Order No. 65
Task Title: TRIP
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☐
II. Assessments..... ☒
III. Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☐
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s):
Technology Readiness and Implementation Plan Review

Brief Description of Requested Support:
For the LISA and Constellation X missions:
1. Identify the key mission milestones and challenges.
2. Determine the current mission technology level and the feasibility of the mission technology roadmap to achieve readiness for flight.
3. Assess the feasibility of the plan for completing mission formulation
4. Assess the feasibility of the plan for mission implementation, including the overall mission cost, schedule and the realism of the proposed launch dates.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Reports from Constellation X and LISA due	1. Feb. 3, 2003
2. Final Draft Report	2. March 2003
3. Final Report – Written and Oral	3. April 2003
4. Completion Date	4. June 2003

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 66 Request

Task Order Request
Task Order No. 66 Task Title: Discovery 2003 AO Selection Evaluation NASA Requester: [redacted] Mail Stop: [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations..... X
II.	Assessments..... ☐
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☐
IV.	Administrative Support..... X
V.	Information Management..... ☐

Description of Work to be Performed
Program-Level Objective(s): The purpose of this task is to support the Discovery 2003 AO proposal selection evaluation.
Brief Description of Requested Support: Work with the Discovery Mission Acquisition Manager to prepare, implement, and accomplish the Discovery Mission proposal evaluation process through the selection anticipated by the end of 2003. This task includes, at a minimum, administrative and technical support during the draft AO cycle including comments and revisions as applicable; preparation of a draft Discovery Evaluation Plan; remote evaluation website preparation and user support; timely compliance check of up to 40 proposals per AO requirements; independent technical and management evaluations by up to 36 senior technical SAIC and consultant personnel of up to 40 Discovery proposals using an appropriate subpanel organization prior to the scheduled TMC Plenary; cost estimates (including independent life-cycle cost estimates, cost ranges, and associated cost risks) by at least 2 independent cost models prior to the face-to-face TMC Plenary; participation by the same group of senior technical SAIC and consultant personnel (including cost personnel) at the face-to-face TMC Plenary (planned 5 day duration); technical and administrative support throughout the entire TMC and selection process including mission/trajectory analyses of proposals prior to the TMC Plenary; a TMC sensitivity study using Expert Choice or other designated software; special technical analyses as required to resolve post-TMC proposal issues; TMC representation support by up to 3 senior technical SAIC and consultants at the face-to-face Science Peer Review Plenary; technical support by 1 individual during debriefings to all proposers; and post-evaluation archiving of forms, working documents, proposals, briefing books, and via CD-ROM.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		
Note: Include resumes of requested consultants if possible.		

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request
Task Order No. __67___ Task Title: **Mars Smart Lander 2009 Environmental Impact Statement** NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations..... ☐
II.	Assessments..... ☒
III.	Studies: .....Management ☐ .....Scientific ☐ .....Technical ☐
IV.	Administrative Support..... ☐
V.	Information Management..... ☐

