



Logistics Management Newsletter

FROM THE LOGISTICS MANAGEMENT DIVISION

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Welcome. This newsletter is brought to you by the Logistics Management Division (LMD). Its purpose is to keep you abreast of the latest business practices and to share information about ongoing logistics management initiatives and events. It also introduces interim policy letters, which shall be incorporated in forthcoming updates of NASA Procedural Directives and Procedural Requirements.

Equipment Management

Agency Loss Rate—Fiscal Year (FY) 2014, By Miguel A. Rodriguez

The Agency equipment loss rate was 0.18 percent in FY14, the lowest loss rate ever recorded by the Agency. Per NASA Policy Directive (NPD) 4200.1, NASA Centers shall execute a 100 percent wall-to-wall physical inventory by the end of each fiscal year. The wall-to-wall physical inventory campaign is a management tool

for record validation, and the result of the physical inventory measures how well NASA organizations manage Government equipment. At the beginning of each fiscal year (October 1), the Agency and Centers loss rates are automatically calculated by dividing the number of net lost items during the fiscal year by the Center's equipment density at the end of the fiscal year, after capturing equipment additions and deletions.

Table One depicts each of the Centers' and NASA's net losses. Equipment recoveries are taken into consideration when calculating Center loss rates. The net loss is the number of equipment items initially reported as lost or missing in a fiscal year minus the number of equipment items later recovered to establish accountability within the same fiscal year. Centers engage in recovery activities for months after the conclusion of

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Kudos

their physical inventory campaigns. These efforts demand an increasing commitment of time and resources to assess equipment accountability across the Agency.

The Agency’s benchmark is not to exceed 0.50 percent (one-half of 1 percent). The calculation of Center loss rates aims to capture data that are valid, reliable, and timely for the identification of root causes, trends, and operational issues that may lead to management decisions to heighten accountability of equipment at the Center.

The Agency is subject to frequent press coverage and congressional inquiries regarding losses of Government equipment. In response, Centers have improved equipment management practices encompassing heightened policy

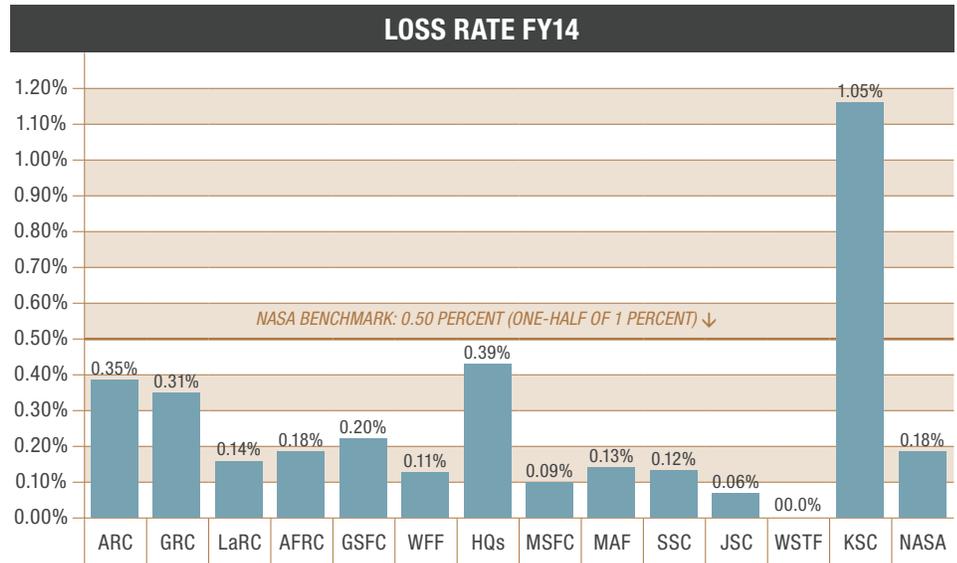


Table One

requirements. As of FY16, all NASA Centers will execute annual (fiscal year) inventories. The execution of annual (fiscal year) inventory campaigns is critical to process enhancement, standardization, and accurate assessment of

how well NASA Centers manage and maintain accountability of Government equipment, including the accuracy of the equipment records in NASA’s Property, Plant, and Equipment (PP&E) System.

Mail Management

NASA Mail Domestic Expenditures, By Miguel A. Rodriguez

The General Services Administration (GSA) developed and implemented a reporting mechanism, the Simplified Mail Accountability Reporting Tool (SMART), to capture all Agency expenditures for shipments weighing up to and including 70 pounds. This was in response to a provision in the Federal Management Regulation (FMR) Part 102-92,

Subpart A, requiring all Federal agencies to provide a yearly expenditure report to the GSA.

