

**SECTION C - DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK**

**C.1 PERFORMANCE WORK STATEMENT**

- (a) The Performance Work Statement for this contract is incorporated in Section J as Attachment J-1, *Performance Work Statement*.

(End of Clause)

**C.2 INHERENTLY GOVERNMENTAL FUNCTIONS AND EXCLUDED RESPONSIBILITIES**

- (a) Functions and responsibilities directly involved or associated with the management of any NASA offices are expressly excluded from this contract. The Contractor shall provide a secondary review of all assigned activities such that no inherently governmental functions are performed by the Contractor, and if directed to do so, the Contractor shall immediately notify the Contracting Officer. The Contractor is referred to FAR Part 7.5, *Inherently Governmental Functions*.
- (b) The following activities are representative of the excluded functions and responsibilities that cannot be provided by the Contractor for the Government:
- (1) Policymaking or management of NASA operations;
  - (2) Program management;
  - (3) Execution of Government contracts or financial instruments;
  - (4) Technical management of Government contracts;
  - (5) Direction or supervision of other Government Contractors or Government agencies, or otherwise acting as an agent to obligate or commit NASA in any capacity;
  - (6) Supervision of Government employees; and
  - (7) Certifying and/or approving payments to vendors on behalf of the Agency.
- (c) As a result of the close working proximity between Contractor personnel and NASA Civil Servants, the Contractor shall comply with the following guidance during performance of this contract.
- (1) The Contractor shall ensure that its employees are managed by its own management, and that the management personnel have the autonomy to deal effectively with their employees and implement corporate policies.

- (2) The Contractor shall ensure that office space occupied by their personnel is clearly labeled with the name of the company.
- (3) The Contractor shall ensure, to the extent practicable, that correspondence signed by Contractor employees is on company letterhead.
- (4) The Contractor shall ensure that their on-site personnel, when receiving or placing telephone calls, identify their employer, in addition to whatever appropriate greeting is used.
- (5) The Contractor, when participating in meetings with Government and/or other Contractor employees, shall ensure that their personnel identify themselves as Contractor employees so that their actions will not be construed as acts of Government officials.
- (6) The Contractor's management staff shall perform individual job performance evaluations on all Contractor personnel in support of this effort.

(End of Clause)

[END OF SECTION]