Description of Work to be Performed
Program-Level Objective(s): To assist NASA with obtaining required approvals for the Mars Smart Lander (MSL) 2009 mission. *Brief Description of Requested Support:* MASTER PLAN OVERVIEW: Accomplishment of the Program-Level Objectives described above for the MSL 2009 Environmental Impact Statement (EIS) effort is expected to span multiple Government Fiscal Years (GFY). NASA intends to accomplish the requested support in GFY intervals. It is intended that task activities, deliverables, and funding proceed on approximately a GFY basis. This approach allows task activities, deliverables, and funding for each GFY to be defined based upon the experience and progress achieved in the previous GFY. The following description of REQUESTED SUPPORT provides a broad description of the expected Contractor activities over the entire task. This is followed by GFY 2003 CONTRACTOR ACTIVITIES which describes Contractor activities, deliverables, and milestones to be accomplished this GFY. REQUESTED SUPPORT: Utilizing capabilities not available at NASA Headquarters, the Contractor shall assist with the development and implementation of NASA's NEPA compliance and launch approval processes for the MSL 2009 mission. This includes pre-scoping and scoping activities for the MSL 2009 EIS, preparation of the draft and final EIS, technical support to NASA's Record of Decision, assistance with compilation of the administrative record, and interface with the launch approval process as it affects the EIS. Specifically, the Contractor shall serve as an integral member of the NASA MSL 2009 EIS Team with responsibility for critical technical and NEPA compliance review of all NEPA inputs prepared by the Team. The Contractor shall integrate Team inputs, including inputs prepared by the Contractor, into the required documents. The Contractor shall prepare technical inputs required for the NEPA notices, including development of the required Notice of Intent to prepare an EIS for publication in the Federal Register. The Contractor shall assist with the analysis of public comments that will be solicited during the scoping period. The Contractor shall attend EIS planning, technical interchange, and progress meetings, and shall track the launch approval process reviewing such launch approval documentation and attending meetings where necessary to determine the impact of the launch approval process on the NEPA documentation. The Contractor shall develop and maintain a master mailing list for later use in distributing the NEPA notices and the EIS documents. GFY 2003 CONTRACTOR ACTIVITIES: Over GFY 2003 the Contractor shall engage in pre-scoping and scoping activities for the MSL 2003 EIS, including acquisition and review of background documentation, initial identification of potential environmental issues, preparation of a Master Mailing List and NASA's Notice of Intent (NOI) to be published in the *Federal Register*, evaluation of public scoping comments, and preparation of a working outline of the MSL 2009 draft EIS. The Contractor shall also assist with up to 5 public scoping meetings as determined by NASA.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 68 Request

Task Order Request

Task Order No. 68
Task Title: Mars Scout Downselection Assessments
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☒
II. Assessments..... ☐
III. Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☐
IV. Administrative Support..... ☒
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s): To conduct Technical, Management, and Cost Assessments of 4 competing proposal teams to determine the risk of implementation for NASA Headquarters selection consideration.

Brief Description of Requested Support: Provide contractor and consultants to assess 4 Concept Study Reports, support plenary discussions at LaRC, and support Site Visits to the proposal team facilities.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. [redacted]		Instrument Lead
2. [redacted]		Instrument evaluator
[redacted]		Integration engineer

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. March 2003
2. Kickoff	2. April TBD
3. First Plenary @ LaRC	3. June 23-26
4. Site Visits	4. July 2-15
5. Final Plenary @ LaRC	5. July 16-18
6. Completion Date	6. September 30, 2003

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order #69 Request

Task Order Request

Task Order No. 69
Task Title: Solar System Exploration Technology Analytical Support
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☐
II. Assessments..... ☒
III. Studies: .....Management ☒ .....Scientific ☐ ..... Technical ☒
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s):
To assist the Director of NASA's Solar System Exploration Division in the analysis and management of technology, particularly nuclear systems technology and technology requirements for future solar system exploration missions.

Brief Description of Requested Support:
The contractor will perform three tasks:

First, on an "as-requested" basis the contractor will function as a technical representative for the Director, NASA Office of Space Science, Solar System Exploration Division monitoring various NASA programs, Project Prometheus in particular. For this function, the contractor will attend major briefings, compile an analytical report, deliver the report and, if necessary, give a formal presentation.

Second, the contractor will investigate the possibility of using DoD-developed, high-power sensor technologies (ground penetrating radar, etc) for solar system exploration missions.

Third, the contractor will investigate several of the major technology areas defined by current NASA investment areas, areas recommended by the SSETAG and NAS solar system exploration studies. In this capacity, the contractor will analyze the needs, determine the applicability of various technologies, and report possible technology investment paths. Areas that will be investigated include ED&L, GN&C, and local mobility.

The contractor will be required to be available "on call" to meet with groups of interest to the task leader.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
[redacted]	[redacted]	[redacted] will undertake all of the requested tasks.
2.		
3.		

