DATA REQUIREMENTS DESCRIPTION

1. TITLE **Daily Status Reports**	2. NUMBER **DRD-1** **Page 1 of 1**
3. USE **To provide an overview of management and technical effort and progress toward contract objectives.**	4. DATE **April 29, 2013** 5. PREPARED BY: **Jim E. Kitahara** 6. APPROVED BY:
7. INTERRELATIONSHIP **Daily Status Report IAW 5.9.1 of the SOW**	8. DUE DATE: **Beginning of the normal Daytime (first) shift.**

9. PREPARATION INFORMATION

Daily: verbal reports to the designated Government onsite representative, which shall include the status of all work performed in the previous 24 hours, plans for the next 24 hours, any deviations from the established schedule, problems encountered, and items requiring Government disposition. This report shall be given at the beginning of the normal daytime (first) shift.

Submit reports to the following addresses:

(1) Contracting Officer (Jim Kitahara – Code A), NASA DFRC, DAOF M/S 703:S323-B, 2825 East Avenue P, Palmdale CA 93550 – Original.
(2) Contracting Officer's Technical Representative (Frank Cutler Code-PS), NASA DFRC, DAOF M/S 703:S311-D, 2825 East Avenue P, Palmdale CA 93550 - One copy.

DATA REQUIREMENTS DESCRIPTION

1. TITLE **Weekly Status Reports**	2. NUMBER **DRD-2** **Page 1 of 1**
3. USE **To provide an overview of management and technical effort and progress toward contract objectives.**	4. DATE **April 29, 2013** 5. PREPARED BY: **Jim E. Kitahara** 6. APPROVED BY:
7. INTERRELATIONSHIP **Weekly Status Report IAW 5.9.2 of the SOW**	8. DUE DATE: **Weekly Status Report. 4 PM Pacific Time on the second work day of the following work week**

9. PREPARATION INFORMATION

<u>Weekly</u>: written reports to the Contracting Officer, with copy to the designated Government onsite representative, which shall include the status of all work performed in the previous 7 day period, plans for the next 7 day period, any deviations from the established schedule, problems encountered, and items requiring Government disposition. This report shall be provided by close of NASA DFRC business (4 PM Pacific Time) on the second work day of the following work week. Electronic mail or FAX are acceptable transmission media.

Submit reports to the following addresses:

(1) Contracting Officer (Jim Kitahara – Code A), NASA DFRC, DAOF M/S 703:S323-B, 2825 East Avenue P, Palmdale CA 93550 – Original.
(2) Contracting Officer's Technical Representative (Frank Cutler Code-PS), NASA DFRC, DAOF M/S 703:S311-D, 2825 East Avenue P, Palmdale CA 93550 - One copy.

DATA REQUIREMENTS DESCRIPTION

1. TITLE **Nonstandard Repair Report**	2. NUMBER **DRD-4** **Page 1 of 1**
3. USE **Contractual documentation of nonstandard repair work**	4. DATE **April 29, 2013** 5. PREPARED BY: **Jim E. Kitahara** 6. APPROVED BY:
7. INTERRELATIONSHIP **Section 5.0 of the SOW**	8. DUE DATE: **As Required (Contractor Format)**

9. PREPARATION INFORMATION

For repairs of a major nature exceeding the depth of FAA or Boeing/McDonald Douglas standard repairs, the Contractor shall submit the following as required:

a. Complete description of the nonstandard repair including size, severity, and location of defect.

b. Description of method and details of proposed repair procedures.

c. Applicable drawings and specifications.

d. Stress analysis, which certifies those repairs, meets the structural strength requirements specified by the manufacturer.

e. Parts and/or material required.

f. Any other special requirements.

g. Estimated man-hours and cost required to effect repairs.