The illustration represents the data for domestic expenditures that NASA reported to the GSA in the last 5 fiscal years (FY10–FY14). The overall domestic expenditures have decreased from \$1,566,365 in FY10 to \$899,849 in FY14, a decrease of 43 percent in the last 5 fiscal years.

A subset of the domestic expenditures is the expense for overnight express delivery services. Expenditures for overnight express delivery services decreased 54 percent from \$513,524 in FY10 to \$237,571 in FY14. However, the Agency is trending up with a 42 percent increase in mail expenditures from FY12 to FY14. Mail managers need to be cautious when selecting carriers and forms of delivery, and they should properly advise customers

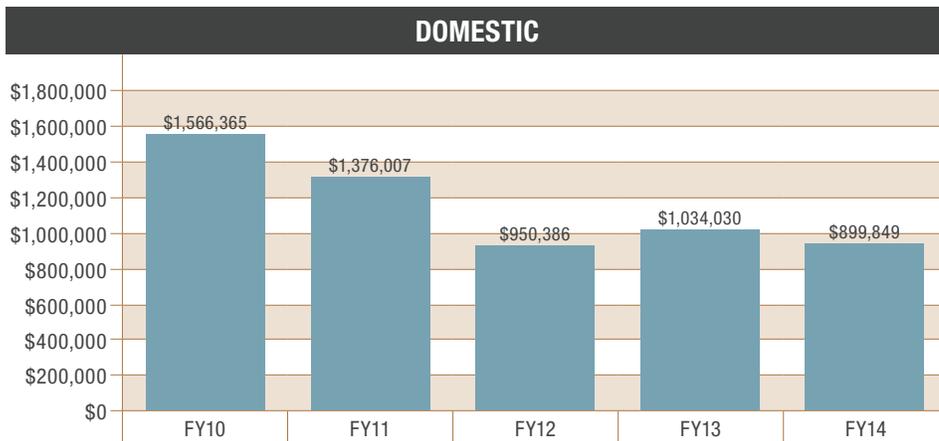


Table Two

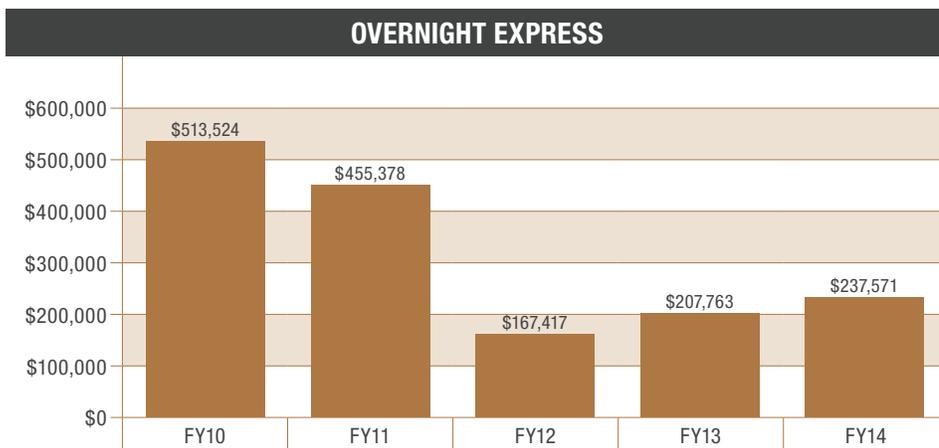


Table Three

to select the most efficient and cost effective delivery service. Significant cost savings may be obtained by selecting next-day

overnight delivery by mid-afternoon instead of next-day overnight delivery by mid-morning; even more cost savings can be obtained by

selecting 2-day delivery instead of second-day delivery services.

NPD 1460.1 (Agency Mail Management Program) holds Center mail managers responsible for conducting periodic reviews of their Center’s mail operations to identify potential improvement areas related to cost and mail-processing efficiencies. As of October 1, 2014, NASA participates as an authorized user of the third-generation GSA Blanket Purchase Agreement (BPA) for the Domestic Delivery Service Generation 3 (DDS3) express and ground shipments provided by the United Parcel Service (UPS) and FedEx throughout all 50 states and Puerto Rico.

NASA’s objective is to maximize the long-term benefits of the DDS3 Federal Strategic Sourcing Initiative and reduce expenditures by selecting the carrier, either FedEx or UPS, that provides the most efficient service and the best rate without jeopardizing the priority, time in-transit, and quality of service.

