

Task Statement of Work (SOW)

Date: December 04, 2015
 Task: Procurements
 Task Order: 6068/0
 Task Monitor: 

I. Summary of Work

The task order covers the Advanced Technology within the NASA Center for Climate Simulation (NCCS) and CISTO and NCCS procurements for hardware, software, maintenance, services, and supporting materials.

II. Period of Performance

The period during which the work for this task shall be performed is between March 1, 2016 and February 28, 2017.

III. Task Description

The contractor shall be responsible for procuring the hardware, software, maintenance, services, or supporting materials for CISTO and the NCCS.

Travel and Training

No travel or training is required for this task order.

IV. Deliverable Items and Schedule

In addition to the day-to-day work described in section III, the following deliverables will be completed:

Number	Deliverable	Due Date
AT1	Purchase and delivery of hardware, software, maintenance, services or supporting materials for CISTO and the NCCS.	Ongoing

V. Travel

No travel is anticipated for this task.

VI. Training

No training is anticipated for this task.

VII. Work Location

This work shall be performed primarily on-site at the Goddard Space Flight Center, but the contractor may be required to perform some work at the contractor's facility.

VIII. Reporting Requirements

The contractor shall:

- (B.1.2) Monthly Status Reports (MSR) shall be submitted on or before the 8th calendar day of each month for the previous month or as jointly determined following contract award. There should be one MSR per month that covers all task orders under the contract. The MSR shall be distributed electronically to the Contracting Officer (CO), Contracting Officer's Representative (COR), and all Task Monitors.
- (B.1.4) All White Papers or Reports outlined in the Deliverable Schedule shall be provided electronically to the COR and Task Monitor as specified.
- (B.1.5) Provide an electronic copy of a Monthly Highlights Report (MHR) to the COR and Task Monitors by the last business day on or before the 4th calendar day of each month. There should be one MHR per month that covers all task orders under the contract. The highlights will be incorporated into the Monthly NCCS report written by Government personnel to the High-End Computing Portfolio Manager.
- (B.1.8) Provide a final task order report within 30 days after completion in electronic form to the Contracting Officer (CO) (letter transmittal only), Contracting Officer's Representative (COR), and Task Monitor.
- (B.1.9) Travel reports shall be included in the next MSR.
- (B.1.10) Provide an electronic copy of the NASA Form 533 for this task 10 days after the close of the Contractor's accounting period and Quarterly in accordance with Attachment. Send the 533 to Contracting Officer (CO), Contracting Officer's Representative (COR), Resource Analyst (Code 603), and Finance Office (Code 155).
- (B.1.12) The annual Financial Report of NASA Property in the Custody of Contractors (NASA Form 1018) is due October 15. This shall be submitted through the NF 1018 Electronic Submission System (NESS).
- (B.1.13) An electronic copy of the New Technology Reports is due to the Contracting Officer (CO) and New Technology Representative if one is required by any of the task orders under the contract.
- (B.1.15) Electronic monthly and annual Safety & Health Reports (S&HR) shall be submitted to Contracting Officer (CO) and Code 350. There should be one S&HR per month that covers all task orders under the contract.
- (B.1.16) An electronic Personal Identity Verification (PIV) Report shall be provided to the Contracting Officer (CO), Contracting Officer's Representative (COR), and Code 240 monthly. There should be one report per month that covers all task orders under the contract.
- Meet with the Contracting Officer's Representative (COR) and technical and financial Government representatives monthly to discuss financial status. Topics covered shall include: Funding provided by NASA, Funding planned to be provided by NASA, Funding obligated to the Task Order, Status of subcontracts for Tools and ODCs, Expenses invoiced, and Funds available on the Task Order (not expensed or obligated on subcontracts).

IX. Security Requirements

This task shall comply with IT security requirements as documented in the NCCS IT Security Plan and 600 IT Security Plan as applicable.