Submit reports to the following addresses:

(1) Contracting Officer (Jim Kitahara – Code A), NASA DFRC, DAOF M/S 703:S323-B, 2825 East Avenue P, Palmdale CA 93550 – Original.
(2) Contracting Officer's Technical Representative (Frank Cutler Code-PS), NASA DFRC, DAOF M/S 703:S311-D, 2825 East Avenue P, Palmdale CA 93550 - One copy.

DATA REQUIREMENTS DESCRIPTION

1. TITLE **Structural Alteration Report**	2. NUMBER **DRD-5** **Page 1 of 1**
3. USE **Contractual documentation for replacement of major structural components**	4. DATE **April 29, 2013** 5. PREPARED BY: **Jim E. Kitahara** 6. APPROVED BY:
7. INTERRELATIONSHIP **Section 5.0 of the SOW**	8. DUE DATE: **As Required (Contractor Format)**

9. PREPARATION INFORMATION

The Contractor shall provide a structural alteration report, as required, for replacement of structural components:

a. Replacement of any major structural component with an unused or new production part.

b. Interchange of any major structural component with a component from another aircraft with prior service use; that is, modification (repair) of the same component, and modification (repair and re-installation of a major structural component from the same aircraft).

Submit reports to the following addresses:

(1) Contracting Officer (Jim Kitahara – Code A), NASA DFRC, DAOF M/S 703:S323-B, 2825 East Avenue P, Palmdale CA 93550 – Original.
(2) Contracting Officer's Technical Representative (Frank Cutler Code-PS), NASA DFRC, DAOF M/S 703:S311-D, 2825 East Avenue P, Palmdale CA 93550 - One copy.

ATTACHMENT (B)

DATA REQUIREMENTS DESCRIPTION

1. TITLE **Noted But Not Corrected (NBNC) Discrepancies Report**	2. NUMBER **DRD-6** **Page 1 of 1**
3. USE **Contractual documentation of NBNC discrepancies.**	4. DATE **April 29, 2013** 5. PREPARED BY: **Jim E. Kitahara** 6. APPROVED BY:
7. INTERRELATIONSHIP **Section 5.0 of the SOW**	8. DUE DATE: **As Required (Contractor Format)**

9. PREPARATION INFORMATION

The Contractor shall provide a NBNC report, as required, upon completion of the DC-8 D-Check requirements. The report shall contain the following:

a. Work card sequence number.

b. Location.

c. Description of discrepancy.

Submit reports to the following addresses:

(1) Contracting Officer (Jim Kitahara – Code A), NASA DFRC, DAOF M/S 703:S323-B, 2825 East Avenue P, Palmdale CA 93550 – Original.
(2) Contracting Officer's Technical Representative (Frank Cutler Code-PS), NASA DFRC, DAOF M/S 703:S311-D, 2825 East Avenue P, Palmdale CA 93550 - One copy..

DATA REQUIREMENTS DESCRIPTION

1. TITLE **Maintenance History Summary Report**	2. NUMBER **DRD-7** **Page 1 of 1**
3. USE **Contractual documentation of DC-8 D-Check maintenance history.**	4. DATE **April 29, 2013** 5. PREPARED BY: **Jim E. Kitahara** 6. APPROVED BY:
7. INTERRELATIONSHIP **Section 5.0 of the SOW**	8. DUE DATE: **Upon completion of FCF (Contractor Format)**

9. PREPARATION INFORMATION

The Contractor shall provide a maintenance history report, as required, upon completion of the DC-8 D-Check requirements. The report shall contain the following:

A summary report of all maintenance actions completed during the DC-8 D-Check.

Submit reports to the following addresses:

(1) Contracting Officer (Jim Kitahara – Code A), NASA DFRC, DAOF M/S 703:S323-B, 2825 East Avenue P, Palmdale CA 93550 – Original.
(2) Contracting Officer's Technical Representative (Frank Cutler Code-PS), NASA DFRC, DAOF M/S 703:S311-D, 2825 East Avenue P, Palmdale CA 93550 - One copy..