Note: Include resumes of requested consultants if possible.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 6079 Request

Task Order Request
Task Order No. 6079 Task Title: _Living With a Star (LWS) Independent Review Team NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)		
I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: Management ☐ Scientific ☐ Technical ☐	
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):

The Independent Review Team (IRT) for the Living With a Star (LWS) Program operates in accordance with the Terms of Reference for the Independent Review of the Living With a Star (LWS) Program. The IRT will conduct a series of independent reviews of the LWS Program and its projects throughout the life cycles of the projects to assess the technical and programmatic plans for accomplishing project objectives within the framework of the Program objectives as documented in the program and project Formulation Authorization Documents (FAD) and/or Program Commitment Agreement (PCA). The IRT will perform independent reviews of the analysis, definition, design, development, operations and termination plans for the projects in the program. During each phase of each project in the program, the IRT will provide an independent assessment of the probability of meeting project and program technical objectives on schedule and within cost. The IRT will also assess the project risks and measures available to mitigate those risks.

Contd Task 70

Brief Description of Requested Support:

The LWS program includes the following missions: Solar Dynamics Observatory, Geospace Missions (which contains two components, Ionospheric and Thermospheric Mappers and Radiation Belt Mappers), Space Environments Testbeds (SET) and Solar Sentinels.

Three types of reviews will be conducted during the life cycle of the program depending on the phase of the program and its projects at the time of the review. The scope and timing of each review will be detailed prior to conducting each type of review.

The three types of reviews are:

a) **Independent Assessment (IA)** – An IA will be conducted on an individual project contemporaneous with the scheduled reviews or milestones or at the request of the Enterprise Associate Administrator (EAA). The results of the IA are reported to the EAA and others at his discretion.

b) **Special Reviews** - At least two types of special reviews will be conducted for each project in the LWS Program.

1. Confirmation Assessment (CA): During project formulation, a CA will be conducted before the project transitions from Phase A to Phase B and before the project transitions from Phase B to Phase C. For the SDO project, the CA performed before the project transitions from Phase B to Phase C will satisfy the requirements for a Non-Advocate Review (NAR).

2. During implementation, a mission readiness assessment will be conducted prior to launch. Other special assessments may be required upon request.

c) **Independent Implementation Review (IIR)** – Conducted approximately annually for the LWS program starting after the SDO project begins implementation. It will be conducted contemporaneously with a project's Critical Design Review, Flight Readiness Review, or other appropriate project review, if available.

The EAA may request additional reviews to be performed by either by the entire IRT or a subset of the team. The scope, requirements, and schedule of these reviews shall be established by EAA prior to each review.

The team will evaluate the following, as a minimum:

d) Progress against technical development plans and technical performance metrics;

e) Progress against risk areas and adequacy of risk management plans;

f) Compliance with current, signed FAD and/or PCA;

g) Adequacy of budget (total and phasing) and schedule, including adequate reserve allocations (financial and schedule);

h) Adequacy of workforce plan;

i) Adequacy of facilities usage plans;

j) Compatibility with NASA policy and procedures (NASA Strategic Plan, NPD 7120.4B, NPG 7120.5A, etc.); and,

k) Additional objectives based on the state of the program.

The IRT will develop independent life cycle cost estimate (ICEs) in support of the IAs during project formulation. Upon request, an ICE may be requested to support other Enterprise requirements. The scope of these estimates will be determined at the time of request.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 71 Request

Task Order Request

Task Order No. 71
Task Title: SMEX Selection
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☒
II. Assessments..... ☐
III. Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☐
IV. Administrative Support..... ☐
V. Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s):
Perform a technical, management, and cost evaluation of SMEX proposals.

Brief Description of Requested Support:
Support the evaluation of 50 SMEX proposals through a kickoff telecon, a telecon for each proposal, and a plenary session. Interface with the other contractor providing an independent cost evaluation to produce an Independent Cost Assessment Report (ICAR) for each proposal. One copy of the evaluations and ICAR's, and five copies of the proposals are to be filed in the proposal storage room in Building 1151.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1.		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. April 25, 2003
2. Plenary Session	2. July 7 to 11, 2003
3. Completion Date	3. November 21, 2003

Deliverable(s)

