



*NASA Shared Services Center*

# **NASA Shared Services Center (NSSC) Center Transition Team Lead Meeting**

## **PROCUREMENT**

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# Overview/Introduction



*NASA Shared Services Center*

- **Procurement Division is in the Service Delivery Directorate**
- **Will provide unparalleled services in the area of procurement**
- **Consists of three (3) branches: Research Activities, Procurement Operations, and Contract Management**
- **Contains 35 Inherently Governmental Civil Servants**



# NSSC Functional Content



*NASA Shared Services Center*

- Award and administration for Grants and cooperative agreements with Universities and other non-profits
- Award and administration of Consolidated Contracting Initiative (CCI) contracts of a business nature
- Award and administer Phase I and Phase II SBIRs/STTRs
- Process individual training requests (via the NSSC HR office) and procure center-sponsored and Agency-wide training courses
- Serve as the Agency Bankcard Coordinator
- Manage the 1102 Training/Certification and Intern Programs
- e-Procurement: interface with the CMM program, investigate new e-Gov initiatives, evaluate electronic procurement tools



# Procurement Transition Schedule



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## FY 2006

**1<sup>st</sup> Qtr (10/05)**

**Bankcard Program  
SRBA Support Activities  
Agency Standard of 1102 Training Prog.  
NASA Procurement Intern Program  
Training Purchases  
Manage/administer CCI contracts  
Manage/coordinate/assess CCI opportunities**

**3<sup>rd</sup> Qtr (5/06)**

**Grants/Cooperative Agreements Wave 1 (GRC, DFRC, KSC, NMO, SSC)**

## FY 2007

**1<sup>st</sup> Qtr (10/06)**

**Grants/Cooperative Agreements Wave 2 (MSFC, JSC)  
SBIRs & STTRs Wave 1 (ARC, DFRC, GSFC, SSC)**

**3<sup>rd</sup> Qtr (4/07)**

**Grants/Cooperative Agreements Wave 3 (GSFC)**

## FY 2008

**1<sup>st</sup> Qtr (10/07)**

**SBIRs & STTRs Wave 2 (MSFC, GRC, JSC, KSC, LaRC)**

**2<sup>nd</sup> Qtr (1/08)**

**Grants/Cooperative Agreements Wave 4 (ARC, LaRC)**



# NSSC Procurement Division

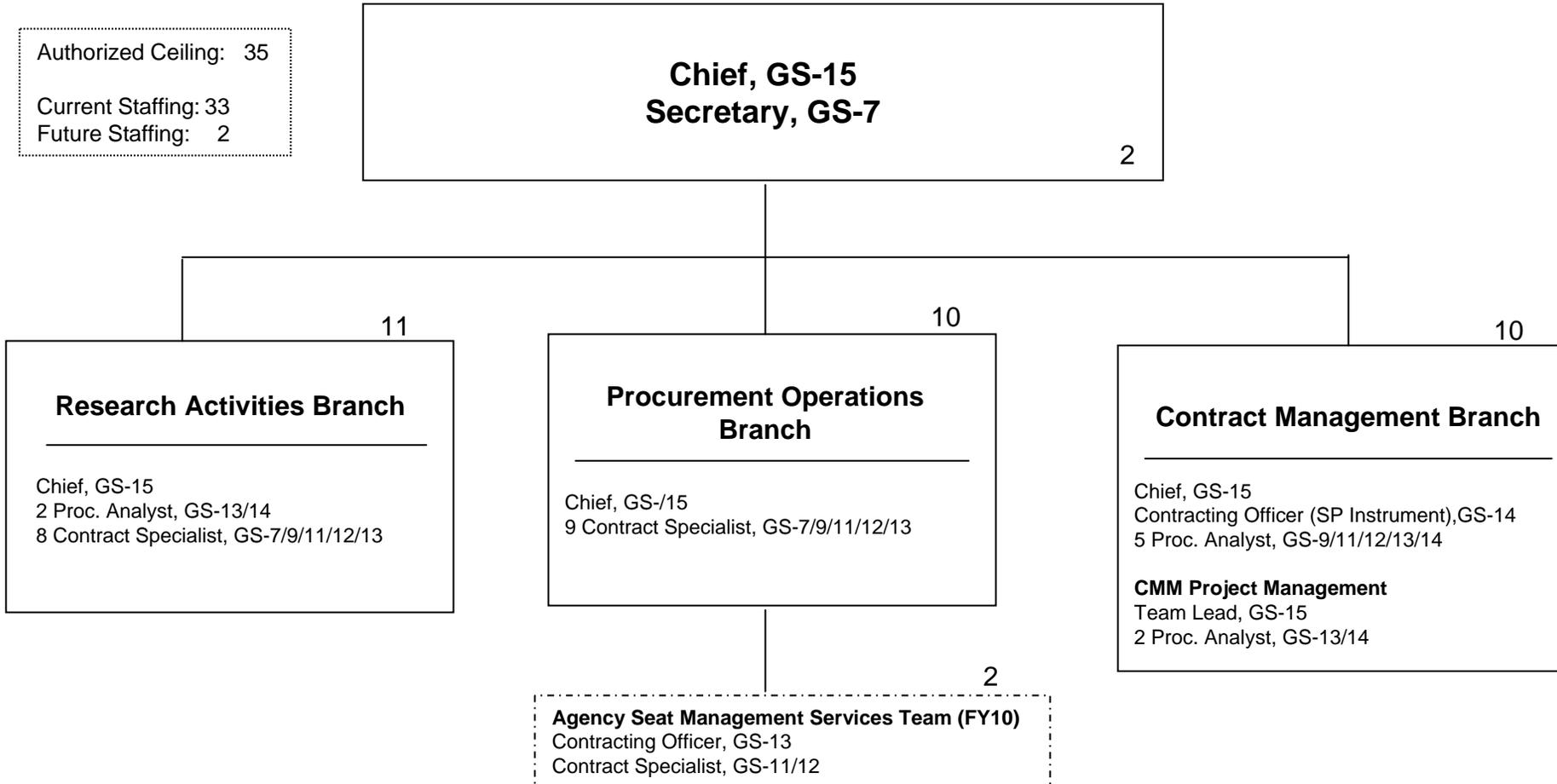


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Authorized Ceiling: 35

Current Staffing: 33

Future Staffing: 2





# Process Flows Status



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- **Processing of Grants and Cooperative Agreements**
- **E-Tool Project Selection, Implementation & Systems Management**
- **SBIR/STTR – Post Selection Procurement – Contract Award, Administration & Closeout**
- **SRBA Systems Support – Policy Change**
- **Procurement Purchase Card Process**
- **Procurement Training Process**
- **NASA Contracting Intern Program (NCIP)**
- **Training Purchases Process**



# Other Activities



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- Monitoring the status of the Contract Management Module
- Working with the Finance Team to determine the most efficient way to transfer files
- Working with Human Resources to finalize the training purchases requirement



# Expectations of Center Transition Teams



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- **Continue to support the team telecons, meetings and ViTS**

**---Business as usual---**