

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1 8
2. AMENDMENT/MODIFICATION NO. 000003	3. EFFECTIVE DATE 02/10/2014	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY NASA/Johnson Space Center Attn: Stacy G. Houston/BH2 2101 NASA Parkway Houston TX 77058-3696	CODE JSC	7. ADMINISTERED BY (If other than Item 6)	CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(x) 9A. AMENDMENT OF SOLICITATION NO. NNJ13471515R	
		x 9B. DATED (SEE ITEM 11) 11/15/2013	
		10A. MODIFICATION OF CONTRACT/ORDER NO.	
		10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE		

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended. is not extended.
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

<input type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not. is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

INCO TERMS 2: Destination

The purpose of this amendment is to modify the NF533, Monthly Contractor Financial Management Report, DRL Line Item 1.

The following changes are hereby made: 1.) All references to "baseline" have been deleted. 2.) Appendix A, NF533 template is hereby deleted and replaced with an updated NF533 template. 3.) Appendix A, Quarterly Contractor Financial Management Report is hereby deleted in its entirety.

The change pages are attached and all changes are barmarked.

All other terms and conditions remain unchanged.

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Stacy Houston	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 2/10/14

SST II RFP Document Change Log

<u>Page(s)</u>	<u>RFP Reference</u>	<u>Change(s)</u>	<u>Question Number</u>	<u>Amendment</u>
L-28	L.21.3, para. 9	Deleted the following sentence in its entirety: "Offerors and major subcontractors shall identify activities, processes, and issues used to address export control for work comparable to the SOW requirements."	Q8	1
L-42	L.21.6, para. (a)	Corrected the FAR reference to read: "FAR 9.104-1"		1
M-2	M.4, para. 3	Inserted the following sentence at the end of paragraph 3: "Past Performance is more important than cost."	Preproposal Conference Question and Answers 1.)	1
M-7	M.6.2, para 2 (TA1)	Changed last sentence of paragraph 2 to read: "Failure to capture proposed efficiencies and innovations in accordance with DRD 4, Technical Efficiencies and Innovations Proposed SOW Language, may result in loss of mission suitability points."	Q11	1
Attachment L-09, Cost Proposal Template	Fully Burdened Rates Template (FBR)	Revised the FBR template of Attachment L-09, Cost Proposal Template to remove the reference to Firm Fixed Price for Contract Years 3, 4, and 5.		1
L-13	Table L-3	Revised the page limit for Volume VI from "Included in 250" to "No Limit"		2
J-22, J-24 thru J-28	NF533, Monthly Contractor Financial Management Report, DRL Line Item 1	Deleted all references to "baseline". Deleted Appendix A, NF533 template and replaced with an updated NF533 template. Deleted Appendix A, Quarterly Contractor Financial Management Report in its entirety.		3

<i>Current month estimated HRWYE (8a)</i>	HRWYE estimate for the current month for each RC (column 8a on NF533)
<i>Next month estimated cost (8b)</i>	Estimated cost for next month for each RC (column 8b on NF533)
<i>Balance of Contract (8c)</i>	Balance of contract for the remaining estimate to complete for each RC (column 8c on NF533)
<i>Government Fiscal Year EAC (8d)</i>	Actual cumulative cost and hours incurred plus remaining estimated cost and hours for the current Government Fiscal Year (column 8d on NF533)
<i>Contractor Estimate (9a)</i>	Contractor estimate for the total estimate to complete entire scope of contract for each RC (column 9a on NF533)
<i>Contract Value (9b)</i>	Contract value based upon contract modifications for each RC (column 9b on NF533)
<i>Unfilled orders outstanding (10)</i>	Unfilled orders outstanding at the end of the reporting period for each RC (column 10 on NF533)
<i>Reporting Category level</i>	Used by NASA's accounting system to determine the RC level
<i>Reporting Category Identifier</i>	Identifies if the RC is a actual Reporting Category or a Sub-Reporting Category

A Reporting Category (RC) correlates to a task order, delivery order, or Work Breakdown Structure (WBS) and is the level at which cost is reported. Each RC can have Sub-Reporting Category line items (detailed cost elements) that add up to a RC. **The Contractor is required to coordinate with the NASA Resource Analyst assigned to the contract in order to establish and maintain the Reporting Categories the contractor shall use to comply with this data requirement.**

Column 7b (planned cost incurred/hours worked for the month) and 7d (cumulative planned cost incurred/hours worked) of the NF533M represent the negotiated plan for the contract. There may not be a relationship between the estimates provided in columns 8 of the NF533M to columns 7b and 7d. Columns 7b and 7d represent the legally binding contract negotiated plan plus all authorized changes.