1. For each proposal, the preliminary findings will be uploaded to a Remote Evaluation System (RES) by the designated time the day before that proposal is to be discussed through a telecon.
2. The draft evaluations and draft ICAR's will be uploaded to the RES prior to the plenary meeting by the designated deadline.
3. The final, debriefable evaluations with references and the final ICAR's will be uploaded to the RES within 2 weeks of the end of the plenary session.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request
Task Order No. 72 Task Title: **Conceptual Architecture Definition for the Delivery of NASA Earth Science Data Products to the Air Quality National Applications** NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Phone: [redacted] Fax [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations ☐
II.	Assessments ☐
III.	Studies: .....Management ☐ .....Scientific ☐ .....Technical ☒
IV.	Administrative Support ☐
V.	Information Management ☐

Description of Work to be Performed

Program-Level Objective(s): To assist NASA by developing a Conceptual Architecture to identify, process, and deliver NASA data to Air Quality Applications such as the EPA CMAQ/Models 3 system.

Brief Description of Requested Support:
The overall objective of this task is to provide a study and presentation describing a conceptual core system architecture for delivering NASA Earth Science Data to specific Decision Support Systems (DDS) of various federal agencies. This study will define operational processes, core architectural elements, and functionality necessary to deliver NASA Earth Science data products to decision systems employed by the EPA/Air Quality National Application. The study shall include a plan for the implementation of a prototype system to demonstrate the applicability of the architecture to support the federal DSSs.

REQUESTED SUPPORT: The specific work that will be accomplished and documented under this study includes:

a) Analyze, determine, and document as part of the study, the data product types and formats needed as input to the EPA CMAQ/Models 3 DSSs to support EPA decision processes. Identify the specific geophysical parameters needed along with requirements for accuracy, resolution, latency, and input format, as well as frequency of delivery and identify potential impact if subsequent analysis shows accuracy of source data is modified due to data source performance or analysis conditions.

b) Analyze Earth Science data holdings and identify and document candidate data sources (eg. TES – Tropospheric Emission Spectrometer and OMI – Ozone Monitoring Instrument, as well as other atmospheric chemistry, visual and optical depth products) to satisfy the CMAQ/Models 3 input requirement(s). In addition, identify and document any processing that will be required in order to condition the data to make it suitable for use. Examples of the types of processing that might be involved include sub-setting, registration onto non-native grids, quality assurance/validation, data fusion, or additional scientific processing, or quick look processing.

c) Evaluate and document the requirements gathered in the previous steps and identify the core functions that must be provided by the data delivery system and the tailoring that will be

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order # 73 Request

Task Order Request
Task Order No. _73__ Task Title: Magnetospheric Multiscale Mission (MMS) Technical Management and Cost (TMC) Assessment and LWS and STP analysis NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Phone: [redacted] Fax: _____ Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations..... ☒
II.	Assessments..... ☐
III.	Studies:.....Management ☐ .....Scientific ☐ .....Technical ☐
IV.	Administrative Support..... ☐
V.	Information Management..... ☐

Description of Work to be Performed
Program-Level Objective(s): Conduct an evaluation of the Technical, Management, and Cost, plans submitted as part of each proposal to the Magnetospheric Multiscale Mission (MMS) AO. Gather appropriate cost data for this mission and other LWS and STP missions.
Brief Description of Requested Support: The contractor shall provide instrument development specialist for 4 different instrument types which are Plasma Instrumentation, Energetic Particle Detector, Electric Field Instrument, and Magnetometer. Also, the contractor will provide project management expertise, cost analysis, and spacecraft accommodation assessment expertise and an executive secretary. Two independent cost analysis using two different methods or models such as an analogy based estimate and a parametric analysis of the proposals are required. These experts will review approximately 2 proposals, participate in a Kickoff telecon TBD, and attend the TMC meetings at Langley in mid to late April at the earliest. Cost analysis experts will use the time before proposals are available or before the TMC panel meeting to gather cost data on similar instruments. All experts will provide evaluation comments in their area of expertise on form C. The spacecraft accommodation expert will address the spacecraft accommodation criteria defined in section 5.1 of the AO and present a summary for each proposal of the individual and suite resources proposed versus the spacecraft capability. The project management expert will be responsible for finalizing the content of Form C. The project management expert will also prepare a summary power point presentation that includes one page for each proposal with the grade for each proposal and rationale for the grade with additional details in the notes view. The project management expert is also required to attend the Science Peer Panel review approximately May in Washington D.C. The executive secretary will prepare forms C and the Power point presentation and provide other logistical support for the TMC. Some follow-up cost assessment and accommodation assessment may be requested in May through September timeframe and require the participation of the project manager expert, and the cost and s/c accommodation expert. Cost data gathering and analysis for this mission, and other LWS and STP missions may also be required.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1. [redacted]	[redacted]	Project Management
[redacted]	[redacted]	Cost & S/C Accommodation assessment
3. [redacted]		Cost assessment
4. TBD	TBD	Instrument Specialist 1
5. TBD	TBD	Instrument Specialist 2
6. TBD	TBD	Instrument Specialist 3
7. TBD	TBD	Instrument Specialist 4

