

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR	CONTRACT NO./TASK NO.	JOB ORDER NUMBER	APPROP. FY
QSS Group, Inc.	NAS5- 99124 TASK NO. 457 AMENDMENT	545-740-50-54-89	01

TASK TITLE: (NTE 80 characters; include Project name)
Swift Thermal Engineering Services

APPROVALS: (Type or print name and sign)

ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)	DATE	ORG CODE	MAIL CODE	PHONE
Michael K. Choi <i>Michael K. Choi</i>	12/20/00	545	545	301 286 4707
BRANCH HEAD	DATE	CODE		PHONE
Dennis Hewitt <i>Dennis Hewitt</i>	12/20/00	545		301 286 5115
CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)	DATE	CODE		PHONE
Robert S. Lebair, Jr. <i>Robert S. Lebair, Jr.</i>	12/26/00	560		301-286-6382

FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE? <small>(IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)</small>	CONTRACTING OFFICER'S QUALITY REP.	DESIGNATED FAM:
<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES		

<p>The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.</p>	<p><small>(To be completed by Contracting Officer)</small> C.O. Requested Quote on: Date: JAN 2 2001</p>
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Contractor will develop specification or statement of work under this task for a future procurement. <input type="checkbox"/> No <input type="checkbox"/> YES
Flight hardware will be shipped to GSFC for testing prior to final delivery. <input type="checkbox"/> No <input type="checkbox"/> YES <input type="checkbox"/> N/A
Government Furnished Property/Facilities: <input checked="" type="checkbox"/> No <input type="checkbox"/> YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)
Onsite Performance: <input type="checkbox"/> No <input checked="" type="checkbox"/> YES If yes: <input type="checkbox"/> TOTAL <input checked="" type="checkbox"/> Partial <small>If partial, indicate onsite work in SOW by asterisk (*)</small>
Surveillance Plan Attached: <input checked="" type="checkbox"/> No <input type="checkbox"/> YES
Highlighted Contract Clauses: <small>(to be completed by Contracting Officer)</small>

INCENTIVE FEE STRUCTURE <small>(check one)</small>					
	<small>(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)</small>				
	<input checked="" type="checkbox"/> No. 1	<input type="checkbox"/> No. 2	<input type="checkbox"/> No. 3	<input type="checkbox"/> No. 4	<input type="checkbox"/> No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%

(To be completed by Contracting Officer)

The target cost of this task order is \$ _____.

The target fee of this task order is \$ _____.

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ _____.

The maximum fee is \$ _____.

The minimum fee is \$0.

AUTHORIZED SIGNATURE:

THIS TASK ASSIGNMENT IS ISSUED ACCORDING TO THE CONTRACT CLAUSE 'TASK ASSIGNMENTS AND REPORTS'

SIGNATURE OF CONTRACTING OFFICER	DATE	TYPED NAME OF CONTRACTING OFFICER

CONTRACTOR'S ACCEPTANCE:

AUTHORIZED SIGNATURE	DATE

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Applicable paragraphs from contract Statement of Work: Funcino 2.B.1 and 2C

STATEMENT OF WORK: (Continue on blank paper if additional space is required)

The contractor shall provide thermal engineering services for SWIFT's optical bench and instrument module. These services include:

1. Interfacing with SWIFT mechanical engineering team frequently on design of optical bench and instrument module.
2. Performing thermal anlysis of optical bench and instrument module.
3. Reviewing and revising instrument to optical bench thermal interface control document and reviewing mission planning documents.
4. Reviewing BAT instrument thermal design.
5. Reviewing XRT and UVOT thermal design.
6. Preparing reports and design review packages in support of Project meetings, systems requirements review, and critical design review.
7. Performing related SWIFT thermal analysis.

PERFORMANCE SPECIFICATIONS:

Reports and Documents: Technical performance will be based on thoroughness and completeness of written reports. Acceptable performance is that the ATR is satisfied that the material reflects the proper level of technical expertise and meets the objectives of the activity. Reports shall be delivered to the ATR both as a hard copy and in MS Word format format via either diskette or email.

Technical Progress Report: Acceptable performance is that the ATR is satisfied that he is being kept informed of the status of work performed and of issues requiring his attention. Report to include thermal design and analysis of (a) optical bench system, (b) Sunshade and Light Blockers, (c) instrument interfaces, and (d) instrument boxes, and on interactions with Mechanical Engineering team and review of thermal design of BAT, XRT and UVOT.

Management: Performance will be measured against the following metrics: (1) accomplishment of objectives; (2) clear, incremental progress; (3) responsiveness to issues; (4) efficient and appropriate staffing; and (5) coordination with and good working relationship with ATR and other related contractor efforts, if applicable.

APPLICABLE DOCUMENTS:

None.

TASK END DATE: 1/2/02

MILESTONES/DELIVERABLES AND DATES:

1. Technical Progress Report: due 15th day of each month
2. Presentation Material for Critical Design Review: due 4/30/01
3. Thermal Analyses: due within 30 days of specific analysis request by ATR

PERFORMANCE STANDARDS:

Schedule: On-time delivery/completion of the deliverables/milestones
Technical: ATR's acceptance of the above

FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

Mike Choi, building 7, room 258F