3. Has been acquired or constructed with the intention of being used, or available for use, by NASA

4. Has a planned alternative use (current or future) on another project with a separate and distinct research objective.

For all Personal Property & Equipment, purchased or fabricated, determined by NASA to be Expense, the contractor is not required to report costs at the detail asset level i.e., as a separate reporting category on the NF 533 or other required cost reporting format.

The Center Finance Property Office makes the capitalization/expense determination based on information provided by the NASA Project Manager.

The Center finance property office acquires the information from the NASA Project Manager using the Form NF1739 Alternative Future Use Questionnaire (AFUQ) which is required for each asset valued at, or greater than, \$100k. The Center finance property office may utilize a supplemental questionnaire and/or additional communication with the project manager, or their associates, to ensure adequate information is obtained to make the appropriate accounting treatment determination i.e., to Capitalize or Expense the asset.

NF533 Due Dates

The due dates for the NF533M and NF533Q reports are outlined in Chapter 3 of NPR 9501.2E. The following is a summary of the NF533 due date requirements:

NF533 Report	Due Date
<i>NF533M</i>	Due no later than the 10th working day following the close of the contractor's accounting period or the 15th calendar day of the month, whichever is earlier.
<i>NF533Q</i>	The NF533Q requirement was waived by the JSC CFO on September 4, 2013.

The due dates reflect the date the NF533 reports are received by personnel on the distribution list, not the date the reports are generated or mailed by the contractor. It is critical that the NF533 reports are submitted in a timely manner to ensure adequate time for NASA to analyze and record the cost into the NASA accounting system.

An initial NF533 report is required in the NF533Q format to be for the life of the contract. The initial NF533Q report shall be submitted by the contractor within 30 days after authorization to proceed has been granted. The initial report shall reflect the original

contract value detailed by negotiated reporting categories and shall be the original contract plan. In addition to the initial report, monthly NF533 reporting shall begin no later than 30 days after the incurrence of cost.

NF533 Final Submission Upon Contract Completion

Monthly NF533 reporting is no longer required once the contract is physically complete, provided the final cost report includes actual cost only (no estimates or forecasts). The contractor must continue to submit monthly NF533 reports as long as estimates for the following period are included. If the final cost of a contract changes after the submission of the "final" contractor cost report, the contractor must submit a revised NF533 report in the month the cost change is recognized.

Electronic NF533 Flat File Requirement

(will only be submitted if requested during the course of the contract) If requested by NASA, the contractor shall submit a Flat File NF533M electronically by the same due date. The data shall be submitted via email using the Government prescribed flat file format (if requested, an example of the Agency Defined File Format layout details will be provided by NASA).

NF533 Report Distribution

LF3 Cost Accounting (1 electronic copy. If electronic copy is not signed, a signed hardcopy is required)

BH2 Contracting Officer (1 hardcopy, 1 electronic copy) LD2
Budget/Program Analyst (1 electronic copy)

ER1 Technical (3 electronic copy)

NF533 Supplemental Reporting

Supplemental reporting requirements will be submitted during the course of the contract in accordance with direction in *Appendix B*.

APPENDIX A. NF533 Format

http://nodis3.gsfc.nasa.gov/hpg_img/N_PR_9501_002E/NF533M.pdf

Monthly Contractor Financial Management Report		Form Approved OMB No. 2700-0003	2. REPORT FOR MONTH ENDING AND NUMBER OF OPERATING DAYS							
To: NASA Johnson Space Center		FROM:	3. CONTRACT VALUE							
			a. COST \$	b. FEE \$						
1. DESCRIPTION OF CONTRACT		b. CONTRACT NO. AND LAST DEFINITIZED AMENDMENT NO.	4. FUND LIMITATION							
a. TYPE	Subcontract #	DATE	5. BILLING							
c. SCOPE OF WORK	d. AUTH. CONTR. REP. SIGNATURE		a. INVOICE AMTS BILLED \$	b. TOTAL PYTS. RECD. \$						
REPORTING CATEGORY	7. COST INCURRED/HOURS WORKED			8. ESTIMATE COST/HOURS		9. ESTIMATED FINAL		10. UNFILLED ORDERS OUT-STANDING		
	PRIOR MONTH ACTUAL 7a.	GFY Costs To Date 7b.	CUM. TO DATE ACTUAL 7c.	PLANNED 7d.	Current Month est 8a.	Next Month Est 8b.	BALANCE OF CONTRACT 8c.		CONTRACTOR ESTIMATE 9a.	CONTRACT VALUE 9b.
Cost Element 1										
Cost Element 2										
Cost Element 3										
Cost Element x										
Phase-in Costs										
TOTAL COST										
FEE										
Total CPFF										
Total Firm Fixed Priced										
GRAND TOTAL										
Total WYE's										
NOTES:		Explain prior period adjustments, uncompensated overtime, etc.								

http://nodis3.gsfc.nasa.gov/hpg_img/N_PR_9501_002E/NF533Q.pdf

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