Space Science Studies and Assessments
Contract No. NAS1-00095

FYI - Each Task Plan Costs $5,000

Task Order #74 Request

Task Order Request

Task Order No(s). _74_
Task Title: _NASA HQ Earth and Space Science Office Services & Support_____
NASA Requester: _[redacted]_ Mail Stop: _[redacted]_
Org: _[redacted]_
Phone: [redacted] Fax: [redacted] Email [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☒
II. Assessments..... ☒
III. Studies: .....Management ☒ .....Scientific ☒ ..... Technical ☒
IV. Administrative Support..... ☒
V. Information Management..... ☒

Description of Work to be Performed

Program-Level Objective(s):
The purpose of this task is to support Code S or Code Y with work and services commensurate with the Statement of Work.

Brief Description of Requested Support:
The contractor shall provide evaluation activities, assessments of current and potential NASA programs, management, scientific, or technical studies. In support of the evaluations, assessments or studies, the contractor may provide administrative and information management support.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. None		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. _TBD_____
2. _TBD_____	2. _____
3. _TBD_____	3. _____
4. _TBD_____	4. _____
5. Completion Date	5. _TBD_____

Deliverable(s)

1. _TBD _____
2. _TBD_____
3. _TBD_____

Space Science Studies and Assessments
Contract No. NAS1-00095

FYI - Each Task Plan Costs $5,000

Task Order #75 Request

Task Order Request

Task Order No(s). _75_
Task Title: _NASA HQ Earth and Space Science Office Services & Support_____
NASA Requester: _[redacted]_____ Mail Stop: _[redacted]_
Org: _[redacted]
Phone: [redacted] Fax: [redacted] Email [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations..... ☒
II. Assessments..... ☒
III. Studies: .....Management ☒ .....Scientific ☒ ..... Technical ☒
IV. Administrative Support..... ☒
V. Information Management..... ☒

Description of Work to be Performed

Program-Level Objective(s):
The purpose of this task is to support Code S or Code Y with work and services commensurate with the Statement of Work.

Brief Description of Requested Support:
The contractor shall provide evaluation activities, assessments of current and potential NASA programs, management, scientific, or technical studies. In support of the evaluations, assessments or studies, the contractor may provide administrative and information management support.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. None		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. _TBD_____
2. _TBD_____	2. _____
3. _TBD_____	3. _____
4. _TBD_____	4. _____
5. Completion Date	5. _TBD_____

Deliverable(s)

1. _TBD _____
2. _TBD_____
3. _TBD_____

Space Science Studies and Assessments
Contract No. NAS1-00095

FYI - Each Task Plan Costs $5,000

Task Order #76 Request

Task Order Request

Task Order No(s). 76
Task Title: _NASA HQ Earth and Space Science Office Services & Support
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations ☒
II. Assessments ☒
III. Studies: .....Management ☒ .....Scientific ☒ ..... Technical ☒
IV. Administrative Support ☒
V. Information Management ☒

Description of Work to be Performed

Program-Level Objective(s):
The purpose of this task is to support Code S or Code Y with work and services commensurate with the Statement of Work.

