



Technical, Management, and Cost (TMC) Requirements

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Criteria and Guidelines for the Phase A Concept Study

- The Criteria and Guidelines for the Phase A Concept Study is item 5 in the Explorer Program Library.
 - http://explorers.larc.nasa.gov/EX/ex_Library.html
- The document contains instructions for the Concept Study Report (CSR) for both Full Mission investigations and Missions of Opportunity.
 - Concept Study Requirements are designated as CS-1 to CS-99.
 - Note the following language from the document:
 - All program constraints, guidelines, definitions, and requirements specified in the AO or the PEA are applicable to the CSR, except as noted herein.
 - In case of conflict between the AO or the PEA and the CSR Guidelines, the CSR Guidelines take precedence.
 - The CSR is to be a self-contained document. Do not reference the original proposal.



Criteria and Guidelines for the Phase A Concept Study (continued)

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- The Criteria and Guidelines for the Phase A Concept Study defines all Concept Study Report (CSR) preparation and submission requirements.
 - Format of CSR specified in Sections A through M.
 - CSR Structure and Page Limits are specified on page 14
 - 30 pages for Science Investigation (changes highlighted)
 - 98 for full mission **or** 75 for missions of opportunity + additional for Science Implementation (including SEOs or STEOs, if any), Mission Implementation, Management, Other Factors to be Evaluated and Preliminary Design and Technology Completion (Phase B) Plan
 - A signed original of the CSR and ninety (90) paper “review” copies are required. Each must be accompanied by a CD-ROM (CD) or single-layer DVD-ROM (DVD) containing PDF file(s) of the CSR, as well as a separate PDF of the Fact Sheet and Microsoft Excel files of cost tables and the MEL.
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NPR 7120.5D, NASA Space Flight Program and Project Management Requirements

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- NASA Interim Directive (NID) for NASA Procedural Requirements (NPR) 7120.5D, NM 7120-81 has been superseded by NM 7120-97.
- As Explorer 2011 is proceeding into Phase A, evaluation will continue to be against NM 7120-81.
- As NODIS is being updated to serve NM 7120-97 as NPR 7120.5D NID, NM 7120-81 will be made available on the Explorer Program Library.
- Note that the CSR only satisfies some of the KDP-B deliverable requirements, and that the balance will have to be developed early in Phase B (consistent with Section 2.2.6.1 in NM 7120-97: "In a two-step AO process, projects are down-selected following evaluation of concept study reports and the down-selection serves as KDP B. Following this selection, the process becomes conventional with the exception that KDP B products requiring Mission Directorate input will be finished as early in Phase B as feasible.").



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- The Criteria and Guidelines for the Phase A Concept Study contain instructions on required Technical, Management, and Cost information in Section F, G, H, J, K, and M.
 - Cost Section K - format of information specified - no page limit
 - Appendices Section M on specific topics - no page limits
 - Appendices 9. Planetary Protection Plan and 10. Sample Curation Plan are not applicable to Explorer CSRs but the subsequent Appendices should not be renumbered.
- Additional Factors:
 - Risk management aspects of Factor C-4, *Adequacy and robustness of the management approach and schedule, including the capability of the management team*, have been removed from Factor C-4 and included in a new evaluation factor, Factor C-6, *Adequacy of the risk management plan*.



Technical, Management, and Cost (TMC) Requirements (continued)

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- Additional Factors (continued):
 - Two new evaluation factors that are not described in the AO or the PEA have been added:
 - Factor C-7, *Ground Systems*.
 - Factor C-8, *Approach and feasibility for completing Phase B*.
- Range of cost and schedule (RCS) estimates will be provided to the Selection Official. The information in the CSRs, responses to questions, and information provided at site visits will be considered in preparing the RCS estimates. Findings generated by the Evaluation panel will also be considered when generating the RCS estimates.



Cost Plan Section K

- Cost Plan for Mission Phases A through E
- Cost included in the SMD cost - within the cost cap
 - All costs unless specifically excluded.
 - Full cost (including CM&O) for NASA civil servants and facilities- same rules as step one costs.
 - Mission unique or special launch services costs.
 - Any SEO/STEO or SC cost.
- Costs Excluded from the SMD cost - outside the cost cap
 - Pad sustainability costs.
 - Contributed costs.
 - Costs for extended mission activities.



Cost Caps and Constraints

- Cost Caps have not changed
 - Full Mission \$200M (FY2011), not including the cost of the Expendable Launch Vehicle (ELV) or any contributions.
 - Mission of Opportunity \$55M (FY2011), including all mission phases and the cost of accommodation on and/or delivery to the host mission, if applicable.
 - Contribution limits have not changed
 - For Full Missions, contributions from sources other than the Explorer Program and other SMD programs, U.S. or non-U.S., are not to exceed one-third (1/3) of the proposed PI-Managed Mission Cost.
 - Cost change limit for Concept Study
 - During the Concept Study, the NASA SMD Cost shall not increase by more than 20 percent from that offered in the original proposal and, in any event, must not exceed the total cost cap.
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Site Visits

- Site Visits with oral briefings will be used to clarify implementation details and commitments.
- Site Visits are anticipated during the TBD timeframe for full missions and TBD timeframe for missions of opportunity at location sites to be coordinated between the PI/Proposal Team and NASA HQ/SOMA.
- Briefings for each Site Visit will be limited approximately eight hours.
- All Site Visit presentations/briefings should be in a plenary session with all Evaluation Team members attending - no splinter sessions.
- Written questions and/or requests for information will be submitted to the PI/Proposal Team TBD days before the Site Visit. All teams will have the same lead time.
- Only the information presented during the Site Visit and contained in the CSR will be considered during the evaluation.



Explorer 2011 CSR Evaluation Flow / Questions

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