

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1 2
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2. AMENDMENT/MODIFICATION NO. 15	3. EFFECTIVE DATE Same as Bk. 16C	4. REQUISITION/PURCHASE REQ. NO. N/A	5. PROJECT NO. (If applicable)
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6. ISSUED BY NASA Shared Services Center Procurement Office, Bldg. 5100 Stennis Space Center, MS 39529-6000 Attn: Ann Sharpe	14. ADMINISTERED BY (If other than Item 6)
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8. NAME AND ADDRESS OF CONTRACTOR (No. Street, county, State and ZIP: Code) COMPUTER SCIENCES CORPORATION Information Technology & Science Solutions Division 7700 Hubble Drive Lanham Seabrook, MD 20706	(4)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	X	10A. MODIFICATION OF CONTRACT/ORDER NO. NNX05AA01C
		10B. DATED (SEE ITEM 13) May 17, 2005

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 one (1) copy 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 ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATA 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 data specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
N/A

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

14.	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.
	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).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: X Contract Section I FAR Clause 52.243-2, "Changes-Cost Reimbursement," AUG 1987 w/Alt II, APR 1984
	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.)

	<u>Contract Amount</u>	<u>Incremental Funding</u>
Prior Amount	[REDACTED]	[REDACTED]
This Action	[REDACTED]	[REDACTED]
New Total	\$ [REDACTED]	[REDACTED]

See Continuation Page

Except as provided herein, all terms and conditions of the document referenced in Item 9A 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) ANN SHARPE Contracting Officer		
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		BY <u>Ann Sharpe</u> (Signature of Contracting Officer)	9/11/2006

BLOCK 14 CONTINUED, DESCRIPTION OF AMENDMENT/MODIFICATION.

UNDEFINITIZED CONTRACT ACTION (UCA):

- A. Proposal and Negotiation:
- a. The purpose of this modification is to provide an Undefinitized Change to Section J-1, "Performance Work Statement," (PWS) of the Contract. This change is to reduce the work requirement under PWS Section 3.2.8, "Permanent Change of Station (PCS) and Extended Tour of Duty (TDY) Relocation Assistance," and move the extended TDY counseling services requirement to PWS 3.1.5.3, "Extended TDY Counseling Services," as detailed in ATTACHMENTS 1 and 2.
 - b. Within forth-five (45) days after issuance of this UCA, the Contractor shall submit its proposed work plan and cost breakdown. The cost proposal shall include: (1) cost for the remaining years of the Contract; (2) electronic version of cost proposal, with full breakout and rollup capabilities; (3) be broken out by W.B.S. level; (4) be consistent with original proposal format; and (5) where there are changes, show both as originally proposed, revised proposal, and detailed explanations for change(s). The penalty for making false statements in a proposal is prescribed in 18 U.S.C., Section 1001.
 - c. The proposed changes will be negotiated, if required, and a bilateral supplemental agreement definitizing this UCA will be issued.
- B. The Contractor shall perform the work in accordance with the revised Performance Work Statement set forth in ATTACHMENTS 1 and 2.
- C. The total NOT TO EXCEED for this change in work is "NO INCREASE IN COST."
- D. The Period of Performance for the remaining work is not changed.
- E. List of Attachments to this document:
- ATTACHMENT NO. 1 – Revisions to the PWS, page 20..... 1 Page
 - ATTACHMENT NO. 2 – Revisions to the PWS, Page 30..... 1 Page
- F. Except as provided herein, all terms and conditions of the document referenced in Item 10A, as heretofore changed, remain unchanged and in full force and effect.

- En route travel
- House hunting trip
- Real estate related expenses
- Home Marketing Incentive (HMI) payments
- Transportation and storage of household goods
- Temporary quarters subsistence expenses
- Miscellaneous expense allowance, withholding tax allowance, and relocation income tax allowance
- Home Leave
- Senior Executive Service Last Move Home

The SP shall examine all Permanent Change of Stations (PCS) and Temporary Change of Station (TCS) vouchers, validate the expenses claimed, inform customers of disallowed or rejected expenses (including the reason for the disallowance or rejection), reconcile vouchers and payments and resolve disputed claims. The SP shall process requests for travel advances and forward to the NASA Certifying Official for approval.

The SP shall calculate and deduct applicable taxes, calculate and process Relocation Income Tax (RIT) allowance, develop tax information for the payroll system, process bills for collection and issue IRS Form 1099.