Brief Description of Requested Support:
The contractor shall provide evaluation activities, assessments of current and potential NASA programs, management, scientific, or technical studies. In support of the evaluations, assessments or studies, the contractor may provide administrative and information management support.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. None		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. _TBD
2. _TBD	2.
3. _TBD	3.
4. _TBD	4.
5. Completion Date	5. _TBD

Deliverable(s)

1. _TBD
2. _TBD
3. _TBD

Space Science Studies and Assessments
Contract No. NAS1-00095

FYI - Each Task Plan Costs $5,000

Task Order #77 Request

Task Order Request

Task Order No(s). 77
Task Title: NASA HQ Earth and Space Science Office Services & Support
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I. Proposal and Mission Concept Evaluations ☒
II. Assessments ☒
III. Studies: Management ☒ Scientific ☒ Technical ☒
IV. Administrative Support ☒
V. Information Management ☒

Description of Work to be Performed

Program-Level Objective(s):
The purpose of this task is to support Code S or Code Y with work and services commensurate with the Statement of Work.

Brief Description of Requested Support:
The contractor shall provide evaluation activities, assessments of current and potential NASA programs, management, scientific, or technical studies. In support of the evaluations, assessments or studies, the contractor may provide administrative and information management support.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
1. None		
2.		
3.		

Note: Include resumes of requested consultants if possible.

Schedule

Milestones	Dates
1. Start Date	1. TBD
2. TBD	2.
3. TBD	3.
4. TBD	4.
5. Completion Date	5. TBD

Deliverable(s)

1. TBD
2. TBD
3. TBD

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request

Task Order No. 78
Task Title: **RPS Development Programmatic EIS**
NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: .....Management ☐ .....Scientific ☐ .....Technical	☐
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed:

Program-Level Objective(s): To assist NASA with ensuring compliance with the National Environmental Policy Act (NEPA) for the Radioisotope Power Systems (RPS) development effort within Project Prometheus.

Brief Description of Requested Support:
MASTER PLAN OVERVIEW: Accomplishment of the Program-Level Objectives described above for the RPS Development Programmatic Environmental Impact Statement (PEIS) effort is expected to span multiple Government Fiscal Years (GFY). NASA intends to accomplish the requested support in GFY intervals. It is intended that task activities, deliverables, and funding proceed on approximately a GFY basis. This approach allows task activities, deliverables, and funding for each GFY to be defined based upon the experience and progress achieved in the previous GFY. The following description of REQUESTED SUPPORT provides a broad description of the expected Contractor activities over the entire task. This is followed by GFY 2003 CONTRACTOR ACTIVITIES which describes Contractor activities, deliverables, and milestones to be accomplished this GFY.

REQUESTED SUPPORT: Utilizing capabilities not available at NASA Headquarters, the Contractor shall assist with the development and implementation of NASA's NEPA compliance for the RPS development effort. This includes pre-scoping and scoping activities for the RPS PEIS, preparation of the draft and final PEIS, technical support to NASA's Record of Decision, and assistance with compilation of the administrative record. Specifically, the Contractor shall serve as an integral member of the NASA RPS PEIS Team with responsibility for critical technical and NEPA compliance review of all NEPA inputs prepared by the Team. The Contractor shall integrate Team inputs, including inputs prepared by the Contractor, into the required documents. The Contractor shall prepare technical inputs required for the NEPA notices, including development of the required Notice of Intent to prepare a PEIS for publication in the *Federal Register*. The Contractor shall assist with the analysis of public comments that will be solicited during the scoping period. The Contractor shall attend PEIS planning, technical interchange, and progress meetings. The Contractor shall develop and maintain a master mailing list for later use in distributing the NEPA notices and the PEIS documents.