DATA REQUIREMENTS DESCRIPTION

1. TITLE **Non-Destructive Inspection (NDI) Report**	2. NUMBER **DRD-8** **Page 1 of 1**
3. USE **Contractual documentation of DC-8 D-Check NDI Inspections.**	4. DATE **April 29, 2013** 5. PREPARED BY: **Jim E. Kitahara** 6. APPROVED BY:
7. INTERRELATIONSHIP **Sections 5 & 6 of the SOW**	8. DUE DATE: **Upon completion of FCF (Contractor Format)**

9. PREPARATION INFORMATION

The Contractor shall provide a NDI report, as required, upon completion of the DC-8 D-Check requirements. The report shall contain the following:

A report of all NDI inspections/actions completed during the DC-8 D-Check.

Submit reports to the following addresses:

(1) Contracting Officer (Jim Kitahara – Code A), NASA DFRC, DAOF M/S 703:S323-B, 2825 East Avenue P, Palmdale CA 93550 – Original.
(2) Contracting Officer's Technical Representative (Frank Cutler Code-PS), NASA DFRC, DAOF M/S 703:S311-D, 2825 East Avenue P, Palmdale CA 93550 - One copy.

ATTACHMENT (B)

DATA REQUIREMENTS DESCRIPTION

1. TITLE **Airworthiness Certificate**	2. NUMBER **DRD-9** **Page 1 of 1**
3. USE **Contractual documentation of DC-8 D-Check Inspection.**	4. DATE **April 29, 2013**
	5. PREPARED BY: **Jim E. Kitahara**
	6. APPROVED BY:
7. INTERRELATIONSHIP **Maintenance History Summary Report. SOW Sections 5.0, 6.0, and 7.0**	8. DUE DATE: **Upon completion of FCF** **(Contractor Format)**

9. PREPARATION INFORMATION

The Contractor shall provide an airworthiness certificate, as applicable, upon completion of the DC-8 D-Check requirements.

Submit reports to the following addresses:

(1) Contracting Officer (Jim Kitahara – Code A), NASA DFRC, DAOF M/S 703:S323-B, 2825 East Avenue P, Palmdale CA 93550 – Original.
(2) Contracting Officer's Technical Representative (Frank Cutler Code-PS), NASA DFRC, DAOF M/S 703:S311-D, 2825 East Avenue P, Palmdale CA 93550 - One copy.

ATTACHMENT (B)

DATA REQUIREMENTS DESCRIPTION

1. TITLE **Mishap Report**	2. NUMBER **DRD-10** Page 1 of 1
3. USE **Contractual documentation for reporting of mishaps.**	4. DATE **April 29, 2013** 5. PREPARED BY: **Jim E. Kitahara** 6. APPROVED BY:
7. INTERRELATIONSHIP **Safety & Health Plan and additional clauses applicable to the contract (Contract Caused Damage to Aircraft)**	8. DUE DATE: **As Required (Contractor Format). Within 5 days of mishap.**

9. PREPARATION INFORMATION

The Contractor shall report all mishaps, as required, that causes either damage to the aircraft and/or injury to workers. Additionally, the contractor shall provide the following:

a. Estimated material items and cost to effect repair(s).

b. Estimated labor hours and cost to effect repair(s).

c. Total estimated price to effect repair(s).

d. Estimated repair completion date.

NOTE: The contractor is responsible for correcting contractor caused damage to the DC-8 at its own expense.

Submit reports to the following addresses:

(1) Contracting Officer (Jim Kitahara – Code A), NASA DFRC, DAOF M/S 703:S323-B, 2825 East Avenue P, Palmdale CA 93550 – Original.
(2) Contracting Officer's Technical Representative (Frank Cutler Code-PS), NASA DFRC, DAOF M/S 703:S311-D, 2825 East Avenue P, Palmdale CA 93550 - One copy.

