

NSSC ELMT
Cradle NNX16ME83Z
Contract Information Sheet

Product(s): Cradle

Manufacturer: 3SL, Inc., www.threesl.com

Vendor: 3SL, Inc., www.threesl.com

Summary: The NASA Shared Services Center (NSSC) Enterprise License Management Team (ELMT) executed an agencywide agreement for annual software maintenance services, new product requirements, and support. Cradle is a software (Web Access, Metrics, Requirements Management, System Modeling, Performance Modeling, Document Generation, Software Engineering, Web Publishing, Read-Only Connection, API Connection and Audit Generator) to support systems engineering, modeling, and requirements management.

License Term: Base Period of one (1) year, and a two one-year option periods

Award Date: July 15, 2016

Period of Performance: Base Year: July 15, 2016 – July 14, 2017
Option Year 1: July 15, 2017 – July 14, 2018
Option Year 2: July 15, 2018 – July 14, 2019

Renewal Schedule:

True-up / Discovery Phase: March
Analysis Phase: April
Finalize Center License Allocation: May – June

NASA Contract No.: NNX16ME83Z

For questions associated with this agreement
contact the following:

(or)
NSSC ELMT Team: Email:
nsscelmt@mail.nasa.gov

NASA Customer Contact Center: Call: 1-877-
NSSC123 (1-877-677-2123)
- Select Option 3, Select Option 1 NASA
employee, Select Option 3 Procurement

Agency Technical Point of Contact:

Beverly R. Hamilton
202.358.5180
beverly.hamilton-1@nasa.gov

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Quote/Vendor POC:

David Freytag
3SL, Incorporated
256.971.9500
david.freytag@threesl.com

How to Order: This contract is for annual software maintenance services, new product requirements, and support.

For A Purchase Request (PR) is required to order under this agreement if the amount of the order exceeds the Federal Acquisition Regulation (FAR) threshold for micro-purchases.

For software procurements at or below \$250,000 for ELMT enterprise agreement purchases, the Simplified Acquisition Threshold (SAT) team at the NSSC will process these requests.

To proceed via SAT: click the link NSSC PR Services Support Requests, then go to NSSC Simplified Acquisition Customer Portal to initiate the purchase. When creating a ticket please include the ELMT agreement number in the “Give a brief description” field.

All purchases for software over \$250,000, for ELMT enterprise agreement purchases, ELMT will process these requests. To initiate, send an email to the ELMT at nsscelmt@mail.nasa.gov with the PR number for awareness and approval tracking.

Purchase Request (PR) Funded Orders:

Center POC	<ul style="list-style-type: none">– A Center POC coordinates and obtains quotation from the vendor– Quotation should include: (Product Name, Description, Part Number, Quantity, End User Name, Phone Number and E-mail Address)– Cradle Price List– License Number, if applicable– a NASA Procurement POC**– a Purchase Request (PR) (or confirmation that funds are available)* PR Instructions– Finalize PR (funding) to NSSC Procurement <p><i>(If requirements are complex and you have questions, please contact the ELMT for assistance)</i></p>
* Per FAR Subpart 32.7: Before executing any contract, the contracting officer shall—	

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(a) Obtain written assurance from responsible fiscal authority that adequate funds are available or (b) Expressly condition the contract upon availability of funds in accordance with 32.703-2.	
** NSSC Procurement can only accept funding from other NASA Center Procurement offices for Contract transactions.	
NSSC Team	<ul style="list-style-type: none"> – Review the PR submission to validate requirements detail and current pricing against current GSA Schedule pricing, etc. – Finalize funding requirement
NSSC Procurement	<ul style="list-style-type: none"> – Execute Purchase Order to vendor for procurement
Vendor	<ul style="list-style-type: none"> – Execute Delivery Order – Invoice NASA (NSSC)
NSSC	<ul style="list-style-type: none"> – Route invoice for payment approval – Finance -> Procurement -> COR -> Procurement -> Finance
NSSC Procurement	<ul style="list-style-type: none"> – Courtesy copy of approved invoice routed to license account manager
ELMT	<ul style="list-style-type: none"> – Add product line item(s) information to the NSSC Enterprise Asset Tracking System (EATS) for license management

Payment with a Government-wide Purchase Card (GPC) is authorized when an order does not exceed the Federal Acquisition Regulation (FAR) micro-purchase threshold, currently **\$10,000.00**. [However for software purchases, you should check with your Center's Chief Information Officer's policies for proper guidance.](#)

For NASA P-Card Orders:

Center POC or GPC holder	<ul style="list-style-type: none"> – A Center POC coordinates and obtains quotation from the vendor P Card Instructions – Quotation should include: (Product Name, Description, Part Number, Quantity, End User Name, Phone Number and E-mail Address) – License Number, if applicable <i>(If requirements are complex and you have questions, please contact the ELMT for assistance)</i>
Center GPC holder	<ul style="list-style-type: none"> – Place Order with 3SL. – Center POC would Email final quotation to the – nsscelmt@mail.nasa.gov
** Payment by GPC for ELMT purchases shall be made in accordance with FAR 52.212-4, Contract Terms and Conditions – Commercial items, which provides for funding through a Work Breakdown Structure (WBS) number.	
Vendor	<ul style="list-style-type: none"> – Provide transaction-specific documentation to the Contracting Officer within 3 to 5 business days: <ol style="list-style-type: none"> 1. Contract/BPA Number 2. Order Log Number 3. Confirmation/Transaction Number 4. Product Name 5. Product Description/Item Number 6. Quantity Purchased

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	7. Unit Price 8. Extended Price 9. Date of Transaction and Date of Delivery 10. NASA GPC holder name and associated Center (including contact information) 11. License and/or maintenance user's name and contact information (if different from card holder)
ELMT	– Add product line item(s) information to the NSSC Enterprise Asset Tracking System (EATS) for license management

Additional Information:

Center IT Asset Managers: [\(ITAM\)](#)

NASA Customer Contact Center (CCC): 877.677.2123, call **877-677-2123**, choose option 3 for SATERN, Finance, HR, and **Procurement**, then 1 for NASA employees, then option 3 for Procurement.

Email: nsscelmt@mail.nasa.gov

ELMT Website: www.nasa.gov/elmt

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