

## **TIDES TASK ORDER STATEMENT OF WORK**

Date: 26 January 2016  
Task No/Mod: 31/1  
Task Name: GEDI Ground Systems Systems Engineering Support  
Task Period of Performance: 2/22/2016 to 8/31/2016  
Task Monitor (TM): Keith Walyus  
Contract Number: NNG15CR65C  
TIDES SOW Reference: Function 2; Systems Engineering Services

### **I. Scope**

#### **A. Background**

The contractor shall provide Mission Operations Development support for the Global Ecosystem Dynamics Investigation (GEDI) Project. GEDI is an in-house instrument development, mission operations, and science data processing project at GSFC. GEDI is a multi-beam laser altimeter, which will be designed, analyzed, fabricated, tested, and delivered from GSFC to JSC, then to KSC for launch to the International Space Station (ISS) Japanese Experiment Module – External Facility. There is no host spacecraft, and the launch vehicle/access-to-space is provided by NASA HQ; the instrument is the complete mission. The mission and ground system will be operated from GSFC, and science data products returned from the ISS will be processed and archived from GSFC.

#### **B. Requirements**

- A.1. The contractor shall support Mission Planning in developing and refining the Ground Systems, Mission Operations, and interface with Science, Project Management, and Systems Engineering. The contractor shall support interface and command development activities with JSC/ISS.
- A.2. The contractor shall assist GEDI team in completing engineering peer, NASA formal life cycle (PDR, CDR, etc), Key Decision Point (KDP), and JSC/ISS Safety reviews.

### **II. Period of Performance**

*The period during which the work for this task shall be performed is from task award thru August 31, 2016.*

### **III. Subtask Description**

*None*

### **IV. Deliverables/Schedules/Milestones**

*At a minimum, the contractor shall deliver the items specified below:*

<i>Ref#</i>	<i>Deliverables</i>	<i>Due Date</i>
1	Monthly Status Reports	Monthly

### **V. Management Approach**

- a. Staff Allocation, Expertise, and Skill Mix

*The contractor shall staff this work item with the appropriate skill mix and staffing level for the work.*

b. Configuration Management

*Systems and documents will be covered under the Project Configuration Management Plan.*

c. Facilities

*Appropriate IT devices to support the analyses, specification development, and report development are required. It shall be the contractor's responsibility to provide and set up local workstations and network connections at the contractor's off-site facilities as required, and to install any required tools and utilities on the contractor's equipment.*

d. Risk Management and Best Practices

*The contractor shall manage schedule, cost, and technical risk through monitoring and reporting of progress and performance metrics, identifying issues well in advance of negative consequences, recommending corrective action to the TM, and implementing corrective actions with the compliance of the TM.*

e. Performance Metrics

*The Task Monitor (TM) shall evaluate the work performed on this task based on the technical merit. The TM shall develop detailed performance metrics that shall reflect the contractor's performance in meeting research analysis, specific mission requirements, deliverables and delivery schedule, and the contractor's cost. Technical evaluation of the task performance is a subjective combination of performance metrics, technical quality of deliverables, cost control, significant events, innovations and meeting requirements set forth in the SOW.*

*The following performance metrics apply to this SOW:*

1. *Timely delivery of monthly reports*

The Contractor shall provide monthly status reports and reviews on the technical, cost, schedule and operational performance in accordance with the WBS to adequately describe the activities of the task to the Task Monitor. The contractor shall attend the weekly project meeting and give a brief verbal status of relevant progress and issues.

## **VI. Contractor Controlled Property**

The Contractor shall assist the TIDES contract managers and property custodians in maintaining the overall list (NPROP) of government owned property used by the Contractor on this Task Order. This support includes preparation and cooperation during property audits.

## **VII. Government Furnished Facilities, Equipment, Software, and Other Resources**

The Government will provide accounts and passwords to government-furnished workstations where existing versions of various relevant software packages shall be maintained. It shall be the contractor's responsibility to complete any GSFC required security-related training courses.

## **VIII. Material Procurement**

The Contractor shall propose material that they identify as necessary to perform the work associated with this Task Order.

## **IX. Travel Support**

The Contractor shall propose travel that they identify as necessary to perform the work associated with this Task Order.

There are no travel requirements identified for this period.

## **X. Deliverables**

The Contractor shall provide the following deliverables for each subtask in support of the Task Order:

<b>ID</b>	<b>Deliverable Description</b>	<b>Due Date</b>
1	Monthly Status Report	Not later than the 5th of the Month

End of Task Order Statement of Work