

ATTACHMENT J-10

MEETING AND REVIEW REQUIREMENTS; ASSESSMENTS OF CONTRACTOR PERFORMANCE

1. **MEETINGS AND REVIEWS:** Below are the minimum performance requirements for the Kickoff, Quarterly Technical Interchange Meetings (TIMs), and (if applicable to the Statement of Work (SOW)) Test or Demonstration Readiness Review(s) (TRR) that the Contractor shall perform in execution of this contract which are in addition to Attachment J-2, Data Procurement Document (DPD).

Kickoff Review

The Kickoff Meeting will ensure that the SLS Advanced Booster Engineering Demonstration and/or Risk Reduction (ABEDRR) Task requirements are properly formulated and correlated with the Project and Program objectives. The Contractor shall describe the negotiated SOW and how all work will be planned to effectively accomplish the engineering demonstration(s). All applicable Contractor processes, such as systems engineering and technical/schedule management, should be addressed. The Kickoff review will be held at **(*To be proposed by Offeror)** and is expected to last one day.

Quarterly TIMs

Quarterly TIMs will be conducted for the entire contract period of performance beginning approximately three months after the ABEDRR Kickoff Review. The TRR or other Contractor proposed milestone may be conducted in lieu of a TIM. At a minimum, the content /agenda for the TIMs should cover: 1) Work accomplished since previous TIM, including a report of overall cost, technical and schedule performance, 2) Work planned for next quarter, 3) Current problems/risks which are impeding or are likely to impede performance or impact program schedule or cost, and proposed corrective action, 4) Special topics as defined by the Government. The Contractor should assume half of the TIMs will be held at the Contractor's facility and the other half at Marshall Space Flight Center (MSFC) and are expected to last 1-2 days.

Test or Operational Readiness Review (TRR/ORR)

A TRR ensures that the test article, test facility, support personnel, and safety/test procedures are ready for testing and data acquisition, reduction, and control. The objectives of the testing should be clearly defined and documented and all test plans approved by the Contracting Officer's Representative (COR). Configuration of the system under test should be defined and agreed to by the COR. All known system discrepancies should be identified and disposed in accordance with agreed upon plan. All required test resources – people, facilities, test articles, test instruments, and any other test enabling products – should be identified and are available to support the test. Roles and responsibilities of all test participants should be defined and agreed to by the COR. Test contingency planning should be accomplished and all personnel should be trained. The TRR will be held at the Contractor's facility or at the test facility if different and is expected to last 1-2 days.

An ORR ensures the actual system characteristics and the procedures used in the system or end product's operation and ensures that all system and support hardware, software, personnel, procedures, and end user documentation accurately reflect the deployed state of the system. All operational supporting and enabling products that are necessary for the nominal and contingency operations have been tested and delivered/installed at the site necessary to support operations and training has been provided to the users and operators on the correct operational procedures for the system. Any operational contingency planning has been accomplished and all personnel have been trained. The ORR will be held at the Contractor's facility or other facility if different and is expected to last 1-2 days.

2. PERFORMANCE REQUIREMENTS SUMMARY (PRS): The table below defines the PRS for the tasks detailed above. Not all efforts under this order are included in the PRS. Lack of inclusion in the PRS in no way relieves the Contractor of the obligation to perform all delineated tasks in the SOW.

2.1 Maximum Allowable Incident Rate (MAIR)*: The MAIR is the measure used by the Government to evaluate the Contractor's progress on a monthly basis, and for the Kickoff, Quarterly TIMs, and TRR/ORR, if applicable. The MAIR is the incident rate that, if exceeded, indicates the Contractor's performance is unsatisfactory. The MAIR for each work environment is specified in the Performance Requirements Summary below.

2.2 Reduction Methodology: Any reductions taken in milestone payment will be calculated by applying the deduction percentage to the total milestone payment value for each evaluation period as reflected in B.3.

For example, if the milestone payment is \$1,000,000 for a particular period, the following may be applied: The weight for Requirement 2.0 is 75%, which is then multiplied by the 10% maximum deduction for a milestone (\$1,000,000 milestone payments x 10% = \$100,000), which equals \$75,000. Therefore, the milestone payment for this period would be reduced by \$75,000 if it is determined that the Contractor fails to make adequate schedule progress.

Reductions in milestone payments will be by unilateral modification by the Contracting Officer and not be subject to the Disputes clause, 52.233-1, Alternate I, in Section I of this contract.

2.3 Recapture of Reduced Milestone Payments: The Contractor may, solely at the Government's discretion, recapture the reduction in milestone payment(s) from preceding milestone(s) by alleviating the condition of the reduction.

For example, the Contractor fails to make adequate progress towards a major milestone and has a reduction(s) to a milestone payment(s). The Contractor ultimately completes the milestone without impact to the total effort. The COR/CO subsequently evaluate the Contractor's performance and inform the Contractor by letter accompanied by a unilateral administrative modification,

which adjusts the next milestone payment showing a Government decision to increase the subsequent milestone payment.

The Contractor's lack of progress will be determined, at the sole discretion of the Government, as cause for default in accordance with the Default (Fixed-Price Research and Development), 52.249-9, in Section I of this contract.

PERFORMANCE REQUIREMENTS SUMMARY

| REQUIREMENT | PERFORMANCE STANDARD | MAIR* | METHOD OF SURVEILLANCE | WEIGHT | DEDUCTION % MILESTONE PAYMENT |
|---|---|---|----------------------------------|---------------|--------------------------------------|
| 1.0 Submission of Reports and Data | The Contractor shall assure the timely and accurate submission of required deliverables in accordance with the DPD. | Incidents include but are not limited to each delinquent or unacceptable deliverable. | Review of Deliverables. | 25% | 10% Maximum |
| 2.0 Failure to make adequate progress as reflected in the Contractor's program/project schedules or COR/CO review | The Contractor shall assure scheduled milestones/tasks are on-time or within two weeks of baseline. | Incidents include but are not limited to each late milestone. | Review of Contractor's progress. | 75% | |