GFY 2003 CONTRACTOR ACTIVITIES: Over GFY 2003 the Contractor shall engage in pre-scoping and scoping activities for the RPS PEIS, including acquisition and review of background documentation, initial identification of potential environmental issues, preparation of a Master Mailing List, preparation of NASA's Notice of Intent (NOI) to be published in the *Federal Register*, evaluation of public scoping comments, and preparation of a working outline of the draft RPS PEIS. Following completion of the working outline and evaluation of public scoping comments the Contractor will prepare the first NASA NEPA Team preliminary draft of the RPS PEIS.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request
Task Order No. _80____ Task Title: Reactor and Propulsion Technology Development Programmatic EIS NASA Requester: [redacted] Mail Stop: [redacted] Org: [redacted] Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)	
I.	Proposal and Mission Concept Evaluations..... ☐
II.	Assessments..... ☒
III.	Studies: .....Management ☐ .....Scientific ☐ .....Technical....☐
IV.	Administrative Support..... ☐
V.	Information Management..... ☐

Description of Work to be Performed

Program-Level Objective(s): To assist NASA with ensuring compliance with the National Environmental Policy Act (NEPA) for the reactor and propulsion technology development effort associated with Project Prometheus.

Brief Description of Requested Support:

MASTER PLAN OVERVIEW: Accomplishment of the Program-level Objectives described above for the Reactor and Propulsion Technology Development Programmatic EIS (PEIS) - Tier 1 effort is expected to span multiple Government Fiscal Years (GFY). NASA intends to accomplish the requested support in GFY intervals by developing task activities, deliverables, and funding on approximately a GFY basis within this task order. This approach allows the specific task activities, deliverables, and funding for each GFY to be defined based upon the experience and progress achieved in the previous GFY(s). The following description of REQUESTED SUPPORT provides a broad description of the expected Contractor activities over the entire task. The section entitled GFY2003 CONTRACTOR ACTIVITIES describes Contractor activities, deliverables, and milestones to be accomplished in the current GFY. The funding level for the current GFY activities is stated in the appropriate Block at the end of this form.

REQUESTED SUPPORT: Utilizing capabilities not available at NASA Headquarters, the Contractor shall assist with the development and implementation of NASA's NEPA compliance for the reactor and propulsion systems development effort. This includes pre-scoping and scoping activities for the reactor and propulsion development draft and final PEIS, technical support to NASA's Record of Decision, and assistance with compilation of the administrative record. Specifically, the Contractor shall serve as an integral member of the NASA reactor and propulsion development PEIS team with responsibility for critical technical and NEPA compliance review of all NEPA inputs prepared by the Team. The Contractor shall integrate Team inputs, including inputs prepared by the Contractor, into the required documents. The Contractor shall also prepare technical inputs required for the associated NEPA notices for publication in the *Federal Register* by NASA. The Contractor shall assist with the analysis and disposition of public comments received within the NEPA process. The Contractor shall attend PEIS planning, technical interchange, and progress meetings. The Contractor shall develop and maintain a master mailing list for later use in distributing the NEPA notices and the PEIS documents.

GFY 2003 CONTRACTOR ACTIVITIES: Over GFY 2003 the Contractor shall engage in pre-scoping activities for the reactor and propulsion system development PEIS, including acquisition and review of background documentation, initial identification and development of potential environmental issues to be addressed in the PEIS, preparation of a Master mailing list and preparation of a preliminary working outline of the draft PEIS for NASA EIS Team review.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address)	Expected Contribution

Space Science Studies and Assessments
Contract No. NAS1-00095

FYI - Each Task Plan Costs $5,000

Task Order #81 Request

Task Order Request

Task Order No. 81
Task Title: Pluto-Kuiper Belt/New Horizons NAR Update (at CDR)
NASA Requester: [redacted] Mail Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	☒
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical ☐	
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):

Brief Description of Requested Support: Contractor is to provide IPAO support personnel (1) to serve as flight Electronics, power system, and parts program expert to support NAR update effort. This individual will be tasked with assessing the subsystems listed above, in terms of design maturity and in terms of compliance with identified issues during the NAR report. The findings of this individual will contribute to the overall NAR update report to NASA management.

Duties of this position include:

a. Attendance at New Horizons mission Critical Design Review at Johns Hopkins/APL August 19-21, 2003
b. Contribution of technical and program management knowledge applicable to this project
c. Participation in review team discussions/telecons as required
d. Travel as required

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address) required	Expected Contribution
[redacted]	[redacted]	
2.		
3.		

Note: Include resumes of requested consultants if possible.