ATTACHMENT (B)

DATA REQUIREMENTS DESCRIPTION

1. TITLE **Mishap Report**	2. NUMBER **DRD-11** Page 1 of 1
3. USE **To determine that the Contractor complies with**	4. DATE **April 29, 2013** 5. PREPARED BY: **Jim E. Kitahara** 6. APPROVED BY:
7. INTERRELATIONSHIP **Safety & Health Plan** **NFS 1852.223-73 Safety and Health Plan (NOV 2004)**	8. DUE DATE: **Submit a copy of your Corporate Safety & Health Plan (tailored as applicable w/slip in pages) with submission of the proposal**

9. PREPARATION INFORMATION

(a) The offeror shall submit a detailed safety and occupational health plan (Corporate Plan Acceptable) as part of its proposal. The plan shall include a detailed discussion of the policies, procedures, and techniques that will be used to ensure the safety and occupational health of Contractor employees and to ensure the safety of all working conditions throughout the performance of the contract.
(b) As applicable (tailor slip-in pages), to address the policies, procedures, and techniques that will be used to ensure the safety and occupational health of the NASA workforce (including Contractor employees working on NASA contracts), and the high-value NASA equipment (e.g. the aircraft) and property associated with the proposal.
(c) The plan shall similarly address subcontractor employee safety and occupational health for those proposed subcontracts that contain one or more of the following conditions (as applicable):
- Exceeds the simplified acquisition threshold ($150K).
- Hazards are not adequately addressed by OSHA or DOT regulations (if applicable).
(d) This plan, as approved by the Contracting Officer, will be included in any resulting contract.

Submit reports to the following addresses:
(1) Contracting Officer (Jim Kitahara – Code A), NASA DFRC, DAOF M/S 703:S323-B, 2825 East Avenue P, Palmdale CA 93550 – Original.
(2) NASA Safety & health Representative (Ralph Anton Code-SH), NASA DFRC, 4850:101, P.O. Box 273, Edwards CA 93523-0273 - One copy.

ATTACHMENT (B)

DATA REQUIREMENTS DESCRIPTION

1. TITLE	2. NUMBER
Mishap Report	**DRD-11** Page 1 of 1
3. USE **To determine the adequacy of the Contractor's Safety & Health Plan**	4. DATE **April 29, 2013** 5. PREPARED BY: **Jim E. Kitahara** 6. APPROVED BY:
7. INTERRELATIONSHIP **Safety & Health Plan** **NFS 1852.223-73 Safety and Health Plan (NOV 2004)**	8. DUE DATE: **Submit a copy of your Corporate Safety & Health Plan (tailored as applicable w/slip in pages) with submission of the proposal**

9. PREPARATION INFORMATION

(a) The offeror shall submit a detailed safety and occupational health plan (Corporate Plan Acceptable) as part of its proposal. The plan shall include a detailed discussion of the policies, procedures, and techniques that will be used to ensure the safety and occupational health of Contractor employees and to ensure the safety of all working conditions throughout the performance of the contract.
(b) As applicable (tailor slip-in pages), to address the policies, procedures, and techniques that will be used to ensure the safety and occupational health of the NASA workforce (including Contractor employees working on NASA contracts), and the high-value NASA equipment (e.g. the aircraft) and property associated with the proposal.
(c) The plan shall similarly address subcontractor employee safety and occupational health for those proposed subcontracts that contain one or more of the following conditions (as applicable):
- Exceeds the simplified acquisition threshold ($150K).
- Hazards are not adequately addressed by OSHA or DOT regulations (if applicable).
(d) This plan, as approved by the Contracting Officer, will be included in any resulting contract.

Submit reports to the following addresses:
(1) Contracting Officer (Jim Kitahara – Code A), NASA DFRC, DAOF M/S 703:S323-B, 2825 East Avenue P, Palmdale CA 93550 – Original.
(2) NASA Safety & health Representative (Ralph Anton Code-SH), NASA DFRC, 4850:101, P.O. Box 273, Edwards CA 93523-0273 - One copy.