The SP shall verify customer banking information for direct deposit into the traveler's account. The SP shall initiate billings for over-payments of outstanding travel advances, reconcile and validate unliquidated obligations, re-process payments rejected by financial institutions, inform the traveler of the rejection, and inform travelers of additional information needed to process the reimbursements. The SP shall provide assistance to the employee regarding completion of reimbursement forms. The SP shall be responsible for preparing and submitting the PCS/TCS Travel Vouchers Processed Report (DRD 3.1-18) and, upon approval from a NASA certifying officer, the annual relocation report (DRD 3.1-19).

3.1.5.3 Extended TDY Counseling Services

The service provider shall provide counseling services to government employees who will be performing extended temporary duty assignments of more than thirty (30) days in accordance with Federal Travel Regulations and NASA policy guidance.

3.1.6 Financial Management User IT Support

3.1.6.1 User IT Support

The SP shall provide the following support to NSSC NASA and SP users in those areas not covered by NASA's Agency Seat Management Services (ASMS) contract:

- Provide information and support to users in application problem resolution.
- Provide support to users with software/system applications.
- Provide support to users in loading and configuring software programs not covered by ASMS.
- Provide technical and business management support in application of SAP R/3 to NSSC operations, including application of the working capital fund (WCF).

3.2 HUMAN RESOURCES (HR)

The SP shall provide support in functional areas of Human Resources (HR), to include support to personnel program activity, employee development and training, employee benefits, Human Resource

event, itineraries of pre and post meeting; coordinate travel for recruitment team with the Agency travel contractor; and prepare travel orders for recruiters. The SP shall set up and take down the recruiting event display, manage and maintain records of recruiting events, including location and date of event, list of recruiters, positions recruited, number of student visits, number of applicants, number of offers extended to Corporate Recruitment and non-Corporate Recruitment allocations, race and national origin of the applicant pool, and number of hires associated with each recruiting event. The SP shall track offers of employment, declinations and reason for declination, and incentives used to entice candidates.

3.2.7 SES Case Documentation

3.2.7.1 Presidential Rank Awards

From content provided by the Agency, the SP shall prepare SES Presidential Rank Award nomination documentation in final submission format in accordance with Office of Personnel Management (OPM) regulations and guidelines and the annual Agency call letter and guidance notice. The SP shall ensure that documentation is on approved forms, in approved format, written in a professional business style, and submitted to Agency POC by the Agency deadline.

The SP shall provide regular status to Agency/Center HR POC on progress of SES Presidential Rank Award packages through the Agency approval process to a final decision from OPM.

3.2.7.2 Appointments

From content provided by the Agency, the SP shall prepare SES Appointment documentation in final submission format. The SP shall be responsible for ensuring that the product is on approved forms, in approved format, written in a professional business style, and submitted to the NSSC HR POC by the established deadline. The SP shall provide regular status to Agency/Center HR POC on progress of SES appointment package through the Agency approval process to a final decision from OPM.

The SP shall enter appropriate data on SES appointments into the OPM Executive Information System.

3.2.8 Permanent Change of Station (PCS) and Temporary Change of Station (TCS) Relocation Support

The SP shall facilitate and support the administrative processes for new hire/transfer relocation services by providing direct assistance for PCS and TCS activities. The SP shall provide the following services in accordance with Federal Travel Regulations and NASA policy guidance:

- Receive and process Relocation Authorization Form from NASA Centers. Review, monitor and track document to ensure completeness and accuracy. Obtain employee signed Offer Letter and assign Travel Authorization Number.
- Distribute and monitor all PCS and TCS documentation in support of the function; verify approved documents are delivered to appropriate entity and retained by NSSC.
- Assist Relocation Services Contractor COTR in reviewing and auditing invoices for consistency of billing before forwarding invoices to appropriate authority for payment.
- Provide technical support, knowledge and expertise to assist government in monitoring the quality of all services provided by the Relocation Contractor.
- Track utilization and cost of PCS and TCS orders by Center.
- Monitor and report Performance Management criteria in direct support of the PCS and TCS program with customer surveys, metrics and data analysis. (DRD)
- Transition timeline for this requirement is effective 10/1/2007.
Provide relocation entitlement counseling services to transferring and prospective NASA employees. Excludes Relocation Contractor specific requirements regarding Guaranteed Home Sale (GHS) program and Move Management Services.