Space Science Studies and Assessments
Contract No. NAS1-00095

Task Order Request

Task Order Request

Task Order No. 92
Task Title: Aviation Safety and Security Program
NASA Requester [redacted] Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)

I.	Proposal and Mission Concept Evaluations	☐
II.	Assessments	X
III.	Studies: .....Management: .....Scientific: ....Technical	☐
IV.	Administrative Support	☐
V.	Information Management	☐

Description of Work to be Performed

Program-Level Objective(s):

- Participate in Independent Assessment of Aviation Security Project
- Participate in Independent Assessment of Aviation Safety & Security Program

Brief Description of Requested Support:

a. The Contractor shall participate in the Non-Advocate Review (NAR) of the Aviation Security Project by providing both the team co-chair with project management expertise and a team member expert in vulnerability assessments. Review dates set for December 2-4, 2003. Prior to these dates, project documents will be provided for review.

b. The Contractor shall participate in the annual independent assessment of the Aviation Safety & security Program by providing a team member expert in vulnerability assessments. Review dates set for January 20-22, 2004 (tentative).

c. Contractor shall provide a final report which contains a brief summary of all work performed, final technical evaluations, and any supporting data not delivered earlier during the review process. The final report shall be delivered to a Technical Monitor with a copy presented to the contracting officer no later than 30 days at the completion of each review.

Requested Consultant Expertise (Optional)

Name	Contact Info (phone, email, address)	Expected Contribution
1. [redacted]	[redacted]	Co-chair of NAR review
2. [redacted]	[redacted]	Vulnerability expert for NAR & program independent review
3.		

Note: Include resumes of requested consultants if possible

Space Science Studies and Assessments
Contract No. NAS1-00095

FYI - Each Task Plan Costs $5,000

Task Order #83 Request

Task Order Request
Task Order No. 83
Task Title: Mars Science Laboratory Assessments
NASA Requester: [redacted] Stop: [redacted]
Org: [redacted]
Phone: [redacted] Fax: [redacted] Email: [redacted]

Relevant Contract SOW Section(s)		
I.	Proposal and Mission Concept Evaluations.....	☐
II.	Assessments.....	☒
III.	Studies: .....Management ☐ .....Scientific ☐ ..... Technical	☐
IV.	Administrative Support.....	☐
V.	Information Management.....	☐

Description of Work to be Performed
Program-Level Objective(s): To conduct Technical, Management, and Cost Assessments of approximately 40 competing instrument proposal teams to determine the risk of implementation for NASA Headquarters selection consideration.
Brief Description of Requested Support: Provide contractor and consultants to assess approximately 40 Proposals, and support telecon and plenary discussions at LaRC.

Requested Consultant Expertise (Optional)		
Name	Contact Info (phone, email, address) required	Expected Contribution
1. [redacted]		Instrument Lead
2. [redacted]		Instrument evaluator
3. [redacted]		Integration engineer
Note: Include resumes of requested consultants if possible.		

Schedule	
Milestones	Dates
1. Start Date	1. February 2004
2. AO Release	2. March 15, 2004
3. Kickoff	3. April TBD
4. Proposals Due	4. June 15, 2004
5. Plenary @ LaRC	5. August 16-20, 2004
6. Completion Date	6. October 30, 2004

Cont'd of Task 83

Deliverable(s)
1. General technical evaluations and assessments with emphasis on instruments. 2. Parametric and Analog Cost Assessments 3. Other specific technical assessments such as trajectory, propellant, and mass analyses.

Performance Goals/Metrics
1. Technical/Admin Support/Communications: Fully qualified technical and administrative personnel that provide timely, accurate, and responsive support as outlined in the Description of Work to be performed, including participation in the TMC plenary, telecons, and during all evaluation activities.
2. Schedule: Deliverables per the Description of Work to be performed that meet or exceed milestones.
3. Deliverables: Competent and accurate assessments and analyses as shown in Deliverables
4. Cost: Application of effective cost control measures commensurate with the Technical/Admin Support and Schedule performance goals/metrics.

Type Task Order
☒ CPFF ☐ FFP
NASA Contracts Use Only

Funding (Optional)
$ _____ K

Concurrence: [redacted] Date 11-13-03

Approval [redacted] Date 11/13/03