Disposal Management

The Benefits of Equipment Reutilization: Repurposing of Metrology and Calibration (MetCal) Equipment Saves Millions.
Source: Office of Safety and Mission Assurance (OSMA)

For the past 3 years, NASA’s MetCal Program Office has been repurposing measuring and test equipment previously used to support the Shuttle program at Kennedy Space Center (KSC),

resulting in nearly \$2 million in cost avoidance to date.

So far, the repurposing initiative has provided more than 400 pieces of measuring and test equipment to 12 NASA Centers

and component facilities. This estimated cost avoidance includes hardware costs, but does not take into account the ongoing cost savings being realized at the locations using the equipment.

“The cost savings is very conservative in that it only takes into account the equipment costs when it was procured years ago,” said MetCal program manager Kenny Mathews. “In today’s dollars, the equipment would be double, maybe triple the original cost.”

Centers, Facilities, and Projects Reap the Benefits of Repurposing Initiative

NASA Centers, programs, and projects have begun to see the benefits of the MetCal program’s efforts. Much of the equipment has been reallocated to NASA’s calibration labs, which provide calibration support to those Centers, programs, and projects. Using the reallocated equipment, NASA’s calibration labs are able to

- Establish new capabilities that enable insourcing of calibrations that were previously outsourced
- Add redundancy to accommodate heavy workloads and decrease turnaround times
- Replace unreliable or obsolete equipment

- Develop backup calibration systems for anticipated future needs
- Add ancillary equipment needed to support calibration processes

“We’ve been able to reach out to almost all the Centers with this effort,” said Mathews.

The repurposing initiative at Marshall Space Flight Center (MSFC) in particular has been a major success story.

“They’ve helped us a lot in several areas,” noted Gary Kennedy, the MSFC MetCal technical representative. “We were able to obtain several pieces of equipment to really enhance our applications.”

Prior to receiving reallocated equipment, MSFC had radio frequency (RF) and microwave frequency calibration capabilities that were limited to 5 gigahertz. The new equipment has expanded the Center’s system capabilities to be able to test all RF and microwave parameters up to 26.5 gigahertz.

According to Kennedy, MSFC has received over \$1 million worth of equipment.

“We’ve put everything we’ve received from them to good use,” he said. “If we were to try to buy a lot of it today, [there’s a] very good possibility the cost would be twice what it was several years ago.”

In addition to the savings realized by the equipment reallocation, Jeff Cheatham, senior metrologist with Marshall Engineering Technicians and Trade Support Services (METTS), noted that MSFC is realizing at least \$300,000 in annual savings by insourcing calibrations that were previously outsourced.

uWave Lab

The system improvements made at MSFC have benefited programs like the Space Launch System and other smaller programs and projects.

While the majority of reallocated equipment has gone to NASA’s calibration labs, NASA programs, projects, and institutional functions have benefited also from the initiative. NASA’s Ka-Band Objects Observation and Monitoring (KaBOOM) project, for example, benefited from the repurposing initiative by obtaining eight pieces of RF and microwave measuring equipment valued at \$259,000.

Continuing the Repurposing Initiative

The repurposing initiative is ongoing, with the MetCal Program Office actively working to reallocate the remaining 150 pieces of retained equipment, valued at nearly \$1 million. The repurposing effort is expected to continue

as new equipment continues to be added each quarter.

While the primary focus of the repurposing initiative continues to be equipment retained from the Shuttle program, the office expanded the scope to include routine screening of N-PROP and the GSA Excess Web site for useable excess equipment (<http://gsaxcess.gov>).

How the Initiative Began

The MetCal Program Office began a resource sharing initiative in mid-2011 to update and distribute automated calibration procedures developed in the Shuttle calibration lab at KSC. When Cheatham joined the MetCal Program Office in the summer of 2011 to develop Agency-level procedures, he saw an opportunity to expand the resource



sharing initiative by capturing excessed Shuttle equipment and reallocating it across the Agency.

“The equipment could better be used within the Agency to help supplement everyone’s capabilities because some labs were well equipped and others weren’t,” said Cheatham. “So I just took advantage of it.”

Mathews is quick to acknowledge Cheatham’s contribution.

“Jeff deserves all of the credit for the repurposing initiative. He identified the excessed equipment and was proactive in getting the effort started,” Mathews said.

NASA’s MetCal Program Office is committed to the equipment repurposing effort and other initiatives that share existing NASA resources and reduce duplicated efforts within the Agency.

Kudos

Celebrating Ames Research Center’s 75th Anniversary.

