

NASA Hypergolic Courtesy Storage Policy (Location Fuel Storage Area #1)

Courtesy Storage is available for short term storage of hypergols at Fuel Storage Area #1 (FSA#1) if you have an upcoming mission at Kennedy Space Center/Cape Canaveral Air Force Station (KSC/CCAFS). Although hypergolic processing may be permitted in different areas around KSC, hypergolic product staging is ONLY permitted at FSA#1. The Courtesy Storage requirements are:

- 1) A NASA signed Courtesy Storage Application with appropriate Task Order number applied and
- 2) A funded Task Order with the necessary Task Item Numbers (TINs).

A funded Task Order is required for Courtesy Storage. A Task Order can usually be obtained by contacting your Project Finance Office. Task Orders (TOs) are the funding mechanism for the Courtesy Storage Contractor to charge. The Task Item Numbers (TINs) are the requested fix price work that is requested. Courtesy Storage usually requires TINs be authorized to use for emergency situations for the duration of the courtesy storage. TINS 102, 214, 301, 302, 701, and 702 are normally those emergency TINs and shall be on the funded Task Order for the duration of the courtesy storage unless specified on the Courtesy Storage Application description box. The estimated cost of an emergency situation is projected to be \$6k per incident and only one incident per customer is the most that needs to be readily available for use, and will only be used if an emergency situation happens. Other support outside of the emergency situation should go thru the normal support request process.

The Task Order (TO) shall be funded, at the very least, for all the emergency situations above and for all the known requirements that allow the contractor to accept the delivery prior to Courtesy Storage.

If a container requires immediate attention, FSA#1 personnel will call or attempt to call the POC or the back-up POC on the Courtesy Storage Application but the container will be scheduled and the problem repaired ASAP, at the Courtesy Storage Customer's expense. If the container does not require immediate attention, the POC or the back-up POC will be contacted for resolution. Whether or not immediate attention is required will be at the reasonable discretion of FSA#1 personnel. NASA/KSC and DLA are not responsible for any expense associated with courtesy storage containers, or as a result of damage to containers while in the storage areas.

Courtesy Storage Application can be found on the Propellants and Life Support website at <http://propellants.ksc.nasa.gov/storage.htm>. The Courtesy Storage Application will be the entire agreement between NASA and the Courtesy Storage Customer. FSA#1 will store product up to six (6) months before Current Date of Launch and will also store up to 90 days After Launch unless additional time has been coordinated and agreed upon by NASA and the Courtesy Storage Customer. Customers should sign and email the application to David Wallace (primary) and cc Chuck Davis (backup) at david.r.wallace@nasa.gov and chuck.davis@nasa.gov. David Wallace's phone number is 321-867-8150 and Chuck Davis's phone number is 321-867-4748, if you have any questions. A copy of the signed application shall be provided to the customer, FSA#1, and the Fluids Management Office by David Wallace or Chuck Davis.