Source: *Astrogram*, Ames Research Center

On October 18, 2014, NASA Ames Research Center (ARC) opened its gates and shared its world-class space and aeronautics research campus with the surrounding communities. An estimated 120,000 visitors attended the event, which featured exhibits highlighting ARC’s

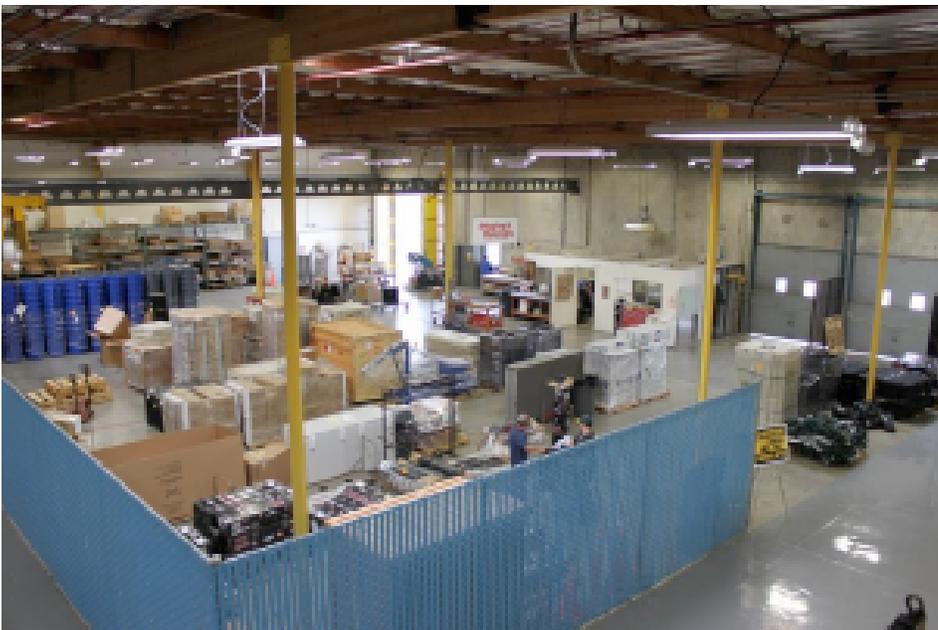
space missions, programs, and projects. A 2-mile self-guided tour past facilities included the 80-by 120-foot wind tunnel, ARC’s simulated Martian landscape, and opportunities to visit and speak with Ames engineers and scientists in a family-friendly atmosphere. The event was kicked off with opening remarks by Ames Center Director S. Pete Worden and California Congresswoman Anna Eshoo, California District 18. This highly

successful open house supported Agency goals to (1) engage the General Public in NASA Missions and the work at ARC; (2) encourage and inspire youth to enter science, technology, engineering, and mathematics (STEM) fields; and (3) provide a venue to reach individuals other than space enthusiasts and the science-attentive public.

Kudos to ARC's logisticians. Behind every large event, there is always a great deal of activity and coordination undertaken by logisticians to ensure success. ARC's open house was not an exception. The Ames Logistics

and Documentation Services Division played a key role in completing numerous operational components that were needed during the 8-month project plan. These components included:

- Managing the acquisition, installation, and teardown of 5 miles of fencing, and managing the acquisition, installation, and protection of four burrowing owl habitat areas requiring 6,000 feet of specialized fencing;
- Providing contract oversight of 600 portable bathrooms and 100 hand-wash stations;
- Setting up (by the Ames Transportation Section) over 50 exhibit booths and four large rest (dining) areas. This involved the setup and removal of 300 canopies, 600 tables, and 3,000 chairs;
- Printing 180,000 pamphlets and programs used at the event;
- Designing and providing a large number of banners, signs, and posters used across the complex;
- ARC's two conferences centers, managed by Logistics, providing the location for the Event Coordination and Control Center, and Building 3 and Building 152 providing the location for "Ask a NASA Expert" panels with Ames scientists and engineers, who were available throughout the day to answers questions from the public;
- Managing the dispatch of 60 NASA-owned electric vehicles used during this event;
- Managing the dispatch of 48 leased buses to transport





passengers from the various public transit stations;

- Shipping and receiving supporting exhibits arriving from other Centers for the event, including MSFC, JSC, and JPL;
- Providing janitorial, refuse, and recycling services before, during, and after the event;
- Providing labor and material to place and retrieve

delineators throughout the Center and Airfield;

- Designing and setting up parking areas to accommodate 10,000 vehicles;
- Providing on-demand moving services to exhibitors; and
- Providing towing and jumper services as directed by Protective Services and/or by the Event Coordination and Control Center.

Contact Us

Your involvement, understanding, and feedback are essential to making the Logistics Management Program a success. Please send us your questions or stories to share by calling